

Yattendon Parish Council

Full Council Minutes

Minutes of the Full Council meeting held Online via Zoom on Thursday 17th September 2020 commencing at 7:35pm.

Members Present: Anne Harris, Chairman
Philip Bickford Smith
Georgie Rudge

Members Absent: Gordon Robertson
Adam McCormick

Officers Present: Sarah Marshman, Clerk/RFO

In Attendance: Carolyne Culver, District Councillor
James Hole, Managing Director, Yattendon Estates
Two members of the public

Minutes

20/21-041 To receive, and consider for acceptance, apologies for absence from Members of the Council

Resolved: To accept apologies from Gordon Robertson and Adam McCormick.

20/21-042 To receive any declarations of disclosable pecuniary interests or non-registerable interests by members or the Clerk and to consider any requests for dispensation

PBS declared a pecuniary interest in application 20/01961/CERTP.

20/21-043 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

A query was received about the possibility of extending the path from the school to the mirror by Homestead Cottages. The District Councillor will make enquiries with West Berkshire Council.

Comments were made with regards planning application 20/02001/FULD.

20/21-044 To approve the Minutes of the Parish Council Meeting held on 11th June 2020

Resolved: Members agreed the minutes of the last meeting be accepted as a true record. The minutes will be signed at the first opportunity the Council has to meet face to face.

20/21-045 To discuss any matters arising from the Minutes of the Council Meeting on 11th June 2020

No matters arising were discussed.

20/21-046 To receive a report from our District Councillor

West Berkshire Council has agreed a response to the Government White Paper 'Planning for the Future'. They have also launched community municipal investment to raise money for solar panels and other environmental projects.

20/21-047 To receive a report from Yattendon Estates

James Hole, the new Managing Director, gave a short report on the activities of Yattendon Estates. It was noted while some businesses based in Estate properties are doing well, others have suffered as a result of the COVID lockdown. The Estate is trying to support these businesses.

20/21-048 a) To consider the following new planning applications:

[20/01961/CERTP Broadfield House, Yattendon, RG18 0UH](#) - Installation of two Velux roof windows.

It was not possible to discuss this application as the meeting would not be quorate due to the declaration of pecuniary interests. This application will therefore be responded to using delegated powers.

[20/02001/FULD Redwood, Burnt Hill, Yattendon, RG18 0XD](#) - Demolition of existing house, garage and outbuildings, erection of one new house and detached open carport.

Resolved: To submit a response of 'no objections' and to make the following comments:

The proposed dwelling in this application is much more suitable for the plot in comparison to previous applications for this site, with a smaller and slightly lower dwelling. However, it was noted that the new dwelling does not align with the old dwelling nor the nearby properties.

Please ensure conditions are included:

1. To ensure the first floor bathroom window overlooking the neighbouring property has obscured glass.
2. To limit the construction hours to 8am-5:30pm with Saturday working only taking place in exceptional circumstances.
3. To provide appropriate fencing to secure the site from the neighbouring property in the interest of safety.
4. To ensure the planting of hedging along the boundary with Thee Oakes to ensure the boundary is properly reinstated.
5. To ensure the detailed actions in the Ecological Assessment are adhered to.

It was noted that the proposed access and visibility splays show a previous proposed dwelling, not the current proposal.

It was noted that the 'Highways Visibility Statement' data was collected during a time period in 2018 that included the August bank holiday weekend and a road closure.

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

Application Reference	Location	Proposed Work	Parish Council Response	WBC Decision
20/00763/ FULD	Redwood, Burnt Hill, Yattendon, RG18 0XD	Revised application for demolition of existing house, garage and outbuildings, erection of one new house	Object	Refused
20/01224/H OUSE	The Larches, Burnt Hill, Yattendon, Thatcham RG18 0XD	Proposed Porch	No Objections	Approved

- 20/21-049 To consider a request for a donation to the West Berkshire Library Service**
Resolved: To make a donation of £23.
- 20/21-050 To consider a request to support the Local Electricity Bill**
Resolved: To support the Local Electricity Bill.
- 20/21-051 To discuss the state of the road going out of Yattendon towards Hermitage just past Coombe House and consider who the Parish Council can approach to resolve**
Some work is currently taking place in this area. The Council will monitor this.
- 20/21-052 To consider responding to the Government White Paper – Planning for the Future**
Resolved: To delegate power to the Clerk to respond on behalf of the Council.
- 20/21-053 To consider employing a replacement litter picker including considering the job description, contract and rate of pay**
Resolved: To recruit a new employee on the NALC pay scale working 1 to 2 hours per week.
- 20/21-054 To consider adopting a Health and Safety Policy**
Resolved: To adopt the Health and Safety Policy.
- 20/21-055 To consider adopting a Home Working Policy**
Resolved: To adopt the Home Working Policy.
- 20/21-056 To consider adopting a Lone Working Policy**
Resolved: To adopt the Lone Working Policy.
- 20/21-057 To receive the Finance Report and approve cheques due for payment**
Resolved: To approve payments the payments due/made on the Finance Report. The list of payments can be viewed on the Finance Report in Appendix 1.
- 20/21-058 Correspondence**
There was no correspondence to discuss.

20/21-059 Matters for future consideration and information

PBS is currently arranging to borrow the speed indicator device from West Berkshire Council to deploy hopefully before the November meeting.

There being no further business, the meeting was closed at 8:31pm.

Chairman: _____

Date: _____

Appendix 1: Finance Report

Status at last bank reconciliation 31st August 2020

Account	Amount
Lloyds Bank Current	£6,000.00
HSBC Current N.B. Account now closed and balance transferred to Lloyds	£0.00
HSBC Parish Plan N.B. Account now closed	£0.00
Total	£6,000.00

Income received 4th June - 8th August 2020

Account	Amount
None	£0.00
Total	£0.00

Payments to be approved

Payment Date	Method	Payee	Payment Detail	Amount
28-Jul	BACS	SLCC	Training fees	£12.00
28-Jul	BACS	Clerk	Reimbursement of Microsoft Office 365 subscription 2020/21	£59.99
28-Jul	BACS	Triangle Management	Bin emptying June	£55.20
28-Jul	BACS	Triangle Management	Bin emptying July	£69.00
28-Jul	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for June	£231.04
12-Aug	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for July	£339.51
07-Sep	BACS	Staff Costs	Inc. salaries for all staff, expenses, pension contributions and PAYE for Aug	£240.91
17-Sep	BACS	Yattendon and Frilsham PCC	Courtesy lights payment for first half of year	£24.00
17-Sep	BACS	Yattendon and Frilsham PCC	Grant for maintenance of burial ground for first half of year	£1,250.00
17-Sep	BACS	Triangle Management	Bin emptying Aug	£55.20
17-Sep	BACS	SLCC	Training fees	£12.00
Total				£2,348.85