

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL  
held using Zoom on Monday 9<sup>th</sup> November 2020 at 7.45pm.

PRESENT

Cllr. B. Dickens (Chairman); Cllr. J. Brims; Cllr. L. Clarke; Cllr. A. Hillerton; Cllr. D. Southgate; Cllr. F. MacCallum; Cllr. B. Unamba-Oparah; Cllr. P. Spours; Cllr. H. Cairns; Cllr. R. Ranken; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

APOLOGIES

Apologies of absence were received and accepted from Cllr. T. Slatford.

DECLARATIONS OF INTEREST

D1. Register of Interests.

The Clerk will be circulating members interests to them for checking, before updated copies are put on the website.

D2 Declarations of Interest in Agenda Items.

There were no declarations of interest in any agenda items.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes – Monday 12<sup>th</sup> October 2020.

It was resolved that the minutes of the BPC meeting held on Monday 12<sup>th</sup> October 2020 were a true reflection of the meeting and they will be signed by Cllr. Dickens.

M2. Bucklebury Parish Planning Committee – Monday 26<sup>th</sup> October 2020.

It was resolved that the minutes of the Bucklebury Planning Committee which took place on Monday 26<sup>th</sup> October 2020 were a true reflection of the meeting and they will be signed by Cllr. Brims.

CHAIR'S REPORT

CH1. Laura Farris MP attending a BPC meeting.

BPC has been approached about Laura Farris MP attending a BPC meeting. It has been suggested that she might like to come to the January or February meeting.

CH2. Wimbles Barn Planning Application.

Approximately three years ago, a planning application for conversion of a barn was submitted; BPC objected to the application as did Thatcham Town Council but WBC approved the application. Neighbours to the site have made a complaint to WBC on the grounds that there are a number of anomalies in the case and that the barn is not redundant and should have had a structural survey. It is understood that the issue is being treated as a formal complaint.

CH3. Cycling on the Common.

There have been a number of comments on social media about “no cycling” signs which have been put up on some footpaths on the common. It was reported that there has been a small group of off-road cyclists who have engineered jumps, cutting down trees and moving earth to make jumps off the rights of way between The Slade and Holly Lane. Cycling on bridleways and byways is legal, however, it is not legal on footpaths or other areas of the common. District Cllr. Pask has confirmed this with both Simon Barnet and Willie Hartley Russell.

CH4. Covid 19 Volunteers.

The Covid-19 Volunteer list has been updated.

There was a suggestion that the volunteer scheme be extended to include a befriending/buddy scheme to support the vulnerable. Some people may no longer be receiving family visits. It may be possible to use the volunteer list to assist with finding the more vulnerable.

It was agreed that Cllr. MacCallum, Cllr. Spours, Cllr. Dickens and the Clerk would meet to discuss what may be achieved.

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## CH5. Recycling.

At the last BPC meeting, Cllr. Dickens and Cllr. MacCallum volunteered to help Cllr. Cairns with the processing of the bottle tops. Cllr. Dickens commented that he hadn't appreciated the work that Cllr. Cairns was required to do and continues to do in order to process the tops. To date, approximately 26,000 tops have been sent for recycling.

## CLERK'S REPORT

### CL1. WBC Community Champion Award.

Nominations for the WBC Community Champion awards need to be submitted by Friday 20<sup>th</sup> November. Several suggestions for possible nominations were made at the meeting. Any further suggestions should be sent to Cllr. Dickens.

### CL2. Tree Preservation Order on Yew Tree at the Wimbles.

The Clerk advised BPC that WBC has now placed a TPO on the very old yew tree at the Wimbles, adjacent to the barn (approved for conversion).

### CL3. Meeting Dates for 2021.

The Clerk will circulate meeting dates for 2021 (second and fourth Mondays of the month) before the next meeting.

## PLANNING

Planning applications to be considered.

### P1. 20/02500/HOUSE 19 Paradise Way.

*Demolition of existing one storey side extension and erection of two storey side extension and associated works.*

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

Planning decisions made by WBC:

### P2. 20/01480/FUL Glendale Nurseries, Hungerford Lane (Adjacent Parish).

*Rural diversification projection comprising demolition of existing outbuilding and polytunnels and erection of 1 no. B1/B2/B8 building with associated access track and parking area.*

BPC had **no objection** to this application which was **approved** by the Eastern Area Planning Committee.

### P3. 20/01629/FUL Ivinghoe (Adjacent Parish).

*Replacement dwelling and landscape enhancements.*

BPC **objected** to this application which has been **refused** by WBC.

### P4. 20/01885/FUL & Barn, Hawkridge Farm.

20/01886/LBC2 *Change of use of listed barn to dwelling, revised access and erection of car port.*

BPC **objected** to these applications which have been **withdrawn**.

### P5. 20/01920/OUTD Land adjacent to Hunts Cottage and accessed by School Hill (Adjacent Parish).

*Outline application for the erection of a dwelling and garage on land adjacent to Hunts Cottage, School Hill, Midgham Green together with access from School Hill and associated landscaping. Principle and means of access to be considered.*

BPC made **no comments** on this application which has been **refused**.

### P6. 20/02102/HOUSE High Barrow, Paradise Lane.

*Erection of a car port.*

BPC had **no objection** to this application which has been **approved** by WBC.

### P7. 20/01910/CERTE Hillfoot Cottage.

*Change of use of land to garden.*

BPC made **no comments** on this application which has been determined as **lawful** by WBC.

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P8. Rochestown House.

Concern was raised about the use of former workshop and garage at Rochestown House being used as an independent dwelling. District Cllr. Pask commented that any evidence of independent use (as opposed to ancillary use for a house keeper or gardener) needs to be sent to the WBC enforcement team. It was agreed that the Clerk will raise the issue with WBC enforcement.

P9. Site meetings.

Cllr. Southgate raised concerns about site meetings and whether there should be risk assessments for them whilst a COVID lockdown is in place. It was noted that two people can meet, socially distanced outside. If a visual inspection is needed from a public right of way, there shouldn't be an issue. If there is a need to enter the site, permission must be sought from the agent or applicant.

#### DISTRICT COUNCILLOR'S REPORT

DC1. COVID members grant.

District Cllr. Pask commented that he was pleased to report that the grant application for a COVID members bid had been successful. The grant allocated is for £1,000, but this comes with the caveat that if one of the other parishes in the ward puts forward a suitable application, some of the money may have to be returned.

DC2. Speeding.

District Cllr. Pask has spoken to Anthony Stansfeld (Police and Crime Commissioner) about speed traps and speeding in general. The Local Area Commander, Superintendent Lindsey Finch is aware of the issues.

SID units are available for parish councils to purchase. However, BPC needs to determine what the priorities are for the unit. It was suggested that the primary use for the unit should be education of drivers. In the short term, WBC SID units are not available until the end of the year and the Community Speed Watch programme has been frozen during COVID.

#### TOPICS

T1. Bucklebury Meadows.

Due to the Covid 19 Lockdown, plans to open the small meadow were bought forward and it was opened on Thursday 5<sup>th</sup> November. The Cottage Inn has kindly loaned two picnic benches, until the new benches arrive.

A temporary barrier has been put up in the entrance track to prevent young children running straight out into the road. Fox Fencing will be installing permanent barriers on 19<sup>th</sup> November.

Dog walkers have been encouraged to walk along the track and through the meadow to establish the surface of the path.

There have been a lot of positive comments on the initiative.

T2. Hockett Field.

The Clerk is in the process of contacting Andrew Inwood about the proposed work.

HP

T3. Cemetery and Chapel.

**Memorials** – A second quote is being obtained for the repairs to the fifteen memorials. Once this second quote has been obtained the Clerk will circulate both quotes for councillors to determine which one to accept.

**Repairs to Gate and Roller** – It was resolved to accept Pete Cane's quote of £400 to make repairs to the main gates, the kissing gate and weld up the crack in the roller. This maintenance work will allow both gates to open and close as they would have done when first installed.

T4. Fred Dawson Playpark and the BMX Track.

**Update on inspections** – Cllr. Hillerton reported that no issues had been found with the Playpark and BMX track.

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T5. Memorial Hall Litter Situation.

BPC has made a 'one-off' contribution to the Memorial Hall of £50 towards the emptying of the Biffa bins. Mike Scholl has said that the cost of emptying the Biffa bin to the end of September was £750. Emptying the large red Biffa bin on a weekly basis costs in the region of £155 per month. A Biffa wheelie bin would cost approximately £70 a month to be emptied weekly.

It is estimated that the litter produced from walkers, the car park, the playpark and the BMX track would fill approximately one wheelie bin a week.

Cllr. Brims proposed that BPC pay the cost of a wheelie bin on a monthly basis (£70).

When things return to normal, this payment will cover the cost of the Memorial Hall cleaner emptying the playpark bins on a weekly basis as was happening before lockdown.

It is up to the Memorial Hall to decide whether they change the bin and save the difference or carry on as they are. The commitment from the Memorial Hall must be that they will have an agreement to have at least one wheelie bin as a minimum requirement.

It was resolved to accept this proposal.

Cllr. Brims then proposed that BPC backdate the payments to March 23<sup>rd</sup>, with a backdated payment of £500 (for just over 7 months); however, given the payment already made of £50, this payment should be £450.

It was resolved to accept this proposal.

T6. Memorial Hall Planning Application.

Mike Scholl has asked whether BPC would be the applicant for a planning application at the Memorial Hall to convert the Oak Room gent's toilet into an externally accessible toilet for the Tennis Club and to make the two remaining toilets (one disabled) unisex.

BPC agreed that in principle they don't have an issue with being the applicant for the application, however, prior to the application being submitted would like to see the complete application.

Councillors raised concerns about whether two toilets were sufficient for the Oak Room and questioned whether the externally accessible toilet needed to provide disabled toilet facilities. A councillor asked whether it would be possible to install a second lockable door in the entrance hall to the Oak Room, such that the gent's toilet could be accessed without access to the Oak Room itself.

T7. Conservation Areas.

Cllr. Clarke reported that the working group has been working on site surveys for the existing conservation area. A member of the group is now working on collating all of the information.

Debra Inston (Conservation Officer at WBC) has met with the working group;

Bucklebury is the only parish in the district taking the appraisal forwards.

T8. SID in Bucklebury.

The 30mph road traffic signs, adjacent to the recreation ground as you enter the village from Briff Lane have now been straightened; they are frequently rotated by vehicles and a more permanent solution is needed.

Cllr. Southgate suggested that posts with an off-set for the signs would be beneficial. The Clerk will contact WBC and enquire whether this might be a possible alteration.

HP

T9. Replacement /repairs to way markers on the common.

The Clerk reported that the surveys have nearly all been carried out and the information will be sent to Sallie Jennings in the near future.

T10. Parking at the junction of Roundfield and Little Lane.

Dominic Murphy has contacted BPC and asked whether some of the CIL money he has paid could be used to improve the parking situation for the bungalows at the entrance to Roundfield. It was agreed that the Clerk will organise a meeting with WBC, Sovereign Housing Association, Dominic Murphy and a representative from BPC.

HP

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T11. Recycling.

Cllr. Spours enquired whether the bottle tops are sent to the air ambulance. It was noted that the air ambulance only takes milk bottle tops. Cllr. Cairns will contact the lady who co-ordinates the air ambulance bottle tops and find out more information.  
Currently the majority of bottle tops are sent to RPCS Rubber and Plastic recycling in Cold Ash.

HC

T12. Parking outside the Saab Garage.

Cllr. MacCallum raised concerns about the parking in the road outside of the Saab Garage and panel beaters. The increased parking is due to the building work at Imagine and the builders parking in the road. It has become a very dangerous stretch of road. The Clerk reported that she had forwarded an email from a local resident to PCSO Sarah Preston.

FINANCE

F1. Cheques signed by Councillors since the last meeting:

Odin Manners / Manscape Garden Services	£2,314.00	Replacement cheque for works on the BMX track.
Triangle Management Co Ltd	£28.80	Memorial Hall dog bin emptying – October.
SSE Contracting Ltd	£84.60	Maintenance contract for streetlights.
Helen Pratt	£523.79	Clerk’s October salary.
Berkshire Pension Fund	£155.19	October 2020 pension contribution.

F2. To review current balances and financial position.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£62,585.72	
Lloyds Current Account:	£65,829.83	On 20 <sup>th</sup> October 2020.
Lloyds Business Instant Account for meadows.	£36,922.27	On 20 <sup>th</sup> October 2020.
Scottish Widows Reserve Account:	£37,745.21	On 1 <sup>st</sup> April 2020.
Scottish Widows Gilroy Account:	£4,579.35	On 1 <sup>st</sup> April 2020.

F3. West Berkshire Libraries.

It was agreed to make a contribution to the WBC libraries of £1,850 from S137 money, and equating to approximately £1 per parishioner.

F4. Newbury Weekly News Over 80’s Parcel Fund.

It was agreed that BPC would make a contribution of £150 from S137 money, to the Newbury Weekly News Over 80’s Parcel Fund; a number of parishioners benefit from this cause.

REPORTS FROM MEETINGS.

RP1. District Parish Conference.

Having attended the District Parish Conference Cllr. Southgate reported that highway improvements are scheduled for the A4 and A339. As of 3 to 4 weeks prior to the conference there were no COVID hotspots in West Berkshire. The Public Protection Group are willing to give advice to people organising events; they advised that with suitable precautions and risk assessments in place Common Clearing and Cemetery working parties could go ahead.

Planning white papers are currently being consulted upon. Under the proposals, 80% of West Berkshire will be protected, however, the land to the east and west of Harts Hill will not.

RP2. CCB AGM.

Cllr. Brims attended the AGM of CCB.

ROUND TABLE COMMENTS

RT1. Defibrillators.

The Victory Room defibrillator now has the code on the cabinet, for all to see. People who live in the village are aware that whilst it remains locked, it is accessible to all and

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are being more vigilant in monitoring it.

RT2. Turners Green Carol Concert.

Cllr. Southgate suggested that it might be possible to hold a virtual carol concert, possibly using the BPC Zoom license. Depending on regulations at the time, it might be possible to have a socially distanced carol concert on Turners Green.

RT3. Green Grit Bin for The Slade.

Cllr. Cairns reminded the Clerk about the agreement that a green grit bin would be purchased for The Slade.

RT4. Letters for those involved with Cemetery Carols.

Cllr. Cairns reminded the Clerk that the letters to those who have helped with Cemetery Carols need to be sent out.

The meeting closed at 9.40pm.

Future Meetings:

Bucklebury Planning Committee:

Monday 23<sup>rd</sup> November 2020 at 7.45pm (Zoom).

Bucklebury Parish Council:

Monday 14<sup>th</sup> December 2020 at 7.45pm (Zoom).

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Date .....