

MINUTES OF A MEETING OF BUCKLEBURY PARISH COUNCIL

Held at the Memorial Hall, Upper Bucklebury on Monday 9th January 2017 at 7.45pm.

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

Mr and Mrs. Wilton; Mr and Mrs. Spours.

APOLOGIES

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

DECLARATIONS OF INTEREST

D1. Declarations of Interest in Agenda Items.

Cllr. Aldridge declared an interest in planning application 16/03255/HOUSE for High Barrow, Paradise Lane as an immediate neighbour.

There were no other declarations of interest in items on the agenda.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes - Monday 12th December 2016.

The minutes of the BPC meeting held on Monday 12th December 2016 were agreed as a true record and signed by Cllr. Frankum.

PUBLIC SESSION

PS1. Planning applications.

The minutes on planning applications 16/03255/HOUSE (High Barrow, Paradise Lane), 16/03291/HOUSE and 16/03292/LBC2 (Wallins, Westrop Green), which were both discussed in the Public Session are minuted under the "Planning" section of these minutes.

CHAIR'S REPORT

CR1. Cemetery Carols.

All those who helped with Cemetery Carols were thanked for their efforts. Very positive feedback was received from a number of people who attended and a substantial sum of money was raised for the Bucklebury Community Bus Charity. If anyone has any suggestions for improvements they were asked to contact Cllr. Frankum.

CR2. Middlewood, Hatch Lane.

The orange notice for planning application 16/03176/FUL for a forestry worker's dwelling in Middlewood has raised a significant amount of concern amongst local residents. John Tennant has contacted Cllr. Frankum about other issues on or near the site including a building on concrete blocks and a caravan. District Cllr. Pask commented that he had agreed to meet with John Tennant to better understand the issues.

CR3. Cemetery Chapel.

It has been confirmed that the Chapel is of concrete construction. This means it is a very early example and this may be sufficient justification for it to be listed with West Berkshire Heritage Forum. The builder (Alistair Anderson) will have a discussion with Chris Willet about the most appropriate way to repair the cracks.

CR4. Veteran Tree Leaflet.

It has been arranged that Cllr. Frankum, the Clerk and Sally Wallington of WBCS will meet later in the month and gather as many measurements and photographs as necessary to update the Veteran Tree Leaflet. Once this information is obtained, it will be

Signature

Date

forwarded to Dick Greenaway who will update the leaflet.

CLERK'S REPORT

CL1. Chapel Row Noticeboard.

The Clerk will order a silver noticeboard for the Chapel Row bus stop, identical to the one at the Victory Room.

CL2 Parking outside 1, 2, 3 and 4 Roundfield.

The Clerk reported that she had spoken to the Revd. Gadsby who had agreed to raise the question with the Parochial Church Council (PCC), of whether the tenants of the properties in question could park in All Saints Church until the situation is resolved by Sovereign. The PCC are next meeting on Monday 16th January 2017.

It was agreed that the Clerk would write to Anne Sanctuary at Sovereign about the situation in order to raise awareness of the problem and hopefully get some action to resolve the issue.

HP

Cllr. Frankum and Mrs Pratt will have a site meeting on 30th January 2017 to look at the parking available for all of the blocks of apartments in Roundfield.

CL3. Conservation Area.

The Clerk contacted the conservation officers at WBC in October last year about documentation to support the conservation area in Bucklebury village. It was understood that this documentation needed to be kept up to date, but BPC is unaware of any documentation about the conservation area. The Clerk will contact the conservation officers again and District Cllr. Pask will also raise the issue with them.

HP

GP

CL4. Chapel Row Culvert.

It was agreed that WBC need to be asked to remedy the cause of flooding during wet weather on the south side of the road.

HP

CL5. Uncovered Manholes on the Common.

Given that the bracken has now died back, the Clerk will make a site visit and assess the situation. The manhole near the path had been filled with logs and the other manhole (which is more difficult to locate) had sticks and branches in it.

HP

COUNCILLOR'S REPORT

CL1. Assets of Community Value.

There is no update on the outcome of the application for the Cottage Inn to be made an Asset of Community Value.

There was a discussion about the possibility of making an application for the Recreation Ground in Bucklebury village to be designated an Asset of Community Value. However a further designation was considered a bit pointless when the following protections are already in place: the deeds specify that its purpose is to be a recreation ground; it is owned by WBC; it is managed by the Recreation Ground Management Committee; it is set up as a charity (of which BPC are trustees) and an application is being considered for it to be designated as a Centenary Field (to commemorate the centenary of the World War I.

CL2 Bucklebury Planning Policy.

It was agreed that this would be considered at the BPC meeting in February.

PLANNING

Planning applications to be considered:

Signature

Date

- P1. 16/03255/HOUSE High Barrow, Paradise Lane.
Single storey front extension.
 High Barrow was built in 1961 and has already had at least one extension.
 The meeting was **closed** for the applicant Mrs. Spours to speak.
 Mrs. Spours commented that they have consulted with their neighbours. There was a discussion about various extensions which have taken place.
 The meeting was **reopened**.
 It was unanimously agreed amongst those members of BPC without interests that BPC has **no objection** to this application.
- P2. 16/03291/HOUSE Wallins, Westrop Green.
 & 16/03292/LBC2 *Demolition of existing 1960's and 1980's single storey extension to the side of the original grade II listed cottage. Construction of a new single storey extension in place of existing extensions. Replacement of 2 no: non original crittall windows in original cottage with timber casement windows.*
 The meeting was **closed** for the applicants Mr. and Mrs. Wilton to speak.
 The new extension is an approximate increase of 61% on the dwelling as it existed prior to 1948. The design of the extension is felt to be cleaner than the previous extension and considered to be less dominant than the listed cottage.
 The meeting was **reopened**.
 It was unanimously agreed that BPC has **no objection** to these applications.
- Planning decisions made by WBC:
- P3. 16/03153/HOUSE 5, Catherine Place.
Single storey oak framed orangery extension to rear.
 BPC had **no objection** to this application which has been **approved** by WBC.
- P4. 16/03055/HOUSE Stable Cottage, Upper Woolhampton.
Proposed side and front extension.
 BPC **objected** to this application which is **invalid**.
- P5. 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.
 BPC **objected** to this application which has been **refused** by WBC.
- P6. 16/02923/CERTE Glenvale Nurseries, Hungerford Lane (Adjacent Parish).
Retail garden centre.
 BPC commented on this application which has been **refused** by WBC and has subsequently been **taken to appeal**. The earlier application (16/01193/OUTD) for this site for 5 x custom build dwellings which was refused by WBC has also been taken to appeal.
- P7. 16/02897/LBC2 Briar Cottage, Byles Green.
Installation of through floor platform lift to enable access to first floor from kitchen below.
 BPC **supported** this application which has been **approved** by WBC.

DISTRICT COUNCILLORS REPORT

DC1. Planning.

WBC is receiving record numbers of planning applications. The Planning team is virtually back to being fully staffed.

The consultation period on the Local Plan amendments ends at the end of January, after which the inspector will deliberate over comments and hopefully the full council will be able to ratify the Plan at the meeting in May.

Preparations are underway for the subsequent Local Plan to provide policy for local housing until 2036, so a new request for sites for possible development will be made.

DC2. Libraries.

WBC is asking all the parishes in West Berkshire to contribute towards the library

Signature

Date

provision within the area, with a contribution based on the population. The Clerk advised councillors that having consulted with Jayne Kirk at BALC, BPC does not have the power to contribute to the current proposal because there is an insufficient level of detail and it is unclear what will happen to the provision if not all parishes contribute. It was agreed that BPC would put the requested contribution into the budget and await a proposal from WBC to which BPC can legally contribute.

DC3. Signage.

A question was asked about whether permission is required for the signage to the equestrian facilities at New Barn Farm. There was a debate about the permanence of the signs and whose land they were on. Councillors will look at the signs more critically and report at the next meeting.

TOPICS

T1. Bucklebury Meadows.

The Clerk reported that she had contacted Geoff Barrows at DWH requesting an update, but whilst having received a response had not actually received an answer explaining how DWH wished to proceed.

Sending a letter to the managing director of DWH was suggested as a possible course of action.

T2. Fred Dawson Playpark and the BMX Track.

BPC decided that in principal it was not averse to managing the Playpark and the BMX track at the Memorial Hall, these being community assets for which the Memorial Hall cannot raise any direct income. This suggestion was well received by the Memorial Hall Management Committee (MHMC).

There is currently no formally worked proposal. It was suggested that a joint group of MHMC and BPC members needs to visit the facilities and determine exactly what area, fences and equipment BPC would consider taking over. Once this is known quotes can be obtained for grounds maintenance. Any immediate remedial action required on equipment or fencing can be considered separately. Direct payments to the Memorial Hall for the Playpark, BMX track and the Memorial Hall would then cease unless the Memorial Hall is undertaking a particular project for which additional funds are required when a grant may be considered.

It was suggested that any new agreement with the MHMC should be reviewed by both parties in 5 years time.

A question was asked about the course of action if any part of the playpark or BMX track requires immediate attention. It was suggested that these items would need addressing and resolving by the MHMC and BPC. Mike Scholl has already suggested that BPC is responsible for the area in an email about work required on the fencing and gate, suggesting that he will obtain a quote on behalf of BPC. It was agreed that Cllr. Dickens will respond to Mike Scholl. It was suggested that a suitable date for transfer would be 1st April 2017.

BD

Working Group.

It was agreed that Cllr. Hillerton would join Cllr. Dickens working on any proposal and ultimately Cllr. Hillerton would take on day to day responsibility for the facilities, with extra help from councillors or parishioners as required.

BD

Cllr. Dickens will organise a meeting at the Playpark/BMX track with Cllr. Hillerton, the Clerk and members of MHMC.

T3. Thames Water.

Representatives of Thames Water attended a meeting with Cllr. Frankum, District Cllr. Pask and the Clerk on Thursday 15th December. At the meeting Thames Water explained that the booster pump at the bottom of Harts Hill has deteriorated within the last 12 months and as a result pressure surges occur due to power cuts. It is planned to scrap the Harts Hill booster and the Thatcham booster (which supplies the Cold Ash

Signature

Date

reservoir) and replace them with one new booster which will operate using electricity from SSE, but will also have an Uninterrupted Power Supply (UPS) and a diesel generator backup should there be a power failure. A site for the new booster has been located, but hadn't been secured at the time of the meeting. Work on the new booster is expected to be complete in July 2017. This work should stop the pressure surges which are causing the burst pipes.

A letter has been sent to residents of Upper Bucklebury and Chapel Row about replacement of the Harts Hill booster/pump. The Clerk will copy this letter and forward it to all parishioners via the web site. HP

It was agreed that the Clerk should try and obtain more detail from Thames Water regarding the programme for the new booster/pump installation and the location of the pump. HP

It was agreed to wait until the February BPC meeting to decide whether or not to contact Ofwat about the number of issues there have been with the water supply to the parish.

T4. Bucklebury Vision.

Cllr. Dickens reported that the working group had met and looked at the current version of Bucklebury Vision which was produced in 2002. An initial assessment of what needs to be updated has been carried out, but further work needs to be completed to identify the updated information; this has been divided between the working group members.

The working group has decided not to carry out a survey but to make the updates using information from BPC and WBC. Parishioners will be consulted via an article in The Oaks (due to be published at the end of January 2017).

Some consideration has been given to whether or not a print run would be required for the updated version. The original print run cost £1,280 in 2002 for 2,000 copies. A copy was then distributed to each household in the parish. It was agreed that an electronic copy on the website, which could be printed by individuals if they wished was probably the most efficient option.

T5. Co-option of a new Councillor.

It was noted that there are now two vacancies on BPC as Cllr. Gilbert has not attended a meeting or sent apologies for absence to a meeting since 11th July 2016; he has therefore ceased to be a member of the council.

Cllr. Brims commented that he knows someone who may be interested. It was agreed to place an advert in The Oaks.

T6. Bucklebury Annual Parish Assembly.

It was agreed that Rose Somerset from the North Wessex Downs AONB should be invited to speak at the Annual Assembly on the history of the AONB.

If someone from the AONB is unavailable, it was suggested that someone from the WBCS be approached, or possibly Network Rail on the improvements being carried out in the region.

It was suggested that Gigaclear be invited to have a stand to distribute information to parishioners.

FINANCE

F1. To ratify the Budget for 2017/18.

It was agreed to make a further grant of £5,000 to the Victory Room rebuild project (Cllr. Clarke and Cllr. Brims abstained from this decision).

The budget for FY17/18 was unanimously agreed.

F2. To set the Precept for 2017/18

It was unanimously agreed to increase the precept from £25,000 (£23.69 for a Band D property) to £25,500 (£24.17 for a Band D property) for FY 17/18. It should be noted that there has been no increase in the precept for the last 3 years.

Signature

Date

- F3. Cheques to be signed by Councillors:
- | | | |
|----------------|---------|--|
| Mrs. J. Hale | £30.00 | Cleaning the Cemetery Chapel in December. |
| Sylvia Cornell | £40.00 | Cleaning the bus stops in October, November and December 2016. |
| P. W. Frankum | £6.49 | Expenses. |
| Helen Pratt | £554.27 | Clerk's December 2016 salary. |
- F4. To review current balances and financial position.
- | | | |
|---|------------|----------------|
| Lloyds Current Account balance after all cheques cleared and lodgements received: | £35,224.33 | |
| Lloyds Current Account: | £37,550.20 | On 20/12/2016. |
| 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 Committee.
On Saturday 11th February there will be a ceilidh in the Victory Room. Tickets are available at £20.00 each.
- R2. Defibrillator Training.
There are 2 defibrillator training sessions at the Memorial Hall on Tuesday 24th January, one at 6pm and the second at 7.30pm. Spaces are still available on both sessions.

CORRESPONDENCE

The following correspondence has been received:

- C1. Berkshire Fire and Rescue Service Remodelling Consultation
- C2. CCB – Training Workshop on Affordable Housing on 21st February 2017.
Cllr. Hillerton may be interested in attending this workshop.
- C3. WBC – SID Training on 8th February 2017.
- C4. WBC – Consultation on School Holiday Dates.

ROUND TABLE COMMENTS

- RT1. Wimbles Wood Cottage (formerly Anyho), Long Grove.
It was reported that there has been development at this property which may require planning permission. The Clerk will raise this with the WBC Enforcement team.
- RT2. Byways.
At the last meeting, it was understood that it had been agreed that TRO's would be requested for the byway from Greens Old Farm to Sadgrove and the byway from Briff Farm to Hopgoods Green. There has been no update on this, but the condition of the byways is getting worse. Cllr. Cairns agreed to follow it up with those responsible for requesting and implementing the TROs.

The meeting closed at 9.45pm.

Next Planning Meeting:

8.00pm Monday 23rd January 2017 Memorial Hall.

Next BPC Meeting:

7.45pm Monday 13th February 2017 Memorial Hall.

Signature

Date

BUCKLEBURY PARISH COUNCIL

Budget 2017/18

Ser.	Item	FY 16/17	Expenditure to date	EOY	Proposed FY17/18
General Expenditure					
1	Clerk's salary	6,717.75	4,434.16	6,651.24	6,651.24
2	Clerks expenses	259.66	149.00	250.00	250.00
3	The Oaks	1,200.00	638.50	1,000.00	1,200.00
4	Advertisements	-	-	-	-
5	Annual Audit	242.40	225.00	225.00	250.00
6	Insurance	593.83	582.77	582.77	730.00 (Includes Playpark equipment)
7	Street Lighting	145.25	109.33	145.00	150.00
8	Hockett Field	90.90	75.00	75.00	100.00
9	Meadows maintenance (on transfer)	12,200.00	-	300.00	2,500.00 (Tree work)
10	Sundry	202.00	131.78	131.78	1,200.00 (Includes £1,000 for Bucklebury Vision update)
11	Training	300.00	69.00	149.00	250.00
12	General Maintenance	1,000.00	-	200.00	250.00 (Chapel Row b/s etc)
13	Bus Shelter cleaning	151.50	120.00	160.00	160.00
14	IT Services	100.00	-	-	200.00
15	Rent of halls for meetings etc.	140.00	92.95	130.75	200.00
16	Rights of way maintenance	500.00	-	-	500.00
17	U. Bucklebury Playpark insurance/inspection.	1,785.00	1,785.00	1,785.00	-
18	CCTV Camera	-	-	-	-
19	Noticeboards	-	-	300.00	-
20	Defibrillators	3,000.00	1,708.03	1,708.03	350.00 £111 per defib servicing etc
21	Libraries	-	-	-	2,025.00
23	Fred Dawson Playpark & BMX track	-	-	-	4,000.00
24	Replacement laptop/hardware	-	-	-	350.00
Cemetery & Chapel					
25	Grounds Maintenance	1,600.00	1,027.80	1,644.48	3,000.00 To include cutting back rhododendrons
26	Interment costs	-	25.00	25.00	150.00
27	Structure maintenance	2,000.00	-	500.00	1,000.00
28	Registration	-	536.00	536.00	-
Donations / Subs.					
29	BALC(Berkshire Association of Local Councils)	520.00	430.47	430.47	520.00
30	CPRE (Campaigne Protection Rural England)	100.00	100.00	100.00	100.00
31	GLEAM	15.00	15.00	15.00	15.00
32	CCB	30.00	30.00	30.00	30.00
33	West Berkshire Countryside Society	1,100.00	-	1,100.00	1,100.00
Donations					
34	YOUTH	750.00	700.00	1,000.00	1,500.00 (Includes BCBC)
35	St Martins Club	300.00	300.00	300.00	250.00
36	St Martins Club (Gilroy)	500.00	500.00	500.00	-
37	Berkshire County Blind Society	75.00	75.00	75.00	75.00
38	NWN Over 80-s Parcel fund	100.00	100.00	100.00	100.00
Other Expenditure					
39	Parish Plan	50.00	-	-	50.00
40	Parish Council election expenses	-	-	-	-
		35,768.29	13,959.79	20,149.52	29,206.24
Capital projects in parish					
41	Memorial Hall Grant	2,000.00	-	-	-
42	Victory Rooms	5,000.00	770.00	770.00	5,000.00
	TOTALS	42,768.29	14,729.79	20,919.52	34,206.24
Estimated balances at bank 31/3/2016					
43	Lloyds Treasurers account	-	37,633.56	33,507.27	-
44	Scottish Widows reserves	-	37,698.69	37,698.69	-
45	Scottish Widows Gilroy	-	4,573.70	4,573.70	-
46	Ring fenced money for Victory Room*	- 16,259.95	- 20,489.95	- 20,489.95	-
47	Carry forward figure	-	59,416.00	55,289.71	-
Income					
46	Capital Interest	120.00	-	-	120.00
47	Cemetery	600.00	1,250.00	-	1,000.00
48	Precept	25,000.00	25,000.00	-	25,500.00
49	Amount to be withdrawn from Gilroy	500.00	1,000.00	-	-
50	Amount to be withdrawn from reserves	5,000.00	-	-	7,500.00
51	Council Tax Support Grant	-	202.36	-	100.00
52	CIL money	-	2,212.68	-	-
53	Donation	-	500.00	-	-
		31,220.00	30,165.04	34,220.00	12,200.00
54	David Wilson Homes on transfer of meadows	-	-	-	12,200.00
Precept:					
	2017	25,500.00	-	-	-
	2016	25,000.00	-	-	-
	2015	25,000.00	-	-	-
	2014	25,000.00	-	-	-
	2013	24,500.00	-	-	-
	2012	24,000.00	-	-	-

Signature

Date