

MINUTES OF A VIRTUAL MEETING OF BUCKLEBURY PARISH COUNCIL
held via Zoom on Monday 14th December 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; Cllr. T. Slatford; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

OTHERS

Mr. Dominic Murphy; Mr. Colin Gable; Michelle Evans.

APOLOGIES

There were no apologies of absence.

DECLARATIONS OF INTEREST

D1. Register of Interests.

The Clerk has circulated copies of Members Interests to each individual to check before they 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 9th November 2020.

It was resolved that the minutes of the BPC meeting held on Monday 9th November 2020 were a true reflection of the meeting and they will be signed by Cllr. Dickens.

M2. Bucklebury Parish Planning Committee – Monday 23rd November 2020.

It was resolved that the minutes of the Bucklebury Planning Committee which took place on Monday 23rd November 2020 were a true reflection of the meeting and they will be signed by Cllr. Brims.

CHAIR'S REPORT

CH1. Christmas Trees.

Since the last meeting there has been discussion about putting a Christmas tree on the grass opposite Peaches Stores and outside of the Victory Room. A tree has been organised outside of the Victory Room by the Victory Room Committee and village parishioners. Traditionally there has not been a tree in Upper Bucklebury, but it was felt that this was a bit of a missed opportunity and it should be included in the budget for next year.

CH2. Community Champion Award.

A nomination for the WBC Covid Community Champion award has been submitted from the parish.

CH3. Bucklebury Farm Park.

The Mail on Sunday contained an article with a lot of inaccuracies about the sale of Bucklebury Farm Park.

CLERK'S REPORT

CL1. Parking at the Little Lane/Roundfield junction.

The Clerk requested a councillor to volunteer to work on the parking situation at the junction of Little Lane and Roundfield in order that a meeting with the various stake holders can be organised.

CL2. Report on completion of the Fingerpost work.

The majority of Rights of Way markers on the common have been surveyed and the reports have been returned to Sallie Jennings at WBC. The repairs and rectifications should take place before the spring.

Signature

Date

CL3. Lawrences Lane, Active Travel Project.

The Active Travel Project has gained funding to restrict access to Lawrences Lane (between the Ridge and Thatcham) and therefore make it more attractive for walking and cycling. The method of restriction will be determined by the results of a consultation. Either a physical closure or a Traffic Regulation Order (TRO) are being considered.

CL4. The Oaks.

In normal circumstances, the next edition of The Oaks would be published at the beginning of February. It was agreed that, due to COVID the next edition would be delayed until the beginning of March or possibly April 2021.

PLANNING

Planning applications to be considered.

P1. 20/02735/HOUSE Hytaville, Byles Green.

Section 73a: Removal of Condition 4 (Tree Protection Scheme) of previously approved application (18/00213/HOUSE): Proposed extension and refurbishment of dwelling.

BPC had **no objection** to this application.

P2. 20/02697/HOUSE Kings Copse House, Southend.

The proposed works include the installation of new pedestrian and vehicle gates and piers.

BPC had **no objection** to this application.

P3. 20/02771/FULD 82-83 Roundfield.

Erection of 2 No. semi-detached dwellings and one detached bungalow. 82 Roundfield is being developed as a detached 4 bedroom home and should be finished early in the new year.

Planning permission currently exists on the site of 83 Roundfield for one detached 4 bedroom home and a detached bungalow, with a total footprint of approximately 165m².

This application for a pair of semi-detached homes (2 and 3 bedroom) and a detached bungalow has a total footprint of approximately 230m². The proposed bungalow is much larger than the approved bungalow.

The meeting was **closed** for Mr. Gable and Mr. Murphy to speak.

Mr. Gable commented that the bungalow has a ridge height of less than 5m, which is lower than the bungalow in the approved scheme. The proposal is viewed as meeting the criteria set out by WBC.

Cllr. Brims asked how WBC's previous decision to refuse any development in the back garden was being considered; on the opposite side of the road, there is already a bungalow behind 47 Roundfield and there is permission for one behind 49 Roundfield.

Cllr. Cairns asked whether there had been any discussion with Thames Water, given their response on the WBC website (the response suggests that there is 'an inability of the existing water network infrastructure to accommodate the needs of this development proposal'). This is assumed to be a generic letter and no dialogue has taken place.

The meeting was **reopened**.

It was agreed that BPC **objects** to this application on the grounds of the bungalow being disproportionately large for the plot.

P4. 20/2767/HOUSE Brookwood House, Hatch Lane.

Single storey rear extension to enlarge kitchen and create utility room.

It was reported that this is a much-extended house which is lower than the neighbouring property. It was agreed that BPC has **no objection** to this application.

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- P5. 20/02830/HOUSE Brackenwood, Little Lane.
Extension to north elevation with relocated entrance porch and updating principle elevation.
 It was agreed that BPC has **no objection** to this application.
- P6. 20/02840/HOUSE Beechlyn, The Slade.
Removal of an existing corrugated iron single bay garage to be replaced with a double bay oak frame gable end Garage.
 It was unanimously agreed that BPC has **no objection** to this application.
- Planning decisions made by WBC:
- P7. 20/02486/HOUSE Rose Bank, Marlston.
Erection of detached garage with ancillary utility/laundry room and home office.
 BPC had **no objection** to this application which was **invalid**.
- P8. 20/02341/CERTP 1 Paradise Way.
Use of the land for siting a mobile home for use ancillary to the main dwelling.
 It was noted that this permitted development application has been **approved** and a planning application is not required.
- P9. 20/02342/HOUSE 1 Paradise Way.
Erection of a timber single storey granny annexe for ancillary use to the main dwelling.
 BPC **objected** to this application. WBC has determined that the proposal is not considered ‘development’ under the Town and Country Planning Act 1990 and is therefore lawful, so planning permission is **not required**.
- P10. 20/01703/FULMAJ Shooters Lodge, Midgham (Adjacent Parish).
Single storey rear extension to existing garage and conversion to Annexe. New single storey pool building with glazed links to Annexe and existing house.
 BPC **objected** to this application which has been **refused** by WBC.
- P11. Enforcement – Bole Cottage, Chapel Row.
 Planning application 20/01572/HOUSE for Bole Cottage, Chapel Row was approved by WBC on the 21st September 2021. A number of issues have been raised with the development to date including that condition 5 of the planning permission states that the carparking must be complete before further development, the plans show the building being 0.6m from the boundary with Glencoe (the neighbouring property), but in reality, the roof is overhanging the boundary and a fence has been erected along the front boundary which encroaches onto the track by between 1 and 2m. It was agreed that the issues would be reported to WBC enforcement team and to Bucklebury Estate. HP

DISTRICT COUNCILLOR’S REPORT

DC1. Local Plan Consultation.

WBC is carrying out an 8 week consultation on the Emerging Draft of the West Berkshire Local Plan. Comments need to be submitted to WBC by Friday 5th February 2021. The housing sites which were put forward from within Bucklebury parish have not been taken forwards. There is a strategic site to the north east of Thatcham for 2,500 homes, this site includes land on either side of Harts Hill Road, comes north to Blacklands Copse and reaches Cox’s Lane in the east. The proposal includes a new senior school and two new primary schools. It was noted that a strategic gap needs to be maintained between Bucklebury and the proposed development. A working group would be set up to determine BPC’s response to the Draft.

DC2. Police Raid on Land adjacent to Thatchers.

District Cllr. Pask reported that various sites in West Berkshire have been the subject of police raids, including land adjacent to Thatchers in Chapel Row. During the raids, a lot

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of stolen materials were recovered.

DC3. Menage at Osgoods Holding, Sadgrove Lane.

District Cllr. Pask had received objections to bright lights on a menage at Osgoods Holding. These were reported to the WBC enforcement team and as a result will be removed as soon as possible.

DC4. Illegal 4x4 Use of the Common.

Reports have been received on social media of aggressive motorcyclists using the common. It was suggested to parishioners in the February 2020 edition of The Oaks that this type of behaviour should be reported to the Police. District Cllr. Pask has spoken to Inspector Hawkett and the Police are willing to carry out an operation in an attempt to catch the perpetrators.

Cllr. Southgate commented that there are a couple of byways which have not been included under the TROs which should be considered. Questions were also asked about why the TROs don't exclude motorcycles as is done in the TROs on the Ridgeway.

DC5. Common Byelaws.

The Common Byelaws are written in very old-fashioned language and as a result there is scope for misinterpretation. Rewriting the byelaws into modern English is a very complicated process, so it has been agreed that the byelaws will be displayed in more places across the Common along with a 'plain language' interpretation on a laminated sheet of A4. This work will be completed by Simon Barnett.

TOPICS

T1. Bucklebury Meadows.

Picnic benches on loan from The Cottage Inn and two BPC benches are now in place in the small meadow. Temporary signage needs to be replaced by more permanent signs. It was agreed that Cllr. Hillerton and the Clerk will work on a proposal for the BPC meeting on the 11th January.

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It was resolved to accept the quote of £680 for work on the gate post and installation of a kissing gate on the north entrance to the small meadow. Before this work can be carried out, a working party is needed to clear the scrub where the kissing gate needs to go.

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T2. Hockett Field.

The Clerk has spoken to Andrew Inwood who was recommended by Charles Flower to help create a wild flower strip in the Hockett Field. The Clerk will work with Mr. Inwood in early 2021 to clarify exactly what is required.

HP

T3. Cemetery and Chapel.

Memorials – It was agreed to accept the Stone Art Memorials quote of £2,000 for memorial repairs. The work has already been completed.

Repairs to Gate and Roller – Peter Cane has completed the repairs and the gates are now very smooth. The gates were power washed and would benefit from painting; Cllr. Southgate will order some green paint.

DS

The Clerk will ask C.R. Landscapes to quote to shred the pile of material from the various working parties.

HP

The Clerk will organise a site meeting to look at various other work which needs to be carried out.

HP

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.

T5. Memorial Hall Litter Situation.

The Clerk has contacted Mike Scholl about the proposal put forwards by BPC to make payments to the Memorial Hall for removal of the litter generated from the Playpark, the BMX track and the carpark. There has been no reply from Mike Scholl on the matter.

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T6. Memorial Hall Planning Application.

The comments from BPC on the planning application were passed to Mike Scholl after the last meeting. He is of the opinion that the proposed solution meets with the required criteria and is the best solution given the circumstances.

It was agreed that BPC would pay the £231.00 for the planning application and submit the plans.

T7. Wellbeing.

Cllr. MacCallum is obtaining some hampers and other items for distribution where needed. She has been working with Georgina Cardy to help support all of those in the parish, in need.

Cllr. Spours has spoken to Julia Hunt to try and identify people in the Chapel Row area who may be in need.

The WB Hub has contacted the parish about providing a Christmas lunch for a lady in Paradise Way; this has been organised.

Cllr. Dickens has spoken to Brockhurst School; there is a member of staff who lives in the cottages and will ensure that support is available to anyone in Marlston who may need it. As soon as it is safe to do so, the coffee mornings will resume.

T8. Conservation Areas.

A member of the working group is collating all of the information gathered. The group are hoping to meet in January.

T9. SID in Bucklebury.

Cllr. Dickens attended a WBC meeting about the use of SID and would fully endorse purchase of a SID.

Cllr. Southgate has responded to a resident of Burdens Heath who is very concerned about the speed of vehicles and school children walking along the road at dawn and dusk.

Cllr. Southgate has contacted Cheryl Evans at WBC and requested a list of the SID equipment which is endorsed by WBC. WBC have suggested that the equipment be bolted to posts (which if not present need to be installed at a cost to the parish council).

Cllr. Southgate has suggested that BPC could have a frame made up (like the SIDs which are currently loaned out by WBC). The equipment suggested by WBC costs just under £3,000. If it is purchased by parish councils, they can do their own training, which makes it easier to put the challenge out to parishioners to get involved.

It was resolved that BPC should investigate purchase of equipment, preferably shared with Bradfield Parish Council. The Clerk will organise a meeting between Cllr.

Southgate, District Cllr. Pask and Cllr. House (Bradfield) to determine the best approach. Clarification is required on how WBC would handle data collected by parish owned equipment.

Cllr. Southgate reported that in Finchampstead, a SpeedBot has been developed which determines the speed of vehicles along a section of road. The data is gathered from mobile phones which pass through the area. Cllr. Southgate will contact Finchampstead PC about access to the source code, which Cllr. Unamba has suggested he may be able to modify for Bucklebury.

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T10. EA Work on the Pang.

The Clerk reported that the EA have cleared the stretch of river from the road ford to Walnut Tree Cottages, with the result that the ford has dropped significantly. As a result, it is hoped that Brocks Lane adjacent to the river won't flood.

FINANCE

F1. Cheques signed by Councillors since the last meeting:

West Berkshire District Council £1,850.00 S137 contribution for libraries.

NWN Over 80s Parcel Fund £150.00 Christmas parcels for over 80s.

Peter Cane £400.00 Repairs to Cemetery gates and roller.

Signature

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Post Office Ltd	£5.68	Streetlight supply 2/10/2020 to 2/11/2020.
CR Landscapes	£1,091.40	Cemetery maintenance – July, August, September, October and November 2020.
Anne Hillerton	£1,257.98	Three Dale benches.
PKF Littlejohn LLP	£240.00	External audit.
Fox fencing	£516.00	Post and rail fences at entrance to small meadow.
Triangle Management Co Ltd	£28.80	Dog bin emptying at the Memorial Hall – November.
Helen Pratt	£114.19	Zoom license 1/10/2020 – 29/10/2020.
Sylvia Cornell	£40.00	Bus shelter cleaning October, November and December 2020.
Berkshire Pension Fund	£155.19	November pension fund contributions.
Helen Pratt	£523.79	Clerk’s November salary.
Post Office Ltd	£5.32	Streetlight supply 3/11/2020 – 1/12/2020.
F2.	<u>To review current balances and financial position.</u>	
	Lloyds Current Account balance after all cheques cleared and lodgements received:	£60,790.04
	Lloyds Current Account:	£65,536.39 On 20 th November 2020.
	Lloyds Business Instant Account for meadows.	£36,922.27 On 20 th October 2020.
	Scottish Widows Reserve Account:	£37,745.21 On 1 st April 2020.
	Scottish Widows Gilroy Account:	£4,579.35 On 1 st April 2020.
F3.	<u>External Audit.</u>	
	The Clerk reported that the External Auditors have found that an incorrect figure had been copied onto the AGAR. Once this was agreed no further issues were raised.	
F4.	<u>Draft Budget.</u>	
	The Clerk had circulated a draft budget prior to the meeting. Cllr. Brims asked if a grant of £4,075 could be made to the Victory Room. This covers the additional funds required for installing an air source heat pump with a hot water cylinder and radiators in lieu of electric heating. A grant of this amount for the Victory Room was approved. Cllr. Clarke asked if a grant could be considered for WB CAB. It was noted that in the draft budget, £5,000 had been allocated to the Victory Room, which if reduced to £4,075 leaves a surplus of £925 for other grants.	

REPORTS FROM MEETINGS.

RP1. Commons Advisory Meeting.

Cllr. Cairns had circulated a report from the Commons Advisory meeting held via Zoom on Thursday 19th November 2020.

ROUND TABLE COMMENTS

RT1. Gigaclear connection for the Memorial Hall.

Cllr. Southgate asked Cllr. Brims to send him the information about getting Gigaclear connections for community buildings.

RT2. Carols.

Given the current COVID-19 situation it was agreed to cancel any effort for any form of carol concert/carols.

The meeting closed at 10.15pm.

Future Meetings:

Bucklebury Planning Committee:

No Planning meeting in December.

Bucklebury Parish Council:

Monday 11th January 2021 at 7.45pm (Zoom).

Signature

Date