

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL  
Held at Bucklebury Memorial Hall on Monday 8<sup>th</sup> April 2013 at 7.45pm.

PRESENT

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

OTHERS

Mr. and Mrs. Bliss.

APOLOGIES

Mr. T. Slatford; Mr. A. Gilbert.

DECLARATIONS OF INTEREST

D1. There were no declarations of interest.

MINUTES

M1. Bucklebury Parish Council Minutes for Meeting held on Monday 11<sup>th</sup> March 2013.

The minutes of the BPC meeting held on Monday 11<sup>th</sup> March 2013 were agreed as a true record and signed by Mrs. Frankum.

M2. Planning Committee Minutes for Meeting held on Monday 25<sup>th</sup> March 2013.

The minutes of Planning Committee meeting held on Monday 25<sup>th</sup> March 2013 were agreed as a true record and signed by Mr. Dickens.

PUBLIC SESSION

PS1. Planning Application 13/00449/FUL for 4 Broad Lane.

It was agreed to discuss the planning application for 4 Broad Lane at this point in the meeting. For details, please refer to the Planning section of these minutes.

CLERKS REPORT

CR1. Safety of The Watermill, Bucklebury.

The Clerk said that a letter has been sent to Mr. Hartley Russell expressing concerns about the impact of the structure of the Watermill or adjacent small bridge should they collapse into the river.

Since the letter has been sent, part of the front of the mill has fallen into the river, which is now flowing over it. The Environment Agency has been made aware of the situation.

CR2. Cemetery Cross.

A meeting was held on Saturday 23<sup>rd</sup> March to discuss what to do about the cross in the Cemetery. It was agreed to ask Graham Fatcher from Hopgoods Green for his advice, with a view to removing the cross for inspection before re-erecting it (possibly reduced in size) in a smaller base.

HP

CR3. Parking outside 26 Roundfield.

The Clerk reported that she had contacted Sovereign Housing and a case (no. 62165) has been opened about the parking. The Clerk will contact Sovereign for an update.

HP

CR4. Berry's Road posts and white lines at the junction.

White lines were painted on the road at the junction of Berry's Road and Blackland's Road on the 8<sup>th</sup> April. The Clerk will send an email to WBC asking for an update on the posts around the grass next to 5 Berry's Road.

HP

CR5. River Pang between the fords.

Mrs. Clarke said that she had spoken to Graham Plank, who has recommended solid wooden posts every 3feet for a distance of 50m, positioned closer to the river than the

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road, from the small ford westwards towards the main ford. He has verbally quoted £1,400 to do this. It was agreed to get two more quotes for this work and to pursue the necessary paperwork with the Environment Agency. Mr. Dickens proposed that BPC accept the best quote up to a maximum of £1,500. This was seconded by Mr. Brook and unanimously agreed.

HP  
LC

Mrs. Clarke reported that Andrew Theaker from the Environment Agency is arranging to have the weed cleared between the main ford and Bucklebury Village.

CR6. Foundation for Water Research Catchment Project.

At the beginning of the year BPC was invited to attend a workshop at Hampstead Norreys about the catchment area of the Pang. At the time, no one was available to attend, and it wasn't understood to be a useful exercise. However, since the workshop, Dick Greenaway has come forward and explained that the workshop was concerned with identifying issues with the Pang, which it might be possible to resolve or improve. It was hoped parish councils would contribute to this knowledge. Mrs. Frankum has reported the use of 4x4's in the river between the fords and raised concerns about the sewage works in Tylers Lane.

TOPICS

T1. Bucklebury Meadow Transfer.

The Clerk reported that BPC is in the process of getting quotes for some of the outstanding work in the meadows, such that DWH can be offered an earlier transfer with additional funding (from DWH) if some of the work hasn't been completed. The Clerk said that she had requested an update from Field Seymour Parks LPP on the 3<sup>rd</sup> April, but hasn't received a response.

HP

T2. Cemetery.

A large funeral service was held in the Cemetery Chapel on 20<sup>th</sup> March. A PA company were used so that those standing in the Cemetery could hear the proceedings. Proposals for the memorial on the associated grave were discussed and it was agreed that the majority of the memorial must be on the grave itself and that it shouldn't extend more than 6" beyond the grave in any direction.

A quote for £60.00 to do the chipping of the branches cut at the last Cemetery working party was agreed.

HP

It was agreed that a firm quote for the repainting of the main Cemetery gate and the kissing gate would be obtained.

WF

T3. Common Clearing.

Common Clearing has been rescheduled for Saturday 27<sup>th</sup> April after it was cancelled on 23<sup>rd</sup> March due to several inches of snow. WBC has been asked to provide skips, although funding has not yet been assured. It was agreed that BPC will cover this cost if necessary.

Mrs. Clarke and Mrs. Dunkerton will serve refreshments.

It was agreed that the Clerk would request that Veolia carry out extra litter picks along Harts Hill Road from Thatcham to Upper Bucklebury, along the common straight from Cox's Lane to Chapel Row and also along the Ridge from Broad Lane to Holly Lane.

HP

T4. Annual Assembly.

Mr. Banks proposed that he purchase 12 bottles of wine for £53.00 and also purchase some cartons of orange juice to serve after the proceedings. Mrs. Clarke was given a budget of £10.00 to spend on crisps and other nibbles.

The glasses belonging to the Victory Room will be used.

PLANNING

Planning applications to be considered:

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P1. 13/00449/FUL 4 Broad Lane, Upper Bucklebury.  
*Demolition of bungalow. A new replacement dwelling with detached garage.*  
 Mrs. Frankum gave councillors a summary of the application before the meeting was **closed** for Mrs. Bliss from 2 Broad Lane to speak.  
 Mrs. Bliss said that she and her husband were very concerned about a number of things about the proposed new dwelling, including the sheer bulk of the building, particularly in a narrow plot where it will be close to both side boundaries. The proposed house is three storeys with a games room in the roof and will overshadow 2 Broad Lane. Bucklebury Vision 7G1 sites new buildings should respect the scale of the existing buildings and low profile chalet style bungalows and conversions are preferable. Whilst accepting that there is no right to sun light, Mrs. Bliss also made the point that the east facing upstairs window currently gets the morning sun and this would be blocked by the new house. The double detached garage in the front is also contrary to Bucklebury Vision. The access point which is on a blind bend was discussed at length. Many children walk along the pavement outside 4 Broad Lane on their way to school. It is also opposite the bus stop.  
 The meeting was **reopened**.  
 Mr. Dickens proposed that BPC **object** to this application on the grounds that a more appropriate design with a reduction in the height and bulk of the dwelling, and more space preserved around buildings (see Bucklebury Vision) would be preferable. Mrs. Clarke seconded this proposal which was unanimously agreed.

WBC Planning decisions:

P2. 13/00201/FUL Travellers Rest Farm, Southend (Adjacent Parish).  
*Change of use of former agricultural building to car panel repair workshop (Retrospective).*  
 BPC had **no objection** to this application and it has been **approved** by WBC.

P3. 13/00115/HOUSE 2 Snowdrop Cottages, The Slade.  
*Removal of conservatory and part rear lean-to and extensions to rationalize plan and provide accessible bedrooms and first floor bathroom.*  
 BPC had **no objection** to this application which has been **approved** by WBC.

P4. 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.*  
 BPC had **no objection** to this listed building application which has been **approved** by WBC.

P5. Field Opposite Ashdown House in Tylers Lane.  
 A Section 66 notice was published in the Newbury Weekly News on 28<sup>th</sup> March, which asked for any owner or tenant who wished to make representation about a proposed planning application to come forward. BPC cannot identify who owns the small piece of land which is used to access the field (it may be part of Bucklebury Estate).  
 Mrs. Cairns proposed that BPC write to WBC and inform them of the unknown ownership of the access land. This was seconded by Mr. Dickens and unanimously agreed. HC  
 HP

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P6. Action to be taken on sites where land use is being monitored.

After the visit by Richard Beech (the WBC enforcement officer) to the last Planning Meeting there was some discussion about the various lists that BPC holds. It was agreed that there would be three separate lists:

1. A list of sites where land is potentially being misused, but not reported to WBC Enforcement.
2. A list of sites reported to WBC Enforcement and where the enforcement team are still involved – ideally this list should also contain updates of the enforcement team so that BPC is more aware of progress.
3. A historic list which contains sites previously in list 1, which are no longer considered to be at risk, or previously in list 2 and which have either been deemed to be legal by the enforcement team or that the required actions have taken place and therefore the site is now legal.

The existing list of sites where land usage should be monitored was then reviewed. It was agreed that the following sites would be referred to WBC enforcement: Chestnut Cottage, Bucklebury; Autumn House, Byles Green; Osgoods Gulley; The Cottage Inn, Upper Bucklebury; 8 Broad Lane. All of these cases concern the potential misuse of agricultural land and possibly other issues.

HP

It was agreed that the following sites would be put on the historic list: The Barn, Fifield Farm; Redhill View, Briff Lane; Two Hoots, Bucklebury; Dogwood, Bucklebury; Greens Old Farm, Cemetery Road; Hetherdene, Cemetery Road; Paxton House, Sadgrove Lane; Ashdown House, Tylers Lane; The White House, Byles Green; and Gable House, Briff Lane.

The Clerk will check on the situation with Chapel Row Dairy and Thatchers, Chapel Row and ascertain whether or not WBC enforcement is still involved.

HP

## REPORTS

R1. District Parish Conference.

Mrs. Clarke and Mrs. Cairns reported that they had heard a presentation on the Communities Right to Bid on buildings of significance to the community.

There was also a presentation on speeding which referred to 20mph zones as being better and more productive than 20mph speed limits.

R3. Neighbourhood Police Meeting.

Mr. Dunkerton said that the last Neighbourhood Police meeting for Bucklebury Parishioners, held on Wednesday 27<sup>th</sup> March was well attended by parishioners and the police. One offender has been charged with the offence concerning the sheep which was run over. Another offender has been arrested with an un-roadworthy vehicle which was impounded and a further arrest has been made of a local person on charges of assault.

There have been 3 cases of vandalism since the November meeting, although it was questioned whether this was down to the cold weather and dark evenings.

The use of 4x4s throughout the parish was discussed.

R4. Memorial Hall.

There were issues at the Neighbourhood Police meeting with the provision of chairs in The Oak room; in previous meetings chairs from the main hall have been used to enable all parishioners to be seated, prior to returning them to the cupboard in the main hall without disturbing users. On this particular occasion the Clerk was told that this wasn't acceptable.

At this BPC meeting there were only 4 small tables in the Committee Room, it was agreed that unless more tables could be provided, BPC would have to meet in the Oak Room; this meeting was moved into the Oak Room due to the lack of tables.

HP

R5. Victory Room.

The open meeting, where parishioners had been invited to view the proposals for the

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Victory Room has been postponed.

R6. Meeting about management of Bucklebury Common.

Mrs. Frankum, Mr. Culley and the Clerk had a meeting with Paul Hendry (WBC Countryside team) and Nick Forster (BBOWT, Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust) about the management of Bucklebury Common.

WBC is moving towards handing over the management of all the countryside it currently manages to BBOWT, including Bucklebury Common. In order to do this, many of the WBC staff working in the Countryside team will be transferred to BBOWT. BBOWT will be responsible for the Management Plan and its delivery. WBC is suggesting leasing the sites it owns to BBOWT for a period of 50 years.

BBOWT have not yet met with Willie Hartley Russell to discuss the impact this may have on Bucklebury Common. It is not expected that parishioners will notice any significant differences.

TOPICS FOR NEXT MEETING

TM1. Items to be discussed at future meetings.

Housing Survey.

Emergency Plan.

Transfer of Bucklebury Meadow.

FINANCE

F1. Cheque 1905.

The Clerk reported that unfortunately cheque 1905 which was written out and signed at the last BPC meeting only had one signature on it. The cheque was returned to the payee having not been paid, which in this instance caused some problems. As a result a CHPS transfer was arranged for £11,683.20, which incurred bank charges of £20.00. The bank has not charged for the returned cheque.

F2. Cheques to be signed by councillors:

Broker Network Ltd	£605.12	BPC insurance (Fixed price deal year 2 of 3).
SSE Contracting Limited	£27.46	Streetlights.
Justeel Limited	£48.00	Pre-school storage.
Mrs. J. Hale	£12.00	Cleaning of Cemetery Chapel for funeral.
Sylvia Cornell	£35.00	Bus shelter cleaning, Jan, Feb & March 2013.
Helen Pratt	£452.96	Clerk's March salary.
Helen Pratt	£96.38	BPC expenses, printing, website etc.

F3. Balances:

Lloyds Current Account	£5,999.90	On 19 <sup>th</sup> March 2013.
Scottish Widows Reserve Account	£26,739.74	On 31 <sup>st</sup> December 2012.
Scottish Widows Gilroy Account	£6,497.08	On 31 <sup>st</sup> December 2012.

F4. High Lights of 2012/13.

The Clerk reported a total expenditure of £33,001.58, including £2,801.79 VAT against receipts of £29,150.00 for the Financial year 2012/13.

F5. Appointment of internal auditor.

The Clerk said that she had contacted Caroline Hyde about the possibility of her doing the internal audit this year, should Erica Tipton not feel able to do it this year given her personal circumstances. Ms. Hyde is able and willing to act for BPC should the need arise.

The Clerk will contact Mrs. Tipton and check whether or not she feels able to take on the work this year. HP

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CORRESPONDENCE

C1. Bucklebury Pre-school.

A grant for £1,000 was made to Bucklebury Pre-School in 2012/13. However due to delays in the building work at the Memorial Hall, only £355 of this has been spent. Bucklebury Pre-School has requested that the remaining £645 be carried over to 2013/14. This was unanimously agreed.

C2. West Berkshire Citizens Advice Bureau.

A letter has been received thanking BPC for the donation.

C3. Daisy’s Dream.

A letter has been received thanking BPC for the donation made to Daisy’s Dream.

C4. Thames Valley Police – Community Awards.

Nominations have been requested for the Thames Valley Community Police Awards. It was agreed that both PCSO Sarah Preston and Sgt. Paula Morgan should be nominated.

BD  
HP

C5. WBC – Illegal Tobacco Campaign.

Notices about this campaign will be put on the notice boards.

C6. Distribution of Upstream.

Copies of the Upstream magazine were distributed to councillors.

C7. Distribution of CPRE newsheet.

The CPRE newsheet was made available.

ROUND TABLE COMMENTS

RT1. 4x4 usage on the Common.

Mrs. Cairns reported that Mr. Scholl has emailed her with a list of suggestions about actions to take to prevent 4x4 usage on the Common. It was agreed that this should be forwarded to the Commons Advisory Committee.

RT2. Poor Mobile Phone Signal and High Speed Broadband in the Parish.

There was some discussion about whether there was any point in doing a survey to identify specific areas of the parish suffering from poor mobile phone signal and a lack of high speed broadband.

RT3. Changes in HMRC Regulations.

Mr. Brook asked about the changes required by HMRC, such that information has to be reported in real-time. The Clerk commented that apart from the time required to complete the task, it should not cause any additional problems.

The meeting closed at 9.55pm.

**NEXT BPC (Annual) MEETING:**  
**NEXT PLANNING MEETING:**  
**ANNUAL PARISH ASSEMBLY:**  
**SPRING COMMON CLEARING:**

**Monday 13<sup>th</sup> May 7.45pm Memorial Hall.**  
**Monday 22<sup>nd</sup> April 8pm Victory Room.**  
**Friday 17<sup>th</sup> May 8pm Memorial Hall.**  
**Saturday 27<sup>th</sup> April 2pm Memorial Hall.**

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