



# Wokingham Without Parish Council

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25<sup>th</sup> May 2018

To: All Parish Councillors

Dear Councillors,

You are summoned to attend the meeting of the Parish Council which will be held **at 7.30pm on Monday the 4<sup>th</sup> June 2018** in the Howard Palmer Room, Nine Mile Ride.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'C. Barlow'.

Colin Barlow

Locum Clerk to the Council

## AGENDA

### 1 Welcome and Introductions

### 2 Acceptance of Apologies for Absence

Apologies received in advance from Cllr Turtle

### 3 Declarations of Interest:

- Members are asked to declare any 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 14<sup>th</sup> May 2018

- To approve and adopt the minutes of the previous meeting held on 14<sup>th</sup> May 2018 (attached). *Please contact the Clerk ahead of the meeting if there are any inaccuracies.*

### 5 Questions from members of the public, previously submitted to the Clerk

### 6 Borough Councillors Briefing

### 7 Clerk's Report (and matters arising)

- Community awards – Terms of Reference (see appendix 7a) and proposed date of Thursday 15<sup>th</sup> November 2018
- St. Sebastian's Playing Field Trust (see appendix 7b)

**8 Parish Office** (see appendix 8)

**9 GDPR Update** (see appendix 9a, 9b and 9c)

**10 Pinewood Festival**

**11 Review of Policies**

Appendix	Policy
11a	Arrangements for Reporting Meeting – External Meetings
11b	Complaints Procedure
11c	Conduct for Officers
11d	Conduct for Members
11e	Co-option Procedure
11f	Health and Safety inc. Lone Working
11g	FOI Model Publication Scheme
11h	Small Grants Scheme
11i	Social Media

**12 Audit ‘Signoff’**

**Annual Return and Unaudited Financial Statements for the year ended 31 March 2018** (see appendix 12)

**13 Financial Information**

- To receive a report on outstanding balances (see appendix 13a)
- To approve cheques for signature and payments to be made – available at the meeting (see appendix 13b)
- To receive detailed income and expenditure report and financial performance against budget report (see appendix 13c)

**14 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	Comments	Cllr
180859	42 Frensham Road Crowthorne Wokingham RG45 6QH	Proposed erection of single storey rear extension to dwelling plus replacement of pitched roof to flat roof over the proposed extension.	AP
181303	61 Larkswood Drive Crowthorne Wokingham RG45 6RH	Proposed erection of a two storey side extension following demolition of existing garage; single storey front porch and garage extensions; part single storey, part two storey rear extension; widening of front drive way plus changes to fenestration.	CL
181277	16 Heatherway Crowthorne Wokingham RG45 6HG	Proposed extension of existing first floor dormers to front and rear elevations plus changes to fenestration and internal alterations.	LF
181236	70 Pinewood Avenue Crowthorne Wokingham RG45 6RP	Proposed loft conversion to create habitable accommodation including a rear dormer and 2no. roof lights to the front.	JR
181425	44 Ellis Road Crowthorne Wokingham RG45 6PU	Proposed erection of single storey side extension to dwelling to form porch, plus conversion of existing garage to create habitable accommodation following the demolition of existing single storey side/rear extension	BG

No	Site	Comments	Cllr
180933	2 Rowan Drive Crowthorne Wokingham RG45 6RZ	Proposed erection of part single, part two storey rear extension, single storey side extension to dwelling plus relocation of the existing garage	LF
181430	Honeysuckle Cottage HoneyHill Crowthorne Wokingham RG40 3BA	Full planning application for proposed engineering operations to improve land drainage	CL
171755	Kirkwood Redlake Business Centre Redlake Lane Wokingham RG40 3BF	Vary Condition 2 of planning consent F/2013/2466 for the proposed erection of one detached dwelling and detached garage following demolition of existing business premises (use class B (c)). Condition 2 relates to approved plans, the new plan proposes the reuse of an existing access onto Redlake Lane and existing shared access blocked off.	PS

## 15 Chairman's Communications

## 16 Items for Information and Discussion at Future Meetings

## 17 Date of Next Meeting – Meeting of the Parish Council at 7:30 pm in the Howard Palmer Room, Monday 2<sup>nd</sup> July 2018

### **\*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	04/06/2018
Agenda packs collated and posted	30/05/2018
Draft agenda reviewed by Chairman	29/05/2018
Draft agenda compiled in office no later than	30/05/2018
Working Group reports and draft decision papers received in office (suggested date)	25/05/2018
Working Group reports reviewed by office staff (suggested date)	29/05/2018