

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL  
Held at Bucklebury Memorial Hall on Monday 14<sup>th</sup> February 2011 at 7.45pm.

PRESENT

Mrs. P. W. Frankum (Chairman); Mr. B. Dickens (Vice Chairman); Mr. J. de Lara; Mrs. L. Clarke; Mr. H. Hind; Mr. J. Brims; Mr. A. Gilbert; Mrs. H. Pratt (Clerk).

OTHERS

Mr. Jeremy Brooke; Mr. Mark Taylor (Newbury Weekly News); PCSO Karen Taylor.

APOLOGIES

Mr. P. Brook; Mr. T. Slatford; Mr. S. Beeson; Mr. G. Pask (District Councillor); Mr. Q. Webb (District Councillor).

DECLARATIONS OF INTEREST

D1. There were no declarations of interest.

MINUTES

- M1. Bucklebury Parish Council Minutes for Meeting held on Monday 10<sup>th</sup> January 2011.  
After some discussion the minutes of the BPC meeting held on Monday 10<sup>th</sup> January 2011 were agreed and signed by Mrs. Frankum.
- M2. Planning Committee Minutes for Meeting held on Monday 31<sup>st</sup> January 2011.  
The minutes of the Planning Committee meeting held on Monday 31<sup>st</sup> January 2011 were agreed as a true record and signed by Mr. Dickens.

PUBLIC SESSION

- PS1. Police  
PSCO Karen Taylor is based at Thatcham police station. She reported that over recent months there have been a number of incidents of items being thrown at cars in Upper Bucklebury. Over recent weeks, the number of incidents has risen significantly. Officers have spent time on the common in an attempt to catch the perpetrators. The Police need the help and support of the local community, anyone who calls in with information can remain anonymous unless they are required to give evidence in court. Mr. Hind asked about what can be done about oil being stolen from oil tanks, in particular the one at the Memorial Hall. It was felt that the most constructive thing to do is to erect a fence around the tank with a lockable door and then install a suitable shed alarm which can be used in open areas. This will serve the purpose of at least slowing the villains down.
- PS2. Plans for youth at the Memorial Hall.  
Mr. Brooke reported that the Memorial Hall and Improvements committee have agreed to a BMX track (rather than a skate board park) and a shelter for youths on the land behind the Memorial Hall. It is planned to keep the shelter visible from the car park making it easier to monitor. The aim is to work with the youths and ultimately make the project their responsibility.  
A BMX track has been decided upon for a number of reasons including concerns raised by neighbours about the possible noise issues of a skate board park. It is planned that the BMX track will be located on the land beyond the Fred Dawson play park belonging to the Memorial Hall. The shelter will be located at the eastern end of the land. This was in principal supported by BPC.  
The estimated cost of the BMX track and the shelter is between £25,000 and £28,000. Tenders are being obtained from three different companies. £20,000 is known to be already available; £10,000 within the existing improvements fund and a £10,000 donation from a parishioner (this needs to be paid to a charity). Mr. Brooke reported that he had received agreement on a grant of £3,000 from WBC under the Parish Plan

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and that he had applied to Greenham Common Trust for a grant of £7,000.

It was suggested that the contract should be signed by BPC in order that VAT can be reclaimed. It is hoped that the detail of the project will be agreed in April and completed by the end of May 2011.

Mr. Brooke asked whether BPC would support the project financially. Mr. de Lara proposed that BPC support the project with a minimum of £1,000; this was seconded by Mr. Gilbert and agreed by all members present except Mr. Hind who has an interest. Mr. Brooke asked that BPC agree to cover the cost of the third party liability insurance for the Fred Dawson play park and the BMX track, as these are for free use by the whole of the parish and beyond, rather than specifically users of the hall. There was discussion on this and concerns arose about the amount of money involved and how it could be managed on an ongoing basis. It was agreed that Mr. Brooke would ask Brian Mason (treasurer of the Memorial Hall Committee) to find out the cost involved. Mr. Dickens proposed that in principal BPC should cover the cost of the third party liability insurance, but that this was dependant upon the actual amount and how it was to be managed. This was seconded by Mr. de Lara and unanimously agreed.

#### CLERKS REPORT

CR1. Cemetery Superintendent.

The former superintendent of the Cemetery is completing outstanding work; once this is done, the books will be handed over to the Clerk.

HP

CR2. Salt Bins.

The Clerk reported that the salt bin has been installed on Pease Hill, situated about half way down the hill by WBC.

Residents of Byles Green have agreed to work together and fund a salt bin themselves, but have asked that it is paid for by BPC in order to reclaim VAT. This was agreed.

HP

#### TOPICS

T1. Upper Bucklebury Post Office.

The temporary outreach Post Office will open in All Saints church room on Monday 21<sup>st</sup> February. It will operate on Mondays from 9am to 1pm and on Fridays from 12.30pm to 4.30pm.

HP

T2. Royal Wedding.

A number of events will take place in the parish on the Friday 29<sup>th</sup> April, the day of the Royal Wedding. These include: the parish celebration at Bucklebury Farm Park; The Cottage Inn, offering bacon sandwiches during the morning and a barbeque and fireworks during the evening; The Blade Bone, offering bacon sandwiches followed by a hog roast on the green at Chapel Row.

The event at Bucklebury Farm Park will include events for children, a hog roast, and cakes. It will be called "Tea in the Park". There have been applications for 2,000 people to attend the event, with £1,000 from requests for guest tickets. Tickets are for entry and entertainment only, food and drink will be charged for. A grant application is being made to Greenham Common Trust to cover the cost of hiring the marquees. It has been agreed to concentrate on events on the Friday of the wedding rather than over the weekend.

WF

Concern was raised about the policing which may or may not be necessary in the parish and at the events being planned on the day. Mr. Pask is understood to have already approached Superintendent Robin Rickard, the Local Police Area Commander for West Berkshire. However as no information has been forthcoming Mrs. Frankum agreed to contact him, in addition to Carolyn Murison (Principal Civil Contingencies Officer at WBC).

HP

T3. Financial Regulations.

The Financial Regulations which have been reviewed and amended at previous meetings

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were approved.

T4. Clerks Terms of Employment.

Prior to the meeting, the Clerk distributed a copy of a recommended clerks' job description from the SLCC and NALC, with amendments specific to Bucklebury Parish and a contract for a part time clerk.

Acceptance of the job description was proposed by Mr. de Lara, seconded by Mrs. Clarke and unanimously approved.

A question was raised regarding gratuities on the contract which the Clerk will investigate and report back at the next meeting.

HP

PLANNING

P1. Enforcement at Brockhurst School.

The Clerk reported that Brockhurst School has now submitted an appeal to the planning inspectorate for the planning application (10/02231/FULD) which was refused by WBC, for retrospective permission for staff accommodation comprising of two 1 bed roomed dwellings. The enforcement team had issued an enforcement notice, giving the school until 24<sup>th</sup> January to submit their appeal.

P2. Enforcement issues on the land behind Thatchers, Chapel Row.

The Enforcement officers are understood to be involved with the field behind Thatchers at Chapel Row, which is believed to be being used as some sort of builder's yard.

Plans submitted for approval:

P3. 11/00108/HOUSE Brookwood House, Hatch Lane.

Two storey front extension; porch; two storey/single side extension.  
BPC has **no objection** to this application.

P4. 10/03150/HOUSE Edglee House, Broad Lane.

Conversion of attached garage to games room and study together with construction of detached garage.  
BPC has **no objection** to this application.

To receive WBC planning decisions:

P7. 10/02953/HOUSE Hawkridge Wood House.

Detached garage and car port.  
BPC **objected** to this application, however WBC has **approved** it.

P8. 10/02761/FUL Culmstock, Little Lane.

Demolition of existing bungalow and rebuild with a new bungalow including new basement, room in roof and solar panels.  
BPC had **no objection** to this application and WBC has **approved** it.

P9. 10/02780/CERTE Haycroft, The Slade.

Change of use of land from agricultural use to use of land as ménage.  
BPC had **no objection** to this application and WBC has determined it to be **lawful**.

P10. 10/02273/FULC Travellers Rest Farm, Southend (Adjacent Parish).

Retrospective – Change of use of former agricultural buildings to car panel repair workshop (Unit 11) and car workshop (Unit 16) including outdoor storage areas.

BPC had **no comment** on this application and it has been **refused** by WBC.

P11. 10/01835/HOUSE Copse Cottage, Carbinswood Lane.

Proposed 2 storey rear extension, single storey rear sunroom extension and front porch.

BPC had **no objection** to this application, which WBC subsequently **refused**. The applicant then took the decision to appeal and the application has now been **approved**.

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## REPORTS

### R1. District Parish Conference – Emergency Planning.

Mrs. Frankum and Mrs. Clarke attended the District Parish Conference which was about Emergency Planning. Parishes were encouraged to have plans in place for extreme weather and other emergencies. A speaker from Pangbourne detailed what they had done for their emergency planning which was very comprehensive. Carolyn Murison will be sending a template for an Emergency Plan to parishes and it was agreed that BPC should discuss this when it is received. A laminated list of phone numbers was discussed and a list of vulnerable people within the parish. It was agreed that the Clerk would obtain quotes for fluorescent jackets with Bucklebury Parish Council printed on them. HP

### R3. Memorial Hall.

Mr. Hind reported that the Memorial Hall Committee will be justifying the money ring fenced in this year's budget. They propose paving the area in front of the hall, installing external lighting and the replacement of the doors leading into the kitchen, hall and corridor with fire doors. Mr. Mason will be sending the quotes for the work to the Clerk.

### R4. School.

Bucklebury C of E Primary school has written to BPC, detailing the way in which they will be celebrating the Royal Wedding. They will be holding a playground party on Thursday 28<sup>th</sup> April for children and invited guests and recording a song, specially written by the pupils, which will be sent on a CD to Prince William and Miss Catherine Middleton.

## TOPICS FOR NEXT MEETING

### TM1. Items to be discussed at the next meeting.

It was agreed that BPC policy documents will be reviewed at the March meeting. HP

## FINANCE

### F1. Cheques signed since the last meeting:

The Alpha Xperience	£322.62	January 2011 edition of The Oaks.
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### F2. Cheques to be signed by Councillors:

The Victory Room	£72.00	Rent for Planning meetings in 2011.
E. Weedon	£6.00	Oaks delivery – Hopgoods Green and Burdens Heath.
R. Hanson	£3.00	Oaks delivery – Broad Lane.
C. Morris	£3.00	Oaks delivery – Berrys Road.
Mrs. A. I. Banks	£6.00	Oaks delivery – Long Grove and Little Lane.
D. W. & M. Green	£120.00	Materials for partition in All Saints Church.
Pang, Kennet & Lambourn Valleys Countryside Project (FWAG)	£600.00	Donation.
P. W. Frankum	£3.90	Expenses for Carols in the Chapel.
Helen Pratt	£384.00	Clerks January salary and overtime for The Oaks.
Bucklebury Parish Council	£10,000.00	Transfer to Reserve account.

### F4. Balances:

Lloyds Current Account	£28,043.93	At 19/1/2011.
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Scottish Widows Reserve Account	£16,739.74	At 5/1/2011.
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Scottish Widows Gilroy Account £4,470.28 At 5/1/2011.  
Scottish Widows Memorial Hall Account £14,303.66 At 5/1/2011.

## CORRESPONDENCE

- C1. The Royal Wedding Fund.  
The Lord Lieutenant of Berkshire Mary Bayliss has written to all parish councils in Berkshire asking if they would consider contributing towards a gift to the Royal Couple from the Royal County of Berkshire. Money raised will be split between an engraved silver bowl and the Berkshire Community Foundation. Mr. Dickens proposed that in principal BPC support making a donation; this was seconded by Mrs. Clarke and agreed by all present except for one abstention. HP
- C2. St. James Palace.  
A letter has been received thanking the parish for the Congratulations sent to the Royal Couple on their engagement. It was agreed that this be photocopied and put on the notice boards. HP
- C3. WBC – Rights of Way Improvement Plan.  
A letter has been received from WBC about improvements which are made to Rights of Way. WBC has maintained a list of paths where improvements are required. In the coming years it is expected that there will be a smaller budget from WBC for this work. It is noted in the letter that Parish Councils have the power to do this work. It was agreed that Mrs. Clarke would look at the letter and contact Elaine Cox (Rights of Way Officer at WBC) regarding the impact of any changes. LC
- C4. SLCC Regional Conference.  
The Clerk reported that the SLCC Regional Conference will be held on Thursday 10<sup>th</sup> March at De Vere Wokefield Park, Reading, costing members £65.00. It was agreed that BPC pay for the Clerk to attend.
- C5. WBC – Parish/Town Council Elections 2011.  
The Clerk reported that nomination papers will be sent out by WBC on 1<sup>st</sup> March; these need to be returned to the Returning Officer by noon on Monday 4<sup>th</sup> April 2011. Withdrawal of candidature needs to arrive with the Returning Officer by noon on Thursday 7<sup>th</sup> April.  
Uncontested election results will be announced on Thursday 7<sup>th</sup> April.
- C6. Berkshire County Blind Society and Sue Ryder Care.  
The Berkshire County Blind Society and the Sue Ryder Care charities have both recently requested donations from BPC. It was agreed that both charities should be replied to with a copy of the BPC Donations Policy. HP
- C7. BALC Planning and Localism training (Tuesday 15<sup>th</sup> March).  
A training course on planning and localism for town and parish councillors has been arranged by BALC to take place on Tuesday 15<sup>th</sup> March at White Waltham. The cost for members of BALC is £25.00. It was agreed that Mrs. Clarke, Mrs. Frankum and Mr. Dickens would attend. HP
- C8. WBC- Local Development Framework.  
Representations on The Publication of the Schedule of Examination Proposed Focused Changes to the WB Core Strategy have been requested on the legal compliance and soundness of the examination proposed and not on the core strategy. Any representations must be made by 18<sup>th</sup> March. Mr. Gilbert agreed to look at this. AG
- C9. Ron Kent.  
A letter has been received from Mr. Kent thanking BPC for the garden vouchers presented to him on his retirement.

## ROUND TABLE COMMENTS

- RT1. Red Telephone box at Chapel Row.

Mrs. Clarke asked if BPC could reconsider the decision made not to purchase the red

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telephone box for £1.00. The Clerk will investigate whether it is possible for BPC to reverse its decision and will report back.

HP

RT2. Web Site.

Mr. Brims asked if the web site could be updated.

HP

The meeting closed at 9.58pm.

**NEXT BPC MEETING:**

**Monday 14<sup>th</sup> March 2011 7.45pm Memorial Hall**

**NEXT PLANNING MEETING:**

**Monday 28<sup>th</sup> February 2011 8.00pm Victory Room**

Signature .....

Date .....