

MINUTES OF THE ANNUAL MEETING OF BUCKLEBURY PARISH COUNCIL
Held at Bucklebury Memorial Hall on Monday 13th May 2019 at 7.45pm.

PRESENT

Mrs. P. W. Frankum (Outgoing Chair); Cllr. B. Dickens; Cllr. J. Brims; Cllr. H. Cairns; Cllr. D. Southgate; Cllr. L. Clarke; Cllr. T. Banks; Cllr. B. Unamba-Oparah; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

OTHERS

Mrs. Anne Hillerton.

APOLOGIES

Apologies of absence were received and approved from Cllr. T. Slatford, Cllr. R. Ranken and Mr. Peter Spours.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN

E1. Election of a Chair.

Cllr. Clarke proposed that Cllr. Dickens be the Chair of BPC for the coming year; this was seconded by Cllr. Cairns and unanimously agreed.

Cllr. Dickens commented on what a privilege it was to take over as Chair of BPC from Mrs. Frankum and thanked her, commenting that the people of Bucklebury perhaps hadn't always appreciated her service to the community as Chair. On behalf of BPC, Cllr. Dickens presented Mrs. Frankum with a pair of terracotta pots with a ring of oak leaves and acorns around them and two plants.

Mrs. Frankum then left the meeting.

E2. Election of a Vice Chairman.

Cllr. Banks proposed that Cllr. Brims be the Vice Chair of BPC for the coming year; this was seconded by Cllr. Cairns and unanimously agreed.

E3. Chairman's Acceptance of Office.

Cllr. Dickens signed his Declaration of office as Chair of BPC.

DECLARATIONS OF INTEREST

D1. Declarations of interest.

Councillors were given Declaration of Interest forms to be completed and returned to the Clerk.

D2. Acceptance of Office.

All councillors signed their declarations of office as councillors of BPC.

CO-OPTION OF TWO COUNCILLORS

CO1 Cllr. Southgate proposed that Anne Hillerton be co-opted to become a member of BPC; this was seconded by Cllr. Brims and unanimously agreed.

A seat remains vacant for the Bucklebury west ward. There is a parishioner who is interested in potentially being considered for the position; he will be attending the June BPC meeting.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes – Monday 8th April 2019.

It was resolved that the minutes of the Parish Council meeting held on Monday 8th April 2019 were a true reflection of the meeting and they were signed by Cllr. Dickens.

M2. Planning Meeting – Monday 29th April 2019.

It was resolved that the minutes of the Bucklebury Planning Committee meeting held on Monday 29th April 2019 were a true reflection of the meeting and they were signed by the Cllr. Clarke.

Signature

Date

REPRESENTATIVES ON OUTSIDE BODIES

The following appointments were made to represent BPC on other bodies:

Memorial Hall Committee	Cllr. Brims; Cllr. Hillerton.
Victory Room Committee	Cllr. Brims; Cllr. Clarke.
Commons Advisory Committee	Cllr. Slatford; Cllr. Cairns.
Recreation Ground Committee	Cllr. Clarke; Cllr. Unamba-Oparah.
Chapel Row Patient Participation Group	Cllr. Dickens.
West Berkshire Heritage Forum	Cllr. Southgate; Cllr. Cairns; Cllr. Clarke.

COMMITTEES AND POSTS OF RESPONSIBILITY

The following committee membership and posts of responsibility were agreed:

Burial Board	Cllr. Dickens (Chairman); Cllr. Brims; Cllr. Southgate.
Planning	Cllr. Brims (Chairman); All members of BPC.
Hockett Field and Bucklebury Meadow	Cllr. Slatford (Chairman); Cllr. Dickens; Cllr. Banks; Cllr. Hillerton.
Playpark and BMX track	Cllr. Hillerton; Cllr. Cairns; Cllr. Southgate.
The Oaks	Cllr. Clarke; Cllr. Hillerton; Cllr. Unamba-Oparah;
Flood Liaison	Cllr. Ranken.
Footpaths	Cllr. Cairns; Cllr. Banks.
Website	Cllr. Banks.
Gritbins	Cllr. Slatford.

It was agreed that nobody would have responsibility for the the Police and the Community because there is no activity at the current time. The Clerk will be responsible for monitoring these areas and councillors will be allocated responsibility when required and as appropriate.

CORPORATE DOCUMENTS

The following corporate policies were reviewed and no councillors raised any issues:

- Code of Conduct
- Standing Orders
- Financial Regulations
- Financial Reserves
- Communications Policy
- Donations to Charities
- Freedom of Information Publication Scheme
- Planning Policy
- Pre-Planning Consultation Letter
- Web Policy.

CLERK'S REPORT

CL1. Audit.

All of the work has been completed for the internal audit. Erica Tipton, the internal auditor, will now carry out her inspection before BPC can consider approving it at the June meeting, after which it will be sent to the external auditors.

Signature

Date

PLANNING

Planning applications to be considered:

- P1. 19/01054/HOUSE 69 Roundfield.
Proposed part single storey, part two storey rear extension.
It was unanimously agreed that BPC has **no objection** to this application.
- Planning decisions made by WBC:
- P2. 19/00572/HOUSE Vanners.
& 19/00573/LBC2 *Swimming pool and pool house – Relocation of previously approved.*
BPC had **no objection** to these applications which have been **approved** by WBC.
- P3. 19/00450/HOUSE Manor View, Hopgoods Green.
Replacement of timber framed garage and store.
BPC had **no objection** to this application but it has been judged as **invalid**.
- P4. 19/00665/HOUSE Littlebourne, Bucklebury.
Revised location and minor alterations for garage/outbuilding.
BPC had **no objection** to this application which has been **approved** by WBC.
- P5. 19/00642/HOUSE Pastorale, Windmill Lane.
Conversion of existing garage into habitable accommodation, two storey and single storey extension, porch, bay windows and erection of detached carport and store.
BPC had **no objection** to this application which has been **approved** by WBC.
- P6. 19/00221/FULD Glenvale Nurseries, Hungerford Lane (Adjacent Parish).
Demolition of Glenvale Garden Centre and replace with 1 dwelling, retaining the existing entrance onto Hungerford Lane.
BPC had **no objection** to this application which was **refused** by the Eastern Area Planning Committee.
- P7. 19/00474/FULD Site of Former Abbey View, Paradise Lane.
Proposed new 4 bedroom detached dwelling with associated parking and amenity.
BPC **objected** to this application which has been **refused** by WBC.
- P8. 19/00447/HOUSE Heathgate, The Avenue.
Installation of swimming pool and erection of associated pool house.
BPC had **no objection** to this application which has been **approved** by WBC.
- P9. 19/00437/HOUSE Pebbly Croft, Chapel Row.
Single and two storey extensions.
BPC had **no objection** to this application which has been **approved** by WBC.
- P10. 19/00237/HOUSE 69 Roundfield.
Proposed part single-storey, part two-storey rear extension.
BPC had **no objection** to this application which has been **approved** by WBC.
- P11. 18/01470/FULD Bushnells Green Farmhouse.
Retention of existing timber lodge as farm worker accommodation. Supported by new and additional evidence. Non compliance with condition 12 of approved 13/03014/FUL.
BPC **supported** this application which was **approved** by the District Planning Committee.
- P12. 18/02838/HOUSE Gable House, Briff Lane.
First floor addition for a flat accommodation for groom/dependent

Signature

Date

relative over existing garage block.

BPC had **no objection** to this application which was **refused** by WBC. The applicant took the decision of WBC to **appeal**, and the appeal was **dismissed**.

DISTRICT COUNCILLORS REPORT

DC1. Thames Water.

It was reported that the water supply to Upper Bucklebury went off at 9am on Sunday 12th May. It is understood that this was the result of planned work by SSE interrupting the power supply to the pumps at the Harts Hill Pumping station; the new pumps with a standby generator are not yet in use. The water supply returned between 1pm and 1.15pm at which point a tanker arrived in Mortons Lane to top up the main.

District Cllr. Pask reported that he left a message for Huw Thomas yesterday and has spoken to Matthew People today. It has been confirmed that the new pumps haven't yet been commissioned. It was pointed out to Thames Water that a standby generator should have been in place and that call handlers should have been aware of the situation. It was reported that there was another large burst at Chapel Row, outside Wellcroft End on Sunday afternoon; this is the same location as a previous burst.

DC2. The Common.

Issues were reported with motorbikes damaging the byways on the Common. It was noted that whilst these bikes generally have number plates, they are often obscured by mud. District Cllr. Pask agreed to ask whether covert CCTV surveillance could be used again and to find out what constitutes damage to byways, such that offenders can be pursued.

GP

TOPICS

T1. Speeding in the Parish.

District Cllr. Pask reported that community laser guns are not available in the West Berkshire area; whilst WBC has a laser gun, it is not calibrated.

In order for an area to be considered for various speeding initiatives, raw data, proving there is a speed problem needs to be gathered, generally by parishes. A speed problem is deemed to exist if the raw data shows that 30% of traffic is exceeding 35mph in a 30mph zone. District Cllr. Pask agreed to ask the new person at WBC (with responsibility for speed monitoring) to start collecting raw data for Bucklebury, but also encouraged councillors to attend the next SID training session. SID can be used to collect raw data. If there is a speeding issue, black boxes will be put up by WBC; the data collected about speeding vehicles is acted upon by Thames Valley Police.

GP

District Cllr. Pask agreed to get a member of the Highways team to publish the process of identifying speeding issues and what actions can be taken for BPC.

GP

It was considered that Bucklebury was very lucky to have the Thames Valley Police speed van visit Chapel Row. Questions were asked about how other similar places around the UK are handling the issue of speeding. For instance, do the police allow the use of laser guns by volunteers? Other initiatives like painting white lines and planting will be considered by the speed working group when it meets.

T2. Bucklebury Meadow.

Cllr. Slatford and the Clerk met with Alex Cruickshank last Friday morning to survey the meadows in preparation for an update to the Ecology report and advice on management of the meadows. He was of the opinion that at least some sections of the hedge are ready to be laid.

T3. Hockett Field.

Cllr. Unamba-Oparah offered to assist with identifying what is required and sourcing an information board about the Hockett Field.

BU

Signature

Date

T4. Cemetery and Chapel.

There was some confusion about the work which CR Landscapes have quoted for and in some cases invoiced for and whether or not it has been completed; this includes filling in the graves which have sunk. It was agreed that the Clerk would draw up a list of work and identify where we are with each item.

HP

T5. Fred Dawson Playpark and the BMX Track.

Update on weekly inspections – Cllr. Hillerton reported that the playpark and BMX track were generally in good condition and nothing new had come to her attention.

RoSPA Inspection – The annual RoSPA inspection took place in April. Work needs to be carried out on the youth shelter to remove/paint over the graffiti and to fix the panels which have a tendency to become loose at the bottom. It was noted that the igloo climbing frame needs some attention; it is planned for a working party to rub it down and repaint it. It was also noted that the self-closing gate mechanism is not working correctly; Fox Fencing were planning to come back and look at sorting this out.

T6. Countryside.

Rights of Way – There is an issue with young people on motorbikes riding on rights of way. Cllr. Cairns commented that Bucklebury was very lucky in having the seasonal Traffic Regulation Orders (TROs) on the majority of the byways during the winter months; they require a lot of consultation and are very costly. There is a feeling that the TROs should cover motor cycles, rather than just vehicles of three or more wheels, however it is understood that there is a reluctance to do this because there are multiple extra consultees and they are very difficult to enforce.

There was a brief discussion about bridleway BUCK 54A/1 which runs through Broadview Farm. It was agreed that Cllr. Cairns and the Clerk would attempt to walk it. It was reported that there has been flytipping between Chapel Row and Pease Hill on byway 56.

HP
HC

FINANCE

F1. Cheques to be signed by Councillors:

Came and Company	£863.86	Insurance.
Hampshire Association of Local Councils	£503.83	BALC membership.
GLEAM	£15.00	GLEAM membership.
Post Office Ltd	£11.00	Streetlight electricity 2/3/19 to 1/5/19.
Playsafety Limited	£168.60	RoSPA inspection.
Bucklebury Memorial Hall	£376.55	Cutting of grass around the play area.
The Victory Room	£17.50	Rent for Annual Assembly.
Helen Pratt	£523.79	Clerk's April salary.
Berkshire Pension Fund	£155.19	Pension contribution.

F2. To review current balances and financial position.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£53,991.34	
Lloyds Current Account:	£41,146.16	On 16 th April 2019.
Lloyds Business Instant Account for meadows.	£36,897.23	On 18 th April 2019.
Scottish Widows Reserve Account:	£37,741.43	On 1 st April 2019.
Scottish Widows Gilroy Account:	£4,578.89	On 1 st April 2019.

F3. CIL Money.

The Clerk reported that BPC is in receipt of some CIL money and there needs to be a clear audit trail of how this money is spent. A report needs to be returned to WBC each year. It was agreed that this would be on the agenda for the June BPC meeting.

HP

Signature

Date

ROUND TABLE COMMENTS

RT1. Speeding.

It was requested that the first meeting of the speed working group should take place after the 28th June in order to allow interested parties to be available.

RT2. Car parking around the junction of Briff Lane, Burdens Heath and Harts Hill Road.

A parishioner has reported to a parish councillor that the road was blocked for ten minutes whilst a car was unloaded from a low-loader. Generally parking in the area frequently obstructs traffic. Parishioners were advised to contact the police if there are immediate problems. In the longer-term District Cllr. Pask agreed to talk to Willie Hartley Russell about the car park at the top of Briff Lane which is used by both the Saab garage and the panel beaters next door. An alternative for both businesses to contact All Saints church and potentially negotiate use of their car park during the working day was suggested. It was agreed that the Clerk would contact the PCSO about this matter.

GP

HP

RT3 Car parking around the Blade Bone.

Car parking at the Blade Bone is also causing issues. It was suggested that the manager of the Blade Bone might contact the Chapel Row Surgery and negotiate parking for customers in the Surgery carpark, when it's not in use.

RT4. Open Surgeries.

Cllr. Unamba-Oparah asked whether BPC had considered running open surgeries for parishioners to raise concerns. It was noted that BPC meetings are open to the public, but few if any parishioners attend. Equally, parishioners are welcome to raise issues with individual parish councillors.

RT5. Anti-social Dog Ownership.

A case of anti-social dog ownership was raised at the last meeting. Having considered the matter, a few options have been identified; ownership of the home and whether there are any restrictions, involvement WBC environmental health department and the dog warden. In the first instance ownership of the property will be clarified.

The meeting closed at 9.25pm.

**Date of next Planning Committee:
Date of Next BPC meeting:**

**No planning meeting in May.
7.45pm Monday 10th June 2019.**

Signature

Date
19/29