



Holybrook Parish Council

Serving the communities of Beansheaf Farm and Fords Farm since 2000

Full Council Meeting of Holybrook Parish Council

This meeting is open to the press and public (subject to room capacity) (Public Bodies (Admission to Meetings) Act 1960)

Date of Meeting	Monday 13 th February 2023
Location	Beansheaf Room Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW
Time	7.30pm
Circulation	All Council members and District Councillors

7.30pm Open forum for members of the public

Questions and comments from members of the public (limited to 15 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Holybrook Parish. No decision can be taken during this session¹, but the Chairman may decide to refer any matters raised for further consideration at the next full council meeting.

¹ Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

7.45pm District Councillors' Report

District Councillors are invited to give short verbal reports on matters affecting Holybrook Parish.

Council Meeting Agenda

Announcement of Public Session and Evacuation Process

No.	Notes
1.	To receive apologies for absence (LGA 1972 s85 (1))
2.	Declarations of interest relevant to the agenda Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).
3.	To approve and sign as correct record the minutes of the full council meeting on Monday 16 th January 2023

Council Decisions/Ratification of Committee Recommendations

4.	<p>Financial Decisions</p> <p>a) Payments – Members are asked to approve payment sheet 09-22/23 (enclosed);</p> <p>b) Approve quotation for redecoration of Beansheaf Room and Lobby area (3 quotes enclosed);</p> <p>c) Members to approve quotation received for the installation of a new CCTV camera (quote enclosed);</p> <p>d) Members to approve the following grant application requests (applications enclosed)*:</p> <p><i>i. Friends of Linear Park to the sum of £350.00;</i> <i>ii. Berkshire Multiple Sclerosis Therapy Centre to the sum of £500.00.</i></p> <p>* See supporting NOTES document</p>																
5.	<p>Planning:</p> <p>a) New applications: Members to debate the following planning applications and agree the Council's response to each:</p> <table border="1"> <thead> <tr> <th>Application no</th> <th>Applicant</th> <th>Address</th> <th>Proposal</th> </tr> </thead> <tbody> <tr> <td>23/00156/TPW</td> <td>PRI</td> <td>Land associated with 9 Fortrose Walk, Calcot, Reading, RG31 7YG</td> <td>T1 – Oak – Fell and treat the stump with eco plugs.</td> </tr> <tr> <td>23/00151/TPW</td> <td>Mrs Jin Bahia</td> <td>14 May Park, Calcot, Reading, RG31 7RU</td> <td>T1 – Oak: Prune back to previous points, as shown in photo, and remove lower epicormic growth.</td> </tr> <tr> <td>22/00128/HOUSE</td> <td>Mr Mark Brittin and Mrs Ruth King</td> <td>11 Knollmead, Calcot, Reading, RG31 7DQ</td> <td>Single storey rear extension and part garage conversion and addition of 3 Velux windows and roof lantern.</td> </tr> </tbody> </table> <p>b) Members to resolve if they wish to submit comment on the appeal APP/W0340/W/22/3300783 in relation to application 21/02418/FUL – Land at Magnolia Cottage, The Old Orchard, Mill Lane (one No. 2 bed detached cottage and garage. Section 73 application to remove/vary conditions: 2 (plans), 8 (permitted development restriction), and 9 (no additional openings) of planning permission 04/02607/FUL). And, if so, agree the Council's response (appeal information enclosed).</p>	Application no	Applicant	Address	Proposal	23/00156/TPW	PRI	Land associated with 9 Fortrose Walk, Calcot, Reading, RG31 7YG	T1 – Oak – Fell and treat the stump with eco plugs.	23/00151/TPW	Mrs Jin Bahia	14 May Park, Calcot, Reading, RG31 7RU	T1 – Oak: Prune back to previous points, as shown in photo, and remove lower epicormic growth.	22/00128/HOUSE	Mr Mark Brittin and Mrs Ruth King	11 Knollmead, Calcot, Reading, RG31 7DQ	Single storey rear extension and part garage conversion and addition of 3 Velux windows and roof lantern.
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No.	Notes
6.	<p>West Berkshire Local Plan Review: 2022 – 2039</p> <p>Members to provide comments on the West Berkshire Local Plan Review and formulate an official response to the consultation (documents e-mailed on Monday 9th January 2023).</p>
7.	<p>Events:</p> <p>a) Annual Assembly</p> <p>1) Members to resolve the purchase of seed packets to hand out to residents at the Annual Assembly, including:</p> <p style="padding-left: 40px;">i) the number of packets of seeds ii) variety of seeds iii) maximum expenditure.</p> <p>2) Members to agree from which budget the seeds are to be purchased.</p> <p>b) King's Coronation</p> <p>1) Members to resolve that the Picnic in the Park, in honour of King Charles III's coronation, be held on Sunday 7th May 2023 between the hours of 12:00 and 1500;</p> <p>2) Members to resolve that the organisation of the King's Coronation Picnic in the Park be delegated to the Community and Environment Committee;</p> <p>3) Members to resolve that the remaining earmarked reserve of £4,997.52 for 'Events' can be used to fund to the picnic;</p> <p>4) Members to resolve that items such as marquees, live music, sports and a bar can be organised for the event if desired.</p> <p>c) Litter Picks</p> <p>1) Members to agree the next two dates for litter picks.</p> <p>d) 30-year Anniversary of the opening of the Beansheaf Centre</p> <p>1) Members to agree if this event should be celebrated and, if so,</p> <p style="padding-left: 40px;">i) what should be done; ii) budget for any spending.</p> <p>(see attached notes for more information).</p>
Information Items/Reports	
8.	<p>Delegated Tasks Register (enclosed) – Information Item</p> <p>Members to provide update on delegated tasks only. These items are not for debate.</p>
9.	<p>Clerk's Report – written</p> <p>Members to receive a written report from the Parish Clerk to inform Members of Parish business not already included on the agenda or delegated tasks register.</p>

No.	Notes
10.	<p>Dr Ellerton's Charity – verbal report, Cllr Bedwell</p> <p>Members to receive a verbal report from Councillor Bedwell with regards the work of Dr Ellerton's Charity in Holybrook.</p>
11.	<p>Neighbourhood Action Group – verbal report, Cllr Littlewood</p> <p>Members to receive a verbal report from Councillor Littlewood following the Neighbourhood Action Group meeting which took place on Thursday 19th January 2023.</p>
12.	<p>Community Litter Picks – verbal report, Cllr Croal</p> <p>Members to receive a verbal report from Councillor Croal on the community litter pick which took place on Saturday 28th January 2023.</p>
13.	<p>Members to receive a written report with details on the following information (enclosed):</p> <ol style="list-style-type: none"> 1) Financial Information; 2) West Berkshire Council Planning Decisions; 3) Details of a Tree Preservation Order; 4) British Sign Language Course.
14.	<p>Chairman's remarks</p>

Part II

15.	<p>The Garage – verbal report, Clerk</p> <p>Members to receive a verbal report from the Clerk regarding The Garage.</p>
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