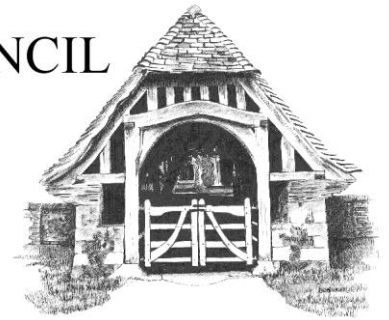


WALTHAM ST LAWRENCE PARISH COUNCIL

The Old School, The Street, Shurlock Row, Berkshire RG10 0PR
 Clerk to the Council: Mrs MJ Streater
 Telephone: 07956 217783
 Email: parishclerk@wslpc.uk



Minutes of the Waltham St Lawrence Annual Parish Council Meeting held on Tuesday 16th May 2023

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

Also present: Cllr Hunt, Cllr Blundell and 14 Members of the Public.

	<p>Public Question Time:</p> <p>1. A member of the public raised that there have been several instances of unnecessary calls to the emergency services at anti-social times of day, together with consistent noise from one resident in a village location. The request was for some assistance to resolve the issue. Whilst the Chairman had been unaware of this issue, Cllr Hunt confirmed that she has been involved, and has agreed to work towards finding a satisfactory resolution. The Chairman highlighted that the Parish Council's powers were limited in this respect and that Cllr Hunt is the best resource to utilise but that he would liaise with Cllr Hunt on the matter after the meeting.</p> <p>2. David Crawley-Boevey confirmed that the Jubilee Tree has been planted, and that a donation would be transferred to the Parish Council from the surplus following the Jubilee event. The Chairman commented that it seems a fitting tribute to the celebrations enjoyed by all last year, and that he would be requesting ANB to keep it watered.</p> <p>3. A member of the public requested that the 3 bridge frameworks (Crockfords, Sill Bridge and Callins Bridges) be considered for a repaint together with the posts at the War Memorial. The Chairman confirmed this could be incorporated into the CIL Project for consideration of spend on infrastructure within the Parish. The War Memorial posts however had been replaced last year and should be in good condition.</p> <p>The member of the public also requested that the accounts for the Neville Hall Trust be made public. The Chairman confirmed that these are available through the Charities Commission website, but that efforts would be made to ensure they are considered as part of the Website re design planned for the Parish Council this year. He also confirmed that these accounts are available from John Kiss in the interim.</p> <p>3. The same member of the public confirmed his support if Mark Hipgrave was to reconsider rejoining the new Parish Council.</p> <p>4. Members of the public raised their concern that a caravan site licence has been applied for at the property, Downgrove, adjacent to the Nature Reserve. The Clerk confirmed that whilst RBWM were unaware of the application, they were able to confirm that: 'the provision of pitches for 5 touring caravans on the site, may be Permitted Development in conjunction with the correct licences and exemptions having been issued by the caravan club or other exempt organisation.' The Clerk confirmed that she will liaise with Enforcement regarding this project. She also confirmed that the Enforcement are increasingly stretched following the departure of Victoria Goldberg last week, which it is understood was very sudden.</p> <p>6. David Lee asked for it to be minuted that the land involved in the above project is nothing to do with him</p>	<p>Cllr Hunt</p> <p>Clerk</p> <p>Clerk</p>
<p>FC/16/5/2023</p>	<p>Election of Officers:</p> <p>The Chairman introduced the new Councillors and welcomed them, including a welcome to Cllr Hunt and the new Borough Councillor Cllr George Blundell.</p> <p>The Chairman asked for proposals for the position of Chairman of the Parish Council for the forthcoming year.</p> <p>Rupe Patel proposed Mike Kay, seconded by Charles Williams. Mike Kay was elected Chairman. Angelique Hathaway was proposed as Vice Chairman by Sarah Goodchild, seconded by Rupe Patel. Angelique Hathaway was elected as Vice Chairman.</p> <p>The Chairman confirmed that there remains a 7th position on the Parish Council which it is hoped will be filled by July through co-option.</p> <p>The new Council all signed their Declarations of Acceptance of Office</p>	

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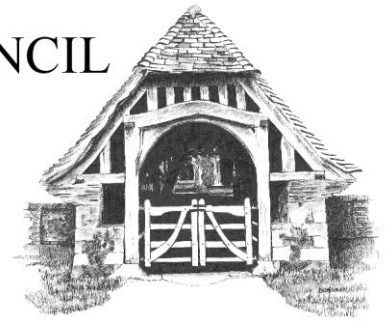
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FC/17/5/2023	Apologies: There were none	
FC/18/5/2023	Minutes: The minutes of the Meeting held April 4 th 2023, were approved by the Council and signed by the Chairman. The Minutes of the Annual Parish Meeting held on 25 th April 2023 had not been circulated due to a misunderstanding. They will be circulated for approval prior to the next meeting	Clerk
FC/19/5/2023	Declaration of Interests: Herman Bleekendaal declared an interest in 23/01009 Land Opposite 1 Woods Grove and land adjacent to Winterbrook. The Parish Council declared an interest in the application 23/01103TCA The Pond Shurlock Row.	
FC/20/5/2023	Significant Matters Arising from the Previous Minutes: There were none	
FC/21/5/2023	Planning Applications: Reference 23/00800/FULL Address Zacara Polo Ground To The East of Great Martins, Martins Lane Shurlock Row Reading Proposal Installation of base units, poles and security cameras (retrospective). Parish Council Comments: The Parish Council strongly object to the installation of the 8x4m CCTV towers adjacent to Callins Lane. Such CCTV towers are not consistent with the openness of the greenbelt (NPPF section 13 147/148) nor the rural nature of the site. The site is an open field and, if monitoring is required, this could be achieved from much lower towers, say 6 foot, placed close to the brook further into the site in less visible positions and certainly not in the middle of the open field and therefore there would not be an immediate impact on the neighbouring area, The Parish Council considers that the proposal contravenes local plan QP5 (6) in that the proposed CCTV towers are obtrusively located and designed such that they have a significant adverse effect on the character of the locality. The Parish Council do not consider, nor has it been demonstrated, that Very Special Circumstances exist for the excessive structures. We also note that the application refers to a “gappy” hedge which requires the site to be secured more thoroughly. It should be noted that the applicant has erected 6 foot fences adjacent to the hedge and, so prominently visible as a barrier along the highway, that we also consider that this contravenes Class A of the GDPO, at least in spirit even if the fence does not directly abut the road. We consider that permitting the erection of this fence with a “gappy” hedge between it and the road creates a dangerous precedent for the enclosure of rural sites with corridors of intrusively high fencing. We also note that this is not the first retrospective application that this applicant has made, showing a disregard and lack of respect to due planning process and those charged with its management. It should be noted that the Parish Council considers it essential that the Planning Officer visits the site to understand the impact on the surrounding area.	Clerk
	Reference 23/00894/LBC Address Kellingham Hall The Street Waltham St Lawrence Reading RG10 0JJ Proposal Consent for the partial replacement of a ground floor ceiling and repair works to the flooring. Parish Council Comments: Noted	Clerk

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	<p>Reference 23/00950/FULL Address Old Oak Cottage Sill Bridge Lane Waltham St Lawrence Reading RG10 0NT Proposal New front canopy, part two-part single storey rear extension, single storey side extension and alterations to fenestration following demolition of existing front element. Parish Council Comments: The Parish Council objects on the basis of this being overdevelopment of the site compared to the original footprint of the dwelling, which the Planning Officer considered when refusing the application for PDR reference 23/00883/FULL</p>	Clerk
FC/22/5/2023	<p>Trees in a Conservation Area: Herman Bleekendaal left the discussion. Reference: 23/01009/TCA Address: Land Opposite 1 Woods Grove And Land Adjacent To Winterbrook West End Road Waltham St Lawrence Proposal: (T2) Oak - section fell and (G1) Ash Trees - dismantle the partially failed Ash to ground level; remove 1 low limb growing over the clients boundary; dismantle the larger declining tree to approximately 4m and dismantle the two smaller stems closest to the garage to ground level. (017/2008/TPO) and (036/2016/TPO). Parish Council Comments: Trees G1 the Parish Council is not aware of these trees being diseased, they would therefore defer to the assessment of the Arboricultural Officer as to whether these should be felled but have no strong objection to thinning out. Tree T1 No objection subject to the approval of the Arboricultural Officer. Tree T2 The Parish Council notes that the ditch has been re-routed such that it interferes with the tree, this is thus a manufactured situation causing a problem to a TPO tree. The Parish Council therefore objects to the removal of this tree and asks that the applicant seeks an alternative solution to the route for the ditch to protect the tree. Herman Bleekendaal re-joined the discussion. Reference 23/01103/TCA Address Land At Village Pond The Street Shurlock Row Reading Proposal Fell 2 x Ash Saplings (T1 & T10), 1 x Willow Stump (T2), 10 x Willow Trees (T3-T9 & T12-T15), 2 x Ash Trees (G16 & G17) and 1 x Hawthorn (T11). Parish Council Comments: The Council noted that the information submitted by the agent was inaccurate and incomplete and therefore agreed to instruct the agent to withdraw the current application and resubmit a more specific application in conjunction with RBWM who now claimed responsibility for some of the trees around the pond, having previously denied responsibility.</p>	Clerk
FC/23/5/2023	<p>Plans that have arrived in the last couple of days: 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: Clerk to request that comments be supplied following meeting 6th June.</p>	Clerk
FC/24/5/2023	<p>Other Planning Matters:</p>	

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	<p>Appraisal of a Conservation Area for Waltham St Lawrence to be moved to June meeting.</p> <p>Glebe Farm: There is a new issue of grooms moving ponies in a dangerous way on Hungerford Lane. Angelique Hathaway to continue to work with immediate neighbours to contact BHS regarding safety issues.</p> <p>Late night parties at Glebe Farm: Angelique Hathaway to continue working with neighbours ensuring RBWM noise abatement are notified. Borough Councillors and the Chairman to be kept informed.</p> <p>Downgrove: An application has been made to become a Certified Caravan Club site. There has been no notification to either neighbours or LPA. Clerk to liaise with Enforcement to establish whether this is acceptable under PDR, also to request further investigation of ditch contamination.</p>	<p>Clerk</p> <p>Angelique Hathaway</p> <p>Clerk</p>
FC/25/5/2023	<p>Enforcement Notices and Appeals</p> <p>22/03192/CPD The Cottage, The Straight Mile. The refusal of the Certificate of Lawfulness is to be appealed.</p>	
FC/26/5/2023	<p>Finance:</p> <p>New Bank Mandate to be applied for to allow at least 1 new Councillor to have signature rights.</p> <p>Online Payments of: £6,473.74 (ANB Cuts 3 and 4 of 16, New Toner Drums, Clerk Salary and PAYE April, Memorial Garden, APM Expenses, Zuloo Plumbing , My Fiscal Payroll QuickBooks and adhoc advice, ANB Cut 2 of 16, Black Toner, Defibrillator Battery, Excel course module 2 July Further £20 expected from Zuloo, Zurich Insurance renewal, Jubilee Tree) were approved by the Council and signed by the Chairman and Vice Chairman.</p> <p>(NB £1,394.77 of Zurich to be recharged to Neville Hall Charitable Trust).</p> <p>Receipts were noted of £17,002.74.</p> <p>Financial Regulations, Standing Orders and all remaining Standard Documents were approved and adopted by the Council. However it was noted that there had been issues in providing drafts to new Councillors in good time and therefore it was agreed that the documents would be reconsidered in the June meeting to consider any amendments put forward.</p> <p>Civility and Respect, to be discussed at June meeting.</p> <p>The Chairman committed to circulate a full version of the SLCC model Standing Orders though WSL PC has adopted a shortened version.</p> <p>AGAR signing, may happen at June meeting; TBC. The internal auditor has expressed a relaxed approach to sign off by 30 June.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk Chairman</p> <p>Clerk</p>
FC/27/5/2023	<p>Reports from Representatives:</p> <p>Clerk:</p> <p>Clerk will confirm training dates for new Councillors to attend.</p> <p>Website redesign will be a CIL project</p> <p>Downfield Road Grass is not being cut by RBWM. Cllr Hunt recommended that the "report it" system is used.</p> <p>Clerk confirmed for the benefit of new Councillors, requested Agenda items should be sent to the Clerk by the weekend before the Planning meeting.</p> <p>The Clerk confirmed that she will continue to liaise with Enforcement re Downgrove Caravan application and ensure Borough Councillors and the Chairman are kept aware.</p> <p>Cllr Hunt: Nothing to report</p> <p>Responsibilities have yet to be formalised, so in the short-term, the three Councillors who held office in the previous Parish Council will retain their previous responsibilities with the Chairman</p>	<p>Clerk</p> <p>Clerk</p> <p>All Clerk</p>

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	<p>also covering Planning, Herman Bleekendaal covering Maintenance and Rupe Patel covering Highways.</p> <p>Communications: Nothing to report.</p> <p>Burial Ground: New gardener required for the Memorial Garden maintenance.</p> <p>Bridleways and Footpaths: Nothing to report.</p> <p>Ditches and Allotments: Highways and Flood Manager have attended a meeting [to discuss flooding in the Hungerford Lane/Brook Lane and surrounding area]. Further update at June Meeting</p> <p>Highways: Broken horse walk fence on Twyford Rd is still broken. Clerk will report it again</p> <p>Parish Maintenance: Overhanging branch on Twyford Rd: ANB to be chased to put in the required application to remove the branch. Also reminded to water the Jubilee Tree</p> <p>Shurlock Road Nature Reserve: Still awaiting final points to be completed by RBWM before Lease to be signed.</p> <p>Defibrillators: Mark Hipgrave has expressed a willingness to continue managing these. Reporting has transferred to Circuit.</p>	<p><i>Herman Bleekendaal Clerk Herman Bleekendaal Clerk</i></p>
<i>FC/28/5/2023</i>	Reports from Representatives who attended meetings representing the Parish Council: None	
<i>FC/29/5/2023</i>	Correspondence: The Chairman has responded to a resident regarding the misunderstanding re Shurlock Row Pond Trees.	
<i>FC/30/5/2023</i>	<p>AOB:</p> <p>Grass on verge limiting visibility at War Memorial corner; thanks to Rupe Patel for volunteering to trim the area for traffic safety.</p> <p>Neville Hall Lease for ANB to occupy the office previously used as the doctor's surgery was agreed by the Council. The Chairman was authorised to sign the lease on behalf of the Trustees.</p>	<i>Chairman</i>
	Date of Next Site Visits: 9am Saturday 3 rd June 2023 Neville Hall	
<i>FC/31/5/2023</i>	Date of Next Meeting: 7pm Tuesday 6 th June 2023 Parish Council Meeting Neville Hall.	
	The meeting closed at 9.01pm	