

ST. NICHOLAS HURST PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE COMMITTEE ROOM, SCHOOL ROAD, HURST
ON MONDAY 9TH APRIL 2018 at 7.30 p.m.

PRESENT: Councillors W. Smith (in the Chair), Larkin, Pilgrim,
Mansfield, I Smith and Stephenson.

APOLOGIES: Councillors Curry, Holdstock and Lyon.

OFFICERS: Mrs. M. Bradshaw (Clerk).

PUBLIC: Mr. Michael Kondrollochis (in part).

8678 **Apologies for Absence**

Apologies for absence were received from Councillors Curry, Holdstock and Lyon.

8679 **Prejudicial Interest**

Councillor I Smith declared an interest in respect of planning application 180283 to be discussed at this meeting - he is a neighbour of the applicant.

8680 **Vacancy for Councillor (Village Ward)**

A vacancy for a Councillor covering the Village Ward remains. This is being advertised on both the Parish noticeboards and website.

8681 **Minutes**

The Minutes of the Meeting held on the 5th March 2018 were approved as a correct record.

8682 **Matters Arising**

The following matters arising were noted from the previous minutes:

- Following Peter Baveystock's attendance at the previous meeting, it is understood that Ashridge Manor Garden Centre is receptive to the possibility of bottle banks being located at their site;
- The Chairman reported that there had been a low turnout at the public meeting held at Dinton Pastures on the 20th March 2018 to discuss planning application 180159;

Chairman's Initials

- The Chairman reported that no further CIL payments had been received although some were imminently expected, circa £20k;
- Councillor Mansfield confirmed that the trees in Davis Street Playpark would be tidied up by the appointed tree surgeon on the 20th April 2018;
- It was noted that three quotes would be required before any work commences on the adopted BT telephone kiosk in Davis Way; and
- The Clerk advised Members that an unusually high number of payments had been made towards the end of March 2018 and following the March Parish Council meeting. To that end, a revised March 2018 finance paper was provided below, reflecting largely grant payments which had been made and various expenses reimbursements. She explained that this revised position had enabled a line to be drawn under the accounts, as at the 31st March 2018, for the purposes of year end account preparation.

Mar-18

	Main Fund	CIL*	Total
Previous Balance	£ 22178.33	19038.86	41217.19

The following accounts are presented for approval this month:

Ref	Expenditure - Payee			
12.1	M Bradshaw (reimbursement for trimmer from Farol Ltd)			757.50
12.2	M Bradshaw (reimbursement for ladder from Browns Ladders)			378.34
12.3	Ty Bolton (Feb 18)			420.00
12.4	Castle Water (Allotments)			152.76
12.5	BDK Solutions (website hosting 1/1/8-31/12/18)			120.00
12.6	SSE (Phone box)			4.92
12.7	SSE (School Rd)			27.49
12.8	Cannon (Dog waste removal Feb 18)			66.72
12.9	Mark Ashley (internal decorating at St Nicholas Hurst School)			2690.00
12.10	M Bradshaw	Salary (Feb 18)	923.13	
		(National Insurance)	-29.17	
		(Pension)	-7.38	
		Office	40.00	
		Phone	20.00	
		Mileage	<u>2.35</u>	948.93
12.11	HMRC (Employee's National Insurance)			29.17
12.12	Nest (Employee pension £7.38 + Employer pension £9.23)			16.61
12.13	P Curry (expenses for gift)			55.94
12.14	CAB (grant award for 2017/18)			150.00
12.15	Berks County Blind (grant award for 2017/18)			100.00

Chairman's Initials

12.16	Me2Club (grant award for 2017/18)	100.00		
12.17	Keep Mobile (grant award for 2017/18)	700.00		
12.18	Deaf Positives Action (grant award for 2017/18)	100.00		
12.19	M Bradshaw (registration with Data Commissioner)	35.00		
12.20	S Snell (Fencing works in School Rd playpark)	200.00		
12.21	W Smith (expenses from neighbourhood planning meeting)	13.95		
12.22	Loddon Valley Ramblers (grant award for 2017/18)	331.00		
12.23	Councillor Curry (expenses for gift leaving meal)	42.00		
12.24	M Bradshaw (reimbursement for gift)	39.50		
	Total Expenditure	4789.83	2690.00	7479.83
	Income	0.00	0.00	0.00
	Total Income	0.00	0.00	0.00
	Revised balance c/f	17388.50	16348.86	33737.36

*** CIL Breakdown:**

The following CIL income is included in the above revised balance carried forward:

Jun-16	Fox and Hounds	1560.38
Oct-16	Fox and Hounds	1560.38
Apr-17	Fox and Hounds	1560.38
May-17	Fox and Hounds	12797.27
Nov-17	Fox and Hounds	1560.45
		<u>19038.86</u>

RESOLVED: Members agreed the above expenditure and were satisfied that the year-end accounts would reflect the transactions above.

Public Forum

8683 The Chairman welcomed Mr. Michael Kondrollochis, who resides at Douglas House, to the meeting. He was in attendance to present his views to Members regarding planning application 180283 which has been submitted by his neighbour. He explained how the proposed planning application would have a profound effect on the privacy from within his garden and provided Members with photographs of the site. Councillor Stephenson further explained that he had visited Mr. Kondrollochis's property and agreed that the effects of this application would uniquely effect Douglas House. The application amounted to massing and an infringement of Mr. Kondrollochis's privacy. Members were surprised that a Planning Officer had not yet visited Mr. Kondrollochis to view first hand the impact that such an application would have on his privacy. Councillor Stephenson confirmed that he had spoken with the Planning Officer and would forward to her photographs which had been taken.

Chairman's Initials

Members discussed the proposed footprint of the planned application. The Chairman explained that there are very prescriptive rules under permitted development rights. Debate was had regarding the summer house located at the site which Mr. Kondrollochis believes is used as residential space. Plans were examined and Members agreed unanimously that the garden belonging to the applicant will become virtually non-existent and overdeveloped if this application goes ahead.

Councillor Stephenson read to Members the comments which had been submitted to Wokingham Borough Council (WBC) by Mr. Pounds the developer for this site. It was queried whether Mr. Pounds had included any covenants. Councillor I. Smith agreed to check this.

Car parking arrangements were discussed. It was noted that, in such a narrow road, additional car parking on the street would be wholly inappropriate and of inconvenience to neighbours of Davis Way.

Members agreed unanimously that they would be objecting to this application. Mr. Kondrollochis thanked them for their time and left the meeting.

RESOLVED:

- Councillor Stephenson to forward photographs to the Planning Officer as agreed;
- Councillor I Smith to check to see if there are any covenants on the site; and
- The Clerk to forward the Parish Council's objections to Planning Control.

8684 Neighbourhood Planning

The Chairman updated Members following the first formal meeting of the Neighbourhood Planning Group (NPG) on the 7th March 2018. He confirmed that the neighbourhood plan application was approved by the Council's Executive on the 29th March 2018. A further meeting of the NPG is to be planned imminently.

8685 Community Asset Transfers

Further comments relating to the draft leases have been sent to WBC and the final leases for signing are now expected any day. The Clerk noted that it had been two years since this process had commenced and initial meetings had taken place with WBC.

Chairman's Initials

8686 Data Protection Update

The Clerk updated Members with regards to Data Protection. She explained that she had recently attended a meeting at Shute End which had been well represented by the other Borough Town/Parish Clerks. She reported that the other Clerks had agreed unanimously that they were not going to be the Data Protection Officer (DPO) for their Councils. To that end, they were exploring various other options including whether WBC can provide a joint DPO for Towns/Parishes and an offer which had been made from a Consultant to provide such a service. It was understood that the selected Consultant, which had been sourced by Woodley TC, was to present to Clerks at a meeting this week. The initial quote indicates a cost of up to £1250 for 5 hours consultancy work per month. Members considered this an exorbitant amount of money for a Parish and wholly unnecessary considering the limited data held by our Council.

It was agreed that WBC need to be the first point of contact to see whether they can assist. If not, information had been received from the Local Council Public Advisory Service (LCPAS) which could provide similar support at a cost of approximately £150 per year, including the provision of a named DPO.

In the meantime, the Clerk is updating a template provided by the Society of Local Council Clerks which documents all data held by the Parish Council and the reason for its holding.

RESOLVED:

- the Clerk to contact the LCPAS to seek a quote;
- the Chairman to speak to WBC to see what support they can offer and if a DPO can be provided through the Borough Council; and
- the Clerk to complete the template for presentation to Members at the May 2018 Parish Council meeting.

8687 Planning Applications

Members discussed the applications attached to these Minutes. Members had no adverse comments with regards to application 180302 and they objected to application 180283.

RESOLVED:

- The Clerk to communicate the Parish Council's planning comments to WBC.

Chairman's Initials

8688 **Finance**

The following accounts were presented for approval this month:

Apr-18

	Main Fund	CIL*	Total
Previous Balance	£ 17388.50	16348.86	33737.36

The following accounts are presented for approval this month:

Ref	Expenditure - Payee			
1.1	Ty Bolton (Feb 18)		420.00	
1.2	Cannon (Dog waste removal March 18)		66.72	
1.3	Donation to St Nicholas CE Primary			392.00
1.4	Lyreco (stationery)		21.19	
1.5	M Bradshaw	Salary (March 18)	923.13	
		(National Insurance)	-26.53	
		(Pension)	-7.38	
		Office	40.00	
		Phone	25.00	
		Mileage	2.35	
			<hr/>	
			956.57	
1.6	HMRC (Employee's National Insurance)		26.53	
1.7	NEST (Employee pension £7.38 + Employer pension £9.23)		16.61	
	Total Expenditure		<hr/>	
			1507.62	392.00
				1899.62
				<hr/>
	Income			
	Bank interest (April 2017-Mrch 2018)		15.41	
	Allotment rent (2018/19 year)		530.00	
	Total Income		<hr/>	
			545.41	0.00
				545.41
				<hr/>
	Revised balance c/f		<hr/>	
			16426.29	15956.86
				32383.15
				<hr/> <hr/>

*** CIL Breakdown:**

The following CIL income has been received to date:

Jun-16	Fox and Hounds	1560.38
Oct-16	Fox and Hounds	1560.38
Apr-17	Fox and Hounds	1560.38
May-17	Fox and Hounds	12797.27
Nov-17	Fox and Hounds	1560.45
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		19038.86

RESOLVED: all payments were approved.

Chairman's Initials

Audit timetable for 2017/18

The Clerk confirmed that Mr David Weller had been engaged for the second year to complete the 2017/18 Internal Audit – this is scheduled for the 18th May 2018. She presented the year end final accounts to the Council which the Chairman signed.

Clerk's Annual Review

The Clerk temporarily left the room to enable Members to discuss her annual review.

RESOLVED: Members agreed unanimously to increase the Clerk's salary from spinal point 32 of the NJC scales to spinal point 33, with effect from 1st April 2018.

The Clerk returned to the room.

8689

Correspondence

Events in Dinton Pastures

Councillor Stephenson updated Members regarding a communication he had received from a resident of Lea Health Way regarding the numerous events planned at Dinton Pastures over the Summer season. This includes the hosting of wedding and a Volkswagen festival in June, including Saturday night camping with DJs etc. The resident had stated that they were surprised to see the number of events being planned that, as such close neighbours, they had no visibility of. Whilst the resident noted that they are largely supportive of most of the events they would have expected to have been consulted.

Members discussed previous communication with WBC, following the first Marvellous Festival, where the Borough had agreed to send any temporary events notices to the Parish Council if within our Parish. It would appear that this is not happening in practice.

RESOLVED: the Clerk to contact WBC to ascertain why temporary events notices are not being forwarded in advance of events.

8690

Information Reports

There were no information reports to bring to this meeting.

The meeting ended at 9.15 p.m.

Signed.....

Date.....

Chairman's Initials