

ST. NICHOLAS HURST PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE COMMITTEE ROOM, SCHOOL ROAD, HURST
ON MONDAY 5th November 2018 AT 7.30 p.m.

PRESENT: Councillors W. Smith (in the Chair),
Curry, Holdstock, Lambert, Lyon, Mansfield and I.
Smith.

APOLOGIES: Councillors Larkin, Pilgrim and Stephenson.

PUBLIC: Three parishoners.

OFFICERS: Mrs. M. Bradshaw (Clerk).

8746 Apologies for Absence

Apologies for absence were received from Councillors Larkin, Pilgrim and Stephenson.

8747 Prejudicial Interest

There were no prejudicial interests to declare.

8748 Minutes

The Minutes of the Meeting held on the 3rd September 2018 were approved as a correct record.

8749 Matters Arising

The following matters were noted:

- Councillor Larkin will represent the Parish Council at the forthcoming Lodge Road appeal – it is anticipated to be four days long. Members unanimously thanked Councillor Larkin for his support;

- A gap analysis is to be undertaken at the entrance of Dinton Pastures County Park by Wokingham Borough Council (WBC). The Chairman reported that an Officer should only be invited to report back to the Parish Council once this exercise is complete and its findings are available. Given the significant footfall from Winnersh to Dinton Pastures, Members felt it would be appropriate to contact Winnersh Parish Council, post the results of the gap analysis, to see whether they would support any potential crossing at this site;
- The potential purchase of any storage facilities has not yet been progressed;
- The new Duck house has been commissioned although progress is slow. The Chairman will chase and set a deadline for completion of Christmas; and
- Construction is progressing in Tape Lane but a problem has been encountered with utilities being disconnected.

RESOLVED: the Chairman to chase for the completion of the Duck house by Christmas latest.

Public Forum

8750 The Chairman welcomed three parishoners to the public forum.

Queries were raised regarding the planning portal and the teething problems which were being experienced. The Chairman confirmed that there was approximately a two-week backlog with getting applications out for consultation – however, this was slowly being cleared as the new IT system beds in.

Discussions were held around the Church Hill speed petition. The Chairman confirmed that WBC are drawing up their report and the findings of this will be reported upon when available.

8751 **Neighbourhood Planning Update**

The Chairman updated Members and reported a good turn out at the most recent, and last, public consultation. This was aimed specifically at landowners and businesses and was attended by approximately forty people. He reported that mixed messages appear to be circulating around the Parish with some people feeling that the neighbourhood plan is a “done deal”. The Chairman stressed the importance of the neighbourhood plan being a major opportunity for all stakeholders to have their say and influence the shape of the Parish into the future.

The project plan is in place with all consultations now complete and the questionnaire being drafted. The aim is for the questionnaire to go out to all households in January 2019.

The Clerk confirmed that grant funding in the value of £6900 had been approved and monies were due to be received the following day.

8752 **Community Asset Transfers**

The three community asset leases had now been signed and sealed and formally transferred to the Parish Council. The Clerk confirmed that immediate insurance cover had been obtained specifically for the play equipment located at Martineau Green. The new benches had been installed on the green.

Members discussed the awarding of the grounds maintenance contract. This followed a formal invitation to quote by five contractors. Four quotes had been submitted with the most financially favourable quote being provided by SCS Landscaping in the value of £6143 + VAT per annum. The Chairman also noted that it was the most professionally provided bill of quantities, itemising all areas of the required specification. Members agreed unanimously to appoint SCS Landscape Management (SCS) for a period of three years, with a one-year break clause on either side.

Additionally, the Chairman confirmed that two quotes had been received to undertake the refurbishment of the Church Hill site and transform it into a community orchard. Members discussed both quotes and agreed that time was critical. Work has to start immediately to enable the requirements of the planting season to be met. It was noted that the chosen contractor would need to be advised as to the types of trees required so providing maximum effect, compatibility and blossoming periods. Members agreed unanimously to appoint SCS to undertake the refurbishment of the Church Hill site (in the value of £5880+VAT).

Councillor Lyon recommend that the monthly Parish Council agenda should include a standing item relating to Estate Management. Members agreed that this would be sensible given the Parish Council's increased responsibilities for site management. It would also be necessary, as part of the routine monthly risk assessment process, to include the three community asset transfer sites. Given the magnitude of the job, this may now need to be split between two Councillors each month.

RESOLVED:

- the quote provided by SCS in respect of the Grounds Maintenance Contract (in the value of £6143 + VAT per annum) be accepted for a period of three years commencing 1st February 2019, with a one-year break clause;
- the quote provided by SCS in respect of the Church Hill refurbishment (in the value of £5880 + VAT) to be accepted and the work commissioned with an immediate start date. The Chairman to liaise with SCS regarding the specific tree species required;

- the Clerk to ensure the monthly Parish Council agenda going forward includes “Estate Management”; and
- the Clerk to agree a new monthly risk assessment timetable to include the three community asset transfer sites – task to be split between two Councillors each month.

8753 **Planning Applications**

Members discussed the applications attached to these Minutes. They objected to both applications 182402 and 182433.

RESOLVED:

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

8754 Finance

The following accounts were presented for approval this month:

Nov-18									
						Main Fund	CIL*	Neighbourhood Planning **	Total
Previous Balance					£	43927.11	36551.62	-303.42	80175.31
The following accounts are presented for approval this month:									
Ref	Expenditure - Payee								
8.1	W Smith (expenses re neighbourhood planning & hardware)					126.57		16.45	
8.2	H Larkin (expenses re noticeboard repairs)					62.62			
8.3	TVERC (neighbourhood planning workshop LR/GM)							20.00	
8.4	W Smith (expenses re bench installation)					22.72			
8.5	TVERC (neighbourhood planning workshop JE)							10.00	
8.6	Print Room (2 no. A1 maps)							22.80	
8.7	Zurich (premium increase re Martineau Green)					66.63			
8.8	Cannon (Dog waste removal Sept 18)					66.72			
8.9	Lyreco (stationery)					25.07			
8.10	Ty Bolton (Sept 18)					420.00			
8.11	Thames Water (School Road)					7.74			
8.12	M Bradshaw	Salary (Oct 18)		969.27					
		(National Insurance)		-32.07					
		(Pension)		-23.26					
		Office		40.00					
		Phone		25.00					
		Mileage		2.35					
		Ink cartridge (reimbursement)		23.82					
		Office 365 (reimbursement)		79.99		1085.10			
8.13	St Nicholas CE Primary (donation for hire of hall 25/10/18)							60.00	
8.14	HMRC (Employee's National Insurance)					32.07			
8.15	NEST (Employee pension £23.26 + Employer pension £19.38)					42.64			
	Total Expenditure					1957.88	0.00	129.25	2087.13
	Income								
	Total Income					0.00	0.00	0.00	0.00
	Revised balance c/f					41969.23	36551.62	-432.67	78088.18
* 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			
						39241.62			

RESOLVED: all payments were approved.

8755 Purchase of Speed Detection Device

The Chairman reported that, owing to demands on time, no progress had been made on this matter and requested that it be carried forward to the next meeting of the Parish Council. A volunteer from the Parish Council needs to own this project.

8755 Preparations for St Nicholas night

The Clerk confirmed that the following items had been organised:

- The Christmas tree;
- The band;
- The singers;
- The children's goodie bags; and
- The Vicar had been invited.

Councillor Curry agreed to organise mince pies and drinks. The Chairman confirmed that the Elephant and Castle Public House had agreed to provide drinks. Councillor Lyon agreed to produce the hymn sheets and organise tables. Councillor Holdstock agreed to arrange an electrical check of the tree lights. The Clerk would contact the Cricket Club to arrange parking for the night.

Discussion was held around who should be asked to switch on the Christmas tree lights. The Clerk suggested that it would be nice to invite the Pre-School children to enter a colouring competition with the winning child turning the lights on. Members agreed unanimously that this was a good idea and embedded the spirit of St. Nicholas Night being an event primarily for the children.

RESOLVED:

- Councillor Curry to arrange mince pies and drinks;
- Councillor Lyon to produce hymn sheets;
- Councillor Holdstock to arrange electrical check;
- The Clerk to contact the Cricket Club regarding car parking; and
- the Clerk to contact the Pre-School Manager inviting the children to take part in the colouring competition.

8756 **Correspondence**

Donation of CIL monies to St Nicholas CE Primary School

Members discussed three quotes which had been sought by St Nicholas CE Primary School to complete soft washing of the exterior paintwork/render and to prepare, prime and paint the fascias. These ranged from £3950 to £4840. The Chairman explained that he had been to the school and surveyed the condition of the outside render.

RESOLVED: Members agreed unanimously to support the work and for the school to proceed by commissioning the Contractor who had quoted in the value of £3950.

Trees bordering School Road Playpark/Tape Lane

The Chairman reported that the trees which are partially overhanging Tape Lane from the School Road Playpark boundary had been surveyed. Two quotes had been received in the value of £1350 and £1900.

RESOLVED: Members agreed unanimously to commission the Contractor quoting £1350 to complete the works.

Youth Shelter

The Chairman reported that the Youth Shelter located in School Road Playpark, along with fencing and signage, had recently become the victim of graffiti. The Clerk had liaised with OCS who had removed graffiti from the signage. However, the youth shelter required re-painting. Members gave thanks to Councillors Larkin and W. Smith for completing this. The Chairman reported, however, that the shelter would benefit from a full re-paint as parts of it, notably the benches, were chipped.

Goods Vehicle Operating Licence (GVOL) – Junction 10 compound, adjacent to Pound Lane

Councillor Lambert expressed her concern regarding the effects on local residents of the recent granting of a GVOL allowing 40 vehicles and 4 trailers to be routed via Pound Lane to the Junction 10 compound located on the A321. This volume of vehicles would have a significant and detrimental impact on the residents of Pound Lane and she noted that no local resident had been notified of this.

Members recalled expressing concerns regarding a previous GVOL and were informed at the time that the Parish Council had no right to appeal – residents, however, could. The Chairman encouraged Councillor Lambert to pursue this matter in her capacity as a local resident.

RESOLVED: for the sake of clarification, the Clerk to refer to previous correspondence regarding the right to comment on GVOL's.

There were no matters of information to bring to this meeting.

The meeting ended at 9 p.m.

Signed.....

Date.....