



Arborfield & Newland Parish Council

Arborfield Green Community Centre,
Sheerlands Road, Arborfield,
Berkshire, RG2 9ND
Tel 0118 976 1489

E-mail parishclerk@arborfield.org.uk
Clerk: Mrs Annabel Wood

Full Council Meeting Tuesday 17th October 2023 at Arborfield Pavilion 7:30pm

Public Attendance

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. **If you would like to ask a question at this meeting, please contact the Parish Clerk by 12 noon on the day of the meeting via email at parishclerk@arborfield.org.uk.** (If you are unable to attend you are entitled to send in a written representation). Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

AGENDA

244/23 Questions from members of the public in respect of the business on this agenda.

245/23 To receive and accept any apologies for absence.

246/23 To receive any declarations of interest on items on the agenda.

247/23 Minutes of Council Meeting

To approve the minutes from the Parish Council meeting held on Tuesday 19th September 2023 – Item A

248/23 Council to note the draft minutes from the Exec Committee meeting held on Tuesday 3rd October 2023 (as per standing orders all committee draft minutes are presented to full council) - Item B

249/23 To receive a report that proposes amendments to the schedule of council and committee meetings - Item C

250/23 To receive reports from:

- 1. The Clerk – Item D**
- 2. The Borough Councillor – Item E**
- 3. Police – Item F**

251/23 To receive reports from external meetings attended by Councillors.

252/23 Planning

1) To consider and agree recommendations on planning applications (Item G) received before 17th October to include:

- PA Number:** 231955 Full Planning Approval Consultation
- Site Address:** 1 Anderson Crescent Arborfield Wokingham RG2 9PB
- Description:** Full application for the proposed subdivision of the existing plot and erection of 1 no. detached dwelling with associated access and parking following demolition of the existing single storey side extension and outbuilding; erection of a new front canopy roof and single storey rear extension to the existing dwelling plus changes to fenestration, installation of a rear dormer and rooflights to facilitate conversion of the loft to habitable accommodation, and extension of the existing dropped kerb.
- Deadline** 16-10-2023, Extension granted until 19-10-23
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- PA Number:** 232358 Works to a TPO tree Consultation
- Site Address:** Land at Faraday Close Arborfield
- Description:** APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1440/2012, T6 and T8 T14, Ash (T6 on TPO) – Fell and grind stump. T15, Ash (T8 on TPO) - Fell and grind stump.
- Deadline:** 11-10-2023, Extension granted until 19-10-23
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- PA Number:** 232362 Works to a TPO tree Consultation
- Site Address:** Land at Fleming Close Arborfield
- Description:** APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1440/2012, T10 T26, Field Maple (T10 on TPO) – Fell and grind stump.
- Deadline:** 11-10-2023, Extension granted until 19-10-23
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- PA Number:** 232363: Works to a TPO tree Consultation
- Site Address:** Land at Kelvin Close Arborfield
- Description:** APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1428/2012, GROUP 3, T3, T10 and 142 G3) – Remove self sets. T2, Ash (part of G3) - Fell and grind stump. T8, Whitebeam (T17 on T on TPO) - Fell and grind stump. T14, Ash (T10 on TPO) - Fell and grind stump.
- Deadline** 11-10-2023, Extension granted until 19-10-23
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- PA Number:** 232385
Works to a TPO tree Consultation
- Site Address:** Land at Whitehall Drive Arborfield
- Description:** APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1441/2012, AREA 2 T15, Ash – Fell. T20, Ash x 2 – Fell. T22, Ash – Fell 2 no. stems by fence; cut back branches overhanging garden by up to 3m.
- Deadline** 12-10-2023, Extension granted until 19-10-23

PA Number: 232304
Householder Consultation
Site Address: Magnolia House Church Lane Arborfield Wokingham RG2 9JB
Description: Householder application for the proposed alteration to existing rear and side fenestration.
Deadline 19-10-23

PA Number: 232392
Householder Consultation
Site Address: 11 Harts Close Arborfield Wokingham RG2 9QH
Description: Householder application for the installation of a 200mm wooden trellis to the existing fence in the rear garden. (Retrospective)
Deadline 19/10/2023.

PA Number: 230152
Site Address: Arborfield Garrison & Adjoining Land Arborfield Reading RG2 9NW
Description: Application for the approval of Reserved Matters pursuant to outline planning consent O/2014/2280 (dated 02/04/2015). The Reserved Matters comprise details of 135 dwellings within Parcel O2 (including both market and affordable housing) with access from Biggs Lane, associated internal access roads, parking, landscaping, open space, footpaths and drainage. Access, Appearance, Landscaping, Layout and Scale to be considered.
Deadline 18-10-2023

PA Number 231894
Site Address: 28 Tyler Drive Arborfield Wokingham RG2 9NG
Description: Householder application for the proposed erection of part two storey side part single storey rear extension, plus alteration to fenestration, following the demolition of existing garage.
Deadline 30-10-2023

2) For Councillors to agree how to respond to the Statement of Community Involvement consultation.

3) Any Planning matters considered urgent.

253/23 Finance and General Purpose

1. To approve and sign payments for October.

2. To receive the bank reconciliation for the month of September
3. To receive quotes for further work to Pound Copse.
4. To approve Purchase Order for works to urgent item identified by arboriculturist.
5. To receive requirements for budget setting from Cllr Murphy.
6. To consider any urgent finance matters
7. **Coombes Woodland purchase update** - council to note progress report on the purchase of the Coombes woodland and receive a report following the arboriculturist's survey. – **Item G**.
8. To consider and adopt the Terms of Reference for the Coombes Woodland Committee – **Item H**
9. Council to review the Standing Orders with a view to re-adoption at the November meeting. – **Item I**
10. Council to discuss Planning Working Group Terms of Reference, amend if necessary with a view to adopting. – **Item J**
11. To re-adopt the following policy documents:
 - a. Document Retention & Disposal – **Item K**
 - b. Executive Committee Terms of Reference – **Item L**
 - c. Health & Safety – **Item M**
 - d. Risk Assessment – Financial – **Item N**
 - e. Risk Assessment – General - **Item O**
 - f. Risk Assessment - Staff and Financial – **Item P**
 - g. Risk Management – **Item Q**
12. To agree the response to WBC Consultation on Changes to Grounds Maintenance and Rubbish Collection.
 - a) Council to consider options in response to WBCs proposed reduction in local environmental services.
13. To agree a response to the Warm and Welcoming Places Survey.
14. Council to discuss, amend, and agree on an Environmental Policy to adopt – **Item R**

15. To agree date for Carol singing.

16. For Council to receive an update on Pavilion Phase II Project Update by Cllr Murphy.

17. To discuss the logistics of residents collecting additional green bags following rubbish and recycling moving to a fortnightly collection rather than weekly, in August 2024; and agree a way for this to occur.

254/23) Any Risk Management matters considered urgent.

255/23 Any items for consideration to include items for the next meeting agenda - information only.

256/23 Date of next meeting - The next full council meeting will be held on Tuesday 21st November 2023.

To consider the exclusion of the public and press due to the confidentiality of the following business (in accordance with Schedule 12A of the Local Government Act 1972)

Confidential matters

257/23 Staffing updates – to receive updates and discuss present staffing.