

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL  
Held at Bucklebury Memorial Hall on Monday 14<sup>th</sup> January 2013 at 7.45pm.

PRESENT

Mrs. P. W. Frankum (Chairman); Mr. B. Dickens; Mr. T. Slatford; Mrs. H. Cairns; Mr. A. Gilbert; Mr. P. Brook; Mrs. L. Clarke; Mr. T. Banks; Mr. A. Dunkerton; Mr. J. Brims; Mr. G. Pask (District Councillor); Mr. Q. Webb (District Councillor); Mrs. H. Pratt (Clerk).

OTHERS

Mr. Brian Mason (Bucklebury Memorial Hall).

APOLOGIES

Mr. A. Stott (*sent prior to the meeting, put only received after*).

DECLARATIONS OF INTEREST

D1. All members present had, prior to the meeting, requested a grant of dispensation for any meeting at which matters bearing on the setting of the council tax are to be considered. The Clerk granted this dispensation to those members present.

MINUTES

- M1. Bucklebury Parish Council Minutes for Meeting held on Monday 10<sup>th</sup> December 2012.  
The minutes of the BPC meeting held on Monday 10<sup>th</sup> December 2012 were agreed as a true record and signed by Mrs. Frankum.
- M2. Planning Committee Minutes for Meeting held on Wednesday 2<sup>nd</sup> January 2013.  
The minutes of Planning Committee meeting held on Wednesday 2<sup>nd</sup> January 2013 were agreed as a true record and signed by Mr. Dickens.

PUBLIC SESSION

- M1. Memorial Hall Grant Application.  
The meeting was **closed** for Mr. Mason to speak.  
The management committee of Bucklebury Memorial Hall is composed of representatives from each of the regular users of the hall and a small number of elected members. The Finance and General Purposes (F&GP) committee is essentially a sub-committee of the main hall committee. The F&GP committee determines a prioritised list of work which they would like to have carried out on the hall during each financial year. During this financial year they had planned to refurbish the entrance hall, however this has not been achieved, mainly because the BPC grant to the hall was reduced from previous years.  
For a number of years, the Victory Room committee did not apply for grants. However they now wish to carry out significant improvements and have asked BPC for financial help. As a result of the Victory Room making applications for grants, the funds available to community halls has been split between the halls. In order not to increase the total spending on halls, the grant made to the Memorial Hall has been reduced. Mr. Mason said that the Memorial Hall Committee had not appreciated this. It was pointed out that unfortunately the F&GP committee had been unable to meet when the representative of BPC could attend and so the official line of communication had been affected.  
This year's grant application totals £3,750, with a separate request for a contribution to the running costs of the playpark, for which the hall receives no additional income. The insurance and inspections for the play park and BMX track are expected to cost approximately £1785. Mr. Slatford asked if any money had been set aside during the development of the BMX track for its future maintenance and running costs. Mr. Mason said that no money had been set aside for this.  
*After the meeting, some concern was raised about the insurance costs of the BMX track and two cheaper alternatives were suggested to the Memorial Hall committee.*

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Mr. Banks asked what the excess in income was over expenditure. For the last financial year, there was an excess of £7,500 and reserves of approximately £40,000. The reserves are being held for the new store room, and refurbishment of the committee room which is expected to cost £40,000 plus VAT.

The meeting was **reopened**.

Mr. Slatford proposed that a grant of £1785 be made in FY13/14 for the running costs of the play park and BMX track and an additional £2,000 to the Memorial Hall. Mr. Dickens seconded this proposal and recommended that BPC review the budget in 6 months time. It may then be possible to give a further grant to the Memorial Hall.

Mrs. Frankum **closed** the meeting to thank Mr. Mason for attending the meeting and asked him to share the thoughts of BPC with the Memorial Hall Committee.

The meeting was **reopened**.

#### CLERKS REPORT

CR1. Driving and Parking in Berry's Road area.

Posts to protect the grass area and underlying services on Woodside Close have essentially been agreed by WBC. Road markings have been agreed at the junction of Blackland's Road and Berry's Road.

The Clerk will draft a letter to parents asking them to drive and park considerately.

HP

CR2. Field behind the Cottage Inn.

The field behind the pub is agricultural and BPC would like to see this remain so.

There is concern about the new, formal, signs advertising the field as an overflow car-park. Concern was also raised about other advertising hoarding/banners on the boundary fencing.

It was agreed that the Clerk will contact Richard Beech and seek his advice on whether the signs advertising the overflow car-park constitute use, and if necessary what course of action he would recommend.

HP

#### TOPICS

T1. Web Site Policy.

A few minor grammatical comments were made on the policy. Mrs. Clarke proposed that with these minor changes the policy be ratified; this was seconded by Mr. Slatford and unanimously agreed.

TB

T2. Bucklebury Ford (byway east of the main Ford).

There was a meeting on Friday 11<sup>th</sup> January at the Ford with Mr. Pask, Stuart Clarke (WBC), Piers Allison, Mr. Slatford and Mrs. Clarke. This meeting was held to discuss the damage to the river by 4x4 vehicles and the high water levels of the River Pang.

Mr. Allison believes that if the weed in the river was cut from the main ford to Bucklebury Village, the level of the water would drop by about 9". However the Munroe-Ashman's will not cut the weed until they have permission from the Environment Agency (EA). Since the meeting, the EA has verbally given permission for the weed to be cut for the next 2 years.

To prevent the damage caused by 4x4's, it has been suggested that a post and wire fence between the road and the river with larger posts at the western end near the small ford be constructed. The post and wire fence would be planted up with slips to form a hedge in time. Large girders placed in the river would prevent vehicles driving up the river bed. Concern was also raised about the sink holes in Tylers Lane which have been filled in recent years; these need to be cleared and would help prevent so much water flowing down across the fields and into the river. To get this work completed the landowners; Mr. Hempell and Mr. Munroe-Ashman, the EA, WBC, Thames Water and Mr. Allison all need to work together.

A letter has been received from Derek Matthews of Ford End about his concerns about the abnormal level of the river. He believes that this is being caused by the restrictor

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on the flood alleviation scheme and asks whether the model produced anticipated such a rise in the water level above the scheme. He goes on to ask if the model can be reworked. Mrs. Clarke and Mr. Slatford agreed to draft a response to Mr. Matthews, saying what steps are being taken to reduce the water level. LC

T3. Financial Year 2013/14, Budget and Precept

The Clerk presented the budget for the next Financial Year which gives a total spend of £35,221.08 which is comprised of £12,000 on capital projects in the parish and £23,721.08 on general expenditure and the cemetery. *For more detail of the budget see the end of these minutes.*

Mr. Dickens proposed that the precept be increased by £500 to £24,500 for FY13/14; this was seconded by Mr. Brims and unanimously agreed. This increase was felt justified because there has been no increase in the precept since 2009/10, and it is below the Consumer Price Index (CPI).

In order to reduce the amount in the current account to £11,222 in line with the budget for FY13/14, the following were agreed for the remainder of this financial year:

Move £10,575.00 from the current account into the reserve account.

Make the following grants in line with the requests received:

Victim Support	£50.00
Citizens Advice Bureau Outreach Services	£50.00
Daisy's Dream	£150.00
1 <sup>st</sup> Bucklebury Rangers	£175.00

In addition to this it was agreed to donate £250.00 to Bucklebury Wolves for the parking project at the Bucklebury Recreation Ground and to make £1,000.00 available for rights of way improvements including the work on the river bank between the two fords. All of the above were proposed by Mr. Brook, seconded by Mr. Dickens and unanimously agreed.

After this work has taken place, it leaves about £11,222 in the current account for the beginning of the financial year.

The balance in the reserve account at the end of the Financial Year will be in the region of £37,000, however medium term liabilities include: the Victory Room improvement project, the tennis club lighting, inspection and associated works on the Chapel Roof, Memorial inspections and associated works, localism, the meadows and a covert low-light camera system.

## PLANNING

Plans submitted for approval:

- P1. 12/02982/LBC2 The Watermill, Bucklebury.  
Restoration of derelict watermill to known original condition.  
Restoration of complete mill base superstructure, cladding and roof to original known condition. Retaining all original machinery returned to working condition as complete conservation project.  
It was unanimously agreed that BPC has **no objection** to this listed building application.

WBC Planning decisions:

- P5. 12/02501/FULMAJ Land to the North of Hunts Cottage, Midgham Green (Adjacent Parish).  
Change of use of land to equestrian and erection of stable block.  
BPC had **no objection** to this application and it has been **approved** by WBC.

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- P6. 12/02554/REM Roundfield Cottage, Broad Lane.  
Approval of reserved matters following outline permission 11/01190/OUTD: Proposed dwelling. Matters seeking consent: Appearance and Landscaping.  
BPC **objected** to this application; however it has been **approved** by WBC.
- P7. 12/01227/FUL Middle Wood, Hatch Lane.  
Circular bund within sustainable forestry operation.  
BPC **objected** to this application; however it has been **approved** by WBC.

REPORTS

- R1. District Councillor Report.  
Mr. Pask reported reported that the final tweaks of the WBC budget are currently being made.
- R2. Police Liaison Group.  
Mr. Slatford said that the Police Liaison Group met on Friday 11<sup>th</sup> January and reviewed anti-social behaviour. Generally things are quieter; however there was some anti-social behaviour reported on New Year’s Eve.  
It was felt that the group should start to look at other issues, including misuse of 4x4’s on the Common (ie. damage to the Common above Osgoods Holding), and speeding.  
The Clerk has spent time with the PCSO explaining the location of the problem and the access routes. Ideally some form of pattern needs to be obtained about when the 4x4’s are on the Common, so people need to be encouraged to report the information to the police. Some of the vehicles being used don’t have number plates on them. When calls have been made that the 4x4’s are on the Common, the police have not had access to a 4x4 vehicle.  
A Neighbour Hood Watch meeting is to be held on Wednesday 27<sup>th</sup> March in the Oak Room at 7pm. This is a follow up to the October and December meetings called as a result of the anti-social behaviour in Upper Bucklebury.
- R3. Victory Room.  
Mrs. Clarke reported that the committee has consulted the residents of Bucklebury Village about improvements to the Victory Room and that a questionnaire will go out with The Oaks and be available on the web site. The committee is currently consulting architects about the possible options. An open meeting is planned for Saturday 5<sup>th</sup> May.
- R4. Cemetery Carols.  
The Carols in the Cemetery Chapel were once again very popular. The donations were made to Children 1<sup>st</sup> West Berkshire via Greenham Common Trust who matched our funds raised. It was agreed that next year, collection buckets would be available at the beginning as well as the end. It was suggested that a small group of people could lead the singing.
- R5. Hockett Field.  
Mrs. Frankum reported that there had been a successful working party of 20 people from the West Berkshire Countryside Society on the Hockett Field during which old gorse was cut and about 120 slips planted. The Society spent five days working on the Hockett Field during 2012.
- R5. Parish Plan.  
Mr. Brook said that Tessa Hall (who took over from Sarah Ward) had contacted him about an update of the actions in the Parish Plan. He has arranged to meet Tessa Hall at the end of February. It was agreed that he would give an update to BPC at the March meeting.

TOPICS FOR NEXT MEETING

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- TM1. Items to be discussed at future meetings.  
 Housing Survey –February/March.  
 Emergency Plan – February/March.  
 Transfer of Bucklebury Meadow.  
 Parish Plan – March.

FINANCE

- F1. Cheque signed by Councillors since the last meeting:  
 Barlow & Sons (Hermitage) Ltd. £106.50 Slips for the Hockett Field.
- F1. Cheques to be signed by Councillors:
- |                         |         |                                     |
|-------------------------|---------|-------------------------------------|
| SSE Contracting Limited | £27.46  | Streetlight supply.                 |
| Southern Electric       | £11.52  | Streetlight maintenance.            |
| Mrs. J. Hale            | £24.00  | Cemetery cleaning.                  |
| C. R. Landscapes        | £627.16 | Cemetery maintenance.               |
| The Victory Room        | £72.00  | Rent for 2013 planning meetings.    |
| Justeel Limited         | £48.00  | Pre-school storage (grant).         |
| Mrs. P. W. Frankum      | £15.99  | Expenses, Cemetery carols and soup. |
| Mrs. H. M. Pratt        | £452.96 | Clerk's December 2012 salary.       |
| Mrs. H. M. Pratt        | £44.07  | Clerk's expenses.                   |
- F2. Balances:
- |                                 |            |                                    |
|---------------------------------|------------|------------------------------------|
| Lloyds Current Account          | £28,638.27 | On 20 <sup>th</sup> December 2012. |
| Scottish Widows Reserve Account | £26,739.74 | On 1 <sup>st</sup> October 2012.   |
| Scottish Widows Gilroy Account  | £6,492.99  | On 1 <sup>st</sup> October 2012.   |

CORRESPONDENCE

- C1. Local Plan for West Berkshire – Site Allocations and Delivery Development Plan Document Information Evening.  
 It was agreed that Mr. Dickens would attend the AONB meeting in Hungerford and Mrs. Carins would attend the Thatcham and Newbury meeting. Mrs. Frankum may also attend the Thatcham and Newbury meeting.
- C2. District Parish Conference – Tuesday 26<sup>th</sup> March 2013.  
 Mrs. Clarke and Mrs. Cairns will attend the District Parish Conference.
- C3. South Chilterns Catchment Pilot Project: Stakeholder Workshops.  
 Information has been passed to Piers Allison on this workshop as it was agreed that it would potentially be more beneficial for him to attend.
- C4. Grant Aid for Victim Support.  
 A letter was received asking for a donation; see T3 above for the amount agreed.
- C5. West Berkshire Countryside Society.  
 A letter of appreciation has been received from the West Berkshire Countryside Society for the balance of the grant for this financial year.
- C6. West Berkshire Citizens Advice Bureau – support for Outreach Service.  
 A letter has been received asking for support for the Outreach Services run from GP surgeries across WBC; see T3 above for the agreed donation.
- C7. Daisy's Dream – request for support.  
 Daisy's Dream, is a West Berkshire charity providing counselling and assistance to children suffering from bereavement; see T3 above for the agreed donation. At least 3 children are known to have benefited from this charity in the parish.
- C8. Winter Upstreams - these were distributed.
- C9. 1<sup>st</sup> Bucklebury Rangers.  
 This is a new group for girls from 14 to 25 years of age. They are trying to raise funds for a flag to help with their identity which will cost about £300.00. See T3 for the

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agreed donation.

C10. Newbury Weekly News Over 80's Parcel Fund.

A letter of appreciation was received for the donation made in December for the parcels distributed to those over 80 in the area.

ROUND TABLE COMMENTS

RT1. Osgoods Holding.

Concern was raised about the outbuildings, solar pannels and concrete drive which have been constructed at Osgoods Holding. It was agreed that the Clerk will look at the plans and pass to enforcement.

HP

RT2. Burns Night.

There will be Burns Night celebrations in the Memorial Hall on Saturday 26<sup>th</sup> January; tickets are available from Mrs. Frankum.

RT3. Highland Ceilidh.

There is to be a Highland Ceilidh in the Victory Room on Saturday 23<sup>rd</sup> February; tickets are available from Alastair McCoran-Campbell.

The meeting closed at 10.10pm.

**NEXT BPC MEETING:**

**Monday 11<sup>th</sup> February 7.45pm Memorial Hall.**

**NEXT PLANNING MEETING:**

**Monday 28<sup>th</sup> January 8pm Victory Room.**

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<i>BUCKLEBURY PARISH COUNCIL</i>					
<b>BUDGET 2013/14</b>					
Ser.	Item	Budget 2012/13	Budget 2013/14		
	<b>General Expenditure</b>	£	£		
1	Clerk's salary	5,938.24	<b>6,436.80</b>	(45 hours a month)	
2	Clerks expenses	393.75	<b>393.75</b>		
3	The Oaks	1,491.00	<b>1,491.00</b>		
4	Advertisements				
5	Annual Audit	600.00	<b>600.00</b>	(dependent on total expenditure)	
6	Insurance	941.12	<b>941.12</b>		
7	Street Lighting	346.15	<b>346.15</b>		
8	Hockett Field	200.00	<b>350.00</b>		
9	Meadows maintenance	1,500.00	<b>3,000.00</b>	(to include work required after trans	
10	Sundry	500.00	<b>500.00</b>		
11	Training	300.00	<b>300.00</b>		
12	General Maintenance	1,000.00	<b>1,000.00</b>	(Noticeboards & bus shelter)	
13	Bus Shelter cleaning	162.26	<b>162.26</b>		
14	Web site design/maintenance	50.00	<b>100.00</b>		
15	Rent of halls for meetings etc.	300.00	<b>300.00</b>		
16	Rights of way maintenance	1,000.00	<b>500.00</b>		
17	U. Bucklebury Playpark insurance/inspection.		<b>1,785.00</b>		
17	<b>Cemetery</b>				
18	Maintenance	2,500.00	<b>2,500.00</b>		
	<b>Donations / Subs.</b>				
19	BALC(Berkshire Association of Local Councils)	350.00	<b>350.00</b>		
20	CPRE (Campaigne Protection Rural England)	100.00	<b>100.00</b>		
21	GLEAM	15.00	<b>15.00</b>		
22	CCB	50.00	<b>50.00</b>		
20	PVCT (Pang Valley Conservation Trust)	600.00	-		
21	PVCV (Pang Valley Conservation Volunteers)	300.00	-		
22	BHCG (Bucklebury Heathland Group)	100.00	-		
23	West Berkshire Countryside Society		<b>1,000.00</b>		
	<b>Donations</b>				
24	YOUTH	1,000.00	<b>1,000.00</b>	(Tennis Club - £250)	
25	St Martins Club	300.00	<b>300.00</b>		
26	Berkshire County Blind Society	160.00	<b>100.00</b>		
	<b>Other Expenditure</b>				
27	Diamond Jubilee/Olympic	2,000.00	-		
28	Parish Plan	1,500.00	<b>100.00</b>		
29	Parish Council election expenses	-	-		
					<b>23,721.08</b>
26	<b>Capital projects in parish</b>				
27	Memorial Hall Grant	2,000.00	<b>2,000.00</b>		
28	Victory Rooms	2,000.00	<b>5,000.00</b>		
29	Parking at the Recreation Ground	2,000.00	<b>5,000.00</b>		
					<b>12,000.00</b>
	<b>TOTALS</b>	<b>29,697.52</b>			<b>35,721.08</b>
30	Proposed Precept:	24,000.00			<b>24,500.00</b>
31	Amount to be withdrawn from reserves:	5,697.52			<b>11,221.08</b>

Signature .....

Date .....