



# Holybrook Parish Council

*Proudly serving the residents of Holybrook Parish since 2000*

## Full Council Meeting of Holybrook Parish Council

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

<b>Date of Meeting</b>	Monday 13 <sup>th</sup> February 2023
<b>Location</b>	Beansheaf Room, Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW
<b>Present</b>	<b>Chairman:</b> Cllr Tull  <b>Vice Chairman:</b> Cllr Bedwell  <b>Also Present:</b> Cllrs. Croal, Lenaghan, Littlewood, Moore, Salau and Somner.  <b>Officers:</b> Pam Kirkpatrick (Clerk) and Andrew Adair (Office Support)
<b>Circulation</b>	All Council members and District Councillors

### Open forum for members of the public

No members of the public attended the meeting.

### District Councillors' Report

Cllr Somner provided a verbal report, a written copy of which is attached. **Report 1.**

In addition, Cllr Somner advised Members:

- In response to Cllr Littlewood's request for clarification of West Berkshire Council's (WBC's) policy on dog attacks, that he had yet to raise this, but would discuss this and report back.

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# Council Meeting Minutes – Monday 13<sup>th</sup> February 2023

Announcement of Public Session and Evacuation Process

No.	Notes	Action
161/22/23	<p><b>Apologies received for absence</b></p> <p>Apologies were received and acknowledged from Cllr Mistry.</p> <p>Councillor Marshall was absent from the meeting.</p>	
162/22/23	<p><b>Declarations of interest relevant to the Agenda</b></p> <p>Cllr Lenaghan – non-pecuniary: Item 4 b) – Approval of quotation for redecoration of the Beansheaf Room and Lobby area.</p> <p>Cllr Somner – non-pecuniary: Item 5 – Planning: New Applications and Item 6 – West Berkshire Local Plan Review: 2022 - 2039.</p>	
163/22/23	<p><b>Approval and adoption of the minutes of the Full Council meeting on Monday 16<sup>th</sup> January 2023</b></p> <p>Proposed by Cllr Bedwell and seconded by Cllr Littlewood. <b>APPROVED.</b></p>	

## Council Decisions/Ratification of Committee Recommendations

164/22/23	<p><b>Financial Decisions</b></p> <p>a) Members <b>APPROVED</b> payment sheet 09-22/23.</p> <p>b) Members <b>APPROVED</b>, from the 3 quotes provided, the use of Finline Decor for the redecoration of the Beansheaf Room and Lobby area, with the proviso that the painting of the 7 fire doors was removed from the specification and a new quotation sought for the revised works.</p> <p>c) Members <b>APPROVED</b> the quotation received for the installation of a new CCTV camera.</p> <p>d) Members <b>APPROVED</b> the following grant application requests:</p> <ol style="list-style-type: none"> <li>i. Friends of Linear Park to the sum of £350.00.</li> <li>ii. Berkshire Multiple Sclerosis Therapy Centre to the sum of £500.00.</li> </ol>	<b>Clerk</b>
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<p><b>165/22/23</b></p>	<p><b>Planning:</b></p> <p>a) New applications:</p> <table border="1" data-bbox="248 277 1362 434"> <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> </tbody> </table> <p><b>NO OBJECTIONS.</b></p> <table border="1" data-bbox="248 510 1362 636"> <tbody> <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> </tbody> </table> <p><b>NO OBJECTIONS.</b></p> <table border="1" data-bbox="248 712 1362 837"> <tbody> <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>This application was not discussed, as it had previously been agreed with <b>NO OBJECTIONS</b> at the Full Council Meeting on 7<sup>th</sup> of February 2022.</p> <p>b) Members <b>RESOLVED</b> to submit a formal response 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).</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.	<p><b>Clerk</b></p>
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<p><b>166/22/23</b></p>	<p><b>West Berkshire Local Plan Review: 2022 – 2039</b></p> <p>Members commented on the West Berkshire Local Plan Review and <b>AGREED</b> that the Clerk should formulate an official response to the consultation on behalf of Holybrook Parish Council and circulate it to Councillors for comment and approval. Where appropriate, this response should reiterate the points submitted previously, emphasising the concern of Members about the lack of tangible reference in the Plan to the infrastructure plans for Holybrook Parish regarding education and healthcare provision, and the management of the Holybrook. Cllr Bedwell requested that consideration be given to making Pincents Hill a Conservation Area, or Nature Reserve.</p>	<p><b>Clerk</b></p>																
<p><b>167/22/23</b></p>	<p><b>Events</b></p> <p>a) <b>Annual Assembly</b></p> <p>1) Members <b>RESOLVED</b> to purchase 30-40 seed packets, up to a maximum expenditure of £300, of each of the following three varieties:</p> <ul style="list-style-type: none"> <li>• Coneflower</li> <li>• Tagetes (Marigolds)</li> <li>• Cosmos</li> </ul> <p>These are to be handed out to residents at the Annual Assembly encouraging them to be planted to attract butterflies and bees.</p>	<p><b>Clerk</b></p>																

167/22/23 cont.	<p><b>Events continued</b></p> <p>2) Members <b>AGREED</b> that the monies for the purchase of the seeds should be taken from the Earmarked Reserve 'Community and Environment'.</p> <p>b) King's Coronation</p> <p>1) Members <b>RESOLVED</b> that the Picnic in the Park, in honour of King Charles III's Coronation, be held on Sunday 7<sup>th</sup> May 2023 between the hours of 12:00 and 15:00.</p> <p>2) Members <b>RESOLVED</b> that the organisation of the King's Coronation Picnic in the Park should be by the Full Council.</p> <p>3) Members <b>RESOLVED</b> that the remaining earmarked reserve of £4,997.52 for 'Events' can be used to fund the Picnic.</p> <p>4) Members discussed various suggested activities for the event, including applying for a music and alcohol licence, arranging an ice cream van, cricket event, nature trail and live acoustic music, and <b>RESOLVED</b> to discuss and firm these up at the next Full Council meeting.</p> <p>c) Litter Picks</p> <p>1) Members <b>AGREED</b> to hold the next two community litter pick events at the Beansheaf Centre at the end of May and Fords Farm in July.</p> <p>d) 30-year Anniversary of the opening of the Beansheaf Centre</p> <p>Members <b>AGREED</b> to highlight this anniversary with an article in the Newsletter.</p>	Clerk

### Information Items/Reports

168/22/23	<p><b>Delegated Tasks Register</b></p> <p>Members provided an update on delegated tasks.</p>	
169/22/23	<p><b>Clerk's Report</b></p> <p>Members received a written report from the Clerk detailing parish business not already included on the agenda. <b>Report 2.</b></p> <p>In addition, the Clerk advised Members that Holybrook Parish Council has now attracted 500 followers on Facebook.</p>	
170/22/23	<p><b>Dr Ellerton's Charity</b></p> <p>Members received a verbal report from Councillor Bedwell with regards to the work of Dr Ellerton's Charity in Holybrook. Cllr Bedwell informed Members that the object of the charity is the relief of need, hardship, and distress of the inhabitants of the parishes of Theale and Holybrook. A wide range of grants have been made to local residents who are in dire straits covering domestic appliances, mobility aids, school uniforms and excursions, emergency funding and toddler and baby equipment.</p> <p>Cllr Bedwell requested that a link to Dr Ellerton's Charity was included on Holybrook Parish Council's website to promote their work to residents. <b>APPROVED.</b></p>	Office Support

171/22/23	<p><b>Neighbourhood Action Group</b></p> <p>Members received a verbal report from Councillor Littlewood following the Neighbourhood Action Group meeting which took place on Thursday 19<sup>th</sup> January 2023.</p>	
172/22/23	<p><b>Community Litter Picks</b></p> <p>Members received a verbal report from Councillor Croal on the community litter pick event which took place on Saturday 28<sup>th</sup> January 2023. Members congratulated Cllr Croal on a very successful event which was attended by over 30 participants.</p>	
173/22/23	<p><b>Information Report</b></p> <p>Members received a written report with details on the following information:</p> <ol style="list-style-type: none"> <li>1) Financial Information.</li> <li>2) West Berkshire Council Planning Decisions.</li> <li>3) Details of a Tree Preservation Order.</li> <li>4) British Sign Language Course.</li> </ol>	
174/22/23	<p><b>Chairman's remarks</b></p> <p>Cllr Tull advised Members that, following the resignation of Cllr Collard shortly after the last Full Council meeting, there were now 5 vacancies on Holybrook Parish Council.</p> <p>Cllr Somner informed Members that the District Parish Conference held on the evening of Tuesday 31<sup>st</sup> January was well attended and the discussion was heavily focussed on planning.</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.

## Part II

175/22/23	<p><b>The Garage</b></p> <p>Members acknowledged a verbal report from the Clerk regarding The Garage.</p>	
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**There being no other business, the meeting closed at 21.30.**

**Signed:** ..... **Dated:** .....

Minutes prepared by:	Andrew Adair, Office Support
Minutes dated:	14 <sup>th</sup> February 2023