

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

PRESENT

Mrs. P. Frankum (Chairman); Mr. S. Beeson (Vice-Chairman); Mr. T. Slatford; Mr. H. Hind; Mr. B. Dickens; Mr. J. de Lara; Mrs. L. Clarke; Mr. D. Heslop; Mr. A. Gilbert; Mr. J. Brims; Mrs. H. Pratt (Clerk).

APOLOGIES

Mr. P. Brook.

ALSO PRESENT

Mr. G. Pask (District Councillor); Mr. and Mrs. Hutchings.

MINUTES

The minutes of the meeting held on 11th August 2009 were agreed as a true record and signed by Mrs. Frankum.

MATTERS ARISING

All matters arising are covered elsewhere in the minutes.

PLANNING

P1. Bucklebury Saab Garage.

The Clerk reported that Mark Edwards (WBC) has instructed the legal department to issue an enforcement notice for the fence to be removed, with which the owner has 28 days to comply. BPC should be sent a copy of this enforcement notice. If the structure is not removed, Mark Edwards will arrange for its removal.

HP

P2. Chapel Row Dairy.

Mrs. Clarke asked what the position was regarding Chapel Row Dairy. Mr. Pask gave a brief history of the site, which includes a Certificate of Lawfulness being issued a number of years ago to maintain electrical systems of lorries, but not a scrap-yard. The Enforcement team are understood to be working on the position.

Plans submitted for approval:

P3. 09/01508/HOUSE 20 Broad Lane.

Mr. Brims and Mrs. Frankum viewed the application after it had been submitted to WBC, but prior to BPC receiving it. The application is to extend and convert the existing bungalow, increasing it in size by well over 100%. There are a large number of flat roofs which are shown with sedum planting scheme. It was noted that this is a very prominent location within the village.

The meeting was closed for Mr. and Mrs. Hutchings to speak.

Mrs. Hutchings has studied the planning guidelines available on the WBC web site and found a number of reasons for objection, including the following: the application is for a rebuild not an extension; the shape and scale dominate and distort the original building; the increase in size is greater than 250%; the character and design are out of character with the area; the proposed master-bedroom balcony directly overlooks the garden and pool of Edgelee House. Mrs. Hutchings also asked how the mobile homes will be removed on completion as there will be insufficient access.

The meeting was reopened.

Mr. Beeson referred to Bucklebury Vision in addition to the comments which Mr. and Mrs. Hutchings had raised.

Mr. Dickens proposed that BPC **object** to this application, which

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was seconded by Mr. Beeson and unanimously agreed. Mr. Slatford will draft a response. TS

- P4. 09/01628/FUL Hopgoods Farm, Hopgoods Green.
Remove existing single storey dwelling and adjacent outbuildings and erect a 2 storey replacement dwelling.
BPC has **no objection** to this application.
- P5. 09/01424/AGRIC Middle Wood, Hatch Lane.
Erection of shelter for workers, to include restroom, first aid point and storage.
BPC has **objected** to this application.
- P6. 09/01530/HOUSE Byrons Chase, Carbinswood Lane.
Construction of outbuilding for stables and garden equipment to replace existing facilities.
BPC has **no objection** to this application.
- P7. 09/01509/FUL Oak Acre, The Avenue.
Change of use from paddock to residential curtilage.
BPC has **objected** to this application.
- P8. 09/0769/HOUSE Blade Bone Butchery, Chapel Row.
Reconstruction and extension of existing roof to form new bedroom area.
BPC has **no objection** to this application.
- P9. 09/01440/HOUSE Barfield, Chapel Row.
Garage.
BPC has **no objection** to this application.

Planning applications determined:

- P10. 09/01424/AGRIC Middle Wood, Hatch Lane.
Erection of shelter for workers, to include restroom, first aid point and storage.
BPC **objected** to this agricultural application and it has been determined that a **full planning application is required**.
- P11. 09/01358/HOUSE 12 Hatch Close.
Erection of 2m high close boarded fence along the West boundary adjacent to Hatch Lane.
BPC **objected** to this application. An amendment was received reducing the height of the fence to 1.6m before the application was **approved**.
- P12. 09/01267/HOUSE Chadwell, Chapel Row.
Extensions to front and rear of house.
BPC had **no objection** to this application and it has been **approved**.
- P13. 09/01244/FUL Land at Bushnells Green Farm.
Section 73 – Application for removal or variation of condition 4 of planning permission 08/01628/FULD.
BPC had **no objection** to this application and it has been **approved**.
- P14. 09/01155/HOUSE 30 Chapel Row.
Two storey and single storey extension to rear of house, replacement of current enclosed front entrance porch with larger porch.
BPC had **no objection** to this application and it has been **approved**.
- P15. 09/00671/FUL Land South of Berrys Copse.
Replacement of fire damaged forestry store building.
BPC **objected** to this application and it has been **refused**.
- P16. 09/01292/HOUSE The White House, Byles Green.
Partial enclosure of an existing open fronted garage and construction of garden shed.
BPC had **no objection** to this application and it has been **approved**.

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- P17. 09/01223/HOUSE Winchcombe Farm, Briff Lane.
New bay window on South gable end of existing outbuilding.
BPC had **no objection** to this application and it has been **approved**.
- P18. 09/01101/HOSUE Westrop Cottage, Westrop Green.
Addition of front porch and utility room.
BPC had **no objection** to this application and it has been **approved**.
- P19. 09/01219/HOUSE Heatherdene, Little Lane.
Proposed single storey rear extension with loft conversion, new detached garage/workshop to replace existing outbuildings.
BPC **objected** to this application, however it has been **approved**.
- P20. 09/01158/HOUSE The Cottage, Fifield Farm.
Construction of covered swimming pool and demolition of adjacent barn.
BPC **objected** to this application and it has been **withdrawn**.
- P21. 09/01190/HOUSE Long Roches Farmhouse, The Avenue.
Timber garden building.
BPC had **no objection** to this application and it has been **approved**.
- P22. 09/01173/HOUSE & 09/01174/LBC Woottens, Upper Woolhampton.
Removal of existing inappropriate flat roof and replacement with pitched roof to provide improved accommodation.
BPC had **no objection** to this application and it has been **approved**.
- P23. 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 year ago for which planning permission was obtained by 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 **objected** to this application, however it has been **approved**.
- P24. 09/00969/HOUSE 15 Mortons Lane.
Extension of garage with bonus room/storage room above.
BPC had **no objection** to this application, but **objected** to the amendment with alterations to the design. The amended application was subsequently **approved**.

DISTRICT COUNCIL BUSINESS

Dc1. Nothing to report.

S1. Schools. Nothing to report.

ROADS

R1. Junction of Byles Green and Cemetery Road.
There was no update on the repairs required to this junction. Mr. Beeson will chase this up.

SB

HALLS

H1. Memorial Hall.
There have been a number of vandalism incidents at the hall which have been reported to the Police by Mr. Beeson who has also made some of the repairs. It is felt that CCTV is really required and quotes for this have been obtained. The PCSO Karen Taylor has spoken to Mike Scholl.
Mr. Hind reported that a Risk Assessment has been carried out for the main hall, the Oak Room and the Committee Room, which is being passed to users. Mr. Hind reported that the Committee are progressing with their plans for new front doors for the

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existing hall, refurbishing the entrance hall, the floor in the main hall, CCTV, fencing and small items in the playpark.

H2. October Festival.

An October Festival is being held on the Recreation Ground next to the Victory Room, on Saturday 3rd October from noon – late with free entrance. This has been advertised very widely.

MAINTENANCE

M1. Upper Bucklebury Bus Shelter.

The Clerk reported that the Upper Bucklebury bus shelter has been refurbished and looks much better. Mr. Hyde (WBC), who was instrumental in the work, has been thanked by BPC.

M2. Cemetery Chapel.

The repairs to the roof have now been completed. The roofer who carried out the repairs was of the opinion that the life expectancy of the roof is only a few years as the tiles are wearing away. It was agreed that the Clerk will try and contact the roofer and obtain a rough estimate of the likely cost so that BPC can budget for this in the future.

The Clerk reported that the first instalment towards paying for the insurance excess has been received from Thames Valley Police. HP

M3. Bucklebury Meadow - Management.

Mrs. Frankum reported that the seeding of the small field behind 20 Broad Lane is scheduled to take place during the first week of October. There will be no cattle grazing the meadows this winter; it will be cut as necessary instead. It is proposed that there be an annual meeting with all parties involved to discuss the management of the meadows. SB

Mr. Beeson reported that the water meter for the cattle troughs is still in situ although he has some more investigating to do regarding the water supply.

PUBLIC PATHS AND THE ENVIRONMENT

Pp1. Bucklebury Flood Alleviation Project.

The Clerk reported that she had sent details of the project and the question regarding the legalities of BPC signing the contract with the Environment Agency and WBC to BALC, who have sent the question directly to the National Association of Local Councils (NALC). A response has not to date been received and the Clerk will chase this up. HP

Pp2. Byway 67 past Tomlins.

Mrs. Frankum reported that she has spoken to Gary Kimber(WBC) regarding reinstating the byway sign on Cox's Lane as soon as possible.

Mrs. Clarke will chase up the practicalities of making the byway a restricted byway with WBC. LC

Pp3. Bucklebury Meadow – Line of footpath.

The Clerk reported that an update has been received from Paul Hendry(WBC). Jon Thomas(WBC), who was working on the issue has now returned to work. It was agreed that the issue is more who should own the land between the fences than the line of the footpath. The Clerk will contact Jon Thomas and chase up the matter.

It was agreed that this issue regarding the footpath must be resolved prior to BPC taking ownership of the meadows from WBC in the autumn of 2010. HP

Pp4. Drugs at Bucklebury Ford.

It is understood that drugs or evidence of them has been found in close proximity of Bucklebury Ford. Mr. Beeson agreed to report this to the PCSO. SB

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Pp4. Allotments.

Mr. Dickens reported that a parishioner has approached him with issues regarding the allotments in the parish.

In the Small Holdings And Allotments Act 1908, it places a duty on local authorities to provide sufficient allotments, according to demand and makes provision for the compulsory purchase of land to provide allotments.

It was agreed that the Clerk should write to Bucklebury Estate and enquire where existing allotment sites are, how many of the plots are in use, how many plots there are, where the former allotments sites are and whether they all belong to Bucklebury Estate. An allotment in Miles Green has recently been cleared and planted, however a number of questions have been raised regarding its suitability, including the lack of daylight, fencing and water.

HP

Mr. Pask agreed that the matter should be brought to the attention of the Commons Advisory Committee.

GP

The Clerk will also contact WBC regarding the role of WBC and BPC in the allotments on Bucklebury Common.

HP

Pp5. The Common.

There have been six reports of fly tipping made to WBC in the last month, all of which have been cleared. A Section 59 order is being issued for illegal use of quad bikes.

YOUTH

Y1. Fred Dawson Memorial Playpark.

The Clerk reported that a PlayBuilder grant for £7,500 has been secured from WBC, thus enabling the swings and some extra surfacing to be replaced.

The first instalment cheque was received from Veolia, but unfortunately void, as the payee was both BPC and the Memorial Hall Committee. It has therefore been returned and a replacement cheque is awaited.

GENERAL ADMINISTRATION

Ga1. Common Clearing.

The Autumn Common Clearing event is on Saturday 17th October, with skips at Chapel Row and the Memorial Hall. Refreshments will be organised by Mrs. Brims and Mrs. Dickens.

HP

Ga2. The Oaks.

Production of The Oaks costs approximately £1,000 per year. Mrs. Frankum asked whether it should include adverts to help reduce the cost? It was agreed that this would be discussed at the October meeting.

Ga4. Bucklebury Vision.

The Clerk reported that the number of Bucklebury Vision booklets held is reducing and enquired about how these were originally produced. It was agreed that Mr. Brooke, the former chair should be contacted.

HP

Ga4. Policies.

The Clerk reported that at a recent discussion group as part of the "Working With Your Council" course, it became apparent that BPC are without a number of recommended policies. If BPC reaches expenditure of over £200,000 in this financial year, an intermediate audit will be required, thus checks on more of our processes and policies will be made. The Clerk felt the purchase of Local Council Administration by Charles Arnold-Baker would be very helpful in preparation for the possibility of an intermediate audit. Purchase of the book was agreed by all.

HP

PARISH PLAN

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Ppl1. Chapel Row Fayre.

A very successful stall was manned at the Chapel Row Fayre, where more than 100 Parish Plan Update fliers were given out. Flip charts requesting people to write up what they liked, disliked and what they would like to see were very popular.

On Friday 25th and Saturday 26th September, the Memorial Hall and Oak Room have been booked with the aim of reaching more parishioners and finding out what they want from the area. Volunteers are needed to help run these sessions.

The Clerk will produce some posters and display them.

PB
HP

Ppl2. Outdoor Gym.

Mrs. Clarke reported that she had visited an IOG Saltex event where The Great Outdoor Gym Company had a lot of their equipment on display. Mrs. Clarke was very impressed with the equipment. A number of good pieces of equipment could be purchased for £10,000.

FINANCE

F1. Balances:

Lloyds Treasurers Account £29,780.33 At 7/8/09.

Scottish Widows Call Account £27,739.74 At 2/7/09.

Scottish Widows Gilroy Bequest £4,657.94 At 2/7/09.

Account

Scottish Widows Memorial Hall £38,687.51 At 2/7/09.

Extension Fund

The Clerk reported that after the cheques signed at this meeting have been presented and all lodgements have cleared the balance in the Lloyds Treasures account will be £4,099.83.

F2. Cheques to be signed by Councillors:

H. S. Jackson & Son (Fencing)Ltd. £643.85 Gate for the playpark.

Mazars £632.50 External audit for 2008/09.

The Alpha Xperience £127.80 Printing of Parish Plan leaflets.

Crowthers £747.50 Oak Room H&S Consultancy.

Mrs. S. Cornell £35.00 Bus shelter cleaning July/August & September.

Peter Brook £35.00 CCB Conference.

Mrs. P. W. Frankum £5.06 Chain to secure gate.

Mrs. H. Pratt £336.00 Clerks August Salary.

Bucklebury Parish Council – MHE £9,750.00 09/10 Grant to Memorial Hall, 10/11 Donation for Improvements & Cumber family trust donation.

The Victory Room £500.00 Donation for replacement ceiling tiles.

F3. External Audit.

The Clerk reported that the External Audit for 2008/9 has now been completed. The auditors wished that the following matters should be brought to the attention of the Council:

1. Minor rounding errors in the Statement of Account.
2. The Council name was missing in Section 4.

On the basis of Mazars LLP review, in their opinion the information in the annual return is in accordance with the Audit Commission's requirements and no matters have come to their attention giving cause for concern.

CORRESPONDENCE

C1. CPRE

Notice has been received of the AGM and the Historic Luncheon being held at Englefield House. Information was passed to Mr. Beeson.

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- C2. Voluntary and Community Sector – Support Model for 2010 onwards.
 A draft of the support model for the Voluntary and Community Sector has been received. It was agreed that Mr. Brook should look at this on his return. PB
- C3. More Power for Parish and Town Councils.
 An amendment to the Sustainable Communities Act will, if passed, enable local councils to drive government action to promote or protect thriving communities via a bottom up process. Support for this bill has been requested. It was agreed that Mr. Slatford would draft a response. TS

The meeting closed at 10.00pm.

NEXT MEETING:	Monday 12th October 2009
PLEASE NOTE THE FOLOWING DATES:	
Saturday 3rd October	Bucklebury October Festival.
Saturday 17th October	Autumn Common Clearing.

Signature

Date