



Holybrook Parish Council

Proudly serving the residents of Holybrook Parish 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 22nd May 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.	Items
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).

Council Decisions/Ratification of Committee Recommendations

3.	<p>Financial decisions</p> <p>a) Payments – Members are asked to approve payment sheet 02-2023/24</p>		
4.	<p>Planning:</p> <p>a) New applications: Members to debate the following planning application and agree the Council's response:</p>		
Application no	Applicant	Address	Proposal
23/00851/PASOL	Dunville	Dunelm Mill, Pincents Kiln, Calcot, Reading, RG31 7SD	Application to determine if prior approval is required for a proposed: The PV system is comprised of 248 x 410 W panels with a total output of 101.68 kWp. Panel dimensions: 1722 x 1134 x 30 mm.
23/00820/HOUSE	Ben Blick	7 Calshot Place, Calcot, Reading, RG31 7DA	Single storey rear extension with kitchen. Enclose front porch and add W/C.
5.	<p>Problems arising from cable infrastructure – Cllr Tull</p> <p>Members to agree to contact WBC/Cable company to:</p> <p>a) properly reinstate the grass and crocus bulbs on the traffic light island at Fords Farm entrance as it's now 100% Dandelion.</p> <p>b) make a request that the location of cable inspection boxes on pathways that are causing an obstruction/hindering sight lines are relocated/improved.</p> <p>i. Members to identify all boxes that are causing an issue and their box numbers.</p>		
6.	<p>Habitat revival</p> <p>Members to agree to (pending approval from WBC):</p> <p>a) Purchase bulbs (Crocus, Bluebell, Narcissus, Achanite and Snowdrop) for an Autumn planting event;</p> <p>b) Approve the suggested location of: Low Lane, Cow Lane, underplant the line of trees to the left of the emergency access gate. Underplant oak trees Deerhurst/Mill Lane triangle and</p> <p>i. Any other areas with trees/ that are not grass verges.</p> <p>c) Propose a date for the event;</p> <p>ii. Delegate authority for the organisation of the event.</p> <p>d) Identify under what budget the bulbs should be purchased.</p>		
7.	<p>Cherry Blossom Trees – Underwood Road, replacement</p> <p>FoLP has reported that one of the cherry blossom trees that was planted in Underwood Road in memory of the lives lost during Covid has been irrevocably damaged and the two supporting posts removed.</p>		

	<p>Members to agree whether the tree should be replaced and, if so, under what budget heading the expenditure will be incurred.</p> <p>NOTE: Should the Council be mindful to replace the tree, FoLP has agreed to replant.</p>
8.	<p>Beansheaf Centre – Emergency contact number</p> <p>Members to agree who will be the emergency contact for the Beansheaf Centre when the Caretaker cannot be contacted.</p>

Information Items/Reports

9.	<p>Delegated Tasks Register (enclosed) – Information Item</p> <p>Members to provide update on delegated tasks only. These items are not for debate.</p>
10.	<p>Clerk’s Report</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>
11.	<p>Picnic in the Park (King’s Coronation) – verbal feedback, all members</p> <p>Members to provide feedback on the Picnic in the Park event.</p> <p>Expense sheet enclosed for information.</p>
12.	<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) Audit
13.	<p>Chairman’s remarks</p>

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of Part II.

14. Staff appraisals.

Members to receive a report from the Human Resources Committee following staff appraisals.

Yours sincerely

Pamela Kirkpatrick
Clerk
Holybrook Parish Council