

# WALTHAM ST LAWRENCE PARISH COUNCIL

## **Minutes of a meeting of Waltham St Lawrence Parish Council on Tuesday 5 April 2016 in the Neville Hall at 7.00pm**

**Present:** John Birkett - (Chairman)  
Mike Kay - (Vice Chairman)  
Mark Hipgrave  
Maggi Bevan  
Suzy Young  
Katie Sarsfield  
Clive Scott-Hopkins  
Sally Burtenshaw (Clerk)

**In attendance:** Borough Councillor Maureen Hunt & 3 members of the public  
**ACTION**

### **Public Question Time:**

- A member of the public queried the number of houses intended to be built at Bellmans Hanger. The Chairman confirmed that the wording in the minutes was correct
- A member of the public complained about the lumps of mud that are dropping off lorries which are travelling to and from a site opposite the cricket club in Shurlock Row. It was agreed that the developer is responsible for clearing this up and a visit to see them would be arranged
- A member of the public asked if there was an update on the unauthorised traveller. This will be addressed later in the meeting

**KATIE  
SARFIELD**

**FC/129/04/2016** Apologies: none received

**FC/130/04/2016** Minutes:  
The minutes of a meeting held on 8th March were approved by the Council and signed by the Chairman following a couple of minor amendments

**FC/131/04/2016** Matters Arising from the Minutes:

- Drainage Halls Lane – Vice Chairman advised that no action had been forthcoming from the RBWM but he is actively chasing them to improve the new drainage holes
- Open Space on Shurlock Road – The Chairman advised that he had been in touch with Jonathan Howe the Landscape Officer at the RBWM. A meeting is to be arranged for the PC to meet him and then an open meeting will be held with residents of the Parish to seek their opinions. This meeting will be advertised locally
- Horse Margin on Twyford Road – Katie Sarsfield advised that she had made contact with Sharon Wootton of RBWM requesting that the margin is

**MIKE KAY**

**CHAIRMAN**

**KATIE  
SARFIELD**

repaired. It was noted that some works had been carried out at Easter. Huw Jones from RBWM has been asked to address the signage and road marking requests

- **Network Rail site at Milley Bridge – The Chairman advised that the acreage of land that is being used does not match that stated on the planning application. It is not known whether Wokingham Borough Council have approved the development for their side of the site. This is being investigated. The local farmer has rented them some land which it is understood will be returned to them when finished. Enforcement Officers have been asked to visit the site regarding the number and height of the containers and the flood lighting. A report is awaited but the Easter holidays have caused a delay**
- **Possible playground at Cricket Club – a letter has been received by the Clerk from the Chairman of the Yeo Memorial Trust who appears to be open to the idea, and will discuss with the other trustees at the annual parish cricket match being held in July, but has asked some questions. Clive Scott-Hopkins and the Vice Chairman will make contact with the resident who is keen for the scheme to go ahead to move this forward**
- **Possible gas supply in the village – The Chairman advised that he had written to the National Grid to establish whether the Parish could be connected to the mains gas. It is possible however connection would have to be made via an extension from White Waltham at a cost of £10,600 plus VAT per household providing that 40% of properties take up the quote. It may be possible to use another supplier but it was generally agreed that the costs would be just as high. A resident of the Parish advised a few months ago that there was already a gas main in the villages – after consultation the gas pipes were identified as high pressure lines which is something completely different. An article will be published in the Lych Gate to enable residents to express an interest.**
- **Footpath 25 – Katie Sarsfield has forwarded the request to Andrew Fletcher at RBWM who will incorporate into the Rights of Way Management and Improvement Plan**
- **Brook Lane – the condition of the lane continues to deteriorate and the passing places are now in dire need of attention. It is noted that large pot holes are also now appearing. The PC continue to press RBWM for action however Susan Fox the RBWM officer is currently on holiday**

CHAIRMAN

CLIVE SCOTT-  
HOPKINS & MIKE  
KAY

MAGGIE BEVAN

SUZY YOUNG

FC/132/04/2016

Traveller update:

Clive Scott-Hopkins confirmed that he had spoken to the Inspectorate and disappointingly there is no result as yet

*from the Public Inquiry after 5 months. The Court of Appeal hearing date is 26/27 April – it is thought that if no result is through shortly that this will have to be postponed. It is noted that there are still more caravans on the site than permitted*

- FC/133a/04/2016 Planning Applications:  
16/00920: Sunny Brow, The Straight Mile, Shurlock Row  
The Parish Council had no objection to this application*
- 16/00791: Glen Cottage, Beenhams Heath  
The Parish Council objected to this application on grounds of GB2 'material increase in scale of development'. If the Borough Council are minded to approve they would like a condition for domestic use only and ancillary to the main house. The Parish Council noted that the drawings on the website were inadequate and that buildings were missing from the plan*
- 16/00854: Coltmans Farm, Waltham St Lawrence  
The Parish Council had no objection*
- 16/00827: 5 Church Farm Cottages, Waltham St Lawrence  
The Parish Council had no objection*

- FC/133b/04/2016 Trees in a Conservation Area:  
16/00937: South Lodge, Shurlock Row  
The Parish Council had no objection subject to the approval of the Arboricultural Officer*
- 16/00832: Dolphins, Waltham St Lawrence  
The Parish Council had no objection subject to the approval of the Arboricultural Officer*

- FC/133c/04/2016 Plans that have arrived in the last couple of days:  
None received*

- FC/133d/04/2016 Other Planning Matters: Downfield Pit  
Clive Scott-Hopkins advised that he has been trying to establish if there are any updates on this site. There are new plans advertised in the press from Natural England which indicates that developers will no longer be held up to protect single Great Crested Newts so long as large populations are protected (as identified by pond DNA). A letter will be sent to RBWM and the owners of the site for an update*

*CLIVE SCOTT-  
HOPKINS/CLERK*

- FC/133e/04/2016 Enforcement Notices & Appeals:  
It was noted that an Appeal has been lodged by the owners of Oak Cottage, West End against the RBWM's refusal of their planning application to build a double garage and car port*

FC/134/04/2016

**Finance:**

- *The cheques issued in March were agreed and signed by the Chairman*
- *The Clerk requested approval to ask Barrie Dancer to carry out the internal audit – this was unanimously agreed*
- *The Risk Register was discussed and adopted*
- *The allotment rules and regulations were discussed and subject to a minor amendment were adopted*
- *The burial ground rules and regulations were discussed and subject to a few amendments were adopted*
- *The financial regulations and standing orders will both need further updates and will be discussed at the May meeting*
- *New parish letter headed paper – a local artist will be sought to see if a design can be devised to incorporate all three villages within the Parish to update the current letterhead*

CLERK

ALL/CLERK

MIKE KAY

FC/135/04/2016

**Neighbourhood Plan update:**

*Next meeting is being held on 25 April*

FC/136/04/2016

**Report for Representatives**

- *The Chairman attended a recent Parish Conference to understand the allocation of the costs that were borne by the Parish for last year's election costs. They had been split three ways between the national election, the borough elections and the parish elections however it was thought that the additional cost of the parish election was unlikely to have been that much. It was noted that the Borough had looked to divide the costs in such a way that they could pass on more to the Parishes*
- *Defibrillator – this is now working again and properly linked up with the ambulance service. The Clerk requested assistance in monthly testing as she is not always available – Katie Sarsfield volunteered and will be shown the ropes later in the week*
- *Telephone box painting – Mark Hipgrave advised that some paint has been donated. A painter will now be sought*
- *Tree survey – discussions were held to consider the proposed costs of having all the trees belonging to parish council surveyed. It was unanimously agreed that the quote on the table is too expensive and additional quotes are required. The Vice Chairman will seek the advice of NALC. The Chairman will approach RBWM about trees around the pond in Shurlock Row*

CLERK/KATIE  
SARFIELD

MARK HIPGRAVE

MIKE KAY &  
CHAIRMAN

FC/137/04/2016

**Correspondence:**

- *Heavy traffic on Milley Lane – a complaint has been received by a resident of Wokingham Borough Council who lives along Milley Lane relating to heavy tankers delivering slurry to a site within our parish. It was noted that the planning application referred to an average of 2.3 journeys daily for 4 months of the year. The PC will investigate this further and visit the local farmer*

KATIE  
SARFIELD &  
SUZY YOUNG

FC/138/04/2016

**AOB**

FC/139/04/2016

**Date of Next Site Visits:**

*Saturday 7th May at 9.00am in Neville Hall*

FC/140/04/2016

**Next meeting:**

*APM 26th April 2016 at 7.00pm in the Neville Hall*

- *Katie Sarsfield volunteered to obtain the wine and nibbles*
- *Next Parish Council meeting is the annual meeting with Election of Officers being held 10th May 2016 at 7pm*

*The meeting closed at 21.06 & the Confidential meeting commenced*

*10/5/16.*

