

# Yattendon Parish Council

To: All Members of Yattendon Parish Council

All Councillors are hereby summoned to attend the following meeting.

Please notify the Clerk if you are unable to attend.

## NOTICE OF MEETING

MEETING: Full Council

DATE & TIME: Thursday 17<sup>th</sup> March 2022 at 8:00pm

PLACE: Online via Zoom - Meeting ID: 837 5778 2907, Passcode: 009678, [Meeting Link](#)

*S. Marshman*

Dr. S. Marshman, CiLCA, Clerk to the Council

10<sup>th</sup> February 2022

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## Agenda

- 1 To receive, and consider for acceptance, apologies for absence from Members of the Council
- 2 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation
- 3 To receive questions or comments from members of the public regarding items on the agenda and representations from any member who has declared a personal interest
- 4 To approve the [Minutes of the Full Council Meeting held on 17<sup>th</sup> February 2022](#)
- 5 To discuss any matter arising from the previous meeting
- 6 Planning applications
  - a) To consider a response to the following planning appeal:
    - APP/W0340/W/21/3284585 - [21/01645/FULD Redwood, Burnt Hill, Yattendon, RG18 0XD](#) - Demolition of existing house, garage and outbuildings, erection of one new house and detached open carport. Section 73 application to vary condition 2 (approved plans) of approved planning permission 20/02001/FULD.
  - b) To consider the following planning applications:
    - [22/00394/FULD Redwood, Burnt Hill, Yattendon, RG18 0XD](#) - Section 73A: Variation of Condition 2 (Approved Drawings) of previously approved application 20/02001/FULD: Demolition of existing house, garage and outbuildings, erection of one new house and detached open carport
    - [22/00538/HOUSE Everington Farm, Hampstead Norreys, RG18 0TH](#) - Installation of external wall insulation to the existing walls, high performance triple-glazed windows and external doors, including careful consideration of their installation, the reduction of thermal bridging, considerably improved airtightness, achieving an airtightness reading of 1no. air-change / hour @50Pa, the installation of a Mechanical Ventilation with Heat Recovery (MVHR) system, photovoltaic panels and solarthermal panels. A timber framed horizontally clad wood-store extension

to the west of the existing carport, a new greenhouse to the west of the existing carport.

- c) To receive an update on [planning applications](#) since the previous meeting
- 7 Finance: To receive the [Finance Report](#) and approve the payments listed
- 8 Matters for future consideration and information

Date and time of next scheduled meeting: **Thursday 19<sup>th</sup> May 2022 at 8pm**

## Supporting Documents

### Agenda item 4: To approve the minutes of the Parish Council Meeting held on 17<sup>th</sup> February 2022

#### Full Council Minutes

Minutes of the Full Council Meeting held on Thursday 17<sup>th</sup> February 2022 in the Village Hall, Yattendon.  
Commencing at 8:04pm.

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**Members Present:** Gordon Robertson, Chairman  
Anne Harris, Vice-Chairman  
Philip Bickford Smith  
Georgie Rudge  
Adam McCormick (from 8:06pm)  
Nicky Meadows

**Members Absent:** None

**Officers Present:** Sarah Marshman, Clerk/RFO

**In Attendance:** James Hole, Managing Director, Yattendon Estates

#### Minutes

- 21/22-072 To receive, and consider for acceptance, apologies for absence from Members of the Council**  
All Councillors were present.
- 21/22-073 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation**  
There were no declarations of interests or requests for dispensation.
- 21/22-074 To receive questions or comments from members of the public regarding items on the agenda and representations from any member who has declared a personal interest**  
There were no questions, comments or representations.
- 21/22-075 To approve the Minutes of the Parish Council Meeting held on 18<sup>th</sup> November 2021 and to ratify all decisions taken at this meeting**  
Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The Chairman signed the minutes.  
  
Councillor Adam McCormick arrived.
- 21/22-076 To discuss any matters arising from the previous meeting**  
There were no matters arising.

**21/22-077 To receive a report from our District Councillor**  
CC sent her apologies.

**21/22-078 To receive a report from Yattendon Estates**  
James Hole gave a brief update on the activities of the Estate. The Estate has now acquired the West Berkshire Brewery.

**21/22-079 a) To consider the following planning applications:**

Application Reference	Location	Proposed Work	Parish Council Response	WBC Decision
22/00080/ LBC2	Bus Shelter, The Square, Yattendon	Partial removal of interior brick walls of Well House / Bus Shelter and laying of plinth stretcher bricks on top of reduced height interior wall	Support (N.B. this application was submitted by the Parish Council)	Approved

**b) To receive an update on planning applications since the previous meeting**

Application Reference	Location	Proposed Work	Parish Council Response	WBC Decision
21/02881/ HOUSE	Sunrise, North Gardens, Burnt Hill, Yattendon, RG18 0NG	Single Storey extension to rear aspect to enlarge kitchen	No objections	Approved
21/03067/ LBC2	Bus Shelter, Yattendon Road, Yattendon, RG18 0UG	Partial removal of interior brick walls of Well House / Bus Shelter and laying of plinth stretcher bricks on top of reduced height interior wall	-	Withdrawn

**21/22-080 Finance:**

**a) To receive the Finance Report and approve the payments listed**

Resolved: To approve the payments listed on the Finance Report in Appendix 1.

**b) To review the most recent quarterly budget summary**

The budget summary to end of December 2021 was noted.

**21/22-081 To set a revised date for the Annual Parish Meeting**

Resolved: To hold the Annual Parish Meeting on Wednesday 6<sup>th</sup> April at 7pm.

**21/22-082 To consider purchasing a Speed Indicator Device jointly with Hampstead Norreys Parish Council, applying for match funding and completing a license agreement with West Berkshire Council for its use**

Resolved: To purchase a speed indicator device jointly with Hampstead Norreys Parish Council, to apply for match funding and to complete a license agreement with West Berkshire Council for its use.

**21/22-083 To consider quotes for the building works on the Well House**

Resolved: To accept a quote from Tim Pope for £1,500 and to purchase and resize a pew for seating at a cost of £832.

**21/22-084 To discuss the Jubilee celebration and to set a budget for any events/activities**  
A lunch to celebrate the Jubilee is being organised by volunteers for Sunday 5<sup>th</sup> June following the fete on 4<sup>th</sup> June.

**21/22-085 Matters for future consideration and information**  
A member of the public has contacted the council to request it discussed the possibility of requesting a 20mph speed limit for the unnamed road in Burnt Hill. This will be added to the next agenda.

There being no further business, the meeting was closed at 9:11pm.

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix 1: Finance Report

### Status at bank at last bank reconciliation 31st December 2021

Lloyds Bank Current	<b>£7,012.70</b>
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### Income received 10th November 2021 - 8th February 2022

None	£0.00
<b>Total</b>	<b>£0.00</b>

### Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
06-Dec	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Nov	£384.46
06-Jan	BACS	Triangle Management	Refuse disposal Nov	£55.20
06-Jan	BACS	SLCC	Membership 22/23	£28.93
06-Jan	BACS	Triangle Management	Refuse disposal Dec	£55.20
06-Jan	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Dec	£283.89
06-Feb	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Jan	£272.66
17-Feb	BACS	Triangle Management	Refuse disposal Jan	£55.20
17-Feb	BACS	Scribe	Finance software	£172.80
17-Feb	BACS	SLCC Enterprises Ltd	Training - Practitioners' Conference	£22.50
17-Feb	BACS	SLCC Enterprises Ltd	Training - Regional Training Seminar	£25.50
<b>Total</b>				<b>£1,356.34</b>

**Agenda item 8: To receive an update on planning applications since the previous meeting**

**Applications Responded to Under Delegated Powers Since the Previous Meeting:**

<b>Application Reference</b>	<b>Location</b>	<b>Proposed Work</b>	<b>Parish Council Response</b>
22/00362/ ADV	The Garage, Chapel Lane, Yattendon, RG18 0XR	1x illuminated light box	No objections
Comments: The council has no objections but requests a condition is included to limit the use of the light during business hours only, preferably by use of a timer.			

**West Berkshire Council's Recent Planning Decisions:**

<b>Application Reference</b>	<b>Location</b>	<b>Proposed Work</b>	<b>Parish Council Response</b>	<b>WBC Decision</b>
None				

**Agenda item 9: To receive the Finance Report and approve the payments listed**

**Status at bank at last bank reconciliation 28th February 2022**

Lloyds Bank Current	<b>£6,464.09</b>
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**Income received 9th February - 9th March 2022**

None	£0.00
<b>Total</b>	<b>£0.00</b>

**Payments to be approved**

<b>Payment Date</b>	<b>Method</b>	<b>Payee</b>	<b>Payment Detail</b>	<b>Amount</b>
08-Mar	BACS	Triangle Management	Refuse disposal Feb	£55.20
08-Mar	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Feb	£447.93
<b>Total</b>				<b>£503.13</b>