



In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held virtually via Zoom Conferencing.

Present: Cllrs Clint, Starkey, Murphy, Stevens, Kaiser, Strong, Hughes, the Clerk.

Also Present: Borough Councillor Gary Cowan. Resident, Andrew Braysher

Not Present: Cllrs Picken, McIntosh

The Clerk was the Zoom host of the meeting.

In the absence of the Parish Council Chairman, Cllr Mark Picken, the meeting was chaired by the Parish Council Vice Chairman, Cllr Andrew Clint.

148/21 To receive and accept any apologies for absence – Cllrs Picken & McIntosh

149/21 To receive any declarations of interest on items on the Agenda - None

150/21 Minutes of Council & Committee Meetings –

- to approve the minutes of the Council meetings held on Tuesday 17th November 2020 – the minutes were read, approved and will be signed by Cllr Clint in the absence of Cllr Picken at a later date due to social distancing guidelines.
- to approve the minutes of the Parks Committee meeting held on Tuesday 24th November 2020 – the minutes were read, approved and will be signed by Cllr Starkey at a later date due to social distancing guidelines

151/21 Public Participation (allotted time - 15 minutes) – None

152/21 Clerks Report –for information only –

- Another panel of glass in the bus shelter by the village shop has been smashed.
- Several reports of anti-social behaviour reported. Police are aware.
- The thank you gift in place of an invite to the afternoon tea, which can't take place, and Christmas cards are being distributed this week.
- This week I plan to work Friday instead of Thursday and Friday will be the last day prior to annual leave for 2 weeks reopening on Monday 4th January 2021. During this time, I will check emails daily and the office a couple of times and meet the bottle bank lorry. I will be carrying over 5 days holiday to 2021 which I plan to take late January/early February.
- The rotas for gate opening/closing is almost complete. The Christmas tree check is complete. A daily What's app message will be sent to remind all for the next day.
- The Christmas tree lights will be plugged in by Gareth Brown who kindly responded to the Facebook request for an electrician. He plans to do this tonight.

153/21 Reports from external bodies:

- Borough Council – no report
- Police – no report

Reports from meetings attended by Councillors:

- Fields NAG – Cllr Stevens - the AGM was held prior to the ordinary meeting.

AGM –

- Officers remain the same as 2020.
- The Chairman’s report was short due to only a couple of meetings being held throughout the year due to Covid-19.

Meeting –

- Some anti-social behaviour including around the Arborfield Cross Relief Road since it opened, damage to Christmas decorations and vehicles.
- Car racing has been reported
- Thefts from the Co-op continue
- Communications - such as the Arborfield News were praised. It was noted that the Loddon Reach magazine has folded. Look into possibly having a Fields website.
- Other issues raised were parking, fly tipping, sewage, ASDA trolley’s being dumped.
- It was noted that Barkham Parish isn’t represented on the NAG. Try to get them involved.

154/21 Planning

- **Planning Report** – for information only –

- **Planning applications decisions:**

202823 – 2 Rickman Close – Householder application for the proposed erection of a single storey side and rear extension – approved.

202930 – Arborfield School House, School Road – Householder application for the proposed erection of a single storey rear extension with insertion of 4no. roof lights – approved.

- Comments regarding planning application **202735 – Apple Tree Cottage, Church Lane** – were submitted to WBC on 2nd December confirming the response agreed by Council via email to highlight that it should conform with CP11 and the Neighbourhood Plan.

- **200711 – Swallowfield Road, Arborfield** – Solar park – this application is before the WBC Planning Committee on 16th December 2020 at 7pm

- **Trees**

203400 – 18 Tyler Drive – Application for works to protected tree TPO 0566/1992 – prune overhanging branches

Land adjacent to Gravelpit Hill Lane – felling of dead Goat Willow TPO 1679/2019 – approved for H&S reasons

Provisional 6 month put in place on 26th November 2020 - TPO – 1764/2020 – Trees along A327 Eversley Road (Green Route Enhancement Area, Baird Road, Arbery Way, Bramshill Close, Langley Common Road and Rickman Close including PROW Arbo BR 15.1.

Confirmed without modification TPO1740/2020 – Reddam House, Mole Road.

Cllr McIntosh had provided a planning report regarding the applications to be discussed. In Cllr McIntosh’s absence Cllr Murphy ran through it.

- **To discuss planning applications received by the date of the meeting – to include:**

203105 – 12 Barker Close – Householder application for the proposed conversion of garage into habitable accommodation with changes to fenestration

No objections

203221 – The Old Swan, Eversley Road – Application to vary conditions 2 and 4 of planning consent 201068 and conditions 2 and 3 of Listed Building Consent 201069 for the proposed part conversion of existing garage to create habitable accommodation, plus changes to the fenestration. Condition 2 refers to the approved documents and conditions 3 and 4 to the submission of joinery details and finishes, and the variation is to allow the new ground floor window in the south elevation to be double-glazed.

No objections

203116 – 15 Attwood Drive – Householder application for proposed garage conversion to create habitable accommodation and single storey rear extension including the insertion of 2no. roof lights

No objections

Adjoining Parish Consultation – Barkham

203254 – Parcel V2s, Lakeside Bus Route

Application for approval of reserved matters pursuant to outline planning consent O/2014/2280 for the construction of 36 dwellings with access from Lakeside Bus Route (LSBR) (Biggs Lane), with associated internal access roads, parking, landscaping and open space, footpaths/cycleways, and Sustainable Urban Drainage (SuDS). Details of access, appearance, landscaping, layout and scale to be determined

No objections

For information only

203219 - Bridge Farm Grain Store, Bridge Farm, Reading Road – Application for a certificate of existing lawful development to confirm compliance with condition 5 of application F/2006/7898 (061916) which requires that the agricultural building shall not be used for any purposes other than those ancillary to agriculture.

For information only

203427 – Hall Farm, Centre for Dairy Research, Church Lane – Prior approval submission for the erection of a Duo Nursery, Farrowing and Dry Sow House

- **Any Planning matters considered urgent –**

- The decision WBC Planning Committee reached on 9th December regarding the planning application for 140 dwellings on Reading FC training ground off Park Lane.

Grave concern raised that by approving this application a dangerous precedence of development outside the SDL boundaries has been set. Clerk to circulate to all the link for the video of the WBC Planning meeting where the application was discussed. Following discussion, it was agreed to write to Cllr John Halsall, Leader of the Council, expressing concerns raised and to the WBC Director of Planning and to seek advice from a planning lawyer. It was agreed that the planning reserves the Council holds is in place for exactly this use. Cllrs Clint and Murphy to draft letter for all to approve.

- Solar farm application off Swallowfield Road has been deferred to 16th December. It was noted that the drawings in the application were of a particularly poor quality. It was noted that the Council supports renewable energy initiatives, but they must be in the right place. Unfortunately, the site in question has no special protection.
- Grazeley development will not be going forwards which means WBC will be looking for housing numbers elsewhere in the borough.

F&GP

- **F&GP Report** – for information only –
 - Opt to tax on the pavilion has been applied for.
 - The external audit was clear.
 - Netwise who host the Parish Councils website is upgrading to V2. The cost will be £199. This is a one-off payment on top of the annual cost of the hosting. This needs to be formally agreed at the next meeting in January.
- **To discuss and agree whether to contribute towards joint CIL projects:** - the details were circulated to all prior to the meeting:
 - California Country Park – lakeside refurbishment and information point
 - Leisure - Arborfield Green Primary School – FIFA sports pitch for community use
 - Highways – Improved signage and wayfinders for pedestrians and cyclists
 - Highways – provision of EV charging points

The Parish Council agreed that its position remains the same and that CIL funds will be put towards a community building at the pavilion in Arborfield Park and it would therefore not be supporting any of the above projects. It was also noted that a condition of the pavilion planning consent is to provide an electric charging point so Arborfield would be providing its own.
- **Preliminary Budget 2021/22 discussion to form a draft budget for approval at the January meeting** – Cllr Clint presented the draft figures and provided explanations as required. All agreed the budget figures and subsequent precept figure are to be proposed at the January meeting for approval.

Cllr Stevens to present to January meeting preliminary ideas for the village centre and possible funding ideas for such a scheme.
- **Any F&GP matters considered urgent** - None

Parks

- **Parks Report** – for information only –
 - New padlocks are on the height bars.
 - The negative impact survey on trees at Pound Copse and the old churchyard was carried out on 7th December. A number of trees were identified as needing to be felled, trimmed or the ivy cut. The full report is expected within around 3 weeks of the date of the survey. An application to WBC for the works to take place is required as the whole area is protected by a TPO. Quotes to carry out the works will then be required.

Cllr Murphy to investigate whether there are any grant opportunities to assist with the cost of the tree works.
- **Any Parks matters considered urgent** - None

Risk Management

- **Risk Management Report** – for information only –

- Christmas tree checking rota circulated and completed.
- Outstanding risk assessments and check sheets are:
 - Streetlights
 - Parish Owned Land
 - Old Churchyard

• **Any RM matters considered urgent - None**

155/21 Accounts – To agree and sign bank reconciliations for November 2020 and agree accounts and payments for December 2020 – Bank statements, reconciliations, petty cash and the credit card statement for November and payments for December were circulated to all prior to the meeting and agreed at the meeting. Cllrs Clint and Stevens to authorise December payments on the bank account the following day. The Clerk will arrange for signing of the paperwork in line with social distancing regulations.

Payments for December 2020			
BACS	SCS	£1,141.90	Ground Maintenance for Nov 2020
BACS	PFK	£480.00	Annual Audit
BACS	SLCC	£208.00	Membership
BACS	Mr M Bodington	£585.55	Handyman / Playground maintenance
BACS	Mr M Bodington	£227.88	Playground maintenance (Costco)
BACS	Staff Wages	£2,626.83	Staff wages - includes PAYE & Pension
DD	Opus (Electric)	£28.84	Pavilion utilities
DD	British Gas Lite	£103.28	Pavilion utilities (ESTIMATED bill)
DD	BT	£134.20	Office running expense
DD	Lloyds Bank	£456.29	Credit Card
DD	Cheaper Waste	£143.86	Pavilion/Park maintenance
DD	Sage	£20.16	Office running expense

156/21 Correspondence –

Date received	Who from	Content	Minuted date	Minute item
19/11/2020	HSBC	Bond maturity letter	15/12/2020	F&GP
19/11/2020	HSBC	Bond maturity letter	15/12/2020	F&GP
19/11/2020	HSBC	Bond maturity letter	15/12/2020	F&GP
02/12/2020	HSBC	Bond investment letter	15/12/2020	F&GP
02/12/2020	HSBC	Bond investment letter	15/12/2020	F&GP
02/12/2020	HSBC	Bond investment letter	15/12/2020	F&GP
07/12/2020	Lloyds	Card statement	15/12/2020	Accounts
07/12/2020	HSBC	Bank statement	15/12/2020	Accounts
07/12/2020	Unity Trust	Bank statement	15/12/2020	Accounts
10/10/2020	Unity Trust	Bank statement	15/12/2020	Accounts

157/21 To agree to readopt the following documents:

- Risk Management – Cllr Clint – to review and proposed to the January meeting

- Financial Regulations without change – Proposed by Cllr Clint, seconded by Cllr Hughes all agreed to readopt without change
- Standing Orders with changes noted at the November meeting – Proposed by Cllr Clint, seconded by Cllr Hughes all agreed to readopt with changes to reflect remote meetings and delegating decisions.

158/21 To agree for the Parish Chairman to take a sabbatical from his role for up to 6 months from the date of this meeting.

Subject to agreement to the above point to agree the Parish Vice Chairman covers the role of Parish Chairman for this period of time.

Subject to agreement of the above two points to agree any other changes to Councillor roles for this period of time.

Proposed by Cllr Kaiser, seconded by Cllr Starkey, all agreed for Cllr Picken to be permitted to take a 6-month sabbatical from his role as Parish Chairman due to personal reasons.

Proposed by Cllr Kaiser, seconded by Cllr Starkey, all agreed to Cllr Clint taking the role of Acting Chairman for a period of 6 months.

Proposed by Cllr Kaiser, seconded by Cllr Starkey, all agreed for Cllr Murphy to take the role of Acting Vice Chairman for a period of 6 months to support Cllr Clint.

As Cllr Clint is also the Chairman of F&GP it needs to be considered separating the roles of Acting Chairman and F&GP Chairman after the budget process has been completed due to time commitments.

159/21 Action list – the action list was run through and updated

160/21 Any items for consideration to include items for the next meeting agenda – information only

Cllr Kaiser provided the following update from the Borough Council regarding Covid-19:

- Most likely to be in Tier 3 by the end of this week.
- Case number had dropped but are now increasing mainly due to higher figures in Reading and Bracknell.
- Possible national lockdown in the new year
- Testing is available at Shute End.
- With testing in place visits to care homes are possible. 2 further outbreaks in care homes have been reported.
- Testing in schools will commence soon

Cllr Kaiser also reported that there is likely to be a parliamentary boundary change for Barkham as it's now the biggest single Councillor Ward in the borough.

161/21 Date of next meeting – Tuesday 19th January 2020

There being no further business the meeting closed at 9.18pm