

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL  
Held at Bucklebury Memorial Hall on Monday 9<sup>th</sup> May 2011 at 7.45pm.

PRESENT

Mrs. P. W. Frankum; Mr. A. Stott; Mr. S. Beeson; Mrs. L. Clarke; Mr. H. Hind; Mr. A. Gilbert; Mr. J. Brims; Mr. G. Pask (District Councillor); Mrs. H. Pratt (Clerk).

OTHERS

Mr. David Bearman (representative of the Victory Room Committee).

APOLOGIES

Mr. T. Slatford; Mr. B. Dickens; Mr. P. Brook; Mr. J. de Lara; Mr. Mark Taylor (Newbury Weekly News).

DECLARATIONS OF INTEREST

D1. There were no declarations of interest.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

E1. Chairman

Mrs. Clarke proposed that Mrs. Frankum should be the chairman of Bucklebury Parish Council. This was seconded by Mr. Beeson and unanimously agreed.

E2. Vice Chairman.

Mr. Beeson proposed that Mr. Dickens be the Vice Chairman of Bucklebury Parish Council. This was seconded by Mrs. Clarke and unanimously agreed.

E3. Declarations of Office and Members Interests.

Declarations of office were passed to those members present for signing in the presence of the Clerk. Declaration of members interests forms were also passed to all members for completion.

REPRESENTATION ON OUTSIDE BODIES.

R1. Memorial Hall Committee.

There are two separate committees for which meetings need to be attended: Finance and General Purposes (F&GP) and the Management Committee. The Management Committee meets approximately 4 times a year. All meetings of both committees are normally held at 7.30pm.

It was agreed that Mr. Hind would continue to represent BPC on the Memorial Hall Committee and that he would be joined by Mr. Brims.

R2. Victory Room Committee.

It was agreed that Mrs. Clarke would continue to represent BPC on the Victory Room Committee.

R3. Recreation Ground Committee.

It was agreed that Mrs. Clarke would continue to represent BPC on the Recreation Ground Committee.

R4. Commons Advisory Committee.

It was agreed that Mr. Beeson would continue to represent BPC on the Commons Advisory Committee.

R5. NAG (Neighbourhood Action Group).

It was agreed that Mr. Slatford would continue his role on the NAG.

R6. Patient Participation Group.

It was agreed that Mr. de Lara would be asked to take on this role.

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APPOINTMENT OF COMMITTEES

- A1. Burial Board.  
It was agreed that Mrs. Frankum, Mr. Dickens, Mr. Brims and Mr. Stott would form the Burial Board.
- A2. Planning Committee.  
It was agreed that all members of BPC would sit on the Planning Committee.

MINUTES

- M1. Bucklebury Parish Council Minutes for Meeting held on Monday 11<sup>th</sup> April 2011.  
The minutes of the BPC meeting held on Monday 11<sup>th</sup> April 2011 were agreed and signed by Mrs. Frankum.
- M2. Planning Committee Minutes for Meeting held on Tuesday 26<sup>th</sup> April 2011.  
The minutes of the Planning Committee meeting held on Tuesday 26<sup>th</sup> April 2011 were agreed as a true record and signed by Mrs. Frankum.

PUBLIC SESSION

- PS1. Bucklebury Victory Room.  
The meeting was **closed** for Mr. Bearman to speak.  
Mr. Bearman asked if the £2,000 ring fenced in this year’s budget could be released for work on the toilet area of the Victory Room. It is planned that the existing ladies toilet be split to provide two cubicles and that the gentlemen’s toilet be revamped. Whilst there are longer term plans to further develop the back of the hall and improve the toilet facilities further, the majority of materials would be reusable. A quote of £2,350.00 has been received for the work.  
The meeting was **reopened**.  
Mr. Beeson proposed releasing the £2,000 for the work; this was seconded by Mr. Brims and unanimously agreed. HP

CLERKS REPORT

- CR1. Annual Assembly.  
The banner advertising the Annual Assembly is in place.  
The Clerk reported that she had had a number of telephone conversations with Thames Water trying to confirm a speaker for the Assembly; however the speaker has not yet been confirmed. In the event that Thames Water cannot provide a speaker the Clerk has arranged, as a fall back plan for Jo Andrae (a local photographer) to show some photographs of the parish as a fall back plan. HP
- CR2. Community Distribution Lists.  
The community distribution list was used to email local residents prior to the Royal Wedding, asking them to take in any wheelie bins once they had been emptied and to generally make sure any litter was picked up.
- CR3. Insurance.  
The Clerk reported that the insurance company are willing to cover the Bucklebury History Day event at Bucklebury House under the existing cover at no extra cost.
- CR4. Upper Bucklebury Bus Shelter.  
Unfortunately the two rear Perspex panels have been removed from the bus shelter; luckily they appear to be undamaged. T.L. Contracting have quoted £210 plus VAT to replace them. It was agreed that T. L. Contracting should go ahead with the repairs. HP
- CR5. Bucklebury Footpath Leaflet.  
The Clerk reported that she had contacted Christine Storey about this leaflet. WBC printed it; however there is some question concerning the whereabouts of the original. It is thought that WBC may have arranged the format and printed it. HP
- CR6. Chapel Row Telephone Box.

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Before the Royal Wedding, an email was sent to Ian Livingston (Chief Executive of BT) about the dilapidated state of the telephone box at Chapel Row. As a result it has been completely refurbished by BT over a very short period of time. An excellent job has been carried out and it looked splendid on the media coverage of the area.

#### TOPICS

- T1. Adoption of Chapel Row Telephone Box.  
Mrs. Clarke reported that there is sufficient interest in maintaining the telephone box by parishioners and that therefore BPC should consider adopting it. Mrs. Clarke therefore proposed that BPC adopt the Chapel Row telephone box; this was seconded by Mr. Brims and unanimously agreed. HP  
Mrs. Clarke will report back to BPC when some possible uses for the telephone box have been discussed by those interested. LC
- T2. Clerk's Terms of Employment.  
The Clerk reported that there was no update on this issue. HP
- T3. Royal Wedding Celebrations.  
Many complementary messages have been expressed by parishioners to all those involved in the organising of the Royal Wedding celebrations. The treasurer of the Bucklebury Village Events Committee has indicated that the "Tea in the Park" event has broken even. The different events organised at Chapel Row, the Cottage Inn, Peach's Store and the Farm Park were enjoyed by many parishioners. The fireworks at the Cottage Inn were very successful.  
It was agreed that BPC would write to the organisers of these events and thank them for their efforts. HP

#### PLANNING

- P1. Well Cottage, Long Grove.  
It is understood that the residents of Well Cottage, Long Grove would like to discuss a planning application with BPC prior to submitting it to WBC. It was agreed that Mr. Beeson would meet the residents with another councillor.
- Plans submitted for approval:
- P2. 11/00504/HOUSE Hillfoot Farm, Hillfoot.  
Double storey side and rear extension/annexe.  
Mr. Brims proposed that BPC **object** to this application on the grounds that it is essentially a separate dwelling and not an extension; this was seconded by Mr. Gilbert and unanimously agreed.
- To receive WBC planning decisions:
- P3. 11/00219/COMIND Hopgoods Farm, Hopgoods Green.  
Demolition of existing studio and stable block and re-locate new stable within property.  
BPC had **no objection** to this application and it has been **approved** by WBC.
- P4. 11/00097/HOUSE Indala, Burdens Heath.  
Conservatory to rear elevation of house.  
BPC understood that this application was being withdrawn and didn't comment, however it has been **approved**.
- P5. 10/03150/HOUSE Edglee House, Broad Lane.  
Conversion of attached garage to games room and study together with construction of detached garage.  
BPC had **no objection** to this application and it has been **approved** by WBC.

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- P6. 10/02716/FULD 10 Broad Lane.  
 Section 73A for variation/removal of condition 2 (Samples), 3 (Code For Sustainable Homes), 4 (Landscaping, 5 (Tree Protection), 8 (Surfacing), 11 (Hard Surface Treatments) and 12 (Contaminated Land Assessment/Remedial Strategy/Timetable of Works) of planning permission 08/00257/FULD.  
 BPC had **no objection** to this application and it has been **approved** by WBC.
- P7. 10/02309/HOUSE Hillside, Southend (Adjacent Parish).  
 Granny Annexe extension on side of existing house.  
 BPC had **no objection** to this application and it has been **approved**.
- P8. 16 Mortons Lane, Upper Bucklebury.  
 Some concerns were noted arising from a loft conversion taking place at 16 Mortons Lane for which planning permission has not been sought.

## REPORTS

- R1. District Councillors.  
 Mr. Pask and Mr. Webb remain as councillors for the Bucklebury Ward for the next four years.  
 The proposed Grundon Incinerator at Chieveley was discussed. Mr Pask informed BPC that it is not in the current or any foreseeable future WBC waste plan; it is purely a commercial venture and would not be used for processing waste generated locally.  
 Mr. Pask stated that the Post Office are planning to move the sorting of the RG7 post to their office near the Majesky Stadium in Reading. This would result in any post which needs to be collected having to be collected from there, rather than Reading, or alternatively to pay an extra premium to have it delivered to a local post office.
- R2. The Common.  
 Mr. Beeson reported that he is in the process of organising more work for a JCB in the area of the fishponds. He has met with Mr. Hartley-Russell and more aggressive work has been agreed to try and prevent illegal use of 4x4s in the area.  
 Mr. Hartley-Russell has planted a new avenue of Oaks at Chapel Row to celebrate the Royal Wedding. In addition he has installed new gates which are closer to the road, thus reducing car parking; owing to local concerns he has agreed to move the gates back and reinstate the car parking.  
 It is understood that approximately 20 Section 59s have been issued for the illegal use of motorcycles and 4x4s during this year so far.  
 During the last month there have been some significant cases of flytipping on the Common. These have been reported to WBC and the Police. Details have been found of four sets of people who have paid to have rubbish removed; they may be liable for fines of up to £5,000.
- R2. Memorial Hall.  
 Mr. Hind reported that the work on the BMX track is scheduled to begin on 6<sup>th</sup> June. The Memorial Hall Committee will obtain quotes for the Public Liability insurance of the new BMX track once it has been completed.  
 During the Easter holidays, the doors from the foyer of the main hall have been replaced and the floor of the main floor has been repaired.  
 There are plans to revamp the Committee Room; to remove the remains of the partition in the middle of the room and replace the flooring. Plans are also being discussed to build a small extension to the rear of the Committee room to hold store cupboards, so that they would no longer take up space in the Committee Room.  
 The AGM of the Memorial Hall is scheduled to take place on Monday 23<sup>rd</sup> May at 7.30pm. Concern was expressed as this clashes with the next BPC Planning Committee meeting. Mr. Hind agreed to discuss moving the AMG with Mr. Scholl. HH

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## TOPICS FOR NEXT MEETING

- TM1. Items to be discussed at the next meeting.  
Planning Policy.  
Roles of Responsibility.

## FINANCE

### F1. Cheques to be signed by Councillors:

Zurich Insurance	£806.08	BPC Insurance.
Ryan Hanson	£3.00	Oaks delivery – Broad Lane.
Mrs. A. I. Banks	£6.00	Oaks delivery – Long Grove and Little Lane.
E. Weedon	£6.00	Oaks delivery – Hopgoods Green and Burdens Heath.
Victoria Pratt	£6.00	Oaks delivery – Byles Green and Roundfield.
Helen Pratt	£636.00	Clerks April salary and overtime from January, February and March 2012.
Bucklebury Tennis Club	£180.00	Donation (see December 2011 minute T4).
Bucklebury Wolves	£200.00	Donation (see December 2011 minute T4).
Bucklebury Primary School	£400.00	Donation (see December 2011 minute T4).
St. Martins Club	£300.00	Donation (see December 2011 minute T4).
Royal Berks Charity – Robbie Appeal	£100.00	Donation (see December 2011 minute T4).
Brain Tumour Research	£100.00	Donation (see December 2011 minute T4).

### F2. Balances:

Lloyds Current Account	£11,878.63	At 20/4/2011.
Scottish Widows Reserve Account	£26,739.74	At 4/4/2011.
Scottish Widows Gilroy Account	£4,473.03	At 4/4/2011.
Scottish Widows Memorial Hall Account	£14,303.66	At 4/4/2011.

## CORRESPONDENCE

### C1. Representatives for WBC Standards Committee.

WBC has inquired whether any parish councillors are willing to stand on the Standards Committee. No members present were interested.

### C2. West Berkshire Citizen's Advice Bureau (WB CAB).

WB CAB has written enquiring about a donation. The Clerk will respond with a copy of the BPC Donations Policy.

HP

### C3. The Great Outdoors – Improving your access.

It was agreed that this may be of interest to Mr. Brooke to whom the details will be passed.

### C4. WBC Street Trading.

WBC has written to find out the views of BPC on Street Trading within the Parish. It was agreed that all councillors were happy with the current Street Traders.

### C5. Jennifer Hibert – London based fashion designer.

This fashion designer has produced a dress for the Duchess of Cambridge, which has

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its own glass carriage and wooden plaque. The designer has asked whether BPC would host the unveiling of the dress by the Duchess of Cambridge, and then display the dress which would be given to BPC as a present. It was agreed that whilst appreciating the generous offer, BPC has nowhere to display or store such an item.

C6. Village Sign.

BPC has been asked about signage indicating its association with the Duchess of Cambridge. It was agreed that this would not be pursued.

ROUND TABLE COMMENTS

RT1. Barns opposite The Old School.

Mrs. Clarke asked whether the barns opposite The Old School are listed.

RT2. BPC Procedures for Planning.

Mrs. Frankum has drafted a Planning Procedures document which details how BPC consider planning matters. This will be discussed at the June meeting.

The meeting closed at 9.40pm.

**NEXT BPC MEETING:**

**Monday 13<sup>th</sup> June 2011 7.45pm Memorial Hall**

**NEXT PLANNING MEETING:**

**Monday 23<sup>rd</sup> May 2011 8.00pm Victory Room**

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