



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)

Date of Meeting Monday 24th April 2023

Location Linear Hall, Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW

Present **Chairman:** Cllr Tull

Vice Chairman: Cllr Bedwell

Also Present: Cllrs. Croal, Lenaghan, Littlewood, Marshall, Mistry, Moore, Salau and Somner.

Residents: 16 residents signed the visitor record.

Officers: Pam Kirkpatrick (Clerk) and Andrew Adair (Office Support)

Circulation All Council members and District Councillors

Open forum for members of the public

Mrs Collard attended the meeting to express her concern regarding various matters she had documented in emails she had recently sent to Holybrook Parish Council inviting a response. Cllr Tull informed Mrs Collard that the emails were on the agenda (**11/23/24 item 3**) and would be discussed in the Full Council meeting.

Mr Giles attended the meeting to express his concern regarding the inappropriate use of dog bins in the Parish and the need for more frequent emptying to take place. Cllr Tull stated that issues with dog bins in the Parish were a constant conversation with West Berkshire Council (WBC) and that the dog bin contract had recently been re-let by WBC. Mr Giles requested that he be invited to attend a future Neighbourhood Action Group meeting to discuss the matter further.

Mr Willett attended the meeting to discuss the comments made by HPC at the last Full Council meeting on 13th March in relation to his planning application 21/02418/FUL (APP/W0340/W/22/3300783) and his correspondence in connection with this matter. Cllr Tull confirmed that this was on the agenda (**11/23/24 item 2**) and would be discussed in the Full Council meeting.

EXIT ALL MEMBERS OF THE PUBLIC, WITH THE EXCEPTION OF MR WILLETT.

Council Meeting Minutes – Monday, 24th April 2023

Announcement of Public Session and Evacuation Process

No.	Notes	Action
01/23/24	Apologies received for absence None.	
02/23/24	Declarations of interest relevant to the Agenda Cllr Somner – non-pecuniary: Item 8 – Planning and Item 11 – Review of received correspondence.	
03/23/24	Approval and adoption of the minutes of the: Full Council meeting on Monday 13 th March 2023: Proposed by Cllr Bedwell and seconded by Cllr Moore. APPROVED.	

Council Decisions/Ratification of Committee Recommendations

04/23/24	<p>Financial decisions</p> <p>a) Members APPROVED:</p> <p><i>i)</i> payment sheet 11-2022/23 <i>ii)</i> payment sheet 01-2023/24</p> <p>b) Members RATIFIED the Assets Register, which had been reviewed by the Internal Auditor.</p> <p>c) Members APPROVED the Unaudited Financial Statements 2023/23 – supplementary to the Annual Governance and Accountability Return.</p> <p>d) Members APPROVED the Annual Return Financial data for 2022/23.</p> <p>e) Members reviewed and APPROVED the price increase from Sunshine Commercial Services.</p>	
05/23/24	<p>Internal Audit – Financial Year End 2022/23</p> <p>Members reviewed and heeded the recommendations of the Internal Report, which was produced following the second annual internal audit on Tuesday 11th April 2023 of the financial year 2022/23.</p> <p>Cllr Lenaghan thanked and congratulated the Clerk for her work on this.</p>	
06/23/24	<p>Annual Accounts – Annual Governance and Accountability Return for the year ended 31st March 2023</p> <p>Members reviewed the following:</p> <p><i>i)</i> The internally audited accounts for the year ending 31/03/2023. RATIFIED.</p> <p><i>ii)</i> Members reviewed each statement of the Annual Governance Statement 2022/23 – Section 1 in turn, giving an affirmative response to all eight statements. RATIFIED.</p> <p><i>iii)</i> Accounting Statements 2022/23 – Section 2. RATIFIED.</p> <p><i>iv)</i> The dates given for ‘Notice of appointment date for the exercise of electors’ rights’. RATIFIED.</p>	

<p>07/23/24</p>	<p>New draft policy</p> <p>Members reviewed and APPROVED the draft Policy on Dealing with Abusive, Persistent or Vexatious Complaints, which the Clerk confirmed follows the recommendations of the Ombudsman.</p> <p>As with all policies, this will be publicly accessible on Holybrook Parish Council's website.</p> <p>Members AGREED that, going forward, a note will be placed with the Visitor Record for all Holybrook Parish Council meetings advising attendees of the requirement for them to always exercise reasonable and appropriate conduct during the meetings.</p>	<p>Clerk</p>								
<p>08/23/24</p>	<p>Planning</p> <p>New applications:</p> <table border="1" data-bbox="244 647 1347 864"> <thead> <tr> <th data-bbox="244 647 501 680">Application no</th> <th data-bbox="501 647 683 680">Applicant</th> <th data-bbox="683 647 991 680">Address</th> <th data-bbox="991 647 1347 680">Proposal</th> </tr> </thead> <tbody> <tr> <td data-bbox="244 680 501 864">23/00768/HOUSE</td> <td data-bbox="501 680 683 864">Mr Nadeem Tahir</td> <td data-bbox="683 680 991 864">1 Greencroft Gardens, Calcot, Reading, RG30 3PL</td> <td data-bbox="991 680 1347 864">Single storey rear extension with tiled lean-to roof. Widened parking area on driveway at rear of property, with ramped access to property.</td> </tr> </tbody> </table> <p>NO OBJECTIONS.</p>	Application no	Applicant	Address	Proposal	23/00768/HOUSE	Mr Nadeem Tahir	1 Greencroft Gardens, Calcot, Reading, RG30 3PL	Single storey rear extension with tiled lean-to roof. Widened parking area on driveway at rear of property, with ramped access to property.	
Application no	Applicant	Address	Proposal							
23/00768/HOUSE	Mr Nadeem Tahir	1 Greencroft Gardens, Calcot, Reading, RG30 3PL	Single storey rear extension with tiled lean-to roof. Widened parking area on driveway at rear of property, with ramped access to property.							
<p>09/23/24</p>	<p>Community and Environment Committee Recommendations</p> <p>Members RATIFIED the recommendations of the Community and Environment Committee following the meeting which took place on Monday 17th April 2023.</p> <p>APPENDIX 1</p>									

<p>10/23/24</p>	<p>Picnic in the Park – in honour of King Charles III Coronation</p> <p>Members reviewed an information report detailing various items for consideration for the Picnic in the Park on Sunday, 7th May and AGREED the following recommendations:</p> <ul style="list-style-type: none"> • The proposal for an arts and crafts stand, up to a maximum budget of £80, to be paid to the organiser on production of receipts. AGREED. • The proposal by the Friends of Linear Park for £130 for prizes for a ‘Spotters Trail’ in Linear Park. AGREED. • The proposal to purchase cardboard cut outs of Camilla and Charles at a cost of £35.99, inclusive of delivery charges. AGREED. • The fire engine to be located in the car park with the area roped off and access kept clear so that it can easily exit the site in the case of an emergency. AGREED. • The proposal for netball to be an additional sport offering at the event. AGREED. • The proposal to delegate authority for the drafting of the Risk Assessment for the event to the Clerk. AGREED. • The proposal that Cllr Moore checks the availability of Hospital Radio Reading to provide music via a PA system at the event at a potential minimal cost of £75. AGREED. • The proposal that a more detailed poster is produced and displayed in all the Parish noticeboards. AGREED. • The erection of bunting on the trees in front of the car park to be organised by the wardens, with Councillors, who attend the event, displaying any residual bunting on the railings around the children’s play area and outside the Beansheaf Centre. AGREED. <p>No decision was made by Members regarding the delegation of authority for the drafting of the site plan for the event.</p> <p>Cllr Tull requested that Members attending the event aimed to be there for 10.30am to finalise arrangements prior to the start of the event at midday.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Cllr Moore</p> <p>Clerk Cllr Moore Clerk & Office Support Clerk & Cllrs</p> <p>Cllrs</p>
<p>11/23/24</p>	<p>Review of received correspondence</p> <p>Members reviewed correspondence recently received and formulated a formal response to each:</p> <ol style="list-style-type: none"> 1) Beansheaf Pre-School: Members AGREED to let the new funding mechanisms take place. If, thereafter, there was found to be a funding deficit the pre-school could use the Council’s grant scheme. 2) Resident Letter_01 and _02. The resident is asking to meet councillors regards planning application 21/02418/FUL (APP/W0340/W/22/3300783). For reasons of expedience to enable the resident responsible for this correspondence to be present during the Council discussion of this matter, the Chairman took a vote in which Members AGREED for this item to be discussed at the start of the Council meeting between agenda items reference 02/23/24 and 03/23/24. <p>Cllr Somner, in his role as District Councillor, stated that he believed HPC had followed due process in making its comments on the planning application and that, due to his role as a District Councillor, when planning applications are discussed by the Parish Council, he duly declares a non-pecuniary interest and does not participate in discussion or votes.</p> <p>HPC is only a consultee in planning and any comments that the Council make to the planning authority will only be considered if they are deemed a planning matter by the authority.</p> <p>HPC made its comments on the application in good faith and to the best of the Council’s knowledge, based on the information that was available on the West Berkshire Council Planning Portal.</p>	<p>Clerk & Cllr Tull</p>

	<p>Members AGREED not to recommend a site visit at this juncture, nor the meeting with Councillors to discuss this planning application that had been requested by Mr Willett. Councillors AGREED that, as this application was with the Inspectorate, it would be advisable to allow that due process to happen.</p> <p>Cllr Tull informed Mr Willett that HPC would respond to his correspondence formally in a letter and that the matter was now in the hands of the Inspectorate for the Appeal.</p> <p>3) Resident Email__01 (which includes response from Clerk and subsequent residential response) and _02.</p> <p>Members AGREED to communicate with the resident covering the various concerns outlined and the recommended HPC response agreed during the discussion of the matter.</p> <p>9.45pm Cllr Tull took a vote from members to continue the meeting beyond 10.00pm. AGREED</p> <p>9.45pm Exit Cllr Marshall</p>	Clerk & Cllr Tull
12/23/24	<p>Annual Assembly Feedback</p> <p>Members reviewed the suggested actions taken from The Parish of Holybrook's Annual Assembly and RATIFIED all tasks to be delegated to the Clerk, liaising with the Chairman where necessary.</p> <p>APPENDIX 2</p>	Clerk & Cllr Tull

Information Items/Reports

13/23/24	<p>Delegated Tasks Register</p> <p>Members acknowledged the updates on the delegated tasks register.</p>	
14/23/24	<p>Clerk's Report</p> <p>Members received a written report from the Clerk detailing parish business not already included on the agenda. APPENDIX 3.</p> <p>In addition, the Clerk advised Members that tonight's Council meeting had been moved to the Linear Hall because of an issue with the power sockets, which had necessitated moving the booking for the dance class to the Beansheaf Room.</p> <p>The Clerk also advised Members that there had been recent instances of fly tipping in Charrington Road.</p> <p>Members AGREED to Cllr Littlewood's suggestion that a notice requesting quiet be placed in the kitchen at the Beansheaf Centre on any occasions when HPC meetings took place in the Linear Hall.</p>	Clerk
15/23/24	<p>Planning Committee Report</p> <p>Members received a written report following a Planning Committee Meeting which took place on Monday 17th April 2023.</p> <p>APPENDIX 4.</p>	

16/23/24	<p>Neighbourhood Action Group</p> <p>Members received a verbal report from Cllr Littlewood following the Neighbourhood Action Group meeting which took place on Thursday, 13th April 2023.</p> <p>Main points:</p> <p>No police in attendance; Green Flag submission was made in January; The issue of speed and overgrown foliage on the A4 was raised.</p>	
17/23/24	<p>What Local Councils can do about Emergency Planning</p> <p>Cllr Littlewood provided feedback following his attendance of the aforementioned training course. Main points:</p> <p>A recording has been forwarded to the Clerk for members; If the plan is created it will have to be approved by WBC.</p>	
18/23/24	<p>Information Report</p> <p>Members received a written report (APPENDIX 5) with details on the following information:</p> <ol style="list-style-type: none"> 1) Financial Information. 2) West Berkshire Council Planning Decisions. <p>In addition, the Clerk advised Members that the £2382.17 VAT claim submitted to HMRC on 13th April 2023 had now been received.</p>	
19/23/24	<p>Chairman's remarks</p> <p>Cllr Tull stated that the use of the terms 'East' and 'West' only ever came up during the Parish Council elections and that, as Councillors, the expectation was that they represented the whole Parish and not a specific area, and that their views and decisions should be considered holistically for the whole of the Parish.</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

20/23/24	<p>Abusive, unreasonable and vexatious complaints</p> <p>Members discussed a recommendation from Cllr Bedwell regarding HPC action in the event of unreasonable behaviour.</p>	
21/23/24	<p>Calcot Cricket Club proposal</p> <p>Members discussed a proposal from Calcot Cricket Club and AGREED that the Council would need to consult with the Friends of Linear Park and the Grounds Maintenance Team at West Berkshire Council, to fully understand the future plans for Linear Park.</p>	Clerk
	<p>There being no other business, the meeting closed at 22.05.</p>	

Signed: Dated:

Minutes prepared by:	Andrew Adair, Office Support
Minutes dated:	25 th April 2023

APPENDIX 1

Full Council Meeting: Monday 24th April 2023

Community and Environment Committee Report/Decisions for ratification following meeting on Monday 17th April 2023

NOTE: these are not formal minutes and should not be read as such.

All members have been provided with the full results of the Community Infrastructure Levy questionnaire which are not included in agenda documents for GDPR.

It is noted that the percentage of respondents vs number of residents is low.

Members reviewed the Community Infrastructure Levy questionnaire results in detail and make the following recommendations to Council for ratification:

General:

- Results of the questionnaire to be published; ideally accompanied by a technical response from West Berkshire Council as to why some projects are not deliverable.

Speeding:

Notes:

- West Berkshire Council has advised that, should 20mph zones be installed in front of schools, the build-outs would have to be removed.
 - Most residents already respect the current speed limit as supported by the recent speed surveys through the Parish. It is noted that the results of Dorking Way were not published in the CIL questionnaire newsletter as, at the time of production and printing, the Parish Council had not been provided with the information. However, the results subsequently issued to the Parish Council do not change the overall figures significantly.
 - There are definitely hotspots within the Parish.
 - If the Parish is to purchase Speed Indicator Devices or Vehicle Activated signs there would need to be residential volunteers to help run the scheme.
 - It was acknowledged that the Welcome Gates including speed and possible wildflower planting is an ongoing project and the Council has already committed to the cost providing that the Highways Authority approve the work and locations: Dorking Way, Charrington Road, Mill Lane and Underwood Road.
 - There has been a move nationally to remove side of road signage following a campaign for motorcyclists' safety.
- ***Investigate the possibility of purchasing Vehicle Activated signs (and compare to Speed Indicator Devices which has been previously explored).***
 - ***Discuss the option of the speed limits being painted on the main roads within the Parish with the District Council.*** This project cannot happen without the permission of the Highways Authority.
 - ***Investigate the current road signage and see if more is required/could be better placed.***

Parking:

Notes:

- Some of the available parking areas in the Parish are not dedicated to 'residents only'. Some of these may be privately owned.
 - Parked cars can help with traffic calming and reduce the speed of the cars on the road.
 - The results of the questionnaire are not definitive enough to make any formal decisions on formal parking measures at the present time which would require a full, formal public consultation if pursued.
- ***Wildflower planting: work with FoLP considering viable areas for spring planting. This would not interfere with the grass cutting schedule.***
 - ***Liaise with West Berkshire Council regards possible designated parking.***

Bins and Noticeboards

Notes:

- There was little desire for more noticeboards in the Parish and those that requested noticeboards tended to want information boards in the Linear Park (rather than Parish notices). However, despite only a few requests, Underwood Road was cited as a location for a board.
 - West Berkshire Council is already looking at improvements to the information boards in Linear Park.
 - Consider publishing a map of all the parish bins.
 - It was noted that there is a general desire for more bins in the Parish. However, the Council needs to consider the on-going cost of bin emptying (dog bins currently emptied under a contract with WBC and the parish owned litter bins are emptied by the Wardens).
- **Noticeboard to be purchased for Underwood Road, ideally positioned near the alley to Kennet Valley School (depending on groundworks survey). NOT to be purchased with the Dorking Way CIL monies.**
 - **Investigate turning the current Dorking Way noticeboard into a double-sided board so that it can be seen from both sides of the pavement.**
 - **More large dual dog/litter bins to be purchased and put in strategic places in the Parish. Exact locations to be confirmed at a later stage. Residents top locations included: Charrington Road (adjacent to the entrance to Dorking Way, all bus stops and next to the alley adjacent to Kennet Valley School: Underwood Road).**

Furniture

Notes:

- The original footpaths in Linear Park are well-worn with the sides broken down. However, FoLP have plans to make some improvements.
 - There is a desire to keep the park, which is, in parts, in a floodplain, natural.
- **Consider possible enhancements to the Trim Trail which is already in the East of the Linear Park to bring it to the West of the Parish. Consult with FoLP and West Berkshire Council.**
 - **Present the findings of the questionnaire to WBC to see if any of the projects are deliverable with a view to possible collaboration.**
 - **Garage: Take step one to bring Garage up to a reasonable standard for any potential hire.**
 - **Garage: Investigate other sources of finance to make the necessary improvements.**
 - **Outside toilets: discuss with WBC, who own the toilets, an agreement whereby the toilets are opened daily during the period 1st April – 30th September. Parish Council to fund two times yearly deep clean of the toilets.**
 - **Ask FoLP if they have a capital improvement programme for the Park and see if the Parish Council could possibly support this through grant funding.**

Activities/Comments

- Next litter pick will ideally be held on Saturday 3rd June 2023.
 - There is a need to highlight what is the Parish Council's responsibility vs the responsibility of the District Council.
- **DELEGATED: Clerk to put a spreadsheet together of what is PC responsibility vs District and what residents can do for themselves.**
 - **A thicker newsletter to be produced to respond to residents' comments and publish results of the questionnaire.**

Footpath Survey

- **West Berkshire Council to be contacted to instruct Volker Highways to provide a quote for all of the works suggested in the dropped kerb survey.**
- **Parish Council to discuss the boardwalk suggestion with West Berkshire Council considering overall cost and land ownership.**

Energy Consumption

Notes:

- All lights are being replaced with LEDs. Council could consider an auto-switch off function.
- Energy consumption rather than production is currently the Council's main focus for the Centre; there is already an agreement to investigate solar panels.
- Carbon tool would be a good tool for the Parish to investigate further and have a discussion with WBCs Environmental Team.

E-Scooters

The Parish Council has taken all possible actions in alerting the relevant authorities. However, to further raise awareness that the use of E-scooters on the public highway is currently against the law.

- **Publish Thames Valley Police's information on E-scooters on the Parish Website.**

APPENDIX 2

Full Council Meeting: Monday 24th April 2023

Annual Assembly – list of actions suggested by the Chairman to be ratified by the Parish Council:

- **The cricket wicket, although not the property of Holybrook Parish, to be advertised in the Parish Newsletter;**
- West Berkshire Council, when approving the Ikea development, did promise to complete follow up traffic surveys. This will be chased. **Members to agree the scope of this request;**

- The temporary traffic lights at junction 12 have been raised with the appropriate authority several times by the Parish Council and ***the Parish Council will continue to do so until the works are complete;***
- It was acknowledged that speeding on the A4 is an issue and this will, again, be on-ward reported to West Berkshire Council; ***Members to agree the scope of this report.***
- The reported problem of 'boy racers' in the Sainsbury's car park will be taken to the Neighbourhood Action Group to be raised with the police. ***Members to confirm this action.***
- Members to agree whether a formal response is to be issued in relation to other points raised as detailed below:
 - What confidence can residents have that, when they complete the recently distributed questionnaire, comments will be taken forward by the Parish Council and that the Community Infrastructure Levy monies will be spent in the West of the Parish;
 - Not happy with the location of the new bin on Dorking Way;
The bin location was selected as residents had requested that it not be placed too close to their homes and that nearer the A4 would be preferred. The Council had to be mindful of sight lines, underground utilities and safety of contractors when emptying.
 - Not happy for there to be wildflower planting in Dorking Way;
 - Speed of cars is too high in Dorking Way;
 - There was an accident last year in Dorking Way and it took too long for the police to attend the scene;
 - There was an accident on the A4 last week, adjacent to Dorking Way, because vehicles were travelling too fast;
 - The speed of vehicles on the A4 is 'ridiculous';
 - People jump the lights at the Sainsbury's junction;
 - Railings by Sainsbury's are still damaged;
 - The road signage, from the motorway, for Ikea is not good enough;
 - Members were asked to complete a survey, on a bank holiday or weekend, on Dorking Way to count how many cars turn around on Dorking Way after taking the wrong turn from the A4 junction;
 - There is not enough time to get out at the Sainsbury's junction; it is not safe for school children trying to cross the road because vehicles jump the lights because they are travelling too fast;
 - It was stated that resident requests on Dorking Way had been ignored in previous questionnaires;
 - Trolleys are dumped on Dorking Way;
 - When will the traffic lights on junction 12 be back to proper lights;
 - The Bellway noticeboard on Dorking Way is unacceptable and should be removed;
Bellway Homes will be removing the noticeboard on completion of the development which will be summer 2023.
 - Condition of the road at Dorking Way is a 'disgrace';
 - Resurfacing of the hammerhead junction is part of Bellway Homes' section 278 obligations and will take place once they are granted a licence at the completion of construction works.
 - The pavement blistering near the Fairfields development, Dorking Way, is dangerous as it is too close to the filter lane and could send pedestrians in the wrong direction over the road;

- Could speed cameras be installed on the A4 Bath Road between Aldi/Lidl and Sainsbury's junction;

Officer's notes in blue

APPENDIX 3

Clerk's Written Report:

Monday 24th April 2023

Beansheaf Centre/Parish Office

Maintenance:

11.04.2023 5-yearly Fixed Wire testing now completed with no issues identified.

The toilet handle in the ladies' left-hand toilet has broken again. Repair needed but council may need to consider a more long-term solution for this issue.

The Centre continues to be busy and bookings are strong.

Monday 24th April 2023

Chairman's Initial of loose-leaf page _____

Parish:

The Parish Council has been further contacted regards dog off leads in the Linear Park. This has been onward reported to West Berkshire Council along with the suggestion from Council that, perhaps, signage would help people remember their responsibilities. The Dog Warden has been to the Park recently to highlight dog foul and to talk with dog owners. It is the belief of the Warden that raising awareness is key. The Clerk has requested that the Dog Warden provide updates for the Parish newsletter when they have completed visits of the Parish and provide more information on responsible dog ownership.

The Clerk has reported potholes in Calcot Place Drive to WBC.

The Clerk has reported poor road markings on Dorking Way/A4 and A4/Langley Hill/Charrington Road to WBC.

Playgrounds:

The Clerk visited the playgrounds on 30th March 2023 and noted a few problems that will require resolution including:

Underwood Road: (In addition to previously reported RoSPA reports) broken perimeter fencing, broken barge boards, the condition of the driveway. Clerk to investigate pricing for these items and report back to Council.

The Whips that were planted a couple of years ago are establishing well.

Holymead: The dog bin has no footpath access and the dog bag station is broken (reported to WBC).

Additionally, the condition of the trees and some of the verges, which have eroded to just soil, on Underwood Road have been reported to WBC.

APPENDIX 4

Full Council Meeting: Monday 24th April 2023

Planning Committee Report following meeting on Monday 17th April 2023:

Planning no.	Applicant	Address	Proposal
23/00513/HOUSE	Mark and Laura Mabbett	57 Calbourne Drive, Calcot, Reading, RG31 7DB	Erection of a single storey garage in front of the property.
No objections			
23/00407/FUL	Mrs J Scott	Gower Cottage, Mill Lane, Calcot, Reading, RG31 7RS	Retrospective subdivision of a dwelling house or two separate units (resubmission).
No objections			

23/00778/REM	Crown Designs	Former Murdochs, Bath Road, Calcot, Reading, RG31 7QJ	Section 73: Variation of Condition 2 (Approved Plans) of previously approved application 21/01814/REM: Application for approval of reserved matters following Outline Planning Permission 21/00614/OUTD – (Outline Planning Permission for construction of 4 No. detached houses with associated car parking and roadworks, matters to be considered layout, scale, and access). Matters to be considered: Appearance and Landscaping.
No comment. Not enough information.			

Appeal: APP/W0340/W/22/3313840 (The Filberts, The Chase: Demolition of existing office building and erection of a three storey 66 no bedroom care home (C2 use class) for the elderly and associated works).

AGREED: Cllrs Tull and Bedwell will attend the Hearing regards the aforementioned appeal to represent and speak on behalf of the Parish Council. The Hearing will be held at The Council Offices, Market Street, Newbury, at 10:00 on Tuesday 9th May 2023.

APPENDIX 5

‘Information Items’ - Written Report

1) Financial Information

- a) A VAT claim was submitted to HMRC on 22nd March 2023 for the period 01/10/2022 to 28/02/2023 to the sum of £8,327.81. The funds were received on 28/03/2023.
- b) A VAT claims was submitted to HMRC on 13th April 2023 for the period 01/03/2023 to 31/03/2023 to the sum of £2,382.17. The funds are yet to be received.

Assets

The Dorking Way and Holymead bins were installed on 22/03/2023, as was the information board at the Anniversary Woods.

2) West Berkshire Council Planning

Decisions – Information Item:

22/02990/HOUSE: Brookbarn, Mill Lane, Calcot, Reading, RG31 7RS – Installation of a waterwheel and associated structure, including electric generator into existing bypass stream. **GRANTED.**

23/00361/CERTP: 6 Fairlop Close, Calcot, Reading, RG31 7EF – Loft conversion with a rear dormer. **REFUSED.**

Other – Information Item:

31 March 2023, the West Berkshire Local Plan Review 2022-2039 (LPR) was submitted, by West Berkshire Council, to the Secretary of State for Levelling Up, Housing and Communities.

The submission documents are available to view and download online at:
<https://www.westberks.gov.uk/lprexamination>

Following the submission of the LPR, an Inspector will be appointed to undertake an independent examination of the LPR in relation to legal compliance and soundness matters. The Inspector will take into account representations submitted at the Regulation 19 stage (consultation on the Proposed Submission version of the LPR, which took place between 20 January 2023 and 4.30pm on 3 March 2023).

The Council has appointed a Programme Officer for the Examination. The Programme Officer is independent, and works directly on behalf of the Inspector to organise administrative and procedural matters. His details are:

Ian Kemp

Address: PO Box 241, Droitwich, Worcestershire, WR9 1DW
Email: ian@localplanservices.co.uk
Tel: 07723 009 166