

Minutes of a meeting of Bucklebury Parish Council

held at the Victory Room, Bucklebury on

Monday 17th April 2023 at 7.45pm

Present: Cllr. B. Dickens (Chairman); Cllr. J. Brims; Cllr. J. Allum; Cllr. M. Morgan; Cllr. P. Teal; Cllr. A. Hillerton; Cllr. P. Spours; Cllr. D. Southgate; Cllr. C. Willett; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

One member of the public.

1 **Apologies.**

Apologies of absence were received from Cllr. L. Clarke.

2 **Declarations of Interest.**

2.1 **Register of Interests.**

Councillors were reminded to advise the Clerk of any changes needed to their declarations of interest.

2.2 **Declarations of Interest in Agenda Items.**

There were no declarations of interest in any agenda items.

3 **Public Session.**

3.1 **Friends of Bucklebury Meadows Proposal.**

As part of the Coronation Meadow project, 100 meadows are being dedicated around the country, and groups are being encouraged to manage meadows in a traditional way. Whilst appreciating the limited time of parish councillors, three parishioners have offered to get together and help BPC manage the meadows. It was suggested that a councillor be included in the group who could then report back to BPC. The group would consider the three meadows behind The Cottage Inn and the Hockett field. It was suggested that the group discuss and determine their focus and the type of thing they might want to do.

4 **Minutes of meetings of Bucklebury Parish Council.**

The minutes of the meeting of BPC held on Monday 13th March 2023 were approved as an accurate record of the meeting and signed by Cllr. Dickens.

5 **Chair's Report.**

5.1 **Condition of Roads and Potholes.**

Cllr. Dickens commented that the state of Bucklebury's roads is endemic across the whole of West Berkshire. Significant parts of Carbinswood Lane have been under water through the Winter. As a result of the flooding there are a number of significant pot holes.

Despite the flooding and pot holes being reported to WBC no response has been received.

District Cllr. Pask commented that the flooding had been passed to the WBC drainage team and that Carbinswood Lane to Douai Abbey was scheduled for machine patching.

Further it was reported that Byles Green was resurfaced at the end of March. Rather than resurfacing Byles Green, this crew could have been filling the potholes on Carbinswood Lane and elsewhere across West Berkshire. It was questioned why WBC don't allocate all crews to pot hole duty in March and April rather than scheduled resurfacing.

It was noted that the gully at the top of Harts Hill is still blocked despite it being repeatedly reported.

Harts Hill Road has been marked for repair, but the section of road opposite the Saab garage remains unmarked.

It was noted that whilst new road markings had been painted on resurfaced sections of road, very faded markings next to the new surface were left.

Where roads have been resurfaced, concern was raised about the fact that an extra layer is simply being added to the top, making the road higher and therefore having the potential to cause new drainage issues at the sides of the road and making the edges of the road more vulnerable to breaking up.

Signed

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5.2	<p><u>Bucklebury Community Bus.</u></p> <p>The new Bucklebury Community Bus committee has approached BPC about a possible grant, having not received one since January 2022. Fees being charged are insufficient to run the bus and make savings for a new bus in the future (as was a condition of one of the grants they received). Current fees are approximately £73 a term.</p> <p>Cllr. Dickens will request more detailed finances after which this will be made an agenda item.</p>	BD
5.3	<p><u>Fire Survey of the Meadows.</u></p> <p>It had been thought that the Royal Berkshire Fire and Rescue Service offered fire surveys pro bono, however this is not the case.</p> <p>It was agreed that consideration be given to a 5m fire break strip being cut around the perimeter of each of the meadows, particularly when the risk is high. Cllr. Allum, Cllr. Dickens and the Clerk will investigate a contractor to carry out this work.</p>	JA BD HP
6	<p><u>Clerk's Report</u></p>	
6.1	<p><u>May Edition of The Oaks.</u></p> <p>It was agreed that the deadline for the next edition of The Oaks would be Sunday 21st May with distribution on the weekend of the 3rd/4th June.</p>	
6.2	<p><u>Bucklebury Councillor email addresses.</u></p> <p>The Audit Commission states that parish councillors should have council specific email addresses and that parish councils should have .gov.uk domains (bucklebury.gov.uk). Council specific email addresses are in order for councils to ensure that they are compliant with GDPR regulations and to protect councillors from the small risk of their email system having to be scrutinised by the ICO.</p> <p>Currently BPC uses the buckleburyparish.org domain and all email to that domain is handled by Microsoft. Any additional email addresses on this domain would be subject to a charge from Microsoft.</p> <p>A free, quick solution would be for BPC to have a set of gmail accounts, which the Clerk sets up and allocates to councillors who then receive, read and send all BPC emails via this account. A restriction would be that councillors don't change their password. When they cease to be councillors, the Clerk would simply change the password on the account. Alternatively BPC could adopt a second domain (possibly a .gov.uk one) and all councillors and the Clerk receive email on that domain. The cost of this option will be domain registration, domain hosting and email management.</p> <p>It was agreed that councillors would be allocated a BPC specific gmail account, which would be created by the Clerk.</p>	HP
6.3	<p><u>BPC SID License.</u></p> <p>The signed and sealed SID license is still awaited from WBC.</p>	
6.4	<p><u>May Planning Meeting.</u></p> <p>It was agreed that there would be a planning meeting on Tuesday 30th May.</p>	
6.5	<p><u>Insurance.</u></p> <p>The insurance renewal is due at the beginning of May. The cost is £1,135.33 (£1,066.59 in 2022/23) subject to the Cemetery Chapel being revalued. BPC is in a 3-year fixed term agreement which terminates on the 6/5/2024.</p> <p>Cllr. Willett agreed to look at the Chapel and review the value.</p>	CW
6.6	<p><u>Annual Assembly Arrangements – Friday 19th May.</u></p> <p>After a discussion, it was suggested that there would be no refreshments after the annual assembly.</p>	
7	<p><u>Planning.</u></p>	
7.1	<p><u>Planning applications which BPC has been consulted on by WBC:</u></p>	
7.1.1	<p>23/00656/HOUSE & 23/00657/LBC – The Old Cottage, The Avenue.</p> <p><i>Single storey side and two storey rear extensions.</i></p> <p>It was agreed that BPC has no objection to this application.</p>	

Signed

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- 7.1.2 **23/00761/HOUSE – Marywell.**
Formation of tennis court.
 It was agreed that BPC has **no objection** to this application subject to there being no lighting of the tennis court.
- 7.2 To receive planning decisions made by WBC:
- 7.2.1 **22/00279/HOUSE – Wenden, Long Grove.**
Demolition of existing dwelling and construction of a new detached 4/5 bed house with garage and indoor pool. Amendment reducing pool building to orangery.
 BPC **objected** to the original application and to the amendment, however the amended application has been **approved** by WBC.
- 7.2.2 **22/00163/HOUSE – Gable House, Briff Lane.**
Proposed detached single-storey pool house and swimming pool.
 BPC had **no objection** to this application which has been **approved** by WBC.
- 7.2.3 **22/00164/HOUSE – Gable House, Briff Lane.**
Alterations to existing garage including new ancillary accommodation at first floor.
 BPC **objected** to this application which has been **approved** by WBC.
- 7.2.4 **22/00176/HOUSE & 22/00177/LBC – Gable House, Briff Lane.**
Conversion of first floor roof space including two new dormers, new ground floor French doors, and internal alterations.
 BPC had **no objection** to these applications which have been **approved** by WBC.
- 7.3 Adjacent Parish Applications.
 No new applications have been registered within 200m of the parish boundary.
- 7.4 Local Plan.
 The accounts for opposing the Local Plan have been published. A small amount of funds ring fenced for opposing the next stage remain.
 The draft plan has been submitted to the inspector, but it is understood there is a queue of plans waiting to be considered. There were 496 responses to the consultation.
- 8 **District Council Business.**
- 8.1 Highways Inspection of Harts Hill/Burdens Heath Triangle.
 The triangle has been inspected by the road safety team. The triangle was approached from all three directions on two separate occasions. On one inspection, during a busy period reversing out onto Burdens Heath was required. The problems only arise during the working week.
 Both sides of the road (outside the Saab garage and the panel beaters) are eligible for waiting restrictions, however before pursuing this, consultation with the residents and businesses would be strongly encouraged. Any restrictions would be likely to cause more parking on the common over which WBC has no control or powers.
 It was noted that Bucklebury Vision supports businesses in the parish, but growth of businesses can be to the detriment of parishioners.
 It was agreed that Cllr. Allum and Cllr. Southgate would write an article for The Oaks asking for parishioners' views, and Cllr. Dickens will consult with the businesses directly.
- 8.2 Gates on the Common.
 One of the newly installed gates on the Common was smashed by a 4x4. This has already been replaced. The gates are not allowed to be locked, even when TROs are in place.
 It was noted that there were sets of tyre prints on the byway from Fanny's Lane to the Briff Farm track (byway BUCK 28) this morning.
- 8.3 Black Cat/ Sentinel Speed figures.
 District Cllr. Pask was asked to pursue the figures from the Black Cat speed recorder during its deployment at Chapel Row last year.

JA
 DS
 BD

GP

Signed

Date
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9	<u>Bucklebury Meadows and Hockett Field.</u> The Clerk has made an application for the felling of a tree with a TPO, however WBC has deemed that application is invalid because the location plan is taken from the WBC website and doesn't show a copyright statement. Padlocks have been placed on both of the five-bar field gates between the meadows. The surface at the kissing gates between the fields have both become very muddy and it was proposed that they be surfaced with scalplings. Cllr. Teal will explore the options and produce a specification. The work to improve the surface at the Mortons Lane entrance has been well received and is a big improvement, however there is a trip hazard next to the dog bin which Cllr. Teal will inspect.	HP PT PT
10	<u>Cemetery and Chapel.</u>	
10.1	<u>Working Party.</u> A number of dates were sent for a Cemetery working party however none of them were entirely suitable. It was agreed that the Clerk would send more dates out.	HP
10.2	<u>Commonwealth War Grave Sign.</u> The Commonwealth War Grave Commission are running a project to put signage up at the entrance to each cemetery which contains one or more war graves. Bucklebury Cemetery contains one war grave and BPC has received an application form for such a sign. The sign would be installed and maintained by the Commonwealth War Grave Commission. It was agreed that the Clerk apply for a sign.	HP
11	<u>Fred Dawson Playpark and the BMX Track.</u>	
11.1	<u>Cases of Arson in the Play Park.</u> Since Easter Sunday there have been four cases of fires being started in the play area by youths luckily resulting in minimal damage. These have been reported to the Police along with CCTV footage following Cllr. Southgate examining two weeks' worth of images. The CCTV footage revealed a group of 3 to 6 youths who are visiting the play area on a regular basis and generally abusing the facility.	
11.2	<u>Inspections.</u> Cllr. Hillerton reported that no obvious issues have come to light in recent inspections.	
12	<u>Wellbeing.</u>	
12.1	<u>Defibrillators.</u> The Peaches defibrillator which had been returned to CU Medical under a recall has now been returned to BPC. However, during the refurbishment of the shop and air conditioning systems the defibrillator will be unavailable. The Victory Room defibrillator was used and subsequently taken to Newbury Ambulance Station, who were unaware of who or where the defibrillator belonged. It has now been returned to the Clerk. An action following this incident will be for all BPC defibrillators to be labelled with "Bucklebury Parish Council", their location and a telephone number so that should this situation arise again, they can easily be returned and it is instantly obvious where the defibrillator has come from. The defibrillator and cabinet for The Slade have been ordered and have arrived. Parts for the installation have also been purchased. Cllr. Allum is overseeing the installation.	HP JA
12.2	<u>Coffee mornings.</u> The March coffee morning was successful. The next one is scheduled for Thursday 27 th April. This is the last one for which the Oak Room is booked. It was agreed that The Oak Room would be booked for coffee mornings from May through until December from 10.15am to 12.15pm.	AH HP
13	<u>Environment.</u>	
13.1	<u>Conservation Area Appraisal.</u> The Bucklebury Conservation Area Appraisal is still with WBC awaiting consultation.	

13.2 Highways.

13.2.1 **Speeding**

BPC is still awaiting the signed and sealed license from WBC for the use of SID. It is anticipated that SID will be utilised before the next edition of The Oaks is published.

13.2.2 **Grit bins.**

Cllr. Southgate commented that he has a number of bags of grit to fill up bins and asked councillors to advise him of any bins which need filling.

13.3 The Common.

Cllr. Allum and Cllr. Southgate reported that there is a Trek Event with approximately 70 horses and riders scheduled to take place on the Common on the last bank holiday weekend in May. The event starts from Marlston and a lunch stop is scheduled on Turners Green. Concern has been raised about the event itself and the impact it will have on the Common. Cllr. Allum is expecting an itinerary and a copy of the planned route, but neither have been received to date.

14 **Finances.**

14.1 Payments to be authorised by Councillors:

Andrew Black Consulting	£4,500.00	Planning consultant for THA20.
West Berkshire District Council	£163.91	Emptying of Meadows dog bins for FY22/23.
Bucklebury Memorial Hall	£420.00	Waste Management 1/7/22 to 31/12/22.
Fox Fencing	£102.00	Rehanging of gate in Meadows.
Growing Designs Limited	£154.15	Parts for installation of defibrillator in The Slade.
Bucklebury Tennis Club	£213.96	To rectify an error where BPC were paid by mistake.
Defib Warehouse	£1,698.00	Defibrillator and Cabinet for The Slade.
Salary, pension, HMRC and expenses	£1,127.11	Includes two bike locks for the meadows and 1 years Microsoft license.

14.2 Funds received since 13th March 2023:

Bucklebury Tennis Club	£213.96	(Paid in error)
Midgham PC	£1,000.00	(THA20)
Parishioner donation	£99.00	(THA20)
WBC Members bids	£1,754.03	(Benches, CCTV and defib)
HMRC	£6,316.27	(VAT reclaim 1/2/2020 to 31/12/2022)

14.3 Finances for FY22/23.

Expenditure for the year totalled £39,081,81 and income totalled £41,686.94 excluding any interest.

14.4 To review current balances.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£9,092.40	
Lloyds Current Account:	£14,488.39	On 20 th March 2023.
Lloyds Business Instant Account for meadows:	£32,393.18	On 20 th March 2023.
Scottish Widows Reserve Account:	£32,752.35	On 7 th April 2022.
Scottish Widows Gilroy Account:	£4,580.27	On 7 th April 2022.

15 **Correspondence.**

15.1 WBC Climate Forum – Wednesday 19th April at 1pm (Teams).

Solar Together, Home Upgrade Grant 2 and EV charging points are all on the agenda for the meeting.

All
DS

Signed

Date
2023/23

- 15.2 Drove Lane, Bucklebury Alley legal width.
WBC has asked if anyone has any historic information about the width of Drove Lane in the parish of Cold Ash.
- 15.3 WBC Co-Production training.
WBC is running co-production training on Thursday 27th April at 6.30pm in person and Tuesday 2nd May at 2.30pm online.
- 16 **Round Table Comments.**
- 16.1 Bucklebury Meadows.
Cllr. Brims commented that any future management of Bucklebury Meadows must include opportunities for recreation for youths in the parish.
- 16.2 Bucklebury Farm Park.
It is understood that the Farm Park will be submitting a planning application for the use of the Lodge in the near future.
- 16.3 Fly tipping in The Slade.
On Sunday 16th April, rubbish sacks were fly-tipped off the back of a vehicle around The Slade. WBC has been out and labelled each of the bags.
- 16.4 WB Heritage Forum AGM.
Cllr. Southgate will attend the WB Heritage Forum AGM on the 26th April.
- 16.5 Housing Developments and Sewage Capacity.
The Briff Lane sewage work has recently been discharging into the river Pang. The Pang Valley Flood Forum (PVFF) is trying to obtain a statement from Thames Water indicating whether or not there is sufficient capacity in the sewage system to cope with proposed developments. It was questioned what WBC's reaction to this will be.
- 17 **The meeting concluded at 9.55pm.**
Date of next meetings:
Annual BPC meeting: Monday 15th May 2023 at 7.45pm – The Oak Room.
Annual Parish Meeting: Friday 19th May 2023 at 7.45pm – Victory Room.