

MINUTES OF A MEETING OF THE BUCKLEBURY PARISH COUNCIL
Held at the Bucklebury Memorial Hall on Monday 9th November 2009

PRESENT

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

APOLOGIES

Mr. Q. Webb (District Councillor).

MINUTES

The minutes of the meeting held on Monday 14th September 2009 were approved as a true record and signed by Mrs. Frankum.

MATTERS ARISING

All matters arising are considered elsewhere in the minutes.

TOPICS

T1. Power of Well Being.

In order for BPC to have the Power of Well Being there are four conditions which must be met, the two poignant conditions are for BPC: 1)the Clerk must be qualified 2) 80% of the councillors must be trained in the Power of Well Being.

Mr. Dickens proposed that BPC do not aim to achieve the Power of Well Being for the time being but review the position in November 2010, this was seconded by Mr. Brook and unanimously agreed.

T2. Remuneration to Bucklebury Memorial Hall for use thereof.

Prior to the meeting the Clerk had forwarded an email from Mr. Scholl (Chairman of the Memorial Hall Management Committee) to the councillors, in which he requested that BPC discuss paying for use of the Memorial Hall facilities at this meeting. Mrs. Frankum read out a letter she had received from Mr. Scholl after the email had been circulated. Use of the Memorial Hall for meetings is considered desirable because a large part of the population of the parish live in Upper Bucklebury; BPC have and need storage in the Memorial Hall. Furthermore the comment was made that the parishioners who BPC represent also own the hall.

Mr. Hind reported that he has requested a special Memorial Hall Finance and General Purpose (F&GP) Committee meeting, to discuss this issue and the rates currently being charged. The results of this meeting will then be taken to the Management Committee in January 2010. It is understood that the suggestion of BPC being charged rent had not been discussed at any of these committee meetings prior to the email being sent.

It was decided that BPC should acknowledge Mr. Scholl's email and that Mr. Hind and Mr. Gilbert should take the views of BPC to the F&GP meeting and that BPC will await the outcome of this meeting. All members, excluding Mr. Hind and Mr. Gilbert who abstained, were unanimous in the view that BPC should not pay for meetings in the Memorial Hall. The Clerk will respond to Mr. Scholl.

HP

PLANNING

P1. Planning Process – the Legal Requirement.

The Clerk informed BPC that to be strictly legal, all planning applications should be discussed at a public meeting, prior to any observations being sent back to WBC. The Clerk suggested that a Planning Committee be formed, comprising of all members of BPC, with the minimum quorum required by law, who could potentially meet on the fourth Monday of each month. Planning applications received between the second and the fourth Mondays in the month would be discussed at the Planning Committee

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meeting, whilst applications received between the fourth Monday and the second Monday in the subsequent month would be discussed at the BPC meeting.

Mr. Beeson proposed that BPC should form a Planning Committee; this was seconded by Mr. Dickens and unanimously agreed. It was agreed that initially meetings of the Planning Committee will be held on a Monday, but this will be reviewed as Mondays are not convenient for all Councillors. It was noted that the work load of the Clerk will increase. Mr. Dickens agreed to be Chairman of the Planning Committee and Mr. Beeson agreed to be Vice Chairman.

The Clerk will make the necessary alterations to the Standing Orders and ensure a copy is sent to all Councillors so that they can be agreed and ratified at the December meeting. The first Planning Committee meeting will be held on 25th January 2010 in the Committee Room at 8pm.

HP

P2. Amendments.

BPC receives a number of amendments to planning applications. By the time the amendment is received, councillors have normally visited the site and considered the application and returned their observations. The amendment is then received with no further consultation time, indeed, in some cases the result of the application is in the same postal delivery. Ideally if an amendment is received the consultation period should start again. The Clerk will write to WBC and suggest this.

HP

P3. Enforcements.

It is very difficult for BPC to monitor enforcements in the parish. When an enforcement notice is issued, it is not copied to BPC, and thus there is no opportunity for BPC to monitor the situation. Mr. Pask agreed to talk to Gary Lugg (WBC) about this issue and try to get enforcement notices sent to BPC.

GP

P4. Path between Roundfield and Briff Lane.

This is a private path for the residents of Roundfield, however the owner of Little Oak in Briff Lane has built a log shed which encroaches on the path, accessed via his boundary. It is understood that the Highways department should be able to deal with such issues. The Clerk and Mr. Pask will pursue this issue.

HP
GP

Plans submitted for approval:

- P5. 09/02058/HOUSE The Brambles, Chapel Row.
Retrospective replacement shed and single storey kitchen extension by demolition of existing conservatory.
BPC have **no objection** to this application.
- P6. 09/01954/FUL Bucklebury Garage.
Retrospective – Erection of new boundary fence and gate.
BPC **object** to this application on the grounds that the application shows the fence as being different heights, the line of the fence is not straight and the plan does not show the location of the road.
- P7. 09/02085/XHOUSE Copse Close, Hopgoods Green.
Extensions and alterations to existing dwellings.
BPC have **no objection** to this application.
- P8. 09/02034/HOUSE Home Farm, Upper Woolhampton.
Single storey side extension.
BPC have **no objection** to this application.
- P9. 09/01982/HOUSE Coach House Barn, Marlston.
Storm porch to main house and lean-to boiler room/log store to garage.
BPC **object** to this application.
- P10. 09/01964/HOUSE Well Cottage, Long Grove.
New 3-bay garage.
BPC **object** to this application.

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- P11. 09/01948/HOUSE Rochestown House, The Avenue.
To increase pitch of roof of ancillary building (approved under application 08/01749/HOUSE) from 35 to 45 degrees.
BPC have **no objection** to this application.
- P12. 09/01931/HOUSE Thornton, Briff Lane.
Single storey rear extension, garage conversion and erection of new detached garage and car port and extension to driveway.
BPC had no objection to this application, however an amendment was received and BPC now **object**.
- Planning applications determined:
- P13. 09/01636/FUL Osgood Holding, Sadgrove Lane.
Erection of replacement dwelling and garage following demolition of existing dwelling and outbuilding complex.
BPC **objected** to this application and it has been **withdrawn**.
- P14. 09/01791/HOUSE Little Oak, Briff Lane.
Retrospective – Construction of car port.
BPC **objected** to this application, however it has been **approved**.
- P15. 09/01508/HOUSE 20 Broad Lane.
Proposed extension and alterations to change bungalow to 2 storey house and erection of detached garage.
BPC **objected** to this application and it has been **withdrawn**.
- P16. 09/01587/HOUSE & 09/01588/LBC The Dell, Sadgrove Lane.
Demolition of single storey corrugated iron clad rear lean to; construction of 2 storey rear extension.
BPC had **no objection** to this application and it has been **approved**.
- P17. 09/01628/FUL Hopgoods Farm, Hopgoods Green.
Remove existing single storey dwelling and adjacent outbuildings and erect a 2 storey replacement dwelling.
BPC had **no objection** to this application, however it has been **refused**.
- P18. 09/01440/HOUSE Barfield, Chapel Row.
Garage.
BPC had **no objection** to this application and it has been **approved**.

DISTRICT COUNCIL BUSINESS

- Dc1. Funding for FWAG.
Mr. Pask reported that the current level of funding provided by WBC for the Pang, Kennet and Lambourn Valleys Countryside Project(FWAG) will be maintained in the next financial year.
- Dc2. Commons Advisory Meeting.
Mr. Pask reported that the clearing of the allotments had been discussed.
- S1. Schools. Nothing to report.

HALLS

- H1. Memorial Hall.
Mr. Hind reported that there are to be 6 CCTV cameras installed around the hall, which will record data onto a hard disk.
There were questions raised about the level of the capital grant for the Memorial Hall following the improvements to the building. Mr. Hind will make a case for the Capital grant at the December meeting.
- H2. Victory Room.
Mrs Clarke reported that at the recent AGM of the Victory Room she was elected to

HH

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the committee and also continues with her role as Letting Secretary, this enables her to be the BPC representative on the Victory Room Committee. Mrs Clarke informed BPC that last year the Victory Room overspent on maintenance the sum of £3,500. This year they need to carry out work on the lighting and the lavatories. They intend to apply to BPC for a grant.

LC

BPC will therefore consider a grant for the Victory Room at the December meeting.

MAINTENANCE

M1. Cemetery Chapel Cleaning.

Mr. Beeson indicated that his cleaner would be interested in cleaning the Chapel. It was agreed that the Chapel should be cleaned three times a year (Spring, Autumn and prior to Christmas); that each cleaning session should last approximately one hour and remuneration of £8.00 was agreed. The Clerk will draw up a job description and arrange details with Mr. Beeson and the cleaner.

HP
SB

M2. Upper Bucklebury Bus Stop.

The Clerk has received a quote for £315 plus VAT via Paul Hyde (WBC). Mr. Hind asked whether the Perspex being used would be shatter proof and “sledge hammer proof”. The Clerk will investigate.

HP

PUBLIC PATHS AND THE ENVIRONMENT

Pp1. Bucklebury Meadow – Line of Footpath.

Mrs. Frankum reported that at the “Fresh Air and Exercise” SLCC training session, the solicitor who ran the course recommended that BPC investigate placing a covenant on the hedge/trees on the line of the footpath and apply for a change to the definitive line of the footpath so that it runs along the line of the walked path.

The Clerk reported that Jon Thomas (WBC) had telephoned today to update BPC that he has prepared a letter for the residents who own land upon which the definitive line of the footpath runs, informing them of this matter. He has passed the draft letter to the legal department of WBC. The Clerk will continue to monitor progress.

HP

Pp2. Bucklebury Meadow – TPOs on new Oak Trees.

The Clerk reported that she had still not received the TPOs on the new Oak trees in the meadow. The Clerk will chase this up with Jon Ashworth.

HP

YOUTH

Y1. Fred Dawson Play Park.

Mr. Hind reported that the improvements to the Fred Dawson Play Park have been completed and that it will officially be opened tomorrow (Tuesday 10th November) at 3.30pm.

GENERAL ADMINISTRATION

Ga1. Carols in the Chapel.

The planned meeting to discuss this was overlooked. Mrs. Frankum and the Clerk discussed some options prior to Mrs. Frankum sending out an email. It was decided that time has almost run out unless someone can be found who is very keen to pursue the organisation. The Clerk will contact the Friends of Bucklebury School (FoBS) formerly the PTA and ask if they would be willing to help.

HP

Ga2. Bucklebury Vision.

The Clerk reported that Mike James has a number of Bucklebury Vision documents and also a pdf file of the document. The Clerk will arrange collection of the box and obtain a copy of the pdf file for future use.

HP

Ga3. Chapel Row Red Phone Box.

The Clerk reported that she had written to BT asking if the Chapel Row telephone box could be moved to Bucklebury Village. Unfortunately BT are not willing to consider

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this due to hairline cracks which often occur during the removal from one location to another and also because they are incredibly heavy. It was agreed that therefore it will be removed altogether.

Ga4. Common Clearing.

The Autumn Common Clearing event was a success, although the two skips supplied were not full size. The Clerk also reported that she ran out of litter pickers, for the second time. It was agreed that the Clerk should investigate the cost of 20 or 25 litter pickers for BPC to purchase and use in combination with those supplied by WBC. Common Clearing next year will be held on 24th April 2010 and 16th October 2010. The Clerk reported that a Risk Assessment should be carried out for Common Clearing and Mr. Beeson agreed to look at this with help from his wife who has worked in this field.

HP
SB

Ga5. December meeting.

It was agreed that the December meeting will start at 7.30pm in order for there to be time for seasonal refreshments after the meeting. Mr. Beeson will supply mulled wine and Mrs. Clarke mince pies.

SB
LC

Ga6. BALC Training - How to be a better Councillor.

Mr. Brook attended this training session and found it very useful. He agreed to send a copy of the handout to members.

Ga7. SLCC Training – Fresh Air and Exercise, Common Land, Rights of Way and Village Greens.

Mrs. Frankum reported that she had attended this training with the Clerk. The training was very useful and relevant to a lot of the issues we are handling within the parish. The Clerk and Mrs. Frankum will draw up a list of issues and possible ways forwards.

HP
WF

PARISH PLAN

Ppl1. The comments from the consultation sessions have been consolidated and the working groups formed. The groups will cover: stronger community cohesion; cycle users and Greening Bucklebury. A number of groups of parishioners do not appear to have been reached by the consultations. A group for healthy living and welfare is being proposed to consider the needs of the elderly as well as activities which fall within the scope of healthy living. There is some concern that there is little feedback from teenagers, ideas on how to consult with them need to be considered, possibly with some help from Sarah Ward.

BPC already has responsibilities for a number of items from the previous Parish Plan. A number of comments were made about the traffic calming measures in Broad Lane, these need to be considered by BPC.

The questionnaire which was due to go out with the January edition of The Oaks, will now be delayed until April.

PB

FINANCE

F1. Balances:

Lloyds Treasurers Account	£31,959.36	At 20/10/09.
Scottish Widows Call Account	£12,739.74	At 2/10/09.
Scottish Widows Gilroy Bequest Account	£4456.32	At 2/10/09.
Scottish Widows Memorial Hall Extension Fund	£13732.08	At 2/10/09.

The Clerk reported that once all cheques have been presented and the latest lodgements cleared, the balance in the current account will be £14,617.26.

F2. Cheques signed since the last meeting.

GOPAK Ltd £985.11 Tables and table trolleys for Oak Room.

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F3.	<u>Cheques to be signed by Councillors.</u>		
	SLCC Enterprises Ltd.	£149.50	SLCC training - Fresh Air and Exercise Training for two.
	Mr. P. Brook	£35.00	BALC training - How to be a better Councillor.
	Mr. S. Beeson	£81.34	Expenses for repair to the horse and installing it as static seating.
	Mr. B. Dickens	£2.74	Commons Clearing expenses.
	Mr. R. Kent	£50.00	July, August & September 2009 Cemetery Superintendent.
	Mrs. H. M. Pratt	£348.00	Clerks October 2009 Salary.
	Bucklebury Parish Council – MHE	£9,272.50	WBC Playbuilder and 2 nd Veolia grant for playpark.

CORRESPONDENCE

- C1. Pang, Kennet and Lambourn Valleys Countryside Projects (FWAG).
A letter has been received from FWAG, regarding funding. BPC has £600 in the budget for FWAG. The Clerk will prepare a cheque for the December meeting. HP
- C2. CCB Action for All.
The Clerk circulated copies of the latest flier from CCB.
- C3. Children 1st West Berkshire
This charity are organising a Charity ball and silent auction on the 22nd November, at a cost of £20.00 per person.

The meeting closed at 10.20pm.

NEXT MEETING:

7.30pm Monday 14th December 2009

Signature

Date