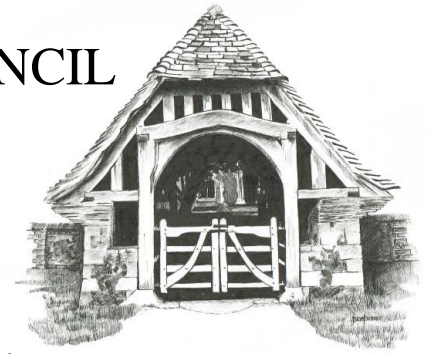


# WALTHAM ST LAWRENCE PARISH COUNCIL

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



Clerk to the Council: *Mrs MJ Streater*  
Telephone: 07956 217783  
Email: parishclerk@wslpc.uk

Waltham St. Lawrence Annual Parish Council Meeting  
to be held on Tuesday 16<sup>th</sup> May 2023 in the Neville Hall  
Members of the Public and Press are welcome to attend.

Summoned to attend: Mike Kay, Rupe Patel, Herman Bleekendaal, Sarah Goodchild, Angelique Hathaway, Charles Williams.

## Agenda

	<b>PUBLIC QUESTION TIME:</b>
1.	<b>ELECTION OF COUNCIL OFFICERS</b> Chairman Vice-Chairman
2.	<b>APOLOGIES:</b>
3.	<b>MINUTES:</b> To approve minutes of the last Parish Council meeting held on Tuesday 4 <sup>th</sup> April 2023 To approve the minutes of the Annual Parish Meeting held on Tuesday 25 <sup>th</sup> April 2023
4.	<b>DECLARATION OF INTERESTS:</b>
5.	<b>SIGNIFICANT MATTERS ARISING FROM THE PREVIOUS MINUTES:</b>
6a.	<b>PLANNING APPLICATIONS</b> <b>Reference 23/00800/FULL</b> 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). Comments will be accepted 17th May 2023 <b>Reference 23/00894/LBC</b> 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. <b>Reference 23/00950/FULL</b> 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.
6b.	<b>TREES IN A CONSERVATION AREA.</b>
6c.	<b>PLANS THAT HAVE ARRIVED IN THE LAST FEW DAYS</b> There were none
6d.	<b>OTHER PLANNING MATTERS:</b> Conservation Area appraisal for Waltham St Lawrence
6e.	<b>ENFORCEMENT NOTICES &amp; APPEALS:</b> The Cottage, The Straight Mile, Shurlock Row.
7.	<b>FINANCE:</b> Clerk is now recognised by Barclays and no further information required by them. Future approval of Online Payments and bank mandate to be discussed. Online Payments to be approved: £5,763.05 (ANB Cuts 2, 3 and 4 of 16), Clerk expenses (new toner drums, black toner, APM expenses), Clerk Salary and PAYE April, Memorial Garden maintenance, Zuloo Plumbing,

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	<p>My Fiscal (Payroll, Quickbooks and adhoc advice), Defibrillator battery, Excel course (module 2 July) Further £20 expected from Zuloo, Zurich Insurance renewal.                  Receipts of £16,982.74 noted (Precept payment 1, VAT refund, Burials and Allotments).</p> <p>Y/E Deadlines: AGAR must be signed by 30.6.2021 at a face-to-face meeting. (June meeting is scheduled 6.6.23)</p> <p>Approval and adoption of Standing Orders, Financial Regulations, Code of Conduct, Complaints Procedure, Burial Ground regulations, Allotment regulations, Media Policy, IT Policy.                  Risk Assessment register to be reviewed and agreed at June meeting                  Asset Register review and agreement                  Should Civility and Respect be incorporated into Code of Conduct as per discussion January 2023?</p>
8	<p><b>REPORTS FROM REPRESENTATIVES:</b>  <b>Report from the Clerk:</b></p> <ul style="list-style-type: none"> <li>• Proposed training for New Councillors</li> <li>• Website redevelopment.</li> </ul> <p><b>Report from RBWM Borough Councillors:</b>  <b>Communications:</b>  <b>Burial Ground:</b></p> <ul style="list-style-type: none"> <li>• Requirement for Garden of Remembrance gardener</li> </ul> <p><b>Bridleways &amp; Footpaths:</b>  <b>Ditches &amp; Allotments:</b></p> <ul style="list-style-type: none"> <li>• Hungerford lane culvert blockage update</li> <li>• Broadmoor Road blockage update</li> </ul> <p><b>Highways: (Including Speedwatch) :</b></p> <ul style="list-style-type: none"> <li>• Broken fence on Twyford Road still awaiting repair.</li> <li>• Overhanging branch at Twyford Road/Sill Bridge Road junction update</li> </ul> <p><b>Parish Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Jubilee tree update</li> <li>• Defibrillator update (moved to Circuit)</li> </ul> <p><b>Shurlock Road Nature Reserve:</b></p> <ul style="list-style-type: none"> <li>• No further feedback from RBWM</li> </ul>
9	<b>CORRESPONDENCE:</b> Received from Maria Bagnoli of Shurlock Row regarding verge and hedge trimming
10	<b>MEETINGS ATTENDED BY PERSONS REPRESENTING THE PARISH COUNCIL</b>
11	<b>AOB:</b>
	DATE OF NEXT SITE VISITS Saturday 3 <sup>RD</sup> June 2023 9am Neville Hall
12	<b>DATE OF NEXT MEETING:</b> Tuesday 6 <sup>TH</sup> June 2023 7pm Neville Hall