

Minutes of the meeting of Bucklebury Parish Council
held in the Victory Room, Bucklebury on
Monday 16th June 2023 at 7.45pm

Present: Cllr. D. Southgate (Vice Chairman); Cllr. J. Allum; Cllr. L. Clarke; Cllr. M. Morgan; Cllr. P. Teal; Cllr. C. Willett; District Cllr. C. Read; Mrs. H. Pratt (Clerk).
Four members of the public.

Apologies.

Apologies of absence were received from Cllr. B. Dickens and Cllr. P. Spours.

Declarations of Interest.

Register of Interests.

Register of Interest forms were collected from councillors.

Declarations of Interest in Agenda Items.

There were no declarations of interest in any agenda items.

Public Session.

Planning application 23/01120/HOUSE for River Barn.

The discussion on this application is minuted under the planning section of these minutes.

Minutes of meetings of Bucklebury Parish Council.

The minutes of the annual meeting of BPC held on Monday 15th May 2023 were approved as an accurate record of the meeting and signed by Cllr. Southgate.

Vacancies on BPC and possible co-options.

Two possible candidates for co-option were in attendance at the meeting and introduced themselves to BPC. A third candidate was unable to be at the meeting but had submitted a written introduction. The two possible candidates present at the meeting, were keen to sit through a meeting before making a decision on whether they might want to be councillors. It was agreed to defer any decision on co-opting the third candidate, who is willing to join BPC, but can't attend any meetings over the summer.

Appointments and Responsibilities.

Appointments to the following BPC committees were resolved:

- Burial Board: Cllr. Dickens, Cllr. Allum, Cllr. Southgate and Cllr. Willett.
- Meadows and Hockett Field: Cllr. Dickens, Cllr. Teal and Cllr. Clarke.

The following representation on external committees were resolved:

- Bucklebury Memorial Hall: Cllr. Morgan
- Bucklebury Commons Advisory: Cllr. Allum and Mrs. Pratt.
- Victory Room & Recreation Ground Committees: Cllr. Clarke.
- St. Martin's Club: Cllr. Allum.
- West Berkshire Heritage Forum: Cllr. Southgate and Cllr. Clarke.
- Chapel Row Patient Participation Panel: Cllr. Dickens.

The following positions of responsibility were resolved:

- Fred Dawson Play Park & BMX track: Cllr. Teal and Cllr. Southgate.
- Coffee mornings: Cllr. Dickens and Cllr. Clarke.
- Oaks: Cllr. Dickens, Cllr. Clarke and Cllr. Morgan.
- Opposition to NE Thatcham: Cllr. Spours.
- Anti Speeding: Cllr. Southgate.
- Grit Bins: Cllr. Southgate.
- Public Rights of Way: Cllr. Clarke and Cllr. Allum.

Code of Conduct.

The WBC Code of Conduct is based on the LGA Code of Conduct and over 180 pages long. The LGA Code of Conduct (2020) is based upon the Nolan principles, only 16 pages long and clearly sets out how councillors are expected to behave.

Signed

Date
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8	It was resolved to adopt the LGA Model Code of Conduct.	
8	<u>Chair's Report.</u>	
8.1	<u>Berkshire Youth.</u> An email has been received about the role Berkshire Youth can play in helping to support already existing youth groups or in creating new groups. The Clerk will forward this information to known youth groups within the parish.	HP
9	<u>Clerk's Report</u>	
9.1	<u>BPC Email Addresses.</u> The Clerk is in the process of generating gmail accounts for councillors.	HP
9.2	<u>The Oaks.</u> All bundles of The Oaks are now out for delivery with the exception of those for Carbinswood Lane and Midgham Green.	HP
9.3	<u>Chapel Row Bus Shelter Roof.</u> The Clerk has spoken to a contractor to quote for cutting back the vegetation behind the bus shelter and awaits a quote. Concern was raised about cutting the hedge without the permission of the owner, however there was uncertainty about how to contact the owner. District Cllr. Read offered to assist and ask WBC to write to the owner requesting the hedge be cut back.	HP CR
10	<u>Planning.</u>	
10.1	<u>Planning applications which BPC has been consulted on by WBC:</u>	
10.1.1	23/01205/FULMAJ – Woottens, Upper Woolhampton. <i>Conversion of existing 3-bay carport to provide home gym and secure garage with store over.</i> BPC had no objection to this application subject to the converted carport remaining ancillary to Woottens.	
10.1.2	23/01120/HOUSE – River Barn, Marlston. <i>Garage with storage above including demolition of existing outbuilding.</i> It was reported that amended plans have been submitted to WBC reducing the bulk of the roof and reducing its height when viewed from Brocks Lane. The amended plans had not been uploaded to the WBC website and therefore comments to WBC were based on the original plans. The meeting was closed for the applicant to speak. The applicant commented that the main objective of this application is to enhance the important and rare chalk river eco system. To achieve this, buildings are being moved from close to the river, back towards the road creating a clear “blue/green” corridor. The proposed garage will have a smaller footprint than the remaining half of the outbuilding being demolished as part of this application. The meeting was reopened . BPC agreed, with one abstention, to object to this application on the grounds of the massing and height when viewed from Brocks Lane. BPC looks forwards to being consulted on the amendment to the application.	
10.1.3	23/01287/HOUSE – 43 Broad Lane. <i>External material change to render.</i> It was agreed that BPC objects to this application on the grounds of the impact on the street scene and Bucklebury Vision. It was suggested that if the render is for improved thermal insulation, cavity and loft insulation should be explored.	
10.2	<u>To receive planning decisions made by WBC:</u>	
10.2.1	23/00387/MINMAJ – Hartshill Copse, Burdens Heath. <i>Section 73 – Application for Removal or Variation of a Condition following Grant of Planning Permission 22/01348/MINMAJ – S73: Variation of Condition 1 (Temporary Permission) of previously approved application 21/01451/MINMAJ: Section 73 – Variation of Condition 1 (Temporary Permission) of planning permission</i>	

19/03158/MINMAJ – Section 73A: Variation of condition 1 – temporary permission 3 – approved plans and 28 – final levels of approved application 17/03493/MINMAJ: Section 73 – Variation of condition 1 (time period of operations) of the appeal decision APP/U0300/A/88/934223 for Extraction of hoggin from Land adjoining Harts Hill Road, to enable a satisfactory restoration scheme to be agreed, implemented and completed. BPC **objected** to this application which has been **approved** by WBC.

10.2.2 **23/00761/HOUSE – Marywell, Chapel Row.**

Formation of tennis court.

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

10.3 Adjacent Parish Applications.

No new applications have been registered within 200m of the parish boundary.

10.4 Re-routing of footpath BUCK 154/1 through Bucklebury Farm Park.

Proposals to reroute BUCK 154/1 to go around the west and north edge of the Farm Park were considered. Part of the proposed route will use the existing restricted byway BUCK 20/2 which suffers from being very muddy and therefore impassable to some walkers. It was agreed that BPC was in favour of the diversion, but felt that improvements should be made to the surface of BUCK 20/2.

11 **District Council Business.**

District Cllr. Read reported that Cllr. Tony Vickers had met with Cllr. Spours and planning consultant Andrew Black about the draft Local Plan. WBC officers have spoken to the appointed planning inspector about a potential pause in the process which the inspector has suggested he would allow if it is requested. The options will be considered at a WBC meeting on Tuesday 13th June.

Cllr. Jeremy Cottam is the Chairman of WBC District Council for the coming year.

District Cllr. Read has reported the pot holes and general condition of Hatch Lane to WBC.

The decision of the previous Council to stop sending letters to neighbours of planning applications is to be reversed, but it is hoped that some of the communications can be sent via email.

The overgrown hedge on the Harts Hill Road side of the Mount Pleasant triangle has been cut back, but concern still exists over sight lines. Issues with lines of sight being obscured by vegetation across the parish have been reported to WBC.

There have been issues with the contractors who empty the dog bins which has resulted in a number of bins not being emptied for an unacceptable period of time.

Residents are being encouraged to sign up to the Community Panel so they can take part in surveys; an adult autism survey is currently taking place.

Transport for London (TFL) are proposing to remove Day travel cards; this is being opposed by WBC.

Budding poets are being encouraged to submit their work and get involved in a WBC initiative “Poetry in Mind”.

12 **Bucklebury Meadows and Hockett Field.**

A quote for the replacement kissing gate post is awaited.

13 **Cemetery and Chapel.**

The Clerk will organise a working party for the Cemetery.

14 **Fred Dawson Playpark and the BMX Track.**

Cllr. Teal reported that he has inspected the play area and picked up litter which has been left around. He is working with Cllr. Southgate on how to tighten up some fittings.

It was agreed that the Clerk should order the two toddler swings and new bearings to support the basket swing.

The plastic barriers have been removed from the BMX track and it is hoped to remove the wooden barriers tomorrow (Tuesday 13th June).

HP

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DS
HP

15	<u>Wellbeing.</u>										
15.1	<u>Defibrillators.</u>										
15.1.1	<u>Training.</u> The Clerk has been in touch with the Community First Responder about training sessions and a number of Fridays have been selected as possibilities. The Clerk has advertised these sessions to residents via The Oaks. It was agreed that BPC will cover the cost of hall hire for the training sessions.	HP									
15.1.2	<u>Installation costs of the defibrillator in The Slade.</u> A defibrillator has been installed in The Slade, the cost of the electricity being covered by Cllr. Allum. It was unanimously agreed that Cllr. Allum be reimbursed for the installation costs of the defibrillator.										
15.2	<u>Coffee mornings.</u> An article was placed in The Oaks asking for volunteers to come forwards to help set up and tidy up at the Coffee mornings.										
16	<u>Environment.</u>										
16.1	<u>Conservation Area Appraisal.</u> The Conservation Area Appraisal is waiting for the consultation period to be completed. Cllr. Morgan asked why the Glebe field was not included within the Appraisal; he will email his comments to Cllr. Clarke.	MM LC									
16.2	<u>Highways.</u>										
16.2.1	<u>Speeding.</u> Cllr. Southgate will work on getting the SID out in the community. There was the suggestion of a refresher training session before the Planning meeting on Monday 26 th June.	DS									
16.2.2	<u>Grit bins.</u> Cllr. Southgate will check the levels of grit in the bins and refill them where necessary with the stock held on his drive. It was noted that dog walkers continue to put poo bags in grit bins.	DS									
16.3	<u>The Common.</u> Work is ongoing on the Common to increase the area of heathland and to create woodland pasture by haloing older trees. A small herd of empty belted Galloway cattle are planned to graze the common utilising a no fence grazing system based on GPS collars.										
17	<u>Audit.</u>										
17.1	<u>Internal Auditors Report.</u> The Clerk circulated the internal auditors report to councillors prior to the meeting.										
17.2	<u>Annual Governance Statement.</u> It was resolved that BPC had met the statements within the Annual Governance Statement and it was signed by the Chairman and the Clerk.										
17.3	<u>Annual Statement of Accounts for FY22/23.</u> It was resolved to approve the Annual Statement of Accounts for the year ending 31 st March 2023 and it was signed by the Chairman.										
18	<u>Finances.</u>										
18.1	<u>Payments to be authorised by Councillors:</u> <table border="0"> <tr> <td>YES Engineering Group Ltd</td> <td>£3,600.00</td> <td>Traffic consultancy for THA20 (reissue of previously cancelled cheques).</td> </tr> <tr> <td>Bucklebury Memorial Hall</td> <td>£75.00</td> <td>Grass cutting.</td> </tr> <tr> <td>Expenses, Salaries, Pensions & PAYE for May 2023</td> <td>£1,058.04</td> <td>Including £19.62 in expenses for the Annual Parish Assembly.</td> </tr> </table>	YES Engineering Group Ltd	£3,600.00	Traffic consultancy for THA20 (reissue of previously cancelled cheques).	Bucklebury Memorial Hall	£75.00	Grass cutting.	Expenses, Salaries, Pensions & PAYE for May 2023	£1,058.04	Including £19.62 in expenses for the Annual Parish Assembly.	
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Expenses, Salaries, Pensions & PAYE for May 2023	£1,058.04	Including £19.62 in expenses for the Annual Parish Assembly.									
18.2	<u>Funds received since 14th April 2023.</u>										

Signed

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- A VAT reclaim was made at the end for FY21/22 for ££6,316.27. Originally, this was included in the accounts for FY22/23 but on the grounds that the funds were not received in FY22/23, the internal auditor recommended that it be put into this year's accounts.
- 18.3 To review current balances.
 Lloyds Current Account balance after all
 cheques cleared and lodgements received: £26,697.19
 Lloyds Current Account: £34,689.38 On 19th May 2023.
 Lloyds Business Instant Account for
 meadows: £32,432.53 On 19th May 2023.
 Scottish Widows Reserve Account: £32,868.17 On 4th April 2023.
 Scottish Widows Gilroy Account: £4,596.47 On 4th April 2022.
- 19 **Correspondence.**
- 19.1 WB CAB.
 It was resolved to make a payment of £100 to Greenham Trust for the WB CAB.
 Greenham Trust will match this payment.
- 19.2 CPRE AGM.
 The CPRE AGM will take place at 5.30 on the 7th July at Englefield House.
- 20 **Round Table Comments.**
- 20.1 Drainage outside Greenbanks, Harts Hill Road.
 Cllr. Teal reported that WBC will be sending drainage engineers out over the next 28 days
 to clear the gulleys outside of Greenbanks.
- 20.2 Article in The Oaks about Parking Proposals at the Cornerpiece.
 The Clerk reported that she had already received two responses about parking proposals at
 the Cornerpiece. Responses will be compiled into a table which can be circulated.
- 20.3 Harts Hill Road.
 The recent surface dressing on Harts Hill Road has improved it dramatically. However,
 the water leak remains.

HP

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The meeting concluded at 10.15pm.

Date of next meetings:

Bucklebury Planning: Monday 26th June 2023 at 7.45pm – The Victory Room

BPC meeting: Monday 10th July 2023 at 7.45pm – The Victory Room

Signed

Date

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