

MINUTES OF A MEETING OF BUCKLEBURY PARISH COUNCIL
Held at Bucklebury Memorial Hall on Monday 13th January 2014 at 7.45pm.

PRESENT

Mr. B. Dickens (Chairman); Mr. A. Aldridge; Mrs. L. Clarke; Mr. T. Banks; Mrs. A. Hillerton;
Mr. T. Slatford; Mr. J. Brims; Mr. G. Pask (District Councillor).

OTHERS

Chris Houston; Ted Johnson.

APOLOGIES

Mrs. P. W. Frankum; Mr. A. Dunkerton; Mrs. H. Cairns; Mr. A. Gilbert.

DECLARATIONS OF INTEREST

D1. Dispensations of interest.

Dispensations to discuss the precept were granted to those members present who were not at the December meeting.

MINUTES

M1. Bucklebury Parish Council Minutes for Meeting held on Monday 9th December 2013.

The minutes of the BPC meeting held on Monday 9th December 2013 were agreed as a true record and signed by Mr. Banks.

PUBLIC SESSION

PS1. Allotments.

Mr. Dickens introduced Mr. Houston who had approached him about the allotments in the parish and those in Miles Green in particular. As a result Mr. Dickens invited Mr. Houston and Mr. Johnson (who works one of the Miles Green allotments) to this meeting.

The meeting was **closed** for parishioners to speak.

Mr. Houston has been in conversation with Willie Hartley Russell about the allocation of Miles Green allotments as they had not been used for a number of years. Mr. Houston said that Mr. Johnson's allotment, allocated in 2009, was the first allocated outside of Turners Green, a 2nd allotment in Miles Green was allocated last Summer and clearance on a 3rd was started before Christmas. He is concerned that this sets a precedent. Mr. Houston has consulted WBC who have engaged counsel on whether or not the allotments can legally be enclosed (fenced). Mr. Houston has engaged his own counsel about whether under the Commons Act 2006 the Miles Green allotments can be fenced. It is understood that under Section 38 of this act, consent is required from the Secretary of State or alternatively that the area of the common being used for allotments needs to be deregistered from the Common. The land in Miles Green, currently being allocated for allotments was registered as common land in 1970. The Lord of the Manor (Willie Hartley Russell) is claiming use of the allotments as "Right of Use". Mr. Houston asked whether WBC has given their view on what BPC's involvement and responsibility is about allocation of these allotments. Mr. Pask commented that in order for a parish council to provide allotments, land needs to be available.

Mr. Johnson commented that he had done nothing wrong having stuck to Willie Hartley Russell's rules. He has fenced the allotment to keep the muntjac deer out.

Mr. Houston commented that the person erecting the fence is potentially committing an offence as well as the Lord of the Manor.

Mr. Banks asked Mr. Houston whether he wanted the allotments removed. Mr. Houston said yes as there are 25 acres of allotments elsewhere on the common.

Signature

Date

The meeting was **reopened**.

Mr. Dickens commented that members of BPC were better educated on their responsibilities for allotments. A parish council could use its own land, could purchase land or rent land for an allotment. It was agreed that BPC should contact WBC and clarify what position potential allotment holders are in if they clear and fence an allotment on the common. It was also suggested that BPC should draw up a list of allotments on the common and how many of them are vacant. Results of this will be discussed at the February meeting.

HP

Mr. Dickens thanked Mr. Houston and Mr. Johnson for attending.

CHAIRS REPORT

In her absence, the Clerk read out Mrs. Frankum's report.

CH1. Christmas cards.

Cards were sent to a people who help BPC throughout the year.

CH2. Cemetery Carols.

The key people who helped have been thanked.

CH3. Parking in Berry's Road at School Drop-off and Collection Time.

An email has been sent to Iain Davies, chair of governors at Bucklebury CofE school in response to an email from him concerning traffic. Following an incident on Wednesday morning when a car had to back onto Broad Lane, a letter has been sent to the Head and Iain requesting a meeting. A worried parent has sent a number of emails and is anxious that something is done to make it safer for children.

CH4. Cemetery.

Mrs. Frankum noticed that the yew trees immediately in front of the Chapel had grown too big and were very close to the wall of the chapel. The Clerk will obtain a quote from Roger Malloy to reduce them by between a half and a third. A rhododendron branch has fallen across the path at the back of the old cemetery and needs removing. A letter has been drafted to be sent to families whose relatives are buried in the lawn cemetery reminding them of the rules and their responsibilities. A meeting is planned for next week when work will be carried out on the rules for the Cemetery.

CLERKS REPORT

CR1. Planning Training Session.

David Pearson (WBC), the team leader for the eastern planning area will be coming to the Planning meeting on Monday 27th January. If you have specific areas you are interested in him talking about please let the Clerk know in advance of the meeting.

CR2. Rear Cemetery Gates.

There has been contradictory information about hardwood versus softwood for the posts and gates. It was agreed that the Clerk would contact Graham Plank for his opinion and then forward the information to the Burial Board, who could then make a proposal to BPC at the February meeting.

HP
Burial
Board

CR3. Tree Management in the Cemetery.

A quote was requested and has been received from Roger Malloy for £160 to reduce the size of the two yew trees adjacent to the Chapel front doors. It was unanimously agreed to accept this quote.

CR4. Cemetery Chapel.

The Clerk has set up a meeting for Saturday 18th January at 10am at the Cemetery Chapel with Chris Willett to give an opinion on any issues with the building and what may be done to resolve them.

TOPICS

T1. Hockett Field Management.

Signature

Date

Mr. Dickens, Mrs. Frankum and Mr. Slatford have discussed the Management Plan for the Hockett Field which has been produced by Karen Davies. Mrs. Frankum is finishing off the plan. It was agreed that Karen Davies should be paid once an invoice has been received.

T2. Bucklebury Meadow Transfer/Management.

The Clerk reported that the tree survey was carried out in December and part of the survey has been received, however a plan is awaited from DWH.

There was some discussion about the line of the west boundary of the meadows, however it was decided that it was more important for BPC to understand which of the trees on the west boundary BPC will be responsible for once the transfer of the land has taken place.

T3. River Pang and the fords.

The Clerk confirmed that land drainage consent is understood to be needed from the Environment Agency (EA) for any work which takes place around the small ford. It was agreed that in order for BPC to carry out works BPC needs to determine who owns the land between the river and the road between the two fords. Mr. Brims will talk to Mr. Hempell and clarify whether Mr. Hempell owns the land. Mr. Aldridge will look up the land on the Land Registry. The Clerk will speak to Stuart Clarke (WBC) and clarify the position of WBC.

JB
AA
HP
LC
TS

Mrs. Clarke and Mr. Slatford will draw up a sketch/plan of the proposed line of posts and measurements. This information will then be sent to the EA for land drainage consent.

Mr. Slatford confirmed that any evidence gathered using CCTV surveillance (providing it is of sufficient quality) could be used by the police. Simon Barnett (WBC/BBOWT) has been asked whether his team could utilise a camera on behalf of BPC. He was very keen on the idea and will offer advice on models in the £400 to £500 price range. CCTV warning signs need to go up in places where the camera may be used. It was agreed that BPC should go out and purchase the camera once the specification has been determined

TS
HP

T4. Annual Assembly.

It was suggested that Anthony Stansfeld (Police and Crime Commissioner for Thames Valley) be invited to the Annual Assembly on Friday 16th May to talk about rural crime.

GP
HP

T5. West Berkshire Countryside Society.

Dick Greenway has provided an article detailing the works of the WBCS within the parish. It was agreed that this article should be included in The Oaks.

HP

It was also agreed that Mr. Banks would write an article for The Oaks asking parishioners to raise any issues they find with footpaths/byways etc to the Clerk.

TB

T6. Policy Donations.

The updated version of the Policy for Donations was unanimously agreed.

HP

T7. Budget/Precept for FY 14/15.

It was agreed that £500 be added to the budget for the CCTV camera, which was then unanimously approved. A full copy of this budget can be found at the end of these minutes.

An increase in the precept from £24,500 to £25,000, this being approximately 2% and 48p for a band D property was unanimously agreed.

HP

PLANNING

Planning applications to be considered:

Signature

Date

- P1. 13/02903/HOUSE Eaton, Turners Green.
New garage/car port construction.
 BPC agreed to **object** to this application on the grounds that the proposal is in front of the building line and is overdevelopment of the site.
- P2. 13/02955/FUL Midgham Croft Cottage, Midgham Green.
Demolition of house and outbuildings. New four bedroomed house. Reconstruction of garage and store to form studio.
 BPC has **no objection** to this application.
- Planning Decisions taken by WBC:
- P3. 13/02620/HOUSE Willow Lodge, Chapel Row.
Change to garage roof design.
 BPC had **no objection** to this application which has been **approved** by WBC.
- P4. The Cottage Inn.
 Planning application 13/02260/FUL has been removed from the WBC database due to a technicality. However, Mr. Slatford circulated a list of items which BPC might want to consider requesting conditions about, should a similar application be submitted.
- P5. Communication with parishioners over planning applications.
 Councillors agreed that they would leave an A7 card (similar to a compliments slip) with neighbours when visiting sites of planning applications. The Clerk will produce these such that parish councillors have some each. Note that this is instead of business cards.

HP

REPORTS

- R1. District Councillors Report.
 When a district councillor calls a planning application to committee, it doesn't automatically give support or objection to the application (this would be pre-determination) but is simply requesting the democratic process.
 Mr. Pask also commented that since the beginning of the year there have been a number of crimes, mainly related to vehicles in the parish. He assured councillors that the Police are very much on the case and six people have been arrested.
- R2. Cemetery Carols Report.
 The event raised approximately £130 for the Newbury Foodbank after expenses had been taken out for mulled wine. The turnout was slightly smaller than usual which has been put down to the weather. Those present commented that they enjoyed the event.
- R3. Victory Room.
 A meeting took place last week and a more detailed structural survey has been commissioned to determine whether the existing building can constructively be further developed.
 A ceilidh is taking place with haggis and Scottish dancing on Saturday 15th February; tickets are £15.00 per head.

TOPICS FOR NEXT MEETING

- TM1. Items to be discussed at future meetings.
 Housing Survey.
 Emergency Plan.
 Parish Plan – January

FINANCE

- F1. Cheques signed by Councillors:
- | | | |
|----------------------|---------|---------------------------|
| C. R. Landscapes | £193.78 | Cemetery maintenance. |
| Mrs. J. Hale | £20.00 | Chapel cleaning. |
| SSE Contracting Ltd. | £22.93 | Street light maintenance. |

Signature

Date

Southern Electric	£11.98	Street light electric supply.
Helen Pratt	£542.25	Clerk's December 2013 salary.
Helen Pratt	£52.74	Expenses July – December 2013.
Bucklebury Memorial Hall	£3,785.00	£2,000 grant to Memorial Hall, £1,785 grant for play park.

F2. Balances at Bank.

Lloyds Current Account	£17,554.56	On 18 th December 2013.
Scottish Widows Reserve Account	£37,314.74	On 1 st January 2014.
Scottish Widows Gilroy Account	£6,513.62	On 1 st January 2014.

CORRESPONDENCE

The following correspondence has been received:

C1. Community Planning Conference, Saturday 5th April 2014.

Mr. Aldridge will attend.

C2. WBC Heritage Forum.

There is to be a meeting of assessors on Wednesday 22nd February. Mrs. Cairns will be attending.

C3. Overhanging Hedges.

A parishioner has written complaining about 3 hedges which are overhanging the pavement. The Clerk has requested leaflets from WBC on management of hedges which will be distributed to the properties identified.

C4. CAB.

A request has been received from WB Citizens Advice Bureau for support in the operation of the outreach service which holds a surgery in Thatcham. BPC unanimously agreed to make a grant of £50.00 to this cause.

C5. Bucklebury Tennis Club.

Mr. James has written and thanked BPC for the donation made for this financial year and agreed for the next financial year for the coaching of Bucklebury C of E Primary School children.

Mr. James also expanded on the funding for the floodlighting project. The overall cost of the project is £24,000 (including VAT); £12,500 of this has already been accumulated by the club. A grant application has been made through "findmeagrants" to Greenham Common Trust, West Berkshire Council, West Berkshire Partnership and the greater Greenham Partnership. Greenham Common Trust is understood to have decided against offering a grant.

C6. Bucklebury Heathlands Conservation Group (BHCG).

Bucklebury Estate and BHCG have employed a contractor to reclaim a further 2 ½ acres of birch scrub land to the east of Fanny's Lane and to the south of the land that was cleared approximately 5 years ago. The scrub will be felled, the root mulched and then scraped up into bunds around the edge. The cord wood has been sold and is not available for firewood.

ROUND TABLE COMMENTS

RT1. Dr. David Edwards-Moss.

Dr. Edwards-Moss is retiring from the Chapel Row Surgery at the end of January. It was agreed that BPC would send him a letter in appreciation of the work he has done behind the scenes for the various groups within the parish.

RT2. Power cuts over Christmas.

Mr. Aldridge commented that some homes in Chapel Row were without electric for a significant amount of time due to the storms on 23rd December. Other areas of the parish were affected too. It is understood that residents of Donnington Close were transported to the farm park for a hot meal.

Signature

Date

RT3. 8 Broad Lane.

Comment was made that a number of vehicles were parked on the agricultural land at 8 Broad Lane. The Clerk commented that this site had already been reported to WBC Enforcement.

RT4. Blackbird Café, Chapel Row.

Mr. Dickens asked if the Blackbird Café had opened. It is understood to have opened for a trial day, but hasn't officially opened. (*It is understood to be opening on 1st February*).

The meeting closed at 10.05pm.

NEXT PLANNING MEETING:

8.00pm Monday 27th January 2014 Victory Room.

NEXT BPC MEETING:

7.45pm Monday 10th February 2014 Memorial Hall.

Signature

Date

<i>BUCKLEBURY PARISH COUNCIL</i>				
BUDGET 2013/14			(2.2% inflation)	
Ser.	Item	Budget 2013/14	Budget 2014/15	
	General Expenditure	£		
1	Clerk's salary	6,436.80	6,507.00	
2	Clerks expenses	393.75	400.00	
3	The Oaks	1,491.00	1,523.80	(+inflation)
4	Advertisements			
5	Annual Audit	600.00	600.00	
6	Insurance	941.12	961.82	(+inflation)
7	Street Lighting	346.15	353.77	(+inflation)
8	Hockett Field	350.00	350.00	
9	Meadows maintenance	3,000.00	7,500.00	
10	Sundry	500.00	511.00	(+inflation)
11	Training	300.00	306.60	(+inflation)
12	General Maintenance	1,000.00	1,000.00	(13/14 posts at Pang)
13	Bus Shelter cleaning	162.26	165.83	(+inflation)
14	Web site design/maintenance	100.00	102.20	(+inflation)
15	Rent of halls for meetings etc.	300.00	306.60	(+inflation)
16	Rights of way maintenance	500.00	500.00	
17	U. Bucklebury Playpark insurance/inspection	1,785.00	1,785.00	
18	CCTV Camera	-	500.00	
	Cemetery & Chapel			
19	Maintenance	2,500.00	2,555.00	(+inflation)
20	Chapel Roof		5,000.00	
21	Cemetery Gates		2,000.00	
22	Chapel Structure		1,000.00	
	Donations / Subs.			
23	BALC(Berkshire Association of Local Councils)	350.00	350.00	
24	CPRE (Campaign Protection Rural England)	100.00	100.00	
25	GLEAM	15.00	15.00	
26	CCB	50.00	50.00	
24	PVCT (Pang Valley Conservation Trust)	-		
25	PVCV (Pang Valley Conservation Volunteers)	-		
26	BHCG (Bucklebury Heathland Group)	-		
27	West Berkshire Countryside Society	1,000.00	1,000.00	(includes PVCT, PVCV & BHG)
	Pre-school grant carried over from 12/13	665.00	-	
	Donations			
28	YOUTH	1,000.00	750.00	
29	St Martins Club	300.00	300.00	
30	Berkshire County Blind Society	100.00	75.00	
	Other Expenditure			
	Loan for music festival			
31	Parish Plan	100.00	100.00	
32	Parish Council election expenses	-	-	
		24,386.08	36,668.62	
33	Capital projects in parish			
34	Memorial Hall Grant	2,000.00	2,000.00	
35	Victory Rooms	5,000.00	5,000.00	
36	Tennis Club Lighting			
	TOTALS	31,386.08	43,668.62	
	Income			
	Capital Interest		-	
	Cemetery		1,000.00	
	DWH		7,500.00	
	Precept		25,000.00	
	Amount to be withdrawn from reserves		10,168.62	
			43,668.62	
	Reserves	£37,314.74		

Signature

Date