

Tidmarsh with Sulham Parish Council

Minutes of an ordinary meeting of Tidmarsh with Sulham Parish Council, on Wednesday 24th May 2019, held at Tidmarsh Village Hall.

Present:

Councillors Jon Chishick, Sima Elliot, Colin Pawson and Steve Webb.

In attendance:

Jennie Currie (Clerk)

0 members of the public

19/19 Apologies for absence

The Chairman, Cllr Pearson, had submitted his apologies for the meeting. Cllr Webb submitted apologies for being late to the meeting.

19/20 Election of chairman for the meeting

RESOLVED that Cllr Pawson be elected as chairman for the meeting.

19/21 Declarations of Members' Interests for this meeting

No declarations of interests were received.

19/22 Minutes of the previous meetings

RESOLVED that subject to item 19/04ii be amended to read that Cllr Chishick agreed to represent the Council at the NAG, that the minutes of the meeting held on Wednesday 22nd May 2019 were a true and accurate record and were signed by the chairman.

19/23 Matters arising from the minutes

There were no matters arising.

19/24 Reports

i. District Councillor's report

District Councillor Gareth Hurley was absent from the meeting.

ii. Parish Councillors' reports

Cllr Chishick attended the NAG meeting on 8th July 2019. The following issues were discussed:

- Young people in Sulham Woods being abusive, Police had been informed at the time.
- Fly tipping in Sulham Lane.
- Large vehicles delivering to the Lamborghini garage were reversing into St Peter's Close and causing an obstruction. The Police representative would investigate this.

The next meeting is on 2nd October 2019 and Cllr Chishick was requested to enquire what actions had been taken on the reported issues.

Cllr Chishick attended the AWE Liaison meeting on 11th July 2019. There was nothing of note to report.

19/24 Reports continued

iii. Clerk's report

The Clerk had tried to establish why the play area inspections had stopped but could not find the reason. It was proposed that the checks should be restarted.

RESOLVED that fortnightly checks of the play area would be carried out by Councillors on a rota basis. Cllr Elliot offered to go first and the Clerk would circulate a proposed list.

19/25 Planning applications:

i. Applications for consideration:

19/01544/FULEXT Land west of Dorking Way, Calcot

Full planning application for the erection of 200 dwellings (including affordable housing) with public open space, hard and soft landscaping and vehicular access from Dorking Way.

Cllr Pawson presented the application.

RESOLVED that the Council had no objection to the application, subject to concerns raised regarding the increased demand on GP facilities and increased traffic on the A4 junction.

Decisions list noted:

19/00649/HOUSE Sawyers Wood, Tidmarsh Lane, Tidmarsh GRANTED

19/00286/FUL The Rancher, Manor Farm Lane, Tidmarsh - Erection of field office REFUSED

19/00287/FUL The Rancher, Manor Farm Lane, Tidmarsh - Retention of motorhome REFUSED

19/00866/HOUSE Rectory Lodge, Sulham Lane, Sulham GRANTED

ii. Establishment of a Planning Committee

RESOLVED that the Council would establish a Planning Committee to meet monthly on the second Wednesday of the month at 7.30pm, starting on 14th August 2019.

RESOLVED that the terms of reference for the Planning Committee would be as follows:

1. Purpose

This committee is established by Tidmarsh with Sulham Parish Council to:

- a. Consider those planning applications referred by West Berkshire District Council as relevant to the parishes of Tidmarsh and/or Sulham either within the parish boundaries or, if appropriate, in adjacent parishes.*
- b. To exercise the functions of the Council in respect of planning matters, referring any particular issues to Council as the Planning Committee deems appropriate.*
- c. Inform West Berkshire District Council of the Parish Council's decision and any associated comments.*

2. Membership

All Councillors will be appointed to the Committee and a Chairman elected by those members.

3. Process

- a. Meetings of the committee will be held on the second Wednesday of the month. When an ordinary meeting of the Parish Council falls on the same day then the ordinary meeting will be held after the Planning Committee.
If there are no applications to be considered then the Chairman can cancel the Planning Committee meeting.*
- b. Notice of the meeting will be displayed on the Tidmarsh with Sulham noticeboards and on the parish website at least three clear working days* in advance.*

- c. *Meetings will be held in Tidmarsh Village Hall to enable parishioners and any other interested parties to attend.*
- d. *The Chairman of the Planning Committee will be responsible for informing West Berkshire District Council of the Parish Council's decision and any associated comments.*
- e. *Minutes of the meeting including the decisions reached will be forwarded to the Parish Council within seven working days.*

** Clear working days are Mondays-Fridays excluding the day the agenda is issued, the day of the meeting and public holidays.*

19/26 Highways and footpaths

i. VAS equipment

This item would be deferred to the next meeting.

ii. New kissing gates

Members noted that the gates were due within a fortnight.

iii. WBDC's Highway Winter Service Plan 2019-20

Members noted the consultation document. Cllr Pawson agreed to check the grit bin at Tidmarsh Lane.

19/27 Environmental Matters

Weed growth in the river Pang and mill stream

Cllr Pawson raised concerns about weed growth in the river and mill stream north of Tidmarsh Mill. The Environment Agency (EA) used to provide a weed management service although it was now the responsibility of land owners. Cllr Pawson had contacted Kay Lacy from the Pang Valley Flood Forum (PVFF), Kay would contact E. A and request further guidance.

Nobody had come forward to be the new Flood Warden. The voluntary role required somebody to walk the route of the river and to identify potential issues. They would then notify the EA.

Cllr Elliot offered to approach the new residents at the home of the former Flood Warden.

Cllr Pawson would continue to liaise with Kay Lacy and report back to the Council.

Cllr Webb joined the meeting at 9.02pm.

Cllr Webb reported that there was a similar issue with weed growth on his neighbour's property.

19/28 Follow up actions from play area RoSPA inspection

Cllr Pearson had previously offered to check the basket swing. This item would be deferred to the next meeting when Cllr Pearson should be present.

19/29 Millennium Green

i. Update on new bin

The bin had been ordered and would be delivered to Sulham Estates' yard. The Clerk would arrange installation and ensure that the schedule for emptying is updated with West Berkshire District Council.

ii. Appointment of one trustee

Cllr Pawson confirmed that under part 7.1 of the trust's deed that the Parish Council could nominate one trustee.

Cllr Webb proposed that Cllr Pawson continue as trustee, this was seconded by Cllr Chishick.

RESOLVED that Cllr Pawson be the Parish Council's nominated trustee to the Millennium Green trust until July 2021.

19/29 Millennium Green continued

iii. Support provided to the trust

Members discussed the financial support the Parish Council provides to the trust and the services provided by the Clerk.

RESOLVED that the Parish Council continues to support the Millennium Green Trust financially and by providing the services of the Parish Clerk as Clerk to the Trust.

19/30 Gigaclear update

Members discussed their personal experiences with Gigaclear since the system went live in the parishes. It was suggested that Cllr Madden write his experience as an article for the Parish magazine as it was potentially useful to a number of residents.

Members agreed that there was no need for a representative from Gigaclear to attend a Parish meeting this year.

19/31 Future meetings

i. Meeting dates for 2020

Cllr Webb proposed the amended list of meeting dates, Cllr Elliot seconded the proposal.

RESOLVED that the Parish Council would hold meetings as follows:

2019 Dates	Meeting Start Time & Type
Wednesday 11 th September	7.30pm Planning Committee 8pm Full Council
Wednesday 9 th October	7.30pm Planning Committee
Wednesday 13 th November	7.30pm Planning Committee 8pm Full Council (Budget meeting)
Wednesday 11 th December	7.30pm Planning Committee
2020 Dates	Meeting Start Time & Type
Wednesday 8 th January	7.30pm Planning Committee 8pm Full Council (Precept meeting)
Wednesday 12 th February	7.30pm Planning Committee
Wednesday 11 th March	7.30pm Planning Committee 8pm Full Council
Wednesday 8 th April	7.30pm Planning Committee 8pm Annual Parish Assembly
Wednesday 13 th May	7.30pm Planning Committee 8pm Annual Parish Meeting & Full Council
Wednesday 10 th June	7.30pm Planning Committee
Wednesday 8 th July	7.30pm Planning Committee 8pm Full Council
Wednesday 12 th August	7.30pm Planning Committee
Wednesday 9 th September	7.30pm Planning Committee 8pm Full Council
Wednesday 14 th October	7.30pm Planning Committee
Wednesday 11 th November	7.30pm Planning Committee 8pm Full Council
Wednesday 9 th December	7.30pm Planning Committee

19/31 Future meetings continued

ii. Priorities for 2019-20

This item would be deferred to the next meeting.

iii. Ideas for increased public engagement at the Parish Assembly

This item would be deferred to the next meeting.

19/32 Financial matters

i. Adoption of internal auditor's report

RESOLVED that internal auditor's report be adopted.

RESOLVED that rather than establish a Financial review working party that Cllr Chishick would meet with the Clerk in October to review financial procedures.

ii. Approval insurance renewals for Parish Council and Millennium Green

RESOLVED that the insurance for the Parish Council and the Millennium Green are both renewed.

iii. Approval of presentation gift

RESOLVED that the presentation gift for Mike Broun be purchased.

iv. Approval of payments

RESOLVED that the following payments be authorised:

Pre-agreed payments for July 2019			
Payee	Description	Total amount	VAT
Clerk	June Home office allowance (standing order)	25.00	0.00
Clerk	June Salary (standing order)	223.02	0.00
Proposed payments for July 2019			
Payee	Description	Total amount	VAT
ICO	Registration fee 2019-20	40.00	0.00
Brian Murby	Grass cutting May-June 2019	207.00	0.00
Zurich	Insurance 2019-20 - PC	509.69	54.61
Zurich	Insurance 2019-20 - Millennium Green	327.90	35.13
Mr S Webb	Website hosting 2019-22	258.77	43.13
Broxap	Bin for Millennium Green	343.14	57.19
David Weller	2019 Internal Audit	40.00	0.00
	Total	£1,974.52	

Close of meeting

It was noted that the next ordinary meeting of the Council would be held at 8pm, on Wednesday 11th September 2019. The Planning Committee would be meeting on Wednesday 14th August and 11th September 2019 at 7.30pm.

There being no further business the Chairman declared the meeting closed at 9.53pm.

Signed: _____

Date: _____