

MINUTES OF A MEETING OF BUCKLEBURY PARISH COUNCIL

Held at the Memorial Hall, Upper Bucklebury on Monday 14th November 2016 at 7.30pm.

PRESENT

Cllr. P. W. Frankum (Chairman); Cllr. B. Dickens; Cllr. J. Brims; Cllr. L. Clarke; Cllr. T. Banks; Cllr. H. Cairns; Cllr. A. Hillerton; Cllr. A. Aldridge; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

OTHERS

Geoff Miles; Anne Wootton; Sue Dobbins.

APOLOGIES

Apologies were received and accepted from: Cllr. T. Slatford; District Cllr. Q. Webb.

DECLARATIONS OF INTEREST

D1. Declarations of Interest on any Agenda Items.

Cllr. Aldridge and Cllr. Brims declared an interest in planning applications 16/02923/CERTE and 16/02922/OUTD for Glenvale Nurseries. There were no other declarations of interest in agenda items.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes - Monday 10th October 2016.

The minutes of the BPC meeting held on Monday 10th October 2016 were agreed as a true record and signed by Cllr. Brims.

M2. Bucklebury Planning Committee Meeting Minutes – Monday 24th October 2016.

The minutes of the Planning Committee meeting held on Monday 24th October 2016 were agreed as a true record and signed by Cllr. Dickens.

PUBLIC SESSION

PS1. Bucklebury Pre-School.

Samantha Dewey, the Chairperson of Bucklebury Pre-School has contacted BPC concerning the issue currently being faced by the pre-school. Insufficient children are taking up the available places with the result that the committee is currently using savings in order to operate; this is obviously not a sustainable position.

The committee has looked at various aspects of the pre-school and determined that better visibility within the community and to passers-by would be beneficial.

Anne Wootten (pre-school committee member responsible for publicity) said that there had been discussions with the Memorial Hall Committee about the possibility of a sign or banner. The Memorial Hall Committee has responded that any sign or banner should only be on display when the pre-school is in operation. It has also been suggested that any such sign may require planning permission because it is classified as advertising. The Memorial Hall Committee has approved the idea of a sign which can be hung under the existing Memorial Hall sign at the entrance to the site; however it was questioned whether there was sufficient space for a sign in this location.

It was unanimously agreed that BPC is fully in support of the pre-school. Once the pre-school have a proposal for a sign it was suggested that it should be forwarded to BPC. It was agreed that this would be looked upon favourably and funding could come from the youth budget.

Cllr. Frankum thanked Anne Wootten for attending.

PS2. Bucklebury Meadows.

Geoff Miles from 2 Mortons Lane commented that he had an arrangement with Andrew Waters (the former tenant of the meadows) to cut his hedge. He raised concerns about emergency access should it ever be required, particularly during the summer, when the grass is long and very dry. The access from Broad Lane has been used during the last 50

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years. Mr. Miles commented that he understood that the meadows would be transferred to BPC under an S106 agreement, but asked for clarification on this.

Cllr. Frankum confirmed that the meadows would be transferred to BPC and that under the Management Plan the meadows would be cut for hay, the hedges laid and cut and the meadows grazed by cattle.

PS3. Thames Water.

Geoff Miles reported that the issues with the water supply to Upper Bucklebury have been going on for the last 51 years. He had organised a meeting with Thames Water for today, but this had to be cancelled. As a result he is hoping to organise a meeting with a customer services representative and 2 technicians.

There is a Victorian water main replacement scheme; however this is starting in central London and working out.

Cllr. Frankum thanked Mr. Miles for attending.

PS4. Planning Application 16/02638/HOUSE for 32 Broad Lane.

The discussion on this application is minuted under the Planning section of these minutes.

CHAIR'S REPORT

CR1. Bucklebury Meadows and West Berkshire Countryside Society (WBCS).

Cllr. Frankum reported that she had met Richard Hubbard last week and agreed that he would investigate the possibility of the WBCS coppicing the hedges in 40 metre lengths as stated in the Management Plan.

Any brambles growing into the meadows will be strimmed, as will the access track from Broad Lane to the southernmost meadow; however the vegetation around the gates will remain to deter pedestrians.

It was suggested that the fencing around each of the three planted oak trees be removed and a perimeter fence with a gate should be erected around all three trees. This is because only the northernmost tree is thriving and there are a number of self-seeded saplings within the strip which may survive better in the long run. Richard Hubbard will prepare costings for BPC, which are expected to be under £100.

CR2. Commons Advisory Committee.

The BPC representatives on the Commons Advisory Committee were Cllr. Dunkerton and Cllr. Slatford. Since Cllr. Dunkerton has resigned, a new councillor is required for the Commons Advisory Committee. Cllr. Cairns has agreed to take on this role.

CR3. Cemetery Working Party.

It was arranged that there will be a Cemetery working party on Saturday 10th December at 9.30am.

CR4. Local Listing.

Cllr. Frankum is meeting with Sue Ellis tomorrow afternoon to look at the pound at Hillfoot, Turners Green Chapel and the Mortuary Chapel in the Cemetery.

CR5. Citizens 800 Project.

Subject to lottery funding, Royal Holloway, University of London is hoping to run a project supporting the GCSE history topic "Power of the People." The project will explore the history of liberty, rebellion and reform using local heroes, so pupils in the region can see what impact local heroes had on history. Cllr. Frankum commented that John Morton was one such hero so attended a meeting last week where the suggestion was enthusiastically received.

CR6. Cemetery Chapel.

The builder, Alistair Anderson who has liaised with Chris Willet about the cracks in the chapel has given his opinion on the best course of action. The view is that the Chapel is probably a concrete structure. If so, it is a very early example of such construction. To verify the construction, they have concluded that a small section of wall around the crack is cut back. It has been suggested that the cracks be filled with silicon and

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rendered over, however this can be reviewed once the construction has been verified. Given the age and construction of the Chapel it is clear that specialist knowledge is required to advise on and make such repairs.

CLERK'S REPORT

CL1. Parking in Broad Lane outside 1, 2, 3 and 4 Roundfield.

At least one vehicle is frequently parked outside 1, 2, 3 and 4 Roundfield, obstructing the pavement. It is understood that the PCSO has written to the registered keeper of one vehicle which is frequently parked there.

Sovereign Homes has been contacted and they have confirmed that there is no parking for the 4 apartments, although unofficial arrangements may have been made in the past to park in the All Saints church carpark. One or both tenants of the eastern pair of apartments are parking in the front garden, although there is no dropped curb onto Broad Lane. Sovereign Homes suggested that maybe double yellow lines would help. Parking is provided to some Sovereign Housing residents in the Ring, and it may be possible for the residents or their visitors to park there and walk through.

There was some discussion about the legality of cars parked obstructing the pavement; it was agreed that the Clerk would contact Sgt. Hawkett to clarify the position.

HP

There was also suggestion that two councillors could walk around Roundfield and review parking.

CL2. Overgrown Vegetation in the Southern Part of Briff Lane.

The Clerk has reported this to WBC who has passed it to BBOWT for resolution.

CL3. Bucklebury Vision.

The Clerk reported that a working group should get together and mark up the necessary changes for Bucklebury Vision. These changes can then be discussed with Bryan Lyttle before the necessary process is undertaken for the revised version to be approved as information and support to the Local Plan.

BD

LC

Cllr. Dickens, Cllr. Clarke and Cllr. Cairns volunteered to form the working group.

HC

CL4. Water Supply.

Having been assigned a case manager by Thames Water, the Clerk discovered that she was moving departments and a new case manager was to be assigned. Preparations are in place for a meeting during the morning of the 22nd, 23rd or 24th November. It is hoped that there may be a public meeting in January, where parishioners can hear the plans for the future and air their grievances to Thames Water.

There was some discussion about making a report to Ofwat. It was agreed that the Clerk would look into the possibility given the long history of the problems and whether Ofwat is aware of the situation.

HP

Little Lane is currently closed due to the road being dug up to repair a leaking pipe; however the last person actually working there was on 9th November; someone came out and looked at it on the 11th November and it is still closed now (14th November).

COUNCILLORS REPORT

CL1. Superfast Broadband.

It is understood that Chapel Row and Upper Bucklebury should have access to Gigaclear services for superfast broadband between December 2016 and March 2017.

There is supposed to be a community meeting before the build.

A large cabinet has been installed in Upper Bucklebury, on the green opposite Peach's garage; however it is not close to any of the other structures on the green. Cllr. Banks has asked Colin Batchelor (WBC) what the criteria are for the position of such cabinets. District Cllr. Pask will ask the planners the same question.

TB

It was noted that Gigaclear has done a very good job in Cold Ash.

CL2. Planning Policy.

It was noted that Cllr. Banks had agreed to draft a Planning Policy from the

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information obtained from the Planning Training course attended by Cllr. Clarke and Cllr. Frankum. This will be on the agenda for consideration at the December meeting.

PLANNING

Planning applications to be considered:

- P1. 16/02638/HOUSE 32 Broad Lane.
Two storey extension and single storey garden room.
It was unanimously agreed that BPC has **no objection** to this application.
- P2. 16/02897/LBC2 Briar Cottage, Byles Green.
Installation of through floor platform lift to enable access to first floor from kitchen below.
It was unanimously agreed that BPC **support** this application.
- P3. 16/02923/CERTE Glenvale Nurseries, Hungerford Lane (Adjacent Parish).
Retail garden centre.
There was a discussion about the purpose of this application which is to determine whether Glenvale Nurseries is a garden centre or a nursery and what the differences are between the two.
It was agreed, with 4 members in favour and 1 abstention that BPC should comment that it has always been called a nursery rather than a garden centre and it carries a limited stock of non-plant products when compared to garden centres of a similar size. In addition, the structures on site are greenhouses and poly-tunnels. There are no permanent structures.
- P4. 16/02922/OUTD Glenvale Nurseries, Hungerford Lane (Adjacent Parish).
Outline application for the demolition of garden centre and replace with 4 x custom build dwellings – Matters to be considered: Access.
It was unanimously agreed that BPC **objects** to this application on the grounds that the site is in an unsustainable location, within the AONB, in open countryside and adjacent to Bucklebury Common.

Planning decisions made by WBC:

- P5. 16/02318/HOUSE Ingleside, Hopgoods Green.
The existing 4 bedroom dwelling will be converted into a 5 bedroom house and the existing garage will be demolished. Parking spaces will be provided in front of the house, with a large timber frame garage to the side of the dwelling.
BPC **objected** to this application which has now been **withdrawn**.
- P6. 16/01724/HOUSE Nine Elms Cottage, The Avenue.
Section 73A: Variation of condition 2: Plans approved, of planning permission 12/01439/HOUSE – Relocation of main entrance, new link to garden room and removal of outbuilding (REF 11/01230/HOUSE consent 4.1.11; partially implemented).
BPC **objected** to this application which was **approved** by the Eastern Area Planning Committee.
- P7. 16/01151/HOUSE – Wayside, Hatch Lane
Cllr. Aldridge raised concerns that application 16/01151/HOUSE for Wayside, Hatch Lane had been approved with amendments which had not been reviewed by BPC. The Clerk responded that the amendments had been received for information only and that any comments submitted earlier would be taken into account when any decision was made.

DISTRICT COUNCILLORS REPORT

DC1. There were no questions for the District Councillor.

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TOPICS

T1. Bucklebury Meadows.

DWH has determined from plans that the access from the meadows onto Broad Lane is sufficient and measures between 3.8 and 5m. BPC has pointed out that the telegraph pole in the pavement obstructs the access; the weight may be restricted by the manhole covers in the pavement. Concern has also been raised about whether 3.8m is sufficient width for hay making equipment.

DWH has today sent an email saying that transfer has been ongoing for 10 years, that the access issue is recent and given that it has not been raised before is irrelevant given that DWH is providing the land and access as per contractual obligations. Further DWH has asked that the parish council confirm that they will now proceed with the transfer based on the Broad Lane access by the 25th November 2016.

BPC agreed that the Meadows Committee be given the authority to proceed with the transfer at the appropriate time.

T2. Countryside

Cllr. Clarke reported that there were issues with vehicles entering the river at the main ford and driving up the river and then out up the bank or vice versa. It was agreed that BPC should proceed with the installation of a metal post in the middle of the river to prevent this behaviour. The Clerk will talk to Sally Wallington about proceeding with this.

HP

Cllr. Cairns reported that she will be pursuing the state of byway BUCK 49/7 (Greens Old Farm to Sadgrove Farm) and BUCK 39/2 (Briff Farm to Hopgoods Green) with the Commons Advisory Committee. Residents have raised concerns about the state of BUCK 49/7 and how vehicles are finding alternative routes off the byway to avoid the worst parts. Byway 39/2 is almost impassable and potentially dangerous.

HC

T3. Community Assets.

Cllr. Cairns has submitted an application to WBC for the Cottage Inn to be made an Asset of Community Value.

T5. Defibrillators.

Cllr. Hillerton reported that the first training session at the Victory Room was very well attended with 16 attendees; however the second session was cancelled due to insufficient numbers. A further two training sessions will take place on January 17th in the Memorial Hall.

The green cabinet for the defibrillator at the Bladebone has arrived but has not yet been switched with the yellow cabinet originally installed.

T6. Parish Assets.

The noticeboard at Chapel Row is currently on the outside of the southern end of bus shelter; however it is difficult to stand and read all of the information on the noticeboard due to vegetation. The condition of the noticeboard was also raised as an issue. It was agreed that a new noticeboard be purchased; however there was a debate on the style and whether it should be positioned inside the bus shelter to cover up the hole in the inside wall of the bus shelter. It was agreed that this should be discussed at the December meeting.

The old red telephone box at Chapel Row is in need of a coat of paint. The approved paint (2.5litres of undercoat and topcoat) is £72.93 excluding VAT and delivery. It was agreed that the Clerk should order the paint. A parishioner has volunteered to carry out the work.

HP

T7. Cemetery Carols.

Cllr. Frankum reported that Bucklebury Primary School recorder players would be playing again. Mr. Beeson has offered to make the mulled wine, supply lights and the generator again. Cllr. Cairns, Cllr. Dickens, Cllr. Frankum, Cllr. Clarke and Cllr. Hillerton agreed to make mince pies and Cllr. Aldridge agreed to make gingerbread biscuits.

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Cllr. Cairns and Cllr. Hillerton agreed to help Cllr. Frankum decorate the Chapel at 9.30am on Monday 19th December. Those helping at the event need to arrive early (possibly as early as 4.15pm) as people arrive early. Tidying up will take place on 20th December at 9.30am.

It was unanimously agreed that donations from the proceedings would be passed to Bucklebury Community Bus Charity.

T9. Fred Dawson Playpark and the BMX Track.

Mr. Scholl has written to BPC suggesting two possible ways for BPC to manage the Playpark and the BMX track: firstly that BPC could purchase the land from the Memorial Hall Committee and take over complete ownership of the facilities or secondly that there is a management agreement between the two parties, whereby BPC manages and maintains the equipment and facilities.

It was unanimously agreed that BPC only wishes to manage and maintain the facilities.

T10. Co-option of a new Councillor for the West Ward.

Cllr. Hillerton will ask a possible candidate whether or not he is still interested. It was also agreed that the Clerk will put an advert up on the noticeboards seeking interested parties.

AH
HP

FINANCE

F1. Cheques to be signed by Councillors:

Post Office Ltd	£6.26	SSE Street light supply.
Bucklebury Memorial Hall	£57.45	Rent for meetings 1/8/2016 – 31/12/2016.
Mazars LPP	£270.00	External audit for FY 15/16.
L. Slatford	£7.50	Delivery of The Oaks to Broad Lane and Mortons Lane.
Jonathan Poole	£3.00	Delivery of The Oaks to Berry's Road.
Helen Pratt	£554.27	Clerk's October 2016 salary.

F2. To review current balances and financial position.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£37,969.10	
Lloyds Current Account:	£37,633.56	On 20/10/2016
Scottish Widows Reserve Account:	£37,698.69	On 1/10/2016.
Scottish Widows Gilroy Account:	£4,573.70	On 1/10/2016.

REPORTS

R1. Victory Room AGM.

A new committee member was appointed at the AGM. Investigations are being made about making the Victory Room Committee into an incorporated charity, so that trustees are not personally liable for actions of the committee.

A presentation is being developed for fund raising purposes. Funds for the redevelopment are currently between £40,000 and £50,000.

R2. Recreation Ground Committee.

The possibility of applying for the Recreation Ground to be designated a "Centenary Field" is being considered due to its association with WW1 and the Victory Room which was so named to commemorate the war. BPC, as trustees of the Recreation Ground Committee unanimously agreed to the application being made.

It was also suggested that the Recreation Ground could be registered as an Asset of Community Value; other playing fields have been registered.

R2. Berkshire Association of Local Councils (BALC) AGM.

BALC has grown considerably over the last 8 years. Christine Lalley (the first employee) was taken on originally on a part time basis. She resigned at the end of last year and Jayne Kirk has taken over on a full time basis. Ideally, BALC would like to have 1.5 employees, enabling staff to take holiday etc. whilst maintaining continuous

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support for parish councils

There is strong encouragement from BALC for councillors and clerks to undertake training courses and further their knowledge.

CORRESPONDENCE

The following correspondence has been received:

C1. CIL Payment.

£2,212.68 has been received in the form of CIL money from The Dell, Windmill Lane and the conversion of Peach's garage store to a dwelling (the bungalow).

It was suggested that this money could be used for the repairs to the Chapel and maintenance of the Cemetery.

C2. WBC's Library Service Review Consultation.

Councillors had been sent this consultation prior to the meeting.

C3. WBC Budget Cut Proposals.

Councillors had been sent an email about the WBC proposed budget cuts for the next financial year.

ROUND TABLE COMMENTS

RT1. Arrangements for December meeting.

The December meeting will commence at 7.30pm, allowing time for seasonal refreshments after the meeting. Cllr. Frankum will supply mulled wine and Cllr. Cairns will supply mince pies.

RT2. Parking at Peach's Garage.

Parishioners have complained about the cars parked in front of Peach's garage which are obstructing the pavement and causing pedestrians to walk in the road. WBC has been in communication with the owner of the garage about the pavement. The Clerk will seek an update on the situation.

HP

RT3. Planning meetings.

Cllr. Clarke commented that Dini Hunt, the booking secretary for the Victory Room had received a possible booking for Monday nights in the Victory Room. It was agreed that if the Victory Room is not available for Planning meetings, they could be held in the Committee Room at the Memorial Hall.

The meeting closed at 10.10pm.

Next BPC Meeting:

7.30pm Monday 12th December 2016 Memorial Hall.

Cemetery Carols:

6.00pm Monday 19th December 2016 Cemetery.

There will be no Planning meeting in December.

Signature

Date