Minutes of the meeting of Bucklebury Parish Council held in The Victory Room, Bucklebury on Monday 8th April 2024 at 7.45pm

Present: Cllr. B. Dickens (Chairman); Cllr. L. Clarke; Cllr. M. Morgan; Cllr. D. Southgate; Cllr. P. Spours; Cllr. P. Teal; Cllr. C. Willett; Cllr. G. Woods; Mrs. H. Pratt (Clerk).
No members of the public were present.

1 **Apologies**.
Apologies of absence were received from Cllr. J. Allum, Cllr. G. Loader and District Cllr. C. Read.

2 **Declarations of Interest.**

2.1 Register of Interests.
There were no updates to the Register of Interests. The register of interests on the website needs to be updated. HP

2.2 Declarations of Interest in Agenda Items.
There were no other declarations of interest in any agenda items.

3 **Public Session.**
No matters were raised during the public session.

4 **Minutes of meetings of Bucklebury Parish Council.**
The minutes of the meeting of BPC held on Monday 11th March 2024 were approved as an accurate record of the meeting and signed by Cllr. Dickens.

5 **Chair's Report.**

5.1 Best of Bucklebury – Flower Festival.
BPC has been invited to have a flower arrangement in the church for the flower festival over the "Best of Bucklebury" weekend. A request was made for someone to come forward to held with this request.

5.2 Community Coffee Mornings.
The Community Coffee mornings cost approximately £180 per year to rent the hall. Tea and coffee costs approximately £80 per year (based on approximately 40 to 50 attending), this cost is currently covered by those helping and running the event. Cakes are donated by those attending.
It was agreed that there should be a donations box to help cover the cost of the refreshments. HP

5.3 Path parallel to Burdens Heath.
There has been no update on the proposals for a path parallel to Burdens Heath.

5.4 Location of meetings.
It was agreed to consider moving full parish council meetings back to the Oak Room at Memorial Hall, potentially from January 2024. The Clerk will check how far in advance the meeting room at the Victory Room is booked. HP

6 **Clerk's Report.**

6.1 Casual Vacancy.
WBC has now confirmed that there has been no request for a by-election after the non-completion of papers following the last co-option. BPC is therefore now able to co-opt a new councillor when a suitable candidate is found.

6.2 Common Clearing.
The weather immediately prior to Common Clearing was not encouraging to potential participants, but there was a fair number which included a number of new faces. Over all, a good amount of litter was collected and all enjoyed refreshments after.
Common Clearing in the Autumn will be on Saturday 5th October.

6.3 Annual Assembly – Friday 10th May.

Cllr. Southgate has arranged for Phil Smither, the antiquities officer at WBC to speak on local finds at the Annual Assembly.

Cllr. Southgate will provide wine and the Clerk will purchase fruit juice and nibbles to be served at the event. DS HP

6.4 Email addresses.

Ten software licenses have been purchased for councillors to have email accounts on the buckleburyparish.org domain. Cllr. Morgan and Cllr. Teal have had some technical problems which Cllr. Loader is assisting with.

7 **Planning.**

7.1 Planning applications on which BPC has been consulted by WBC:

No new planning applications have been received.

However, there are amendments to applications 23/02603/FUL and 23/02604/LBC for the Barn at Hawkridge Farm. These were not available on the WBC website when the notification came in and will be considered at the Planning meeting on the 22nd April.

7.2 Planning Decisions made by WBC:

7.2.1 **23/02240/HOUSE – Well Cottage, Long Grove.**

Extension and reconfiguration.

BPC had **no objection** to this application which has been **approved** by WBC.

7.2.2 **23/01917/OUT – Land adjacent to Pine Lodge, Bucklebury Alley (Adjacent Parish).**

Outline application for proposed new single dwelling on a site within the settlement boundary. Matters to be considered: Access.

BPC made **no comment** on this application which has been **refused** by WBC.

7.3 Adjacent Parish Applications.

There are no new planning applications within 200m of the parish boundary.

7.4 Potential Enforcement Issues.

7.4.1 **River Barn.**

The old barn, parallel with the river Pang, which was to be removed once two approved applications had been developed is still standing.

7.5 Update on the Local Plan.

Comments on the relevant sections of the Local Plan documentation have been submitted on behalf of BPC by Andrew Black, the planning consultant, who will be speaking on behalf of BPC at the inquiry in May. Cllr. Dickens and Cllr. Spours will be meeting with Andrew Black over the coming week.

The inspector has asked WBC to look at how much windfall development can be expected.

8 **District Couoncillor's Report.**

District Cllr. Read submitted a written report prior to the meeting. The report covered potholes, grants available to those affected by flooding, protecting and improving natural habitats in the county and producing a Local Nature Recovery Strategy, an update on those who have been mistakenly charged CIL payments, the approved WBC budget, and about a vehicle seized by Thames Valley Police having been used for off roading on the Common.

9 **Finances.**

9.1.1 Payments to be authorised by Councillors:

West Berkshire District Council	£160.00	Uncontested election charges.
Tactical Facilities Management Ltd	£32.64	Weekly emptying of 2 dog bins for March 2024.
NatureBureau Ltd	£288.00	NE Thatcham ecological consultant.
1st Bucklebury Guides	£300.00	Donation.

Bucklebury Tennis Club	£300.00	Donation.
Expenses, salaries, pensions, PAYE	£1,316.30	Expenses including Corex signs (£75.23) and Microsoft email licenses (£455.70).

9.2 To review current balances.

Lloyds Current Account balance after all cheques cleared and lodgements received:	£18.824.90	
Lloyds Current Account:	£24,489.93	20th March 2024
Lloyds Business Instant Account for meadows:	£32,738.56	20th March 2024
Scottish Widows Reserve Account:	£32,868.17	4th April 2023
Scottish Widows Gilroy Account:	£4,596.47	4th April 2023

The Clerk circulated a bank reconciliation to the end of the financial year (31st March 2024), showing receipts of £52,433.75 (excluding interest) and expenditure of £45,648.71.

10 **Bucklebury Meadows.**

The Clerk has requested a quote for a reduced number of grass cuts in the small meadow. It is still too wet to cut.

Cllr. Spours will circulate the grass cutting regime for The Avenue. PS

11 **D-Day Anniversary Event.**

Fabrication of the beacon for the D-Day 80 event is in hand, but needs to be confirmed in writing. The event will need a risk assessment. Seven representatives from the community will read the seven tributes at the event.

It is planned that flags will be bought to the event from across the Common, representing the Canadian, American and British troops who were stationed on the Common immediately prior to D-Day. A piper will pipe them into the event.

Whilst it had been planned to hold the event on the Hockett field, it was suggested that Chapel Row Green would be more accessible. *The Lord of the Manor has agreed to the event being held on The Green.* BD GW JA

Cllr. Allum and Cllr. Southgate will organise the installation of the socket in which the beacon will be mounted. DS

12 **Cemetery and Chapel.**

12.1 Mapping of graves in the Old Cemetery.

The field work to map the old Cemetery has now been completed. However, there are lots of anomalies to try and reconcile. For completeness, the new Cemetery is also being surveyed.

Records held by the Public Records Office (PRO) in Reading may be withdrawn with permission of the depositor. There are a number of records relating to the Cemetery which may help clarify some of the anomalies. It was agreed that BPC give permission for the records relating to the Cemetery to be borrowed from the PRO.

13 **Hockett Field.**

No progress has been made on the sign. DS

Cllr. Clarke reminded councillors about the project for a strip of wildflowers in the Hockett Field. HP

14 **Bus Shelters**

14.1 Repairs to Chapel Row Bus Shelter.

Two quotes were received for replacement of the felt on the Chapel Row bus shelter, including the cutting back of the brambles and brash which overhang the shelter. The quote from Tactical Facilities Management Ltd for £750 plus VAT, to include creosoting the bus shelter was accepted subject to the use of mineral based felt with sealed seams. HP

14.2	Bus Shelter cleaning. It was agreed to accept a quote for £70.00 plus VAT from Tactical Facilities Management Ltd to clean both the Chapel Row and Upper Bucklebury bus shelters on a quarterly basis. The cleaning will involve weeding and soft pressure washing the exterior of the shelters.	HP
15	**Fred Dawson Play area and BMX Track.** The old picnic table has been refurbished and returned to the play area. However, a group of teenagers have been seen trying to move it by loosening the two ground anchors. As a result, extra ground anchors have been installed. The bench located near the entrance to the play area has been moved away from the fence following comments in last year's RoSPA inspection. One of the posts, in the fencing leading to the BMX track has rotted at the base. Cllr. Teal will look at ways to replace or support the post.	PT
	A quote for £1,568.61 has been received to rectify the issues with the surface of the BMX track. This quote was approved and it is hoped the work will be carried out as soon as possible. It was agreed that a quote to tarmac the BMX track should be obtained and it be considered for inclusion in the budget for FY25/26. The existing surface is suitable for a pump track, but is not suitable for electric bikes and scooters, which are using the track on a more regular basis. Following clarification on the quote for emptying the dog bin at the Memorial Hall and the two litter bins in the play area, it was agreed that Triangle Management Ltd be contracted to only empty the dog bin, on a weekly basis.	
16	**Highways.**	
16.1	Speed Indicator Device (SID). Approximately 345,000 data points have now been recorded using SID. On average, use of SID results in a 7 to 8 mph reduction in speed of those doing just over the speed limit. A new site has been approved for the use of SID at Chapel Row on the road to Hillfoot (and Bucklebury Village). WBC have carried out Community Speed Watch (CSW) in Chapel Row (for an hour) and identified six vehicles exceeding ACPO. It was suggested that WBC be asked to carry out CSW in Burdens Heath.	
16.2	Thames Valley Police (TVP) Community Speed Watch (CSW). WBC has approved locations for the TVP CSW signage, which has to be placed on all of the roads leading to areas where the CSW may be in operation. Ten permanent signs are needed and two portable ones will be used in Bucklebury Village. Extra volunteers will then be needed to undertake training with the TVP CSW equipment; three volunteers are needed for each deployment.	DS
	Automated ANPR equipment currently costs approximately £4,000, this reduces the number of volunteers needed for CSW from three to one. Purchase of this equipment, perhaps in conjunction with Bradfield PC was suggested.	
16.3	Speed Competition Posters. The Corex posters showing Marlston School pupils' art to encourage drivers to slow down have now arrived. Cllr. Southgate will reinforce them with wooden battens before they are deployed around the parish.	DS
17	**Environment.**	
17.1	Works on the Common. Cllr. Spours reported that he and Cllr. Allum had attended a meeting of the Common Interest Group (replacing the Commons Advisory Group). The Estate remain keen to graze cattle on the common. Questions had been asked about additional speed limits. It is planned to increase the heathland around Scotland, towards the main road.	

	Comments were made that Carbinswood (not part of the common) which had been home to native bluebells has been decimated. Questions were asked about the mud on the road and verge reinstatement at Littlefence Wood.	
17.2	Peaches Noticeboard. Cllr. Southgate and Cllr. Teal will help Cllr. Allum with the installation of the Peaches noticeboard.	JA PT DS
18	**Round Table Comments.**	
18.1	Bucklebury History Society. Cllr. Southgate reported that he was the new treasurer of the History group. The group is aiming to encourage some new people into the group. Cllr. Southgate is taking over the database containing 39,000 Bucklebury people. It is hoped to be able to digitise the archives.	
18.2	Briff Farm Track. There have been three instances of off roaders abusing land off the Briff Farm byway and fly tipping/littering on the track.	
18.3	The Swale. Cllr. Willet reported that the swale (flood alleviation channel) in Bucklebury Village has been running for the last ten weeks, preventing walkers and runners from crossing without getting wet shoes and feet. Discussions are ongoing about possibilities to allow pedestrians to cross without getting wet.	

The meeting concluded at 9.40pm.

Date of next meetings:

Annual Parish Assembly: Friday 10th May 2024 at 7.45pm – The Victory Room.
Annual BPC meeting: Monday 13th May 2024 at 7.45pm – The Victory Room.
Common Clearing: Saturday 5th October 2024, 2pm at the Memorial Hall

Signed . . . . . Date . . . . . .