

MINUTES OF A MEETING OF THE BUCKLEBURY PARISH COUNCIL
Held at the Bucklebury Memorial Hall on Monday 14th July 2009.

PRESENT

Mrs. P. W. Frankum (Chairman); Mr. B. Dickens; Mr. P. Brook; Mr. H. Hind; Mr. J. Brims;
Mr. D. Heslop; Mr. T. Slatford; Mr. A. Gilbert; Mrs. L. Clarke; Mr. J. de Lara; Mr. Q. Webb;
Mr. G. Pask; Mrs. H. Pratt (Clerk).

APOLOGIES

Mr. S. Beeson.

ALSO PRESENT

Mrs. S. Poole.

MINUTES

The minutes of the meeting held on Monday 8th June 2009 were agreed as a true record of the meeting and signed by Mrs. Frankum.

MATTERS ARISING

All matters arising are covered elsewhere in the minutes.

TOPICS

T1. Fred Dawson Play Park.

The meeting was closed for Mrs. Poole to present progress with the improvements to the play park.

Mrs. Poole reported that 99% of the funding for the original plans had been agreed. By removing replacement swings from the plans there is 100% funding. The funding which has been received or agreed to date is £49,396, the majority coming from Veolia. A number of funding applications are still outstanding including one to Englefield Trust.

The new design is modern and has been based on the responses received to questionnaires distributed through out the parish. Six companies were tendered to and this was subsequently reduced to three.

Quotes have been obtained both to raise the canopy of the trees and for the fencing. This work is included in the total expenditure of £55,476 including VAT. A VAT reclaim for £6,081 reduces the total cost to £49,395. Mrs. Poole presented a cash flow showing when invoices will need to be paid and when sums of money are expected to be received from Veolia.

Mrs. Poole asked that BPC agree to the following proposals:

1. Re-confirmation of support for the project.
2. To fund the cash flow shortfall of £8,005 during the week commencing 5th October 2009.
3. To place the order for the Play Park Contractor after the Veolia agreement has been signed.
4. To reclaim the VAT accordingly.
5. To allow the Project Manager (Jonathon Poole) to manage the delivery of the project.

The meeting was reopened.

After some discussion around the financial agreement with Veolia, Mr. Slatford proposed that BPC agree the proposals which Mrs. Poole put forward after ensuring that the Veolia grant application is signed prior to the order being placed. This was seconded by Mr. Dickens; 6 members were in favour of the proposal and 3 members HP abstained.

Mr. Heslop and Mr. de Lara commented on how well the Play Park Committee had

Signature

Date

done with the project so far. It was agreed the Clerk should write to Mr. Poole and thank him for his work to date.

PLANNING

P1. Enforcement.

Mr. Pask spoke briefly about Certificates of Lawful Use and retrospective planning permission. He stated that if something is constructed without planning permission, for which planning permission is subsequently refused it may well have to be demolished or removed.

When enforcement officers visit a site and request that certain action takes place, the requested action is not relayed to the parish council, making it difficult to know the position on sites where the enforcement officer is involved. Mr. Pask agreed to take this matter up; although it was pointed out that there may be matters of confidentiality to consider.

P2. 20 Broad Lane.

The Clerk reported that permission is required if mobile homes are in use and no other planning application is ongoing. It was agreed that a letter would be sent to the occupants of 20 Broad Lane asking them to regularize the position with WBC.

HP

P3. Bucklebury Saab Garage.

The Clerk reported that Graham Tandy has indicated that the Highways Department of WBC intended to have the fence around the Saab Garage resited by direct action approximately six months ago. There is no planning enforcement action on going as the Council would be serving the notice on themselves as the fence is on the highway (belonging to WBC). Mr. Tandy also raised the issue of the Common parking area being utilized by the garage. It was agreed that BPC would pursue the issue of the fence but not the parking at the current time. The Clerk will write a letter to John Ashworth requesting action.

HP

P4. Land South of Berrys Copse.

Graham Tandy has reported to the Clerk that there has been no further activity reported since WBC's last communications with Mr. Wickens and his agent in October 2008. A planning application 09/00671/FUL for the replacement of fire damaged forestry store building was submitted in April, but was invalid at that time. This application has very recently been received by BPC. Mrs. Frankum reported that the planning application refers to coppicing which takes place from this site; no coppicing has taken place on this site during the last 40 years. The enforcement officer is understood to have requested that a number of buildings be removed from this site. It was also pointed out that there are a number of TPOs to be considered.

P5. 44-46 Broad Lane Appeal.

It is understood that the site meeting is on Tuesday 15th July at 10.30am. The appeal is by written representation only, therefore making it possible that there will be no opportunity to speak. Mrs. Frankum, Mr. Slatford and Mr. de Lara agreed to attend.

P6. Mulberry House, Carbinswood Lane (adjacent Parish).

The Clerk reported that the planning application refused by WBC for the demolition of former stable block and the erection of a swimming pool house has been taken to appeal. BPC had no objection to this application.

Plans submitted for approval:

P7. 09/01101/HOUSE Westrop Cottage, Westrop Green.

Addition of front porch and utility room.

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

P8. 09/01158/HOUSE The Cottage, Fifield Farm.

Construction of covered swimming pool and demolition of adjacent barn.

BPC **objects** to this application on the grounds of overdevelopment of the site and because of the site history.

Signature

Date

- P9. 09/01173/HOUSE & 09/01174/LBC Woottens, Upper Woolhampton.
Removal of existing in appropriate flat roof and replacement with pitched roof to provide improved accommodation.
BPC has **no objection** to these applications.
- P10. 09/00842/LBC Little Thatch, The Avenue.
Listed Building Consent required to retain the existing works on the above property:- (1) Kitchen Roof Works carried out twenty years ago for which planning permission was obtained but not LBC; (2) Removal of the wall between the kitchen and breakfast rooms; (3) Double glazing for windows; (4) Modifications to the porch roof.
BPC **objects** to this application due to the modification to the porch roof and one of the windows not being leaded and therefore not in keeping with the rest of the property.
- P11. 09/00968/HOUSE Marlston Farm.
Single storey oak framed garage store and dog kennel.
BPC **objects** to this application on the ground of the site history and over development.
- P12. 09/00969/HOUSE 15 Mortons Lane
Extension of garage with bonus room/storage room above.
BPC has **no objection** to this application.
- P13. 09/00974/HOUSE & 09/00975/LBC Pear Tree Cottage, Byles Green.
Single storey rear extension with open deck in the roof space.
BPC has **no objection** to these applications.
- P14. 09/00900/FUL Coach House Barn, Marlston Farm.
Storm porch to main house and lean-to boiler room/log store to garage.
BPC **objects** to this application due to the site history and overdevelopment.
- P15. 09/00808/HOUSE Wayside Cottage, The Slade.
Replace an existing 64sqm wooden outbuilding with a smaller single storey 48sqm wooden outbuilding.
BPC has **no objection** to this application.
- P16. 09/00979/HOUSE Rivendell, Briff Lane.
Internal alterations to provide a disabled access bedroom and adjoining wet room. Single storey side extension to replace bedroom lost by internal alterations.
BPC has **no objection** to this application.

Planning application determined:

- P17. 09/00706/HOUSE Byrons Chase, Carbinswood Lane.
Construction of outbuilding for stables and garden equipment to replace existing facilities.
BPC had **no objection** to this application, however it has been **withdrawn**.

ROADS

- R1. Broad Lane.
The Clerk reported that she had written and thanked Mr. Garratt for the signage work along Broad Lane and also requested the results of the speed survey. These results have not been forth coming to date; the Clerk will chase them up. HP
- R2. Road between Bucklebury Village and Briff Lane.
WBC have sent details of their five year programme for extended maintenance work throughout the district, this is reassessed each year and effected by the available budget. However the following roads within Bucklebury Parish are on the programme as follows:

Signature

Date

09/15

- 2010/11 - Marlston Road – Bucklebury Village to Briff Lane.
Holly Lane.
Un-named road from Brocks Lane to New Barn Farm.
Manor Farm Road near Hill Foot Farm.
- 2011/12 - Hatch Lane.
Holly Lane to Lawrences Lane.
- 2012/13 - Roundfield – Broad Lane end.

HALLS

H1. Memorial Hall Improvements.

Mr. Hind reported that the Memorial Hall committee had produced a list of approximately 30 improvements they would like to make to the hall. Some of these improvements are understood to have a total cost of approximately £14,000 and include the doors to the main hall, door closures, the hall floor, CCTV, fencing, improvements to the committee room and the entrance foyer.

MAINTENANCE

M1. Hockett Field.

Mrs. Frankum reported that she has spoken to Dennis Gower and that the Pang Valley Volunteers will look into the possibility of laying the hedge around the field once the nesting season is over.

The Clerk reported that Mr. West has cut the field.

M2. Upper Bucklebury Bus Shelter.

The Clerk reported that she had spoken to Paul Hyde (WBC) who asked WBC preferred contractors to quote to paint the seat and tidy up the bus shelter. The quote came to £550. Given the condition of the bus shelter WBC will cover the costs from the Infrastructure Budget, whilst awaiting S106 money which is due for Bucklebury. Mr. de Lara proposed acceptance of this suggestion, which was seconded by Mr. Dickens and unanimously agreed.

HP

M3. Cemetery Chapel.

The Clerk reported that the windows have been repaired and the insurers have now appointed a second contractor to carry out the repairs to the roof.

Thames Valley Police have been working with the father of the youth involved and it has been suggested that the £250 is paid in 4 instalments.

HP

M4. Bucklebury Meadow – Management Plan.

Sue Everett has sent an updated management plan to BPC. To fulfil the plan, cattle need to be grazed on the meadows, however BPC understand that the grazier Andrew Waters does not believe it is viable to do this. The Clerk will arrange a meeting between Andrew Waters, BPC and Jeremy Davey(WBC) to try and move this forwards.

HP

PUBLIC PATHS AND THE ENVIRONMENT

Pp1. Bucklebury Meadow – Line of Footpath.

Jon Thomas (WBC) is looking into this matter; however he is currently away from work. The Clerk will find out how long he is likely to be away.

HP

Pp2. Byway 67 past Tomlins.

The Clerk reported that Sally Jennings has handed this over to Elaine Cox who will be dealing with it. It was agreed that the Clerk will ask Elaine Cox about the timeframe in which the sign is likely to be reinstated.

HP

Pp3. TPOs on Oak Trees.

The Clerk reported that Mr. Pask had been expecting the TPO paperwork to be forthcoming during his recent holiday, however as none has been received the Clerk has sent a letter to John Ashworth.

HP

Signature

Date

Pp4. Blacklands Copse.

The lease of the Copse is understood to have been sold to a Pangbourne gentleman who intends to use it for forestry and bio fuels. It was agreed that business around the legal agreement about access can be removed from the matters arising list.

Pp5. Common 4*4 Focus Day.

This event was due to take place on the weekend of 11th/12th July. Unfortunately it was cancelled by the police and needs to be rearranged.

SB

Pp6. Flood Alleviation Project.

Mr. Allison has contacted Mrs. Frankum and will be talking to BPC at the August meeting. Parishioners of Bucklebury Village will be contributing £55,000 towards the flood alleviation work, the amount proposed for each house hold is based upon their Council Tax band. BPC have previously agreed to support the project by promising £4,000. Mrs. Clarke asked whether BPC should consider increasing this amount.

GENERAL ADMINISTRATION

Ga1. Asset Register.

The value of the Memorial Hall has increased with the building of annex. The Clerk reported that Mr. Mason is expecting the insurers to value the hall over the next month or two. It was agreed that when this value is available, BPC will update the asset register.

Ga2. BPC meetings in 2010.

The Clerk reported that she had requested use of the Oak Room for BPC meetings during 2010 rather than the Committee Room. The request was declined on the grounds that the room cannot be let to anyone else on a Monday evening. Mr. Hind reported that BPC could use the Oak Room, if the Clerk liaised with Mr. Scholl on a meeting by meeting bases and the room had not previously been let.

HP

Ga3. Bucklebury WI.

Mr. Hind reported that Stellar Nesbit had contacted him to ask if BPC maintained archives of materials and whether BPC would be interested in scrap books and a tape compiled by the WI before it closed. Mrs. Relf from Bucklebury History Society will contact Stellar Nesbit and look at the materials before they are placed in the Berkshire Records Office.

PARISH PLAN

Pp11. Progress with Refresh.

A kick off meeting and two steering group meetings have taken place. It has been decided to have a stand at the Chapel Row fair with a competition for children, in order to consult with some parishioners. It has been difficult to determine a suitable time, when the Memorial Hall is available, to hold a consultation in Upper Bucklebury.

Mr. Brook will be attending the AGM of CCB tomorrow on behalf of BPC, the cost of which is £35.00 (full cost to non members of CCB £70.00).

FINANCE

F1. Balances:

Lloyds Treasurers Account £15,438.97 At 19/6/09.

Scottish Widows Call Account £27,739.74 At 1/4/09.

Scottish Widows Gilroy Bequest
Account £4,655.04 At 1/4/09.

Scottish Widows Memorial Hall
Extension Fund £80,885.69 At 1/4/09.

F2. Cheques signed by Councillors since the last meeting:

Bucklebury Construction £8,487.00 Improvement to Memorial Hall car park.

Signature

Date

09/17

	Red Box	£403.08	Fire extinguishers etc. for Memorial Hall.
	One World One Camera	£299.00	Pictures for The Oak Room.
F3.	<u>Cheques signed by Councillors:</u>		
	Southern Electric Contracting Ltd.	£29.14	Streetlights.
	Solaglas Windowcare	£250.00	Excess on insurance for Chapel vandalism.
	CCB	£30.00	Annual membership.
	The Society of Local Council Clerks	£82.00	Clerks Membership of SLCC.
	Mrs. S. Cornell	£35.00	April, May and June bus shelter cleaning.
	Access Architects Ltd.	£2,056.63	Final architect payment for Oak Room.
	1 st Bucklebury Guides	£200.00	Donation.
	Mr. R. Kent	£50.00	April, May and June Cemetery Superintendent.
	Mr. B. Dickens	£2.98	Lock for gate.
	Bucklebury Parish Council – MHE	£2,000.00	Last payment of COMMA/ACRE grant.
	Mrs. H. Pratt	£388.52	June '09 salary and June quarter expenses.

F4. Reserve Account.

The Clerk reported that the penalty of early withdrawal on the Lloyds TSB fixed term deposit was approximately £250 and any accrued interest. In light of these details and that the Play Park project is expected to require some short term financial support Mr. Heslop proposed that BPC leave the reserve account with Scottish Widows; this was seconded by Mr. Gilbert and unanimously agreed. It was agreed that the situation should be reviewed again when the budget is reviewed in October.

F5. Advance of 2010/11 grant for Hall Improvements to 2009/10.

After some discussion around bringing the payment of £5,000 forwards, Mr. Brims and Mr. Brook commented that there was no cash flow for funds held by BPC. It was agreed that the Clerk would produce a cash flow of the financial commitments of BPC for the August meeting. It was agreed that the decision regarding when the donation can be made, should only be made once members have seen the cash flow.

HP

CORRESPONDENCE

C1. St. Martins Club.

Mr. Allum has thanked Bucklebury Parish Council on behalf of the St. Martins Club for the interest on the Gilroy account. The St. Martins Club finds the proposal to pay the interest on the Gilroy account to them in arrears after the end of the Financial Year quite satisfactory.

C2. CPRE Membership Renewal.

The Clerk reported the CPRE membership was due for renewal. In previous years BPC have paid the membership and given a donation to a total of £100. The BPC budget includes £100 for renewal of the membership of CPRE; it was agreed by all present.

HP

C3. CAWB.

WBC has cut funding to CAWB by 50% for 2009/10 and has indicated that there will be no funding from April 2010. The CAWB in Newbury will therefore close on 6th September 2009. In the meantime, WBC is investigating way to develop a new model to support the Voluntary and Community Sector. Sarah Wards role will continue to be fully funded for 2009/10.

C4. West Berkshire Citizens Advice Bureau.

West Berkshire Citizens Advice Bureau runs an Outreach Service in eight rural locations through West Berkshire from GP surgeries. Due to lack of funding one of these services remains suspended. BPC discussed the issues involved and the benefits which this service may provide to parishioners; our nearest Outreach Service is in

Signature

Date

Thatcham. No decision was reached and it was agreed that this would be discussed at the next meeting.

C5. Pang Valley Countryside Project.

Mrs. Frankum reported that she had spoken to Karen Davies who indicated that the Pang Valley Countryside Project are expecting to hear in September that their funding for 2010/11 is once again being cut by WBC.

The meeting closed at 10.10pm.

NEXT MEETING:	Monday 10th August 2009.
PLEASE NOTE THE FOLOWING DATES:	
Sunday 9th August	Heather Walk 3pm meet at Common Cross roads.
Saturday 17th October	Autumn Commons Clearing.

Signature

Date