

WALTHAM ST LAWRENCE PARISH COUNCIL

The Old School, The Street, Shurlock Row, Berkshire RG10 0PR

Clerk to the Council: Mrs MJ Streater

Telephone: 07956 217783

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Minutes of the Waltham St Lawrence Annual Parish Council Meeting held on Tuesday 6th June 2023

Present: Mike Kay (Chairman), Angelique Hathaway (Vice Chair), Rupe Patel, Herman Bleekendaal, Sarah Goodchild, Charles Williams, MJ Streater (Clerk).

Also present: Cllr Hunt, and 6 Members of the Public.

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| | <p>Public Question Time: A member of the public requested that the grass around Neville Close and the triangle be trimmed. Also the husbandry of the trees. The Chairman committed to request of RBWM for the verges, and the triangle grass and Trees could be addressed by the Parish Council. A member of the public requested an input on Bellman Hanger. The Chairman explained that this application has been appealed, however there is no more the Parish Council can say, as their original comments will be submitted to the Inspector as part of the process. Charles Williams to discuss further with Clive Scott-Hopkins</p> | <p>Clerk</p> <p>Charles Williams</p> |
| FC/32/6/2023 | <p>Apologies: Received from Cllr Blundell</p> | |
| FC/33/6/2023 | <p>Minutes: The minutes of the Meeting held 16th May 2023, were, subject to 1 minor amendment approved by the Council and signed by the Chairman. The Minutes of the Annual Parish Meeting held on 25th April 2023 were approved by the Council and signed by the Chairman.</p> | <p>Clerk</p> |
| FC/34/6/2023 | <p>Declaration of Interests: There were none.</p> | |
| FC/35/6/2023 | <p>Significant Matters Arising from the Previous Minutes: There were none</p> | |
| FC/36/6/2023 | <p>Planning Applications: Reference: 23/00883Full Address: Oaklea, Oaklea Bungalow and Land Adjacent Shurlock Road Waltham St Lawrence Reading Proposal: 1no dwelling, 2no. detached garages, cycle and refuse storage, a part first floor side extension, part two storey, part first floor side extension, raising of the ridge and alterations to fenestration to the main dwelling with a new access road following the demolition of 1no. existing dwelling and outbuildings. Parish Council Comments: The Parish Council objects. It considers it to be an overdevelopment of the site. They note the 2nd property is behind the build line, and there was a concern raised regarding the access is across a junction that is fast moving. Local residents have also expressed concern regarding the Ecology of the site with regard to the possible presence of Crested newts and bats. It would be helpful for the Officer to visit the site, in order to understand the scope of the project. Reference: 23/01196/FULL Address: The Old Post Office The Street Waltham St Lawrence Proposal: Detached garage/workshop. Parish Council Comments: This is a listed building in a Conservation Area within the Green Belt. As such the Parish Council believe it requires LBC. They have no Objection subject to LBC being granted and due toit being in a Conservation Area it should have a Design and Access Statement.</p> | <p>Clerk</p> <p>Clerk</p> |
| FC/37/6/2023 | <p>Trees in a Conservation Area: There were none.</p> | |

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| FC/38/6/2023 | <p>Plans that have arrived in the last couple of days: Reference: 23/01354/FULL Address: Waltham House and Annexe, Shurlock Road, Waltham St Lawrence Proposal: Change of use of Annex to independent dwelling, widening of existing vehicular access and alterations to fenestration. Parish Council Comments: Request to delay comments until after the July meeting.</p> | Clerk |
| FC/38/6/2023 | <p>Other Planning Matters: Appraisal of a Conservation Area for Waltham St Lawrence to be removed from future agendas until RBWM in a position to address.</p> | Clerk |
| FC/39/6/2023 | <p>Enforcement Notices and Appeals Glebe Farm: Further instances of horses and riders being injured by passing Horse Transporters. Although the lanes are weight restricted to 7.5T they continue to use the roads for access. Suggested that we arrange another meeting with the Highways expert (Huw Williams), also to include Thames Valley Police, (if possible, this to include Traffic Kieron Moroney) Stressing safety as the overriding issue, despite the requirement for access. (Suggestion that Glebe Farm are also involved to suggest smaller lorries to be used). Short term as much photographic evidence as possible should be collected The noise issue requires reporting to Environmental Services Simon Earle) Downgrove application for Caravan Club Licence, any comments should be passed to Simon Earle at Environmental Services. Clerk to liaise with the local residents. 22/60077/REF Zacara Application for a Pavilion -DIMISSED 23/60047/REF Bellman Hanger Erection of 12no House. Appeal in progress. Parish Council Comments: The Parish Council have already submitted comments which will be supplied to The Inspectorate. No further comments can be made at this stage. Further input from Clive Scott-Hopkins will be sought. His initial thoughts are that this may go to a Public Enquiry.</p> | <p>Clerk/Angelique Hathaway/Highways/Thames Valley Police/Cllr Hunt/Herman Bleekendaal</p> <p>Clerk</p> <p>Charles Williams</p> |
| FC/39/6/2023 | <p>Finance: Should Civility and Respect be incorporated into Code Of Conduct as per discussion January 2023 The Council agreed that this policy should be adopted as part of the Code of Conduct Policy. Review Standard Documents in particular Asset Register. Standing Orders, Financial Regulations, Burial Ground Regulations, Code of Conduct (incl Civility and Respect), Allotments were all approved. Asset Register: This issue was not fully discussed due to time constraints. The Clerk raised some issues regarding values on the Asset Register which require attention. The 3rd Defibrillator has been received but we have not yet paid for. Online Payments of £818.40 (Clerk May salary and PAYE authorised, Accordis Retainer and Licence renewal, Malwarebytes Software protection Sub) were approved by the Council and signed by the Chairman. The completed AGAR will be re-presented at the July meeting, subject to final resolution of the Asset Register and VAT.</p> | <p>Clerk</p> <p>Clerk</p> |
| FC/40/6/2023 | <p>Reports from Representatives: Clerk:</p> | |

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| | <p>Training dates had been circulated; Clerk was asked to enquire of BALC whether they could run Zoom training. (Also to discuss with neighbouring Parishes). Roles and Responsibilities will be allocated hopefully July. West London Aero Club require a new representative from the Parish Council. Charles Williams volunteered when required. 7th Councillor: Applications requested for 18th June. It was agreed that the process could be streamlined, such that 3 Councillors interview and then the decision is made by the full Parish Council. It was agreed that Angelique Hathaway, Sarah Goodchild and Herman Bleekendaal will do the interviews and report back to the Council. Cllr Hunt: Volunteered to supply The Parish Council/The Lychgate a summary/article of activities within RBWM from the eyes of the Borough Councillors. Communications: Nothing to report. Burial Ground: New gardener required for the Memorial Garden maintenance. Bridleways and Footpaths: Nothing to report Ditches and Allotments: Awaiting report back from Flood manger regarding War Memorial Ditches. Further investigation is ongoing re the flood area in Hunerford lane from Fox Lane to Little Diligent. Highways: Broken horse walk fence on Twyford Rd is still broken. RBWM have responded to the Clerk that the fence is on private property. Clerk will report it again. ANPR Cameras in Sunningdale, Clerk is investigating what the back ground is on this before we start to progress Parish Maintenance: Grass cutting near Downfield road has happened. Tree work at Shurlock Row Pnd, new application will be submitted. Jubilee Tree will be watered by ANB 2x per week (£20pw cost) Over hanging branch on Twyford Road application will be submitted and when approved, work will commence. ANB have been authorised to Strim Darvills Lane (£400 cost). The Parish Council agreed for this instance. Rupe Patel to investigate purchasing kit to enable the job to be done by odd job man or Councillor. Shurlock Road Nature Reserve: No further update.</p> | <p>Clerk</p> <p>Charles Williams</p> <p>Cllr Hunt</p> <p>All</p> <p>Herman Bleekendaal</p> <p>Clerk</p> <p>ANB</p> <p>Rupe Patel</p> |
| FC/41/6/2023 | <p>Reports from Representatives who attended meetings representing the Parish Council: None</p> | |
| FC/42/6/2023 | <p>Correspondence: Other than Glebe Farm none.</p> | |
| FC/43/6/2023 | <p>AOB: The Chairman highlighted the importance of not using AOB as a general catchall.</p> | |
| | <p>Date of Next Site Visits: 9am Saturday 1st July 2023 Neville Hall</p> | |
| FC/44/6/2023 | <p>Date of Next Meeting: 7pm Tuesday 4th July 2023 Parish Council Meeting Neville Hall.</p> | |
| | <p>The meeting closed at 8.45pm</p> | |