



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 15th January 2024

Location Beansheaf Room

Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW

Time 8.00pm

Circulation All Council members and District Councillors

8.00pm 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 or relevant committee 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)

8.15pm District Councillors' Report

District Councillors are invited to give short verbal reports on matters affecting Holybrook Parish (limited to 5 minutes).

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).

3.	<p>Approval and adoption of the minutes</p> <p style="text-align: center;">Members to review and approve as accurate record the minutes of the Full Council meeting which took place on Monday 18th December 2023.</p>
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Council Decisions/Ratification of Committee Recommendations

4.	<p>Planning:</p> <p>a) New applications: members to debate the following planning application and propose the Council's response:</p>						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Application no</th> <th style="width: 30%;">Address</th> <th style="width: 50%;">Proposal</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">23/02210/HOUSE</td> <td>20 Hanbury Drive, Calcot, Reading, RG31 7EJ</td> <td>Planning amendment: Amendment Summary: Side extension has been shifted back to allow for second parking space at the front of the property.</td> </tr> </tbody> </table>	Application no	Address	Proposal	23/02210/HOUSE	20 Hanbury Drive, Calcot, Reading, RG31 7EJ	Planning amendment: Amendment Summary: Side extension has been shifted back to allow for second parking space at the front of the property.
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	<p>b) The Filberts: Review response from West Berkshire Council Highways and agree whether a further reply is required.</p>						
5.	<p>Financial decisions</p> <p>Payments: Members are asked to approve payment sheet 09-2023/24</p>						
6.	<p>Hearing Loop System, Beansheaf Centre (information enclosed)</p> <p>Members to review the enclosed information and quotations and</p> <p>a) Agree costings; b) Next steps/best system.</p>						
7.	<p>Parish Council logo</p> <p>Members to review the updated Parish logo (available at the meeting to view) and</p> <p>a) approve/or make recommendations for the design. b) Agree whether the designer receive honorarium for their work and, if so the budget.</p>						
8.	<p>Community and Environment – approval of recommendations, Cllr Croal</p> <p style="text-align: center;">Members to heed a verbal report following Community and Environment meeting which was held on Monday 15th January and ratify the recommendations of the Committee where appropriate.</p>						
9.	<p>Consultations</p> <p style="text-align: center;">Members are asked if they would like to propose a formal response to the following consultation:</p> <p>a) West Berkshire Schools Term Dates for 2025/26 (https://www.westberks.gov.uk/draft-term-dates).</p> <p>b) Government Consultation on Street Vote Development Orders (note: SLCC is gathering Parish Council's views on this consultation) (https://www.gov.uk/government/consultations/street-vote-development-orders-consultation/street-vote-development-orders#scope-of-street-vote-development-orders).</p>						
10.	<p>Linear Park Flooding – balancing ponds, Cllr Somner</p> <p>Discussion on ownership and on-going maintenance.</p>						

Information Items/Reports

Note: If anything is raised under 'Information Items/Reports' that Council wish to discuss, it should be proposed that the item be added to a future agenda.

11.	<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>
12.	<p>Residential Complaints</p> <p>a) Members are advised that the following complaints have been received and of the actions taken to date:</p> <ol style="list-style-type: none">i. Condition of the Bourne Close Development: the resident has been responded to, our district councillors have been informed and West Berkshire Planning Enforcement contacted. A response is awaited.ii. Development Vibrations, The Filberts: No action taken as the demolition company has taken ownership of the issue and has contacted the resident directly.iii. Formal Complaint about the Parish Council (a resident considers the Parish Council 'Dysfunctional and not fit for Purpose and, in particular, referenced an overgrown hedge next to the bus link at Carters rise/Underwood Road. The resident has advised that they will be contacting the Local Authority Ombudsman). The resident has been provided with West Berkshire Council's report a problem page. Further information was requested and this too has been provided to the resident. Of note, the resident also copied WBC personnel into their complaints.iv. Closure of Centre due to flooding: Customer of regular hirer responded to. <p>b) Members to heed updates on previous complaints:</p> <ol style="list-style-type: none">i. Linear Park Noise: verbal report from Councillor Tull following meeting with West Berkshire Council's Countryside Department on Monday 8th January 2024.ii. Bellway Developments in Holybrook: Written response enclosed with the agenda from Lee Rowley MP, Minister of State for Housing, Planning and Building Safety as provided by Sir Alok Sharma.
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.
14.	<p>Chairman's remarks</p>

Yours sincerely

Pamela Kirkpatrick
Clerk
Holybrook Parish Council