



# Wokingham Without Parish Council

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27<sup>th</sup> March 2019

To: All Parish Councillors

Dear Councillors,

You are summoned to attend the meeting of the Parish Council which will be held **at 7.30 pm on Monday the 1<sup>st</sup> April** in the Howard Palmer Room, Nine Mile Ride.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Katy Hughes'.

Katy Hughes

Clerk to the Council

## AGENDA

- 1 **Welcome and Introductions**
- 2 **Acceptance of Apologies for Absence**
- 3 **Declarations of Interest:**
  - Members are asked to declare any Personal Interest or Disclosable Pecuniary Interest which they may have in any of the items under consideration at this meeting. *\*See notes at the end of the Agenda.*
- 4 **Minutes of the meeting held on the 4<sup>th</sup> March 2019**
  - To approve and adopt the minutes of the previous meeting held on 4<sup>th</sup> March 2019 (attached). *Please contact the Clerk ahead of the meeting if there are any inaccuracies.*
- 5 **Matters arising from minutes of 4<sup>th</sup> March 2019**
- 6 **Questions from members of the public, previously submitted to the Clerk**
- 7 **Borough Councillors Briefing**
9. **Clerk's Report**
  - a. Summary of comments submitted on the Crowthorne NP
10. **Verbal Reports from External Meetings**

### **11. Appointment of an internal checker**

To appoint a member who will carry out a quarterly check of bank and petty cash balances and reconciliations, and report back to council.

### **12. Pinewood Car Boot Sales**

To consider a request from the Pinewood Judo Club to run car boot sales at the Pinewood site on the 4 bank holiday Mondays (22 April, 6 May, 27 May, 26 August)

### **13. Council policies and Risk Register**

To consider and RESOLVE to ADOPT the following policies (see summary of policy changes)

- a. CCTV Policy (*see appendix 13a*)
- b. Flexible Working Policy (*see appendix 13b*)
- c. Grievance Policy (*see appendix 13c*)
- d. Training and Development Policy (*see appendix 13d*)
- e. WWPC (Injury allowances) Pension Regulation (*see app. 13e*)
- f. Employer Policy Statement – Discretionary functions (*see app. 13f*)
- g. Corporate and Business Service Risk Assessment Register (*see app. 13g*)

### **14. Review of Wokingham Borough Council’s Rights of Way Improvement Plan (“ROWIP”) (*Previously circulated*)**

To receive, consider and give feedback on the WBC ROWIP

### **15. Pinewood Building Surveys and Conditions Reports**

To review and consider a decision paper to appoint a contractor to carry out a schedule of conditions and survey of Pinewood buildings (*see appendix 15*)

### **16. Financial Information**

- a) To receive a report on outstanding balances (*see appendix 16a*)
- b) To approve cheques for signature and payments both made and still to be made – available at the meeting (*see appendix 16b*)
- c) To receive detailed income and expenditure report and financial performance against budget report (*see appendix 16c*)
- d) To receive a report of total salary expenditure for March 2019 (*see appendix 16d*)

### **17. To review and comment on recent planning applications.**

These applications are available to view at

[www.wokingham.gov.uk/planning/services/search/](http://www.wokingham.gov.uk/planning/services/search/) Councillors initials have been included in the last column for those plans they are reporting on at the Council meeting.

No	Site	Proposal
190505	35 Butler Road Crowthorne RG45 6QZ	Proposed erection of a single storey front and a single storey rear extensions with pitched roofs with 2 off roof lights to dwelling.
190558	38 Edgcumbe Park Drive Crowthorne RG45 6HY	Proposed erection of a fence to the western boundary.
183017	Newlands Farm Old Wokingham Road Crowthorne RG40 3BU	Proposed erection of single storey and two storey side extensions to dwelling following the demolition of existing conservatory, plus internal alterations and changes to fenestration.
190405	1&2 East Lodge Ludgrove Wokingham RG40 3AD	Proposed erection of a part two storey/part 1 <sup>st</sup> floor extension to the rear with dormer extension in the east side of the new roof. Conversion of loft to create habitable accommodation extending the roof to connect two larger existing main roofs.

No	Site	Proposal
190562	1 Leith Close Crowthorne RG45 6TD	Proposed erection of a single storey rear extension to form habitable accommodation.
190671	34 Ellis Road Crowthorne RG45 6PU	Proposed erection of single storey rear/side extension including the insertion of 2no. roof lights, plus internal alterations.
190348	92 Ellis Road Crowthorne RG45 6PN	Proposed erection of a single storey front/side extension including a first floor rear Juliet balcony and new detached garage.
190566	10 Grange Avenue Crowthorne RG45 6QG	Proposed erection of a single storey side/rear and single storey front extensions following demolition of existing conservatory, first floor front/rear extensions and conversion of existing loft space to provide habitable accommodation plus 2no roof lights and rear dormer and changes to fenestration.
190730	44 Lyon Road Crowthorne RG45 6RT	Proposed erection of first floor side extension to existing dwelling, single storey front porch canopy, plus internal alterations.

#### 18. Chairman's Communications

To receive a verbal report on the WBC Localities meeting.

#### 19. Items for Information and Discussion at Future Meetings

#### 20. Date of Next Meeting – Meeting of the Parish Council at 7:30 pm in the Howard Palmer Room, 13<sup>th</sup> May 2019.

#### **\*Notes on Declaration of Interest**

*Members with a Disclosable Pecuniary Interest, as listed in Appendix A of the Code of Conduct, or with an interest listed in Appendix B of the Code of Conduct, in any matter to be considered in this Agenda, should declare the interest at the start of the meeting, and withdraw from the meeting when the matter is under consideration. If Members have any questions about this process, they are requested to speak to the Clerk before the meeting, as it is not practical to give detailed advice at the meeting itself.*

Timetable for submission of Council papers	Dates
Date of next council meeting	13/05/2019
Agenda packs collated and posted	08/05/2019
Draft agenda reviewed by Chairman	07/05/2019
Draft agenda compiled in office no later than	03/05/2019
Reports and draft decision papers received in office (suggested date)	03/03/2019