

4. PLANNING

4.1 Current applications:

651/F/2008/2059 – Proposed erection of single storey rear extension to dwelling and demolition of two existing single storey rear extensions, Church Cottage, Church Road, Farley Hill

Agreed the PC had no objection. All in favour.

652 – Proposed erection of single storey extension to estates office, Lambs Farm Business Park, Basingstoke Road, Spencers Wood

Agreed the PC had no objection. All in favour.

4.2 Appeals – noted that the Balcombe appeal would commence on 21st October, starting with the Blanke Villa appeal and Balcombe would follow.

4.3 WBC Core Strategy – comments from Arborfield PC noted.

4.4 CPRE – talk at Basildon Park 26 November; and presentation at MERL on farming and sustainable countryside on 21st October (MM to attend)⁹

4.5 Farmers meeting – 18th November 7.30p.m.

4.6 Partial Review of the SE Plan: Gypsy and Traveller Accommodation Needs (*responses required by 21st November*) Mr. Bowker and Mr. Entwistle to liaise on a response from the PC.¹⁰

4.7 JSPU – publication of Joint Minerals and Waste Core Strategy – *representations by 27th October*. Mr. Bowker and Mr. Entwistle to liaise on a response from the PC.¹¹

4.8 Farley Hill School – the sealing of the experimental waiting restrictions order in Church Road was noted.

4.9 Householder Permitted Development – changes from 1st October 2008 were noted.

4.10 Core Strategy – response to the Secretary of State – *response required by 24th October*. Mr. Bowker and Mr. Entwistle to liaise on a response from the PC.¹²

4.11 Spatial Strategy - Mr. Bowker and Mr. Entwistle to liaise on a response from the PC.¹³

5. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC - None.

6. FINANCE

Mr. Bowker/Mr. Entwistle/Mrs. King

6.1 Financial situation/budget update -

It was noted that the budget for the remainder of the year 2008/09 would need to be amended in light of the total cost of building works etc at Fieldfayre, and the variation to the anticipated income. However, as the building works were yet to be finalised this had not yet happened. In the meantime, the following was noted -

- Dividends and bank interest was likely to fall, albeit not by a large amount, as a consequence of the world's financial turmoil

⁹ MM

¹⁰ MB/DE

¹¹ MB/DE

¹² MB/DE

¹³ MB/DE

- Halls and tennis club rents should be as per budget
- Property rents would be lower for the year due to unexpected vacancies (for Flat 2 and the old Age Concern offices)
- The total income is therefore likely to be closer to £130,000 than the budget figure of £143,000
- Expenditure may also be higher than anticipated, particularly due to all the repair and remedial works to the Fieldfayre buildings

It was also noted that, as from last year it was the council's intention to carry forward any underspent/overspent monies. Therefore the surplus was carried forward into 2008/09, so this would help to offset some of the above.

In view of the above, it was agreed that for the remainder of the year money would be spent on essential items only; or at least until there was a clearer indication of income and expenditure figures, which would hopefully be available in time for the next meeting.

6.2 Salary review – to note that 2008-09 pay negotiations had still not been concluded and so there were no 2008 pay scales yet available. Agreed to continue to defer the matter.¹⁴

6.3 Van Demans rental – agreed to carry forward to next meeting.¹⁵

6.4 Fieldfare – agreed that a meeting would be arranged with Mr. Kumar to monitor progress; quotes for repairs to the front of the shop would be requested; repairs and redecoration to Flat 2 would be put in hand now that the damp treatment had been carried out; Alan Barnes would be pursued re the roof repairs, as a matter of urgency.¹⁶

6.5 Grounds Maintenance Contract renewal – renewal documents approved; tender documents to be sent to three contractors.¹⁷

6.6 Pension Scheme – the Council needed to approve a formal paper on this and it would be circulated prior to the next meeting.¹⁸

7. BILLS FOR PAYMENT

1	Parish Stores – new shelving and counter	576.36
2	WBC - Rates for old Age Concern offices Sept & October	272.00
3	WBC - 2 x refuse vehicles September	340.76
4	SE - Electricity Flat 2 Fieldfayre 18.07.08 - 26.08.08	87.02
5	Mr Goldsworthy - Hall deposit refund	200.00
6	Nigel Jeffries - Grounds maintenance August	793.13
7	Nigel Jeffries - Repair paving at Parish Hall & Riseley	282.00
8	A Pope - Cutting, bailing & clearing Swallowfield meadow	352.50
9	Moorepay - Payroll costs September	22.07
10	SLCC - National conference	376.00
11	Mrs Theobald - Hall deposit refund	200.00
12	Cobwebs - Communal cleaning at Fieldfayre 5.09.08 - 27.09.08	42.00
13	A & S Plumbing - Repair leaking water pipe at Parish Hall	85.00
14	A & S Plumbing - Replace leaking element in electric water heater at tennis club	278.75

¹⁴ Agenda

¹⁵ Agenda

¹⁶ Clerk

¹⁷ clerk

¹⁸ Agenda/MB/MG

15	Southern Electric Contracting – street lighting maint charge for Sept	75.86
16	Earley Town Council - Remarking of football pitches & various works 27.08.09 - 25.09.08 (<i>Reimbursed by football club</i>)	444.15
17	Neptune Outdoor Furniture - Bench slat for Riseley	43.87
<i>Direct Debits</i>		
18	Payroll September	2992.24
19	Pensions September	707.09
20	Tax & Ni September	669.78
21	Bank charges 02.08.08 - 07.09.08	23.08
22	BT - Office phone	162.73
23	BT - Booking line	82.95
24	BT - 2nd Office phone	64.35
25	BT - Fax line	58.28
26	SE - Street lighting 26.06.08 - 23.09.08	120.72

PROPOSED that the bills as listed be approved for payment. All in favour.

8. GENERAL PURPOSES – Mrs. King

Economic Development – Mrs. McDonald

- 8.1 Flooding update – the meeting held on 3rd October was noted and the Public Meeting to be held on 28th October was discussed – agreed leaflets would be distributed.¹⁹ Work to clear ditches and the removal of trees along the edges of Swallowfield Meadow ditch and the area behind The Naylors had been delayed for a meeting with WBC’s tree and biodiversity officers, date still to be arranged. It was noted that, although the removal of the trees was regrettable, it was nevertheless essential for flood alleviation. It was agreed the matter should be pursued with some urgency so that work to clear the ditches could begin.²⁰
- 8.2 Byelaws – consultation paper on the proposed procedure to make byelaws without the need for scrutiny by the Secretary of State. *Comments invited by 20th November.* (Papers to AK/MG/MB only). Carried forward to next meeting.²¹
- 8.3 Remembrance Day – to note service at War Memorial on Sunday 9th November. Mr. Entwistle and Mr. Collins agreed to help with traffic control.²²

9. HALLS AND PROPERTIES - Mr. Entwistle

- 9.1 Riseley Memorial Hall – quote for upgrade to pumping station – no figures yet received so agreed this item be c/f to next meeting.²³
- 9.2 Hall Fee increase – review c/f to next meeting.²⁴
- 9.3 Storage heater installation at The Marshes – it was noted that the property currently had no heating apart from an open fire and plug in electric fans. It was considered necessary to upgrade the existing accommodation, especially as the tenant was elderly. Quotes had been received for electric storage heaters and it was agreed two should be installed

¹⁹ MM/SC/MG

²⁰ Clerk

²¹ Agenda

²² DE/SC

²³ Agenda

²⁴ Agenda/MB

initially and the situation then monitored. A maximum of £1,000 was agreed, subject to final agreement with the Chairman, Vice-Chairman and Lead Member for Finance. The cost of running the heaters would also be established.²⁵

9.4 Paving in rear car park – it was noted that the pavement in the rear car park would be painted along its edge, to highlight the change in level.²⁶

9.5 No. 4 Russell Cottages gas boiler – a report that the condition of the appliance was poor had been received and it was agreed that quotes for replacing it would be obtained.²⁷

10. COMMUNITY DEVELOPMENT AND AMENITIES

Culture/Leisure/Arts – Mrs. King & Mrs. Stanley

Recreation Grounds/Play Areas/Sport – Mr. Goldsmith

10.1 BMX track – it was agreed that the cost of creating a purpose-built track was currently prohibitive. There was still concern however over the safety of the existing tracks. It was noted that, unsuccessful, attempts had so far been made to remove the rusty items near the Riseley track, but the matter was still being addressed. It was considered that the inspection carried out by Wicksteed was, possibly, not as impartial as it might have been (since the company also supplied BMX tracks) and so RoSPA would be asked to inspect the areas. To keep the cost down they would be asked to do this at the same time as their annual inspection next April.²⁸

10.2 Play Area Inspection Reports – the reports from RoSPA and RBC were noted. A quote for wear pads to Riseley entrances had been received but, as this was not a high risk matter, it would be deferred until next year.²⁹

11. ENVIRONMENT – Mrs. McDonald/Mrs. Gower

11.1 TPO – WBC had reported that work to a tree on land at Kingsbridge, Lambs Lane had been confirmed without modification. Noted.

11.2 Biodiversity News October 2008 and notes of Forum meeting held on 9th July. Received and noted.

11.3 Correspondence: Letter from RSWI re the felling of the tree at the Parish Hall, which had been donated by them. Noted and that an acknowledgement/reply had been sent.

12. TRANSPORT/HIGHWAYS – Mr. Goldsmith

12.2 Kingsbridge – noted that a meeting was due to be held the following day.³⁰

12.3 Obstructive Parking in The Street – further to a request from the NAG for the PC's support in installing double yellow lines in The Street to help prevent obstructive parking, it was agreed that the PC did not support this approach. Members considered it was an urbanising feature and not in keeping with the village; that it could make problems worse in other parts of the street; and that not all households had the benefit of off street parking.³¹

²⁵ Clerk

²⁶ Clerk

²⁷ Clerk

²⁸ Clerk

²⁹ Clerk/future agenda

³⁰ Agenda - update

³¹ Clerk to reply to NAG

13. CRIME, FEAR OF CRIME – Mr. Goldsmith/Mrs. King

- 13.1 NAG meeting – notes of the meeting held on 9th September had been received. Next meeting 21st October 9.45 am but as this clashed with the Balcombe appeal, apologies had been sent.

14. COMMUNICATION – Mr. Collender

Newsletter – agreed that the newsletter distribution should also include WBC members as well as John Redwood MP.³²

15. PARISH PLAN – Mrs. McDonald/Mr. Entwistle

Mrs. McDonald reported that she was regularly updating the Plan and it was agreed that it would be put onto the web site after its presentation to the Annual Parish Meeting.³³

16. BALC/WDALC/DP CONFERENCE – Mrs. King/Mr. Goldsmith/Mrs. Gower

- 16.1 District/Parish Conference – Mr. Goldsmith reported on the Conference held on 8th October 2008 which he had attended with Mrs. King and the Clerk; and it was noted that a meeting with new WBC Leader was being arranged.³⁴
- 16.2 WDALC – Mr. Goldsmith reported on the 2nd October meeting when the new Wokingham Area Commander, Chief Inspector Denise Blackburn, had been introduced.
- 16.3 BALC AGM 8th November – Mrs. King and Mr. Goldsmith would attend and their nomination of Clive Williams for President was approved.³⁵

17. REPORTS and CORRESPONDENCE TO THE COUNCIL – noted.

- WBC Place and Neighbourhood Bulletin – emailed to all members
- DIS issue 693 Sept 08 (emailed to all)
- Standards Board – update (copied to all)
- Town and Parish News – emailed to all
- CLG Consultation on Code of Conduct for local authority members and employees (*responses required by 24th December*)³⁶

18. QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC – None

19. URGENT ITEMS AND ITEMS FOR NEXT AGENDA – None

20. DATE OF NEXT MEETING

Tuesday 11th November 2008, at 7.30 p.m. in the Davies Room, Swallowfield Parish Hall

There being no further business, Mr. Goldsmith declared the meeting closed at 9.55 p.m.

³² Clerk/AK/GC

³³ GC

³⁴ Clerk

³⁵ AK/MG

³⁶ Agenda