

MINUTES OF THE ANNUAL MEETING OF BUCKLEBURY PARISH COUNCIL  
Held at Bucklebury Memorial Hall on Monday 10<sup>th</sup> June 2019 at 7.45pm.

PRESENT

Cllr. B. Dickens (Chairman); Cllr. H. Cairns; Cllr. L. Clarke; Cllr. R. Ranken; Cllr. A. Hillerton; Mrs. H. Pratt (Clerk).

OTHERS

Peter Spours, Richard and Alison Hubbard, Lynne and Ben Mitchell.

APOLOGIES

Apologies of absence were received and approved from Cllr. T. Slatford, Cllr. J. Brims, Cllr. D. Southgate, Cllr. T. Banks, Cllr. B. Unamba-Oparah and District Cllr. G. Pask.

DECLARATIONS OF INTEREST

D1. Updates to Register of Interests.

Councillors were reminded that their declarations of interest should be returned to the Clerk as soon as possible.

D2. Declarations of Interest in Agenda Items.

No councillors declared an interest in any agenda item.

PUBLIC SESSION

PS1. Planning application 19/00907/HOUSE for River Barn.

The minutes of this item are covered in the planning section of these minutes.

PS2. Planning application 19/01051/HOUSE for 31 Broad Lane.

The minutes of this item are covered in the planning section of these minutes.

CO-OPTION OF TWO COUNCILLORS

CO1 Co-option of Peter Spours.

It was resolved to co-opt Peter Spours to the vacant position on the West Ward of Bucklebury Parish Council.

Cllr. Spours signed his declaration of acceptance of office and joined the meeting.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes – Monday 13<sup>th</sup> May 2019.

It was resolved that the minutes of the Annual meeting of BPC held on Monday 13<sup>th</sup> May 2019 were a true reflection of the meeting and they were signed by Cllr. Dickens.

CHAIRMAN'S REPORT

CH1. Library Funding.

Cllr. Dickens advised members that WBC has written asking for contributions towards the costs of the library service in the area. BPC has £1,850 in the budget for this purpose and it was agreed that a payment should be made.

CH2. Bucklebury Vision.

Today, notification has been received from WBC, that a six-week, public consultation is to take place on the revised version of Bucklebury Vision. After the consultation concludes on the 22<sup>nd</sup> July it is hoped that the revised version will be adopted by WBC.

CH3. Road Closures.

There are a number of road closures, in the parish, due to come into force over the next few weeks. These are mainly for Gigaclear contractors to complete the fibre optic broadband cable installation.

CH4. Litter at Angel's Corner.

Over the last few weeks, there have been a number of instances of black sacks of rubbish

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being neatly left at Angel's Corner. However, these are attacked by animals and the rubbish strewn over the area. This has been reported to Simon Barnett at BBOWT on two occasions and has resulted in the mess being promptly cleared up. No one is sure who is leaving the black sacks of rubbish. The Clerk will attempt to contact the scout camp managers and ensure that scout/guide groups who use the site remove their rubbish.

HP

## CLERK'S REPORT

### CL1. Internal Audit.

Erica Tipton, the internal auditor, has now completed her inspection of the accounts and workings of BPC. Her report was sent to councillors prior to the meeting.

### CL2. Statement of Governance.

The Statement of Governance was sent to councillors prior to the meeting. It was unanimously resolved to accept the Statement of Governance and it was signed by the Chairman and the Clerk.

### CL3. Statement of Accounts.

Councillors had been sent copies of the Statement of Accounts prior to the meeting. It was unanimously agreed to accept the Statement of Accounts and they were signed by the Chairman and the Clerk.

### CL4. External Audit.

The audit paper work, including the Statement of Governance, Statement of Accounts and the internal auditor's report will be sent to the external auditors. Parishioners will then be given a period of time to inspect the accounts. Once this period has concluded, the external auditors will complete their report and return it to BPC who then need to inform parishioners that the audit is complete.

### CL5. Antisocial Ownership of Dogs.

A councillor raised an issue about a parishioner who owns a number of dogs which bark for a lot of the day and foul the garden.

It is understood that the parishioner does not live in a property belonging to Sovereign Housing Association.

The Clerk has spoken to the Environmental Health Department at WBC who have advised that they would follow up the case on the basis of noise and odour. The matter has been referred back to the councillor who raised the issue to determine what, if any further action should be taken.

## PLANNING

Planning applications to be considered:

### P1. 19/00907/HOUSE River Barn.

*Oak frame and brick store to replace similar building burnt down many years ago. Restoration of partially collapsed mill barn. Gates and fencing.*

The mill barn building will be the same size as the existing partially collapsed barn. The proposed store will be on part of the site of fire destroyed building.

The meeting was **closed** for the applicant to speak.

Mr. Mitchell commented that the proposal is to use clay tiles for the roofs. The proposed store will be brick built with exposed oak beams. The mill barn will be brick with original waney boards above. The mill equipment is still in place and is generally in good condition. It is planned to use the mill to grind flour and to produce electricity.

The meeting was **reopened**.

It was unanimously agreed that BPC has **no objection** to this application.

### P2. 19/00964/HOUSE Amber, Bucklebury.

*Section 73A: Removal of condition 3 – materials of approved application*

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*15/00859/HOUSE: Alterations to existing house to include rear and side extensions. Conversion of garage roof space, changes to windows, part re-cladding of external walls.*

P3. 19/01102/FULD It was unanimously agreed that BPC has **no objection** to this application.  
Westrop Farm (Adjacent Parish).  
*Change of use of two agricultural buildings to form two residential units; alterations and extensions.*

P4. 19/01051/HOUSE It was unanimously agreed that BPC has **no objection** to this application.  
31 Broad Lane.  
*Single storey dining room extension and convert the garage to a habitable room.*

After a brief explanation of this application, the meeting was **closed** for the neighbours to speak.

The comment was made that given that the proposed extension has a flat roof, it will not be visible from the neighbour's property due to the hedge.

The meeting was **reopened**.

P5. 19/01216/HOUSE It was unanimously agreed that BPC has **no objection** to this application.  
Nine Elms Cottage.  
*Section 73A: Variation of Condition 2 – Approved Plans, of approved reference 12/01439/HOUSE.*

An application for a large increase in size was approved in 2014, which was then partially implemented. A number of variations to the approved plans have since been submitted which have either been refused or withdrawn. This application is smaller in terms of increase than the previous variations and more in line with the originally approved application. It was therefore agreed that BPC has **no objection** to this application.

P6. 19/01107/HOUSE Manor View, Hopgoods Green.  
*Replacement of timber framed garage and store.*  
This application is essentially the same as the previous application (19/00450/HOUSE), which was invalid. It was therefore agreed that BPC has **no objection** to this application.

Planning decisions made by WBC:

P7. 19/00906/FULD Farm Buildings Opposite River Barn, Marlston.  
*Change of use of the barn to form a 4 bedroom dwelling and associated works.*

This application was invalid.

P8. 19/00888/HOUSE Fifield Farm.  
*Conversion of existing storage outbuilding into gym. New garden/games room. New link between existing and new garden/games room.*  
BPC had **no objection** to this application which has been **approved** by WBC.

P9. 19/00824/HOUSE Upwey, Burdens Heath.  
*Demolition of existing garage, stores and lobby, construction of replacement garages and open plan kitchen with additional first floor bedrooms.*  
BPC had **no objection** to this application which has been **approved** by WBC.

## TOPICS

### T1. CIL Money.

A total of £8,428.85 has been received in CIL money to date. There needs to be a clear audit trail on how this money is spent within the restrictions placed on such money.

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Prior to the meeting Cllr. Brims had asked that the Victory Room redevelopment be considered as a possible project. Other options suggested at the meeting included possible speed initiatives and the Memorial Hall. Councillors were reminded that the Memorial Hall received S106 money from the Mortons Lane development for the development of the Oak Room.

It was resolved that the CIL money received to date be put towards the Victory Room redevelopment.

BPC is sympathetic to the wish of the Memorial Hall to refurbish the toilets and it was suggested that if they make a grant application which requires match funding, BPC would be likely to look upon it very favourably.

T2. Speeding in the Parish.

Cllr. Southgate has committed to attend the SID training on the 7<sup>th</sup> August from 6.30pm to 8.30pm. Cllr. Dickens commented that more than one councillor needs to be trained in order for SID to be used in the parish. Cllr. Clarke and Cllr. Ranken agreed to attend the training with Cllr. Southgate.

DS  
LC  
RR

Cllr. Clarke reported that the initial meeting of the working group to address speeding was likely to be held in August. Several parishioners, interested in being on the working group have contacted Cllr. Clarke in response to the article in The Oaks.

T3. Bucklebury Meadows and the Hockett Field.

The Clerk reported that a quote has been received from Weller Hedley's for BPC's legal costs in resolving the access from Byles Green into the Meadows. An estimate has also been received from Willie Hartley Russell's legal representatives. The total of the legal costs is not expected to exceed £1,300 plus VAT. It has also been identified that in addition to access, wayleave needs to be obtained for the water supply to the meadows; the Clerk has contacted Willie Hartley Russell about this matter and is awaiting a response.

The Ecology report has been received in the form of a revised management plan from Alex Cruickshank. This was the result of a morning in the Meadows looking at the various issues which need to be resolved.

Cllr. Slatford and the Clerk have met with Paul Hendry (head of Countryside at WBC) and Arthur Cullen (Tree Officer at WBC) in order to expedite TPOs on the oak trees on the western boundary.

The notes from a meeting of the Meadows and Hockett Committee on the 5<sup>th</sup> June 2019 were brought to the attention of Councillors.

T4. Cemetery and Chapel.

The Burial Board needs to meet in the Cemetery and consider what work has been quoted for and what work needs to be carried out.

T5. Fred Dawson Playpark and the BMX Track.

**Update on weekly inspections** – Cllr. Hillerton reported that only the previous evening, a number of the notices attached to the fence had been cut and/or torn down. As a result, Cllr. Hillerton will contact the supplier and seek their advice. It was also agreed that this would be reported to the Police.

AH

**Refurbishment of the igloo climbing frame** – Dry weather is needed to rub down and repaint the igloo climbing frame. Organising this work will be on the agenda for the July meeting.

T6. Countryside.

**Rights of Way** – Cllr. Cairns and the Clerk have arranged to attempt to walk BUCK 54A/1, through Broadview Farm this week and will give an update at the next meeting.

HC  
HP

**Off-roading on the Common** – It was noted that 4x4s have started using the Ramsbury Corner area again. The current wet weather will probably encourage more 4x4s activity.

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## FINANCE

### F1. Cheques to be signed by Councillors:

CPRE	£100.00	Membership donation.
Alex Cruickshank	£450.00	Ecology report on the meadows.
The Alpha Xperience	£415.24	May edition of The Oaks and Assembly papers.
P. W. Frankum	£18.24	Assembly expenses.
T. Banks	£20.76	Assembly expenses.
L. Clarke	£25.00	Gift card for internal audit work.
Helen Pratt	£523.79	Clerk's May salary.
Berkshire Pension Fund	£155.19	May pension contribution.

### F2. To review current balances and financial position.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£53,063.12	
Lloyds Current Account:	£55,375.25	On 20 <sup>th</sup> May 2019.
Lloyds Business Instant Account for meadows.	£36,898.75	On 20 <sup>th</sup> May 2019.
Scottish Widows Reserve Account:	£37,741.43	On 1 <sup>st</sup> April 2019.
Scottish Widows Gilroy Account:	£4,578.89	On 1 <sup>st</sup> April 2019.

## REPORTS

### RP1. Memorial Hall Committee AGM.

Cllr. Dickens reported that Cllr. Hillerton will be taking over his position on the Memorial Hall Committee, although there are some queries about the various different types of trustee involved with the Memorial Hall.

The Memorial Hall committee has got several new clients since the loss of the pre-school; these have helped to reduce the short fall in income.

### RT2. Bucklebury Events Committee.

The Best of Bucklebury weekend to take place on the 22<sup>nd</sup>/23<sup>rd</sup> June is on course with a number of events organised. A map of gardens open will be available at the Victory Room and the Memorial Hall. An art exhibition is taking place in the Victory Room, a flower festival, tower tours and ringing of the bells will take place in the Church, the Primary School will be open, there is a walk to the Coronation Oak. All proceedings will culminate in an event at the Cottage Inn on Sunday afternoon.

### RT3. Heritage Forum.

Cllr. Clarke, Cllr. Cairns and Cllr. Southgate attended a meeting of the Heritage Forum which was a very informative evening. The development of heritage trails round Mortimer were discussed, which had been developed using an app. Cllr. Southgate is now trialling the app with a view to possibly creating one or more heritage trails in Bucklebury.

## ROUND TABLE COMMENTS

### RT1. Consultation on Planning Applications in Adjacent Parishes.

Cllr. Ranken raised a question about when WBC consults parishes on planning applications in adjacent parishes. The case in point concerns the planning applications at the Pot Kiln and planned use of a marquee. The Clerk advised that there has been no planning application at the Pot Kiln for a marquee.

The Clerk will consult WBC and clarify the criteria used in determining whether adjacent HP parishes should be consulted on planning applications.

The meeting closed at 9.30pm.

**Date of next Planning Committee:**

**7.45pm Monday 24<sup>th</sup> June 2019.**

**Date of Next BPC meeting:**

**7.45pm Monday 8<sup>th</sup> July 2019.**

Signature .....

Date .....