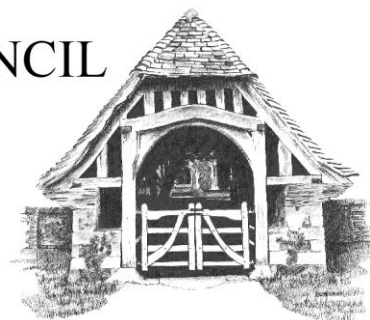


# WALTHAM ST LAWRENCE PARISH COUNCIL

*Minutes of a meeting of Waltham St Lawrence Parish Council held on  
Tuesday 5<sup>th</sup> September 2017 at the Neville Hall*



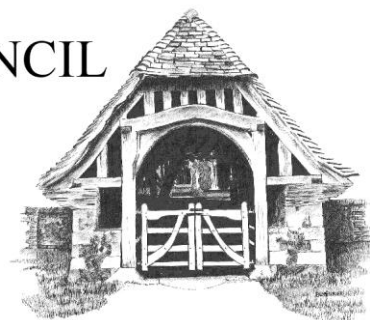
Present: Mike Kay – Chairman, John Birkett - Vice Chairman, Clive Scott-Hopkins, Mark Hipgrave, Katie Sarsfield, Suzy Young & Sally Burtenshaw (acting Clerk)

Also present: 3 Members of the public

		ACTION
	Public Question Time:	
FC241/09/2017	Apologies: Received from Maggi Bevan & Alison Jones	
FC242/09/2017	Minutes: Minutes of the planning only meeting held on 8 <sup>th</sup> August 2017 were approved by the Council and signed by the Chairman following a correction.  The Chairman asked that the Clerk liaise with Clive Scott-Hopkins regarding the narrative relating to the Traveller Site (for ease of reference FC236/08/17 end of first paragraph)	CSH/CLERK
FC243/09/2017	Declaration of Interests: The Chairman advised that as one of the planning applications for discussion was owned by a Parish Councillor the entire Parish Council would have an interest and therefore no comments would be sent to the RBWM	
FC244/09/2017	Significant Matters Arising from the Minutes: <ul style="list-style-type: none"> <li>Nature Reserve – Suzy Young advised that the agenda for the Open Day being held on 7<sup>th</sup> October is currently being prepared, and requested that all members of the Parish Council attend if possible. Borough Councillor David Evans and some project managers from RBWM will be in attendance. There are 3 planned consultation sessions set up on 14<sup>th</sup>, 21<sup>st</sup> &amp; 24<sup>th</sup> October so that local residents can register their opinions. Maggi Bevan has been in discussion with the RBWM about the detail behind the registering of opinion process but as she was not in attendance this will need to be discussed at the October meeting. Clerk to add to the agenda.</li> </ul> The Chairman advised that a sum of money had been set aside to be used on the nature reserve but if the scheme does not go ahead the monies will be put back into the Parish Council reserves to be used on another project in the future	ALL  CLERK

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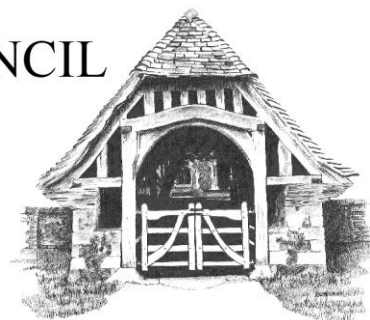
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FC245/09/2017 a	<p>Planning Applications:</p> <p>17/02189: Certificate of Lawfulness to determine whether a side extension is lawful at Fernbank, Straight Mile, Shurlock Row</p> <p>The application was noted but the Parish Council made no comment as this is a matter of law</p>	
	<p>17/02437: Chantry Cottage, Halls Lane, WSL</p> <p>Construction of a single storey summer house</p> <p>The applicant is a Parish Councillor so the application was not discussed as the entire Council declared an interest</p>	
FC245/09/2017 b	<p>Trees in a Conservation Area:</p> <p>17/02738: Brooklands House, The Street, Shurlock Row</p> <p>To fell a Silver Birch</p> <p>The Parish Council had no objection to this application</p>	
FC245/09/2017 c	<p>Plans that have arrived in the last couple of days (if any)</p> <p>17/02577: Paradise Barn, Sill Bridge Lane, WSL</p> <p>Create a new field gate to access Sill Bridge Lane</p> <p>The Parish Council had no objection to this application subject to no concerns from Highways. The Vice Chairman will speak to the Case Officer to establish that this is just an access and that no driveway or hard core will be laid down. To be discussed at the October meeting. Clerk to add to agenda</p>	<p>VICE CHAIRMAN</p> <p>CLERK</p>
	<p>1702642: Land adjacent to Coolbawn at Downfield Pit</p> <p>Outline application with all other matters to be reserved for the erection of equestrian stables, hay and machinery store and grooms accommodation</p> <p>This appears to be identical to the previous application (17/00813) following discussion with virtually no information. It was agreed that the Vice Chairman would speak to the Case Officer to establish time lines as the response date is 1 October. It was agreed that the Parish Council would repeat their previous response if this date was to be adhered to. If not it is to be discussed at the October meeting when the complete application should be available. Clerk to add to agenda</p>	<p>VICE CHAIRMAN</p> <p>CLERK</p>
FC245/09/2017 d	<p>Other Planning Matters:</p> <ul style="list-style-type: none"> <li>● Traveller Site, Shurlock Road, WSL (update) The Chairman advised that the Environment Agency have confirmed that they are looking into this matter.</li> <li>● Downfield Tip (vehicle movements update) Clive Scott-</li> </ul>	

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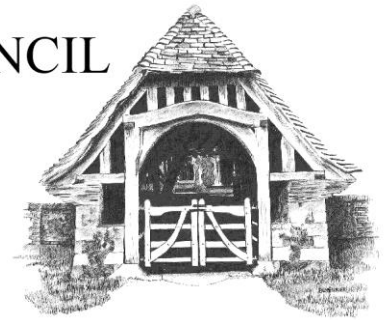
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	<p>Hopkins advised that despite numerous attempts to speak to Victoria Goldberg she has not responded to him. The road is very muddy where the lorries are exiting the site and it appears that they have no permission to even enter the site. The Clerk is to copy the original letter and send to Christine Bateman (Parish Council Liaison) for her comment. Local residents advised that lorries are entering and leaving the site half hourly and also that large amounts of sand is being removed. The Parish Council are very concerned about the lack of communication from the Borough</p>	CLERK
FC245/09/2017	<p>Enforcement Notices &amp; Appeals:</p> <ul style="list-style-type: none"> <li>Shurlock Inn – Clive Scott-Hopkins advised that he had met the owner of Baskerville House who is organising a meeting with Sheila Bowen a planning officer at the RBWM. He, as an immediate neighbour has complained about the increase in noise since the condenser unit has been installed at Shurlock Inn</li> </ul>	
FC246/09/2017	<p>Neighbourhood Plan update: Clive Scott-Hopkins advised that there will be a referendum in October and that any legal points on the local plan need to be raised by the end of this month</p>	
FC247/09/2017	<p>Finance:</p> <ul style="list-style-type: none"> <li>Proposed cheques for September were approved and signed by the Chairman. Two additional invoices had also been received which were approved for payment the acting Clerk raised cheques for these, and they were then signed by two signatories</li> <li>A payment for the acting Clerk was discussed and a cheque was raised for this, approved and signed by two signatories</li> </ul>	
FC248/09/2017	<p>Reports from Representatives: Communications:</p> <ul style="list-style-type: none"> <li>Neville Hall postbox for Clerk – it was agreed that the view of the NH management committee should be sought if this is to be put up on the outside of the building. The Vice Chairman will investigate. The Clerk's view should also be sought. Clerk to add to the October agenda</li> </ul> <p>Bridleways &amp; Footpaths:</p> <ul style="list-style-type: none"> <li>Nut Lane Carriage Gap – Katie Sarsfield confirmed that</li> </ul>	VICE CHAIRMAN & CLERK

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	<p>bollards had now been erected at both ends. This matter can now be removed from the ongoing agendas</p> <ul style="list-style-type: none"> <li>• Nut Lane signage – Suzy Young advised that a new sign has been ordered as the previous one had been damaged. Signs are ordered from the RBWM who in turn request these when they have a bulk order so this may take a while to be replaced. To be removed from agenda going forward</li> <li>• Hungerford Lane signage -Suzy Young advised that a new sign has been ordered as the previous one had been damaged. Signs are ordered from the RBWM who in turn request these when they have a bulk order so this may take a while to be replaced. To be removed from agenda going forward</li> <li>• Fly tipping in Uncle Lane (Brook Lane end) grass cutting, branches, leaves and rubble have been tipped. The RBWM team have been advised</li> </ul>	<p>CLERK</p>
		<p>CLERK</p>
		<p>CLERK</p>
		<p>CLERK</p>
	<p>Highways:</p> <ul style="list-style-type: none"> <li>• Mirror at Great Martins – no update so still ongoing. To be added to October agenda</li> <li>• Speed Watch update – Suzy Young advised that as the roads will be busier due to the end of school holidays a watch will be organised. Ongoing and to be added to next month agenda</li> <li>• Overgrown hedge outside Cornerways on Brook Lane – Katie Sarsfield advised that this has been cut back as far as possible. Now to be removed from agenda</li> <li>• Speeding over Milley Bridge – The Vice Chairman advised that this matter is now being investigated by RBWM.</li> <li>• Overgrown hedge obscuring road sign outside The Little House on Milley Road. Suzy Young will contact the landowner.</li> </ul>	<p>CLERK</p>
		<p>CLERK</p>
		<p>SUZY YOUNG</p>
	<p>Burial Ground:</p> <ul style="list-style-type: none"> <li>• Proposed tree works – The Chairman advised that this matter is still ongoing as he needs to speak to neighbours before initiating work. To be carried forward to next month</li> <li>• Memorial bench – for the relatives to deal with and can now be removed from the agenda</li> </ul>	<p>CHAIRMAN</p>
		<p>CLERK</p>
	<p>Parish Maintenance:</p> <ul style="list-style-type: none"> <li>• Dog poo bins – it was agreed that if Cox Green Parish Council do not respond to our queries about sharing</li> </ul>	<p>VICE CHAIRMAN</p>

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	<p>costs of using a company to empty the bins then we will get independent quotes.</p> <ul style="list-style-type: none"> <li>Shurlock Row pond - ongoing</li> </ul> <p>Capital Projects:</p> <ul style="list-style-type: none"> <li>Parish Shed in Allotments – a planning application will be required. Following discussions about who would pay for the application it was agreed that Mark Hipgrave would speak to David Crawley-Boevey to move this forward</li> </ul> <p>Ditches &amp; Allotments:</p> <ul style="list-style-type: none"> <li>Thames Water update – Mark Hipgrave advised that the raised cover will be replaced, and that traffic management will be involved, a road closure will be needed This has been agreed for 16<sup>th</sup> November</li> <li>Allotments – there is still a tenant in arrears however it is hoped that this will be paid shortly</li> <li>Twyford Brook – Mark Hipgrave advised that he is still talking to the landowner and hopes to have this resolved shortly. He also advised that several little drains are silted up that run into the brook. Suzy Young will investigate</li> </ul> <p>Other:</p> <ul style="list-style-type: none"> <li>Additional Defibrillators – the Chairman asked if there was an appetite for additional machines around the Parish. This is still ongoing and will be discussed at the October meeting. Mark Hipgrave advised that there is one currently inside the school. He will speak to the new governor of the school.</li> </ul>	<p>CLERK</p> <p>MARK HIPGRAVE</p> <p>MARK HIPGRAVE</p> <p>MARK HIPGRAVE</p>
FC249/09/2017	<p>Reports from members who attended meetings representing the Parish Council: Clive Scott-Hopkins reported that he had recently attended the White Waltham Airfield Committee meeting. He advised that there were very few complaints received for Circuit 25 which affects residents of Halls Lane and Shottesbrooke. Most complaints are received for Circuit 29 which flies over Burchetts Green &amp; Stubbings</p> <ul style="list-style-type: none"> <li>The Chairman advised that two dates had been proposed for the Parish visit meeting with the Borough – neither date was suitable so he will go back to them to seek alternatives.</li> <li>Parish Conference is being held on 14 November</li> </ul>	<p>CHAIRMAN</p>
FC250/09/2017	<p>Clerk Report: The acting Clerk produced a table of proposed meeting dates for 2018. Following lengthy discussions relating to moving the</p>	

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	dates forward by a week, it was agreed that this should be discussed further at the October meeting when Maggi Bevan would be in attendance. Clerk to add to the October agenda	CLERK
FC251/09/2017	Correspondence: Two emails had been received but these had already been dealt with earlier in the meeting	
FC252/09/2017	A.O.B <ul style="list-style-type: none"><li>• Clive Scott-Hopkins advised that the B3018 Binfield Road that crossed the M4 will suffer road closures overnight from 10pm to 6am and traffic light management during daylight hours from 4<sup>th</sup> September until the end of October.</li><li>• The Chairman advised that Maggi Bevan would be unable to do the parish notes for the Lych Gate this month.</li></ul>	
FC253/09/2017	Date of next Site Visits: Saturday 7 <sup>th</sup> October 2017 at 9am	
FC254/09/2017	Date of next Meeting: Tuesday 10 <sup>th</sup> October 2017	
	Meeting closed at 8.48pm & the Confidential meeting commenced	