

MINUTES OF A ANNUAL GENERAL MEETING OF BUCKLEBURY PARISH COUNCIL
Held at Bucklebury Memorial Hall on Monday 12th May 2014 at 7.45pm.

PRESENT

Mrs. P. W. Frankum; Mr. B. Dickens; Mrs. L. Clarke; Mrs. A. Hillerton; Mr. A. Aldridge; Mr. A. Dunkerton; Mr. T. Slatford; Mr. G. Pask (District Councillor); Mrs. H. Pratt(Clerk).

OTHERS

PCSO Sarah Preston; PCSO Sallie Joyce; Dan Cooper (NWN); Geoff Ford.

APOLOGIES

Mr. T. Banks; Mrs. H. Cairns; Mr. A. Gilbert; Mr. J. Brims.

DECLARATIONS OF INTEREST

- D1. There were no declarations of interest on any agenda items.
- D2. No changes were received to the Register of Members Interests.

ELECTION OF A OFFICERS

- E1. To Elect the Chairman for the coming year.
Mr. Dickens proposed that Mrs. Frankum should continue as Chairman of BPC for another year. This was seconded by Mrs. Hillerton and unanimously agreed.
- E2. To Elect the Vice Chairman for the Coming Year.
Mr. Dunkerton proposed that Mr. Dickens should continue as Vice-Chairman of BPC for another year. This was seconded by Mrs. Clarke and unanimously agreed.

PUBLIC SESSION

- PS1. Police Update.
PCSO Sarah Preston reported that in the year ending March 2014, there have been the following incidents in the parish: 1 arson, 1 vehicle interference, 2 thefts of bicycles, 1 theft of logs, 2 thefts from vehicles, 2 thefts of vehicles, 5 incidences of criminal damage to vehicles, 2 incidences of padlocks being removed, 2 non-dwelling burglaries, 2 other thefts, 4 incidences of carrying cannabis and 1 fixed notice issued in relation to cannabis.
Concern about the parking in Berry's Road at school drop off and collection time was raised. A letter has already been distributed by PCSO Sarah Preston to parents about the use of Berry's Road and speed checks have been in operation. It was suggested that the registration number of those vehicles which are parked illegally in Berry's Road should be reported to the Police.
Work is also being carried out by the Police to educate 4x4 club users about sensible use of byways.
Questions were asked about two recent reports of people being shot by an air gun from a moving vehicle through Chapel Row and Southend Bradfield. It is now believed to have been a BB gun, but no further progress has been made.

MINUTES

- M1. Bucklebury Parish Council Minutes for Meeting held on Monday 14th April 2014.
The minutes of the BPC meeting held on Monday 14th April 2014 were agreed as a true record and signed by Mrs. Frankum.
- M2. Bucklebury Planning Committee Minutes for Meeting held on Monday 28th April 2014.
The minutes of the Bucklebury Planning Committee meeting held on Monday 28th April 2014 were agreed as a true record and signed by Mrs. Frankum.

Signature

Date

REPRESENTATIVES ON OUTSIDE BODIES.

The following representatives were agreed on outside bodies:

Memorial Hall Committee:	Mr. Brims – BPC representative. Mr. Dunkerton – Finance and General Purposes Committee.
Victory Room Committee:	Mrs. Clarke.
Commons Advisory Committee:	Mr. Dunkerton, Mr. Slatford.
Recreation Ground Committee:	Mrs. Clarke.
Chapel Row Patient Participation Group:	Mr. Dickens.

APPOINTMENT OF COMMITTEES AND POSTS OF RESPONSIBILITIES.

The following appointments were made:

Burial Board:	Mrs. Frankum, Mr. Dickens, Mr. Brims, Mr. Dunkerton.
Planning Committee:	All members of BPC. Chairman: Mr. Dickens.
Hockett Field & Bucklebury Meadow	Mrs. Frankum, Mr. Slatford, Mr. Dickens.
The Oaks:	Mrs. Frankum, Mrs. Clarke.
Emergency Plan:	Mrs. Frankum, Mrs. Clarke, Mr. Dunkerton.
Parish Plan:	Mrs. Frankum, Mrs. Clarke.
Flood Liaison:	Mrs. Clarke, Mr. Brims.
Localism:	Mr. Gilbert.
Police and the Community:	Mr. Slatford, Mr. Dunkerton, Mrs. Cairns, Mr. Banks.
Greening Bucklebury:	
Footpaths on the Common:	Mrs. Cairns (West side of Common), Mr. Banks (East side of Common).
Footpaths:	Mrs. Clarke.
Website:	Mr. Banks with support from Ian Pratt.
Heritage:	Mrs. Clarke, Mrs. Frankum, Mrs. Hillerton Mrs. Cairns.

There was some discussion as to whether there should be a committee responsible to BPC for Rights of Way and the Common, rather than individual councillors having separate responsibilities. No decision was made and it was agreed to consider this further at a future meeting.

Signature

Date

CLERKS REPORT

CR1. Thames Water.

Damian Crawford has been contacted and confirmed that there have been three failures of the pump at the bottom of Harts Hill (9th May 2013, 14th February 2014 and 2nd April 2014); the first two were caused by power cuts due to severe weather and the last was due to a faulty pressure transducer.

When there is a failure in the Harts Hill pump, a valve in Cold Ash should automatically open which then feeds Bucklebury and beyond from the Cold Ash Reservoir. This valve is currently being upgraded to ensure maximum optimisation on the network.

CR2. Cemetery Gates.

BPC is covered for public liability should someone be injured or something be damaged by the gates; however any new gates would not themselves be explicitly insured unless added to the policy.

It was unanimously agreed to accept Graham Plank’s quote for a Henley metal gates and posts at a maximum of £2,250.00 and that the installation of the new gates should be complete by the end of August 2014.

HP

It was also agreed that the policy of BPC should be that any work be distributed to the various different contractors in the parish.

CR3. Cemetery – Memorial Inspection.

The insurance company has advised that BPC does not need to employ a stone mason to inspect the memorials. However it has recommended that a thorough inspection should be carried out for any safety issues on a regular basis and a written log maintained. The Clerk advised that a process needs to be put in place for carrying this out.

HP

CR4. Noticeboard.

Mr. Dunkerton agreed to measure up the existing noticeboard at Peaches, from which a specification can be produced. There was a discussion about whether it should be made from oak or plastic which imitates oak.

Mrs. Clarke suggested that the Victory Room noticeboard should be replaced at the same time. However there was some question about how this would fit in with the redevelopment of the hall and also whether it could be afforded in this year’s budget.

TOPICS

T1. Annual Assembly.

Mr. Aldridge agreed to purchase wine, soft drinks and nibbles. Unfortunately, he is unable to attend, so will leave the refreshments and the projector with the Clerk prior to the Assembly. Mrs. Clarke will bring 48 glasses from the Victory Room.

PLANNING

Planning applications to be considered:

P1. 14/00984/HOUSE Kiff Green Farm Cottage, Kiff Green (Adjacent Parish).

Conversion of redundant garage into a games room with bedrooms over.
It was noted that a similar application has previously been submitted and refused.

This application is primarily concerned with internal changes to the garage, however the application shows the curtilage very strangely. Whilst it was agreed that BPC had **no objection** to this application, it will be suggested that the impact on the listed building (within the curtilage) should be considered and that a condition be placed on any permission granted that the garage building cannot be adapted to a self-contained unit or rented out in any way and must remain tied to the main dwelling.

Signature

Date

Planning Decisions taken by WBC:

- P2. 14/00578/HOUSE Osgoods Gully.
Double storey front and rear extensions with associated internal alterations.
Whilst BPC had **no objection** to this application, it has been **withdrawn**.
- P3. 14/00545/HOUSE 46 Roundfield.
Part single storey and part two storey rear extension and alteration to the drive with associated new vehicular access.
BPC had **no objection** to this application which has been **approved** by WBC.
- P4. 14/00393/LBC2 Glebe Cottage, Bucklebury.
6 No. Replacement windows.
BPC had **no objection** to this application which has been **approved** by WBC.
- P5. 13/03227/HOUSE 51 Broad Lane.
Single storey rear extension to replace conservatory, part conversion of existing garage into Gym/Workshop and installation of new window/door openings.
BPC had **no objection** to this application which has been **approved** by WBC.
- P6. 14/00422/HOUSE Meadow House, Paradise Lane.
New orangery.
BPC had **no objection** to this application which has been **approved** by WBC.
- P7. 14/00388/FUL & Brockhurst Preparatory School, Marlston House.
14/00389/LBC2 *Erection of Biomass fuel store and boiler room within the curtilage of a listed building with alterations to landscaping corresponding to the access and delivery.*
BPC had **no objection** to these applications, which have been **approved** by WBC.
- P8. Siege Cross Sites Submitted to the SHLAA.
Mr. Aldridge, having researched the proposal put his findings to BPC. It was unanimously agreed that BPC objects to the sites submitted to the SHLAA at Siege Cross as they constitute urban sprawl and compromise the strategic gap between Thatcham and Upper Bucklebury. AA
Mr. Aldridge will send the Clerk a list of further reasons for objecting. HP

REPORTS

- R1. District Councillors Report.
Mr. Pask and Mr. Webb reported that they had attended the Pang Valley Forum. The Environment Agency and Thames Water were also present. Reports of work going on in the individual parishes of the Pang Valley were presented.
- R2. Memorial Hall AGM.
Mr. Dunkerton and Mrs. Frankum attended the AGM of the Memorial Hall Committee at which the old committee were re-elected. The finances of the hall have been reduced due to refurbishment. There are currently problems with the roof of the Oak Room, however it is hoped that this will be easily resolved. The BMX track is to be inspected and it was reported to the committee that the Play Park is in need of attention.
- R3. Pang Valley Forum.
Mrs. Clarke attended this meeting, since neither Piers Allison nor John Brims were able to attend. It was reported that there are some issues with sluice gates, because these are under the control of the individual land owners and not the Environment Agency, who

Signature

Date

have a better understanding of the whole valley.

R4. AONB Leader Programme – Funding for Rural Communities.

Mrs. Cairns attended this meeting and submitted a report.

The programme is for community led ideas to obtain funding from the Rural Development Programme for England (RDPE). The planning, decision making and implementation are handled at a local level by the Local Action Group (LAG). Large or small businesses or organisations can benefit from the grants. The main objectives are: sustainability and innovation, to employ rural people, enhance the community and grow the economy.

New projects need to be submitted between September and November 2014 and funding of successful applicants should be in place early in 2015.

R5. Patient Participation Group.

Mr. Dickens reported that he had attended the Newbury Clinical Commission Group meeting and that the Ambulance response times still failed to meet the minimum standard required for West Berkshire. The group didn't appear concerned because in the urban areas the targets are easily met. Mr. Dickens has taken this up with Dr. Westcar who will raise it with the Clinical Commissioning Group.

There have been a number of press releases about the increase in hours at doctors' surgeries. There are now routine appointments on Saturday mornings at Chapel Row for patients who can't make appointments during the week; there is a pharmacist, but no receptionist. There was money available for extended hours (beyond the Saturday mornings), for doctors' surgeries across Berkshire, however only Slough surgeries benefited from this; there has been no additional increase in hours at Chapel Row.

R6. Bucklebury Meadows.

It was reported that the solicitors acting for BPC have informed BPC that the legal side of the transfer is complete as far as they are concerned. There are still questions concerning the exact position of the western boundary. DWH has agreed to fund all of the outstanding work.

R7. Victory Room.

The committee has appointed an architect for a complete new build. A thorough background document is being prepared which will be put on the BPC website.

On Saturday 17th May there is a curry evening; tickets can be obtained from Mrs. Clarke.

R8. Cemetery Working Party.

The working party was very successful. It was agreed to ask C.R. Landscapes to quote for chipping the branches which have been cut and to remove a tree resting on the British Telecom wires.

Another working party will be held in the Autumn.

R9. West Berkshire Heritage Forum AGM.

Mrs. Frankum reported that the committee is solvent. Members of the National Trust who run Sandham Memorial Chapel gave an interesting talk.

TOPICS FOR NEXT MEETING

TM1. Items to be discussed at future meetings.

Housing Survey.

Emergency Plan.

Parish Plan

FINANCE

F1. Cheques signed by Councillors:

Saskia Pocock	£12.00	January Oaks delivery – Hatch Lane, Hatch Close & Paradise Way.
Carol Farmer	£6.00	April Oaks delivery – Roundfield.

Signature

Date

St. Martins Club	£800.00	St. Martins Club.
P.W. Frankum	£1.69	Expenses for Common Clearing.
Helen Pratt	£542.25	Clerk's March salary.
The Alpha Xperience	£287.50	May edition of The Oaks.

F2. To review current balances and financial position.

Lloyds Current Account	£9,984.53	On 17 th April 2014
Scottish Widows Reserve Account	£37,314.74	On 1 st January 2014.
Scottish Widows Gilroy Account	£6,513.62	On 1 st January 2014.

F3. Summary of Figures for FY 13/14.

The Clerk reported that for FY13/14, BPC had an expenditure of £23,616.37 and receipts of £28,459.32.

CORRESPONDENCE

The following correspondence has been received:

C1. West Berkshire Highway Improvement Programme 2014/15.

This was passed to Mr. Dickens.

C2. SLCC Branch Training Day.

It was agreed that the Clerk could attend the SLCC AGM and training day on Wednesday 21st May at a cost of £25.00.

ROUND TABLE COMMENTS

RT1. Hockett Field Management Plan.

Mrs. Frankum reported that she would contact Karen Davies in order to complete the Hockett Field Management Plan.

The meeting closed at 9.15pm.

NEXT PLANNING MEETING:

8.00pm Tuesday 27th May 2014 Victory Room.

NEXT BPC MEETING:

7.45pm Monday 9th June 2014 Memorial Hall.

Signature

Date