

MINUTES OF THE MEETING OF BUCKLEBURY PARISH COUNCIL
held using Zoom on Monday 14th September 2020 at 7.45pm.

PRESENT

Cllr. B. Dickens (Chairman); Cllr. J. Brims; Cllr. L. Clarke; Cllr. A. Hillerton; Cllr. D. Southgate; Cllr. F. MacCallum; Cllr. B. Unamba-Oparah; Cllr. R. Ranken; District Cllr. G. Pask; Mrs. H. Pratt (Clerk).

OTHERS

Lisa Jackson; Mr R. Meadows; Mr. M. Brooke; Ms. N. Meadows.

APOLOGIES

Apologies of absence were received and accepted from Cllr. H. Cairns, Cllr. P. Spours and Cllr. T. Slatford.

DECLARATIONS OF INTEREST

D1. Updates to Register of Interests.

There were no updates to the register of interests.

D2 Declarations of Interest in Agenda Items.

Cllr. Unamba declared an interest in planning application 20/01823/HOUSE.

Cllr. Ranken declared an interest in planning applications 20/01885/FUL and 20/01886/LBC2.

PUBLIC SESSION

PS1. Planning application 20/01885/FUL & 20/01886/LBC2 for The Barn at Hawkridge Farm.

For the minutes on this item, please see the Planning section.

MINUTES

M1. Bucklebury Parish Council Meeting Minutes – Monday 10th August 2020.

It was resolved that the minutes of the BPC meeting held on Monday 10th August 2020 were a true reflection of the meeting and they will be signed by Cllr. Dickens.

M2. Bucklebury Parish Planning Committee – Monday 24th August 2020.

It was resolved that the minutes of the Bucklebury Planning Committee which took place on Monday 24th August 2020 were a true reflection of the meeting and they will be signed by Cllr. Brims.

CHAIR'S REPORT

CH1. Parishioners 100th Birthday.

Mr. Geoff Stocker recently celebrated his 100th birthday. He has spent the majority of his life living in the parish. Cllr. Dickens purchased a bottle of bubbly and a card which were delivered to Mr. Stocker.

If councillors are aware of any other parishioners marking this significant mile stone it was suggested that they should ensure that Cllr. Dickens is aware.

CH2. The Oaks.

An outstanding, bumper edition of The Oaks was delivered to homes in the parish early in September; this has received some very positive comments.

The next edition, scheduled for January 2021 will be a more traditional version, but may have a wider variety of articles.

CLERK'S REPORT

CL1. Defibrillators.

The guardianship forms for all three of the defibrillators have now been completed and returned to the Ambulance Service.

The Clerk has consulted Came and Company insurers, PCSO Sarah Preston, the clerk to Kintbury Parish Council (where defibrillators are unlocked) and Heartstart Thatcham.

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Before any decision is made, the ambulance service need to be asked for any views they may have. Whilst not a determining factor, the cost of changing the cabinets from locked to unlocked needs to be ascertained. HP

Cllr. Unamba commented that the reason the cabinets are locked is now more clearly understood, and because the access code is known by some local residents there is no longer the concern there was originally. The potential for vandalism is now understood.

CL2. Dog Bin at the Memorial Hall.

The new dog bin has been installed at the Memorial Hall and is being emptied by Triangle Management.

CL3. Common Clearing.

The Clerk has contacted WBC and clarified that the litter picking equipment is still available given the current circumstances.

It was proposed that the event be held from tables in the car park at the Memorial Hall, such that no entry to either of the halls is required.

Concern was raised about whether current government guidelines could be maintained during the event; it was agreed to consult with PCSO Sarah Preston. *After the meeting it was decided that the Common Clearing event scheduled for 10th October 2020 would be cancelled.* HP

CL4. Barn Owl Box in the Hockett Field.

The Barn Owl group (part of the West Berkshire Countryside Society) have installed a reconditioned barn owl box on a tree on the boundary of the Hockett Field.

CL5. Planning meeting – Monday 28th September.

There will be a planning meeting on Monday 28th September 2020.

PLANNING

Planning applications to be considered.

P1. 20/01885/FUL & The Barn, Hawkrigde Farm.

20/01886/LBC2 *Change of use of listed barn to dwelling, revised access and erection of car port.*

Cllr. Brims reported that this application includes access to the barn and a car port to the north of the pond. The access will be through an existing field gateway.

Concern was raised about the parking provision for Hawkrigde Farm and the Owl House where there is a single-track gravel drive serving both properties. Parking for the Owl House is shown at points on a gravel roundabout. The plans show parking for the Grade II listed farmhouse behind the wall between the road and the house. The plans show six parking spaces for the proposed barn, four for the existing farmhouse and four for the Owl House.

With the conversion of the barn, the three properties will have a share in the whole curtilage which is estimated to be between 1 and 1.2 acres. As such, once the footprint of the dwellings and the parking have been taken into consideration, this proposal is considered to be overdevelopment of the site.

It was questioned how the barn can be redundant when there is no one living in the farmhouse.

Concern was also raised about the potential overlooking between the existing farmhouse and the barn.

The meeting was **closed** for the planning agent, Lisa Jackson to speak.

Mrs. Jackson reported that Certificate of Lawfulness for the Owl House has been approved and the parking for the Owl House is as shown on the current plans. Mrs. Jackson also commented that the parking shown on the plans for the farmhouse could be implemented without requiring

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permission from WBC.

Mrs. Jackson also commented that the WBC conservation officer has concerns about the carport, but is not against the conversion of the barn. The parking spaces shown on the plans for the barn are merely shown for practical purposes.

The barn only has to be redundant in agricultural terms in order for it to be considered suitable for conversion; it is currently only used for domestic purposes.

It was noted that the farmhouse and the barn are both listed in their own right with Historic England.

It was suggested that an amendment would be forthcoming, to remove the carport and reduce the amount of glazing in the southern elevation of the barn.

A question was asked about possible contamination of the pond from parked vehicles; this would be covered under pollution conditions and building control.

A question was asked about how vehicles could get to the rear of the farmhouse; it was noted that this is not currently possible.

The meeting was **reopened**.

It was unanimously agreed that BPC **objects** to this application on the grounds of the siting of the car port and overdevelopment of the whole site.

P2. 20/01823/HOUSE Dogwood Cottage, Bucklebury.

Single and two storey rear/side extension to form additional habitable space. Alterations to ground floor front windows.

It was reported that Dogwood Cottage is approximately 30 years old and was previously extended in 1997 and 1999. The neighbours have been consulted and have no objections. The proposal has features of Bucklebury Vision. BPC unanimously agreed **no objection**.

P3. 20/01920/OUTD Land adjacent to Hunts Cottage and access by School Hill, Midgham (Adjacent Parish).

Outline application for the erection of a dwelling and garage on land adjacent to Hunts Cottage, School Hill, Midgham Green together with access from School Hill and associated landscaping. Principle and means of access to be considered.

The proposed dwelling is on a vacant site with very little impact on Bucklebury. Midgham Parish Council has yet to determine a comment on the application. It was agreed that BPC has **no comments** to make on this application.

Planning decisions made by WBC:

P4. 20/01682/CERTE The Annexe at Hawkridge Farm.

The application is for the formation of a separate dwelling at Owl House, following four years of continued use.

BPC made **no comment** on this application which WBC has determined to be **lawful**.

P5. 20/01493/HOUSE Cherry Orchard Cottage, Hatch Lane.

& *Single storey side extension.*

20/01494/LBC2 BPC **objected** to this application, but it has been **approved** by WBC.

P6. 20/01506/HOUSE Chapel Row Farmhouse.

& *Proposed single storey conservatory to the front of the former stable block.*

20/01507/LBC2 BPC had **no objection** to these applications which have been **withdrawn**.

P7. 20/01332/OUT Woodside, Long Grove.

Outline application to erect a single dwelling on the site with some matters reserved. Matters to be considered: Access.

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BPC **objected** to this application which has been **refused** by WBC.

- P8. 20/00849/HOUSE Nine Elms Cottage.
Two storey extension.
BPC had **no objection** to this application which has been **withdrawn**.
- P9. 20/00603/HOUSE Orchard Gate, Little Lane.
Replacement pool building.
BPC had **no objection** to this application which has been **approved** by WBC.

Planning decisions taken to appeal:

- P10. 19/00832/REM Land adjacent to Summerfield, The Ridge (Adjacent Parish).
Approval of reserved matters following outline permission 16/02529/OUTD – Change of use of part of existing agricultural field to residential and the erection of 5 no. detached dwelling houses with ancillary garages, access, parking, landscaping and associated works. Matter seeking consent – Access, landscaping and scale.
BPC **objected** to this application which was **refused** by the Western Area Planning Committee. The applicant has taken this decision to **appeal**.
- P11. Planning for the Future.
The Government has produced a white paper for consultation proposing significant changes to the planning system. These changes are the biggest since the introduction of planning in 1949. All land has been split into one of three categories: growth, renewal and protected. Bucklebury parish, being in the North Wessex Downs AONB will fall into the protected category (along with 80% of land in West Berkshire). As a result, planning applications will be required for development. The white paper places a greater emphasis on Local Plans which will have to be reviewed more frequently.
Cllr. Dickens asked whether BPC wished to comment as a parish, and if so, anyone interested in leading should contact either Cllr. Dickens or the Clerk by Friday 18th September.

DISTRICT COUNCILLOR'S REPORT

DC1. Mobile Phone Signals.

District Cllr Pask reported that comments have recently been made on Facebook about the quality of the mobile phone signal in Upper Bucklebury and the wider parish. Even with a 'booster' box, some people are struggling to obtain a signal.
He asked whether BPC might consider a campaign with Vodafone or another supplier to improve the coverage.

DC2. SID usage.

A vast amount of data was collected whilst SID was in use in the parish. WBC use a third-party company to download the data and for some reason, data for speeding vehicles did not appear in the downloaded data.
The badges for SID operators are due to expire shortly and WBC is not offering any more SID training courses (when the badges are issued). It had been understood that Graham Markham had in principal agreed to carry out some training sessions, but an email has now been received saying that training will not be carried out until further notice.
District Cllr. Pask agreed to pursue these issues.

GP

TOPICS

T1. Hockett Field.

Cllr. Clarke, Cllr. Hillerton and Mr. and Mrs. Frankum met with Charles Flower to consider the possibility of a wild flower meadow. A proposal has been made to have a trial strip (approximately 3m x 120m) between the southern hedge and the perimeter path. If it is successful, a bench in the south-east corner of the field, facing west would be considered in the future.

A contractor in Upper Woolhampton was recommended to carry out the ground work. It

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will need to be harrowed, seeded and then cut twice in May, but not cut for hay in July. Mr. Flower is willing to organise a suitable seed mix for the location and it is expected to cost approximately £100.

It was agreed that Cllr. Clarke and Cllr. Hillerton contact the contractor for a quote for the work. LC
AH

T2. Bucklebury Meadows.

The Clerk obtained a quote from CR Landscapes to clear the entrance track (from Broad Lane to the small, southern meadow) for £600 plus VAT; this quote was accepted. CR Landscapes suggested that the grass be cut once or twice a month to the end of the year.

It was agreed that up to £1,000 could be spent purchasing a bench and a disabled access picnic table for use in the small meadows. HP

Use of small meadow for fireworks.

Gary Bush, the Landlord of the Cottage Inn, has contacted BPC about permission to use the small meadows to put on a firework display. This was agreed.

T3. Cemetery and Chapel.

The area in the newer Cemetery which was cleared 18 months ago needs to be strimmed or brush cut. The Clerk has obtained a quote from CR Landscapes to brush cut the whole of the rough half of the newer Cemetery for £250 plus VAT. It was agreed to accept this quote. HP

The Clerk sought advice from CR Landscapes on how to control the rhododendrons. It was suggested that a mini digger take out some of the roots to approximately 6"; most of the roots are quite shallow.

A map of the Cemetery, showing the graves, needs to be annotated with the graves which have sunk and therefore need to be filled. HC
HP

The memorials requiring remedial work have all been located and a stone mason will be meeting with the Clerk about quoting for the work on the 16th September. HP

Working Party – There is a working party planned for Sunday 27th September at 10am. It was questioned whether this could still go ahead with the Covid ruling on a maximum of 6 people meeting up.

New Bench – A bench has been requested in the newer Cemetery, overlooking the most recent graves. It was agreed that a new bench be purchased and placed in the Cemetery which can be moved round as the need arises. The maximum budget for this bench is £500. HP

T4. Fred Dawson Playpark and the BMX Track.

Update on inspections – Cllr. Hillerton reported that generally inspections have revealed no problems, however, the basket swing has started squeaking at the top. Cllr. Southgate will inspect it and potentially put some grease on it. DS

Update on work on the BMX track – Odin Manners is due to carry out some remedial work on the track tomorrow (15/9/2020). He will also fix the short cuts across the middle which could enable people to go in the opposite direction to others and cause an accident. AH
Once the work has been completed, the track requires a few days closure to allow the surface to settle.

T5. Conservation Areas.

District Cllr. Pask commented that he had not been privy to the email sent out by Debra Inston on the 13th March about appraisals for conservation areas. In West Berkshire, there are 53 conservation areas. The reason why these areas exist needs to be considered and reviewed. The Bucklebury village conservation area is scheduled to be considered in 2024/25. As things currently stand, the conservation officer doesn't have the resources to carry out all of the appraisals and hence communities were asked if they would like to be involved and carry out some of the work. The objective of the work is the assessment of the existing conservation areas and not the designation of new areas. The assessment should consider whether the existing Bucklebury village conservation area of 5 dwellings LC
HP
FM
AH
HC

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and the church is too large or too small.

Cllr. MacCallum reported that she has spoken to Debra Inston and clarified that the priority is reappraising the existing conservation areas. She has offered to meet with the working group and clarify what support and work would be useful. There is no intention at this time to consider conservation areas in other parts of the parish.

Cllr. Clarke commented that she had been in touch with everyone who lives in the Conservation Area and John Tennant (one of the church wardens). During the appraisal there will be a wide consultation with parishioners.

There has been a suggestion that an application for Morton's Chapel in Turners Green to be locally listed should be submitted; this has not been discussed by the working group.

T6. SID in Bucklebury.

There have been no further volunteers to assist with deploying SID in the parish. BPC is awaiting a response from WBC.

T7. Replacement /repairs to way markers on the common – Stuart Higgins at WBC has supplied maps showing the locations for all of the way markers. The Clerk has devised a system for marking up the maps to indicate the condition of the markers which has been approved by WBC. Some data has already been collected and this needs to be transferred to the other maps (there is overlap between the maps). Once this has been done, the size of the job and how much assistance is required can be properly assessed.

HP
FM

FINANCE

F1. Cheques signed by Councillors since the last meeting:

Bucklebury Memorial Hall	£50.00	Contribution towards Biffa collections.
The Alpha Xperience	£548.95	The September edition of The Oaks.
Post Office Ltd.	£5.68	SSE streetlights for July, August and September 2020.
Sylvia Cornell	£40.00	Bus shelter cleaning for July, August and September 2020.
Bucklebury Memorial Hall	£203.81	Cutting the grass at the Playpark.
Helen Pratt	£138.70	2 months Zoom license, Microsoft, stamps and stationary.
Helen Pratt	£523.79	Clerk's August salary.
Berkshire Pension Fund	£155.19	August 2020 pension contribution.

F2. To review current balances and financial position.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£55,228.03	
Lloyds Current Account:	£56,263.13	On 20 th August 2020.
Lloyds Business Instant Account for meadows.	£36,921.67	On 20 th August 2020.
Scottish Widows Reserve Account:	£37,745.21	On 1 st April 2020.
Scottish Widows Gilroy Account:	£4,579.35	On 1 st April 2020.

F3. Loaning of Meadows Funds.

The Clerk has clarified the position on whether the funds held for Bucklebury Meadows (received as part of an S106 agreement for the management of the Meadows) could be loaned to not for profit groups benefiting the parish.

Parish Councils can loan money to not for profit groups benefiting the parish, however, because the funds were part of an S106 agreement and were given for a particular purpose, the view is that they cannot be loaned.

ROUND TABLE COMMENTS

RT1. Peaches Garage.

Cars are being sold on the forecourt of Peaches Garage again.

RT2. Code for the small shed at the Memorial Hall.

Cllr. Hillerton asked if anyone knew the combination of the padlock on the small shed

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which houses the water supply at the Memorial Hall. Water is required to wet the surface of the bike track when it is settling.

RT3. Berry's Road Volunteer Group.

It is understood that Suzie Morgan (formerly Poole) has restarted her support group covering Berry's Road.

RT4. Conservation Group.

Cllr. Southgate reported that he had heard from Mark Brooke (who had attended the meeting without a microphone) because he was concerned about the discussions in relation to Turners Green and conservation areas. He is content with the current position.

The meeting closed at 10.10pm.

Future Meetings:

Bucklebury Planning Committee:

Monday 28th September 2020 at 7.45pm (Zoom).

Bucklebury Parish Council:

Monday 12th October 2020 at 7.45pm (Zoom).

Signature

Date