

WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **25th September 2017** in Wanborough Village Hall, High Street, Wanborough at 19.30.

PRESENT: Mr B Biggs (Vice-Chairman), Mrs D Stalker, Mr R Whitfield, Mr D Hayward, Mr J Smith, Mr C Hayes

In Attendance: Mrs A J Raymond (Clerk) and 3 members of public, Mr G Sumner (Borough Councillor)

1. Apologies: Mr C Offer (Chairman), Mr M Simpson, Mr J Sinclair
2. Declaration of interest:
David Hayward and Colin Hayes declared a personal interest in item 6.3 as they each rent an allotment. Donna Stalker declared an interest in item 6.2.1 and Joe Smith declared a prejudicial interest in items 6.5.1, 6.5.2 and 6.5.6.
3. Minutes:
The minutes of the previous meeting held on 4th September 2017 were circulated to all Parish Councillors. The minutes were signed by the Chairperson as a true record.

Meeting was adjourned for Public Questions

A resident attended the meeting to raise concerns about the landowner behind her property. She had concerns about the trees and a caravan that he has put in the field. It was agreed that Parish Council would visit the site and look at what can be done.

4. Report from Ward Councillor
SBC's SHELAA (call for sites) has been delayed and Gary Sumner confirmed that he is due to have an initial meeting with SBC early October and then Parish Council should be consulted by the end of October.
He confirmed that his Speedwatch training will be at the end of November.
Superfast broadband will be ready from week commencing 2nd October when they will start to take orders.
SBC's winter service review – SBC have now received all comments. Gary Sumner confirmed that he has made it clear to SBC that removing the roads around the school from the winter gritting programme is completely unsafe and the Headteacher at Wanborough Primary School has raised safety concerns. SBC are due to make a decision on this in the next couple of weeks.
Discussion took place in relation to the outstanding drainage work at Stanley Close development. Joe Smith stated that Parish Council, despite having asked, have never received the minutes of the meeting held at SBC which Parish Council and Taylor Wimpey attended. Joe Smith therefore asked if Gary Sumner could gain a copy of these minutes from SBC. **Action Gary Sumner**

Gary Sumner left the meeting

5. PLANNING

- 5.1 To consider Planning Applications received:
S/17/1352 - The Forge, 4 Church Road - Conversion of vehicle repair garage into 1 no. dwelling

Parish Council agreed in principle to the proposed design, however they objected to the loss of a business within the village.

S/HOU/17/1427 - High Trees Kite Hill - Erection of single storey/ two storey front and rear extensions and first floor side extension.

Parish Council raised no objection .

S/HOU/17/1420 - 13 Church Road - Installation of external insulation to utility room
Parish Council raised no objection.

5.2 To notify the Schedule to the Permission/Consent received:

S/HOU/17/1215 & S/LBC/17/1216 – Yew Tree House - Erection of a single storey rear extension.

S/HOU/17/0762 – Ermin Court, High Street - Erection of a detached workshop and new access.

6. COMMITTEE AND REPRESENTATIVES

6.1 Hooper's Field and Recreation

6.1.1 SBC's Playing Pitch Strategy. Parish Council discussed this document and made the following comments:-

1. The pitches are all rated as either "Poor", "Standard" or "Good" but there is no clear explanation as to how these ratings are reached, and no details as to the difference between a standard pitch and a good pitch. All pitches in Wanborough have been rated as "Standard" and Hooper's Field supporting facilities have been rated as "Good".
2. Privately owned facilities such as PGL Liddington have been included. These are closed for community use, therefore Parish Council feel they shouldn't be included within this strategy.
3. Church Meadow has not been included within the strategy.
4. The strategy only includes football, cricket, rugby and hockey. Parish Council would like a further study carried out on all sport within the Borough, such as tennis and bowls, to gain a better understanding off the overall sporting need for the Borough

Overall Parish Council are pleased with the information and the detail within the report, the conclusions identify what is needed in the Borough and where the shortages and main problems are.

6.1.2 Sport Field maintenance quotes. Quotes received from Bawden, Ecosolve, Allbuid and S Merrett. S Merrett provided a detailed quote and is the cheapest of all the quotes received, plus Parish Council have used the company before. Parish Council agreed to carry out verti-drainage of the sports field at a cost of £625. It was agreed that Parish Council would meet with the contractor to discuss work, plus Parish Council would discuss other items of maintenance at the Hooper's Field meeting.

6.1.3 Clerk has sent e-mails out to all Clubs confirming that instead of the next committee meeting (9th October) Parish Council will meet with each club on an individual basis. E-mail received from Wanborough JFC requesting information; Parish Council agreed to provide the financial information as a Freedom of Information request, however they felt that individual club licence agreements are confidential contracts and it was therefore agreed that the Clerk would check whether this is exempt under the Freedom of Information Act.

6.1.4 The small football pitch at Hooper's Field (west side) has now been moved back to its original orientation on the sports field, but has been moved slightly to the north, away from the Woodland Trust land. Clerk confirmed that this is now working fine.

6.2 Footpaths and Village Maintenance

6.2.1 Footpath inspections – Parish Council met with Martin Fry ((SBC Rights of Way (RoW) Officer)) on 8th September to look at footpaths 9, 19, 20 & 23.

- Footpath 9 has been completely blocked by landowner. RoW Officer is going to write to landowner.
- Footpath 19, the step to the stiles are broken. RoW Officer is going to write to landowner confirming that the stiles will be replaced with swing gates.
- Footpath 9 & 20 are overgrown at the road end of the footpath. Shrubbery to be cleared once RoW Officer has given the go ahead. Fingerpost sign to be replaced with wooden one.
- Footpath 23 overgrown from Honeyfield Farm to the stile. Shrubbery to be cleared once RoW Officer has given the go ahead. RoW Officer has confirmed that there is an issue with the location of the stile and he is currently looking into this. Joe Smith agreed to speak with RoW Officer on this matter.
- Footpath 25, RoW Officer confirmed that this footpath is ready to be opened. However a resident has put a padlock on the gate, therefore this needs to be removed before the footpath can be opened.

6.2.2 E-mail from SBC in relation to the proposed footpath improvements from Hooper's Field to Church Road; this has been circulated to all councillors.

Dave Hayward stated that on these new plans the section of footpath along Church Road now goes right to Ham Road, does this mean they are now going to widen the footpath right up to Ham Road. Parish Council agreed to gain confirmation from SBC **ACTION Clerk**. Other than agreeing this Parish Council agreed to the proposals and would like confirmation as to when the work will commence.

6.3 Allotments

6.3.1 The minutes of allotment committee meeting held on Monday 31st July 2017 were unanimously ratified.

6.3.2 The annual allotments meeting was held on 11th September 2017. Bob Biggs confirmed that the meeting was very well attended. The main area of concern was the site of the manure heap; it seemed at the meeting that most preferred the area to be changed back to car parking space. It was agreed to gain quotes for this to be done. Bob Biggs asked if there was a standard health and safety template that they could use; Clerk confirmed that she would have a look.

6.4 Wanborough Village Hall Management Committee

6.4.1 Committee meeting was held on 11th September 2017. Mark Simpson has circulated notes from this meeting. A discussion took place about parking in front of the Village Hall, as it was agreed that this has been a problem for Parish Council; Parish Council also agreed that there should be a disabled parking bay. **ACTION Clerk to write to Village Hall Committee.**

6.5 Planning and Finance

6.5.1 *(Joe Smith left the meeting while this item was discussed)* Minutes for finance meeting held on 18th September 2017 were unanimously ratified. Parish Council discussed the e-mail received from David James (SBC) in relation to the S106 bid and agreed to submit a bid to SBC based on what he said, making some minor changes, which include taking out the amount for the 3g football pitch, adding in a higher figure for the pavilion improvements, adding an amount for allotments, play equipment at Lower Rec and an amount for public realm (general capital spend in the village). **ACTION Clerk to submit to SBC**

6.5.2 *(Joe Smith left the meeting while this item was discussed)* Additional information from applicant for Lotmead Village Appeals (Ref: APP/U3935/W/16/3154437 and 3154441). Parish Council viewed these plans and didn't have any further comments to make other than those made previously.

6.5.3 Clerk confirmed that the NEV Liaison Meeting due to be held on 25th September 2017 has now been postponed until 30th October 2017 due to SBC Officers working on the Lotmead Appeal.

- 6.5.4 Outstanding drainage work at Stanley Close. Clerk has sent a letter to Taylor Wimpey's solicitor confirming Parish Council give permission to access Springlines Meadow to carry out ditch work. Parish Council discussed the letter that had been received in reply and confirmed that Parish Council agree to give them access to Springlines Meadow but do not agree to their proposal for the on-going maintenance. The on-going maintenance as confirmed by SBC's solicitor is their planning obligation. **ACTION Clerk**
- 6.5.5 SBC's Highways and Transport event to be held on 27th September 2107 at Steam Museum starting at 6pm. Unfortunately no Parish Councillors are able to attend, so Clerk to find out if the information from this meeting can be forwarded to Parish Council. **ACTION Clerk**
- 6.5.6 SBC's NEV Great Stall Planning event on 29th and 30th September 2017 (this is a drop in event). Poster circulated to all Councillors and Clerk has added to the Parish website.
- 6.5.7 The owner of the Ropers & Old Ship on Church Road has agreed to meet with representatives from Parish Council to discuss what plans he has for the two buildings with the aim of trying to move forward with some proposals. Parish Council agreed that they would like to get The Ropers listed and agreed to contact the History Society to gain information from them to enable this to be done. **ACTION Clerk.**
- 6.5.8 E-mail from West Berkshire Council in relation to the problems on bus 47, circulated to all councillors.
- 6.6 Flood Management
- 6.6.1 Inspection of ditches and Lyden Brook was carried out on 14th September 2107. Parish Council confirmed that all areas have now been inspected and that it is now up to SBC to come up with a proposal.
- 6.7 Newsletter
- 6.7.1 Newsletter and questionnaire has now been delivered to all residents. Deadline for responses to the questionnaire is end of October 2017.

7. FINANCE

- 7.1 Payment Schedule for September 2017
Colin Hayes proposed and Roger Whitfield seconded; Parish Council unanimously approved the payment schedule for September 2017.
- 7.2 Monthly Cash Flow Statement
Colin Hayes proposed and Roger Whitefield seconded; Parish Council unanimously approved the Cash Flow Statement for September 2017.

8. CORRESPONDENCE

All other correspondence since the last meeting on 4th September 2017 was available at the meeting.

Meeting closed at 21.35

Date of next meeting Monday 23rd October 2017