

ST. NICHOLAS HURST PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE COMMITTEE ROOM, SCHOOL ROAD, HURST
ON MONDAY 11th June 2018 AT 7.30 p.m.

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

APOLOGIES: Councillor I. Smith.

OFFICERS: Mrs. M. Bradshaw (Clerk).

8708 Apologies for Absence

Apologies for absence were received from Councillor I. Smith.

8709 Prejudicial Interest

There were no prejudicial interests to declare.

8710 Minutes

The Minutes of the Meeting held on the 21st May 2018 were approved as a correct record.

8711 Matters Arising

The following matters were noted:

- a vacancy remains on the Parish Council. The Chairman welcomed a parishoner to the public forum who had expressed an interest in potentially joining the Parish Council; and
- the Chairman updated Members with regards to the traveller site at Cartref Farm (application 180072). He reported that Officers at WBC had confirmed that this case would need to go back to the Planning Committee on the 25th June 2018 when an extraordinary meeting will be held. It would be vital that the Parish Council is ready to speak and have good representation. The Chairman would have to declare an interest as he has already made his views clear with regards to this application.

Public Forum

8712 Presentation by Polehampton Charity

The Chairman welcomed three members of the public to the meeting. Mr David Turner was present to outline to Members the proposed plans for a community hub at Polehampton. As a trustee to the Polehampton Charity and Youth Centre, he has been heavily involved in the planned redevelopment of the site where the old school building and library are currently situated.

He presented to Members a short video and 3D model which showed the vision for the new community hub which has been designed to house facilities including the Police, a library, coffee shop, toilets and theatre group. The Chief Executive Officer of Wokingham Borough Council (WBC) has taken an interest in this project and has supported Mr Turner by suggesting he liaises with all the Northern Parishes to see if a contribution towards funding could be collaboratively provided. He had already presented to Twyford, Ruscombe and Charvil Parish Councils. Mr Turner reported a reluctance on the part of Twyford Parish Council (TPC) to fund a project which they considered would not be exclusively used by their Parish. TPC felt that this would be a facility enjoyed by neighbouring Parishes and therefore sought support from them also.

Members agreed that the project was worthwhile and looked excellent. Mr Turner reported that there had been much positive feedback regarding the proposals, including the support of the Prime Minister.

Discussions were held around the finances of the project. The Chairman assumed that significant income could be generated through lease arrangements with the Police, Theatre Group and other lessees. Mr Turner reported that the Charity is financially solvent but are unable to use their own funds on this project. Parish Councils would be able to get Public Works Loans. The possibility of community infrastructure levie (CIL) monies being available was also considered. Members found it very surprising that TPC were reluctant, at this stage, to financially support the project given the public support for it.

Mrs Maggie Sanderson who was in the public forum asked if any Members knew the financial background to the similar community hub at Finchampstead Baptist Church which she said was a wonderful facility. Councillor Lyon reported that he believed that substantial finances had been raised by the congregation and that the premises are used as a multipurpose site housing the church, Police and recreational facilities/clubs.

Mr Turner thanked Members for their time and interest in the project.

Church Hill Petition

Mrs Maggie Sanderson noted that a petition had been set up calling for the current speed limit in Church Hill to be reduced. As a close neighbour, she was keen to help the process and volunteered her services to support Councillor Stephenson with door knocking. Councillor Stephenson thanked her for her support and agreed to deliver a petition to her the following day.

8713 Neighbourhood Planning Update

The Chairman updated Members regarding the last neighbourhood planning meeting which was held on the 5th June 2018. He showed to Members the two-sided information flyer which had been produced and circulated largely around the annual general meeting of Hurst Village Society last Friday evening. It both explained the process and also called for volunteers who could help. It is very clear that the job is vast and requires major input in terms of time. The extent to which Bell Cornwell can project manage the entire process is currently being explored along with consultation advice which can be proved by People and Places Insight Ltd. The next meeting of the working group is scheduled for the 27th June 2018.

8714 Community Asset Transfers

The Clerk confirmed that the final lease in respect of Church Hill had been received today. This was now believed to be fit for signing and incorporated all previously raised points of clarification. Members agreed to the terms of the lease unanimously and the Chairman signed the lease on behalf of the Parish Council.

Discussion was held regarding the spraying of weeds on the Church Hill site. Councillor Holdstock estimated that this should cost in the region of £200-£300. On this basis Members agreed to proceed imminently as timing is crucial. Councillor Pilgrim noted that the site had been recently cut by WBC. Mrs Sanderson noted that signage should be put up warning dog walkers of the spraying in progress and the request that dogs should be on leads.

The Clerk reported that the final leases in respect of Tape Lane Allotments and Martineau Green were expected from WBC by the end of this week.

RESOLVED:

- the Clerk to forward the signed lease in respect of Church Hill to WBC; and
- quotes to be sought for the weed spraying in Church Hill.

8715 Planning Applications

Members discussed the applications attached to these Minutes. It was agreed that Members had no adverse comments with regards to 180917, 181369 and 181370. Members required further time to consider 181441 and 180908 which were currently being reviewed.

Councillor Larkin reported that the Lodge Road appeal (3194044) is on the 21st August 2018 and that the Parish Council will need to be represented.

RESOLVED:

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

8716 Finance

The following accounts were presented for approval this month:

Jun-18

	Main Fund	CIL*	Total
Previous Balance	£ 32471.76	36551.62	69023.38

The following accounts are presented for approval this month:

Ref	Expenditure - Payee			
3.1	CPRE (Annual subscription)		36.00	
3.2	D Weller (Internal Audit fee)		68.90	
3.3	Southern Electric (Phone Box)		19.89	
3.4	Southern Electric (School Road)		28.08	
3.5	Ty Bolton (April 2018)		420.00	
3.6	Cannon (Dog waste removal May 2018)		66.72	
3.7	M Bradshaw	Salary (May 18)	969.27	
		(National Insurance)	-32.07	
		(Pension)	-23.26	
		Office	40.00	
		Phone	25.00	
		Mileage	2.35	
			<hr/>	
			981.29	
3.8	HMRC (Employee's National Insurance)		32.07	
3.9	NEST (Employee pension £23.26 + Employer pension £19.38)		42.64	
	Total Expenditure		<hr/>	
			1695.59	0.00
				<hr/>
				1695.59
	Income			
	Allotment rent (new tenant)		20.00	
	Total Income		<hr/>	
			20.00	0.00
				<hr/>
				20.00
	Revised balance c/f		<hr/>	
			30796.17	36551.62
			<hr/>	<hr/>
				67347.79

*** 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
Apr-18	Fox and Hounds/Misbourne, Carters Hill	20202.76
		<hr/>
		39241.62

8717 **Policies and Procedures**

Arising from the 2017/18 Internal Audit review was a recommendation for the Parish Council to review its existing policies and procedures. The Clerk confirmed that she had reviewed the Council's existing Financial Regulations, Standing Orders and Members Code of Conduct. In addition, and having reviewed similar policies produced by other Councils, she had produced a set of new policies and procedures as below:

Grants Policy;
Equal Opportunities Policy;
Complaints Policy;
Health and Safety Policy;
Staff Grievance Procedure;
Data Protection Policy;
Data Privacy Statement;
Protocol for reporting at meetings; and
Document retention policy.

Councillor Lyon thanked the Clerk for this significant piece of work.

RESOLVED: Members unanimously agreed the policies and procedures listed above and the Chairman signed them on behalf of the Parish Council. They will be posted on the Parish Council's website and subject to annual review.

8718 **General Data Protection Regulations (GDPR) Update**

The Clerk asked Councillor Stephenson to sign a GDPR consent form as he had been absent from the previous meeting. Councillor Lyon reminded the Clerk that she would also have to sign a form as the Parish Council holds her personal details in respect of PAYE.

RESOLVED:

- The Clerk and Councillor Stephenson to sign a GDPR consent form.

8719 **Correspondence**

Church Hill

Councillor Stephenson reported overhanging vegetation and faded road markings on Church Hill.

RESOLVED: to be referred to WBC.

Bonfires

Councillor Stephenson reported that he had contacted Environmental Health at WBC regarding two recent and very acrid bonfires within the Parish. The response from WBC is that bonfires of this nature need to be referred to the Environment Agency.

Proposed Stopping up of land at Waltham Road, Twyford

The Clerk presented correspondence from WBC Legal Services, outlining proposals to stop up land at Waltham Road, Twyford. The Parish Council had been consulted to ascertain whether they had any objections.

RESOLVED: Members agreed unanimously that they had no adverse comments and the Clerk would communicate this back to WBC.

Grass Cutting at Davis Street Playpark

Councillor Stephenson reported that, following the recent grass cutting at Davis Street playpark, the area had been left in an unacceptable state and not to the usual standard.

RESOLVED: Councillor Mansfield agreed to speak to the contractor.

Davis Street Playpark – swings

Councillor Curry asked whether there had been any progress in considering the replacement of the swings in Davis Street Playpark. It was noted that this matter is outstanding and needs further consideration.

8720 Information Reports

The Clerk confirmed that the housing needs survey is available for individuals to complete – the deadline is the 29th June 2018.

The meeting ended at 9.15 p.m.

Signed.....

Date.....