

Minutes of a meeting of Bucklebury Parish Council

held at the Victory Room, Bucklebury on

Monday 26th September 2022 at 7.45pm

Present: Cllr. J. Brims (Vice Chairman); Cllr. J. Allum; Cllr. J. Munro-Ashman; Cllr. R. Ranken; Cllr. A. Hillerton; Cllr. P. Spours; Cllr. M. Morgan (co-opted at this meeting); Mrs. H. Pratt (Clerk).

Nine members of the public.

1 **Apologies.**

Apologies of absence were received from Cllr. B. Dickens, Cllr. P. Teal, Cllr. D. Southgate, Cllr. L. Clarke and District Cllr. G. Pask.

2 **Declarations of Interest.**

2.1 **Register of Interests.**

Councillors were reminded to advise the Clerk of any changes needed to their declarations of interest.

2.2 **Declarations of Interest in Agenda Items.**

There were no declarations of interest in any agenda items.

3 **Public Session.**

3.1 **Small Meadow.**

Frustration was expressed that the Meadows Committee were not meeting until 10am on the 11th October, after a fire had occurred in the small meadow on 9th August and for the lack of resulting action being taken by BPC.

The fire is believed to have started as a result of youths experimenting with fire on one of the picnic benches. It was suggested that BPC had encouraged people to congregate in the meadow by installing two picnic benches and that as a result BPC were liable. Residents requested that the picnic benches be moved shortly after the fire, but this request was turned down. Questions were asked about the rationale not to close the meadow as a result of the fire.

Residents were frustrated that as the innocent parties they were going to lose out by the excess on their insurance which is paying for replacement fences and sheds; it was suggested that BPC should pay the excess.

The Police have liaised with the Fire department and an alert has gone out through the county.

Residents were keen to attend the meeting on the 11th October, but were unable, due to work commitments. The Clerk will explore whether the meeting can be moved to the evening of the 11th October.

3.2 **Planning applications for Red Hill House and Wendon, Long Grove.**

The discussions which took place on planning applications are minuted under the planning section of these minutes.

4 **Minutes of the meeting of Bucklebury Parish Council held on Monday 8th August 2022.**

The minutes of the meeting held on Monday 8th August 2022 were approved as an accurate record of the meeting and signed by Cllr. Brims.

5 **Co-option of a new Councillor.**

It was unanimously agreed to co-opt Michael Morgan to the position of councillor for the west ward of Bucklebury Parish. Cllr. Morgan signed his acceptance of office.

6 **Chair's Report.**

6.1 **Update from the Chapel Row Patient Participation Group (PPG) submitted by Cllr. Dickens.**

Flu and COVID vaccination clinics are being held on Saturday 8th and 15th October, and on a few Wednesday afternoons. Invitations will be sent out to patients over the age of 65, followed by those who are considered to be at risk, and then those patients over 50. Patients will be offered both vaccines at the same time; one in each arm.

Signed

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The dispensary has been closed from 12noon to 2pm each weekday in September due to staff shortages and supply issues.

A new telephone system was installed during August.

Chapel Row surgery has the benefit of 3 full time partner doctors, 2 salaried GPs (who work $\frac{3}{4}$ time), 2 full time foundation trainee doctors on a 4-month placement and 1 full time specialist GP trainee doctor.

It was reported that the Chapel Row Surgery scored a high 90% in a national patient survey on access to a GP. The interactive website is still available to patients and saves some patients from visiting the surgery.

7 Clerk's Report

7.1 The Oaks.

All copies of The Oaks have been delivered with the exception of those in Westrop Green. In the next edition, the Clerk will request volunteers to deliver to the east end of The Avenue, Carbinswood Lane and Roundfield.

7.2 Common Clearing – Saturday 1st October 2022.

Cllr. Hillierton and the Clerk will make the arrangements for cake provision and organise the refreshments.

Cllr. Allum, Cllr. Spours and Cllr. Brims will all be available to attend.

The Risk Assessment for Common Clearing includes road traffic signs warning signs, of people litter picking, being located along the Ridge and the Common straight. These have been provided by WBC who have delivered and collected them. It has been suggested that BPC has its own signs, which it is understood have been ordered, but there have been no arrangements made for storage.

7.3 Certificate in Local Council Administration (CiLCA).

All thirty learning outcomes were submitted by the end of August. Additional work is needed on four.

7.4 Small Authorities Audit Appointments (SAAA).

Every five years the SAAA appoints an external auditor for small authorities. BPC has a right to opt out of the SAAA scheme and appoint its own external auditor.

It was resolved that BPC will use the auditor appointed by the SAAA from 2022/23 to 2027/28.

7.5 Broad Lane Bus Shelter.

A quote has been sought for replacement of the Perspex sheets in the bus shelter. It was suggested that the Perspex could contain a worthy message and that this might make them less vulnerable.

7.6 Cemetery Carols.

Cemetery Carols will take place on Monday 19th December at 6pm.

Cllr. Hillerton, Cllr. Allum, Cllr. Brims and the Clerk will make the necessary arrangements.

7.7 Christmas Tree.

Proposals have been made in previous years for a Christmas tree opposite Peaches. Concern was raised about the significant number of wires above the area, that it would be a prime item for theft and that BPC would be liable should there be any issues.

It was agreed that this was the wrong location for a Christmas tree and no further action is to be taken.

8 Planning.

8.1 Planning applications which BPC has been consulted on by WBC.

8.1.1 **22/00279/FULD – Wenden, Long Grove.**

Demolition of existing dwelling and construction of a new detached 4/5 bed house with garage and indoor pool. Amendment reducing pool building to an orangery.

BPC objected to the original application. The amendment to this application reduces the pool building of 20m x 6m with a glass roof to an orangery of 10m x 6m with a PV roof. The proposal does not contain a hipped roof, does not have low eaves and is not proportionate to the existing bungalow. It has been confirmed that the balconies will be Juliet balconies.

The meeting was **closed**.

Objectors commented that the proposal will block light, and overlook the rooms of Fraerwood to the north. In particular the windows on the sides of the house will directly overlook neighbours. Concerns were raised about maintenance of the access track which is a bridleway, and there is a suspicion that the proposal will be used for business purposes.

The existing bungalow would be perfectly serviceable with refurbishment. The garage is very high against the boundary and made more prominent with PV tiles.

The proposed dwelling is felt to be out of scale with the other buildings on Long Grove. It was also suggested that the red line about the domestic curtilage remains incorrect.

The agent responded that he believed the red line to be in the correct location. The application is purely for a 4 bedroomed dwelling. The garage is positioned to the front of the property as are a number of other garages in Long Grove. The house is slightly smaller in scale than both of the neighbouring properties. There is a 3m high hedge between Wendon and Fraerwood and there is unlikely to be any shading on the Fraerwood conservatory. Long Grove has many styles of housing and the proposal is not considered to be uncompliant with Bucklebury Vision.

The meeting was **reopened**.

It was unanimously agreed that BPC continues to **object** to this application for the reasons previously outlined. It was agreed that should WBC be minded to approve this application they consider a condition on the garage, such that it must remain ancillary to the main house and that a TPO be considered for the evergreen oak. BPC requested that the window to the north elevation be obscured glass and possibly the window to the south.

8.1.2 **22/02159/FULD – Red Hill House.**

Proposed new extension, door surround and dormer windows, pool and pool house. Part change of use from equestrian land to residential.

This application is identical to the previous withdrawn application, but with an amendment to increase the garden curtilage to incorporate enough of the equestrian curtilage for the swimming pool and pool house.

The meeting was **closed** for the applicant to speak.

The comments made by BPC on the previous application had been considered. The garden curtilage behind the house is used for ground source heat pipes and therefore cannot be used for a swimming pool. The applicant believes that the extension to the house is compliant with WBC policies C3 (Design of Housing in the Countryside) and C6 (Extension of Existing Dwellings within the Countryside).

The meeting was **reopened**.

Whilst a proposal was made for BPC to object to this application on the grounds of the increase in massing, it was ultimately agreed that BPC has **no objection** to this application.

8.2 To receive planning decisions made by WBC:

8.2.1 **21/02522/COMIND – Bucklebury Farm Park.**

Refurbishment and extension of existing visitor barn and associated structures, new storage building and associated landscaping and amendment of route of public right of way.

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

8.2.2 **22/01442/FULD – Middle Wood, Hatch Lane.**

Erection of a dwelling with associated parking and landscaping.

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

8.2.3 **22/01538/HOUSE – Patchways, Upper Bucklebury.**

Proposed first floor rear extension and addition of solar panels.

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

8.2.4 **22/01624/HOUSE – 14 Broad Lane.**

First floor extension, single storey side and rear extensions.

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

8.2.5 **22/01548/FULD – Marywell.**

Erection of replacement dwelling, following removal of existing; with associated parking, turning, landscaping, private amenity space and access.

- BPC had **no objection** to this application which has been **withdrawn**.
- 8.2.6 **22/01840/HOUSE – Red Hill House, Briff Lane.**
Proposed new extension, door surround and dormer windows, pool and pool house.
 BPC **objected** to this application which has been **withdrawn**.
- 8.3 Applications taken to appeal:
- 8.3.1 **22/00918/FULD – Ivinghoe (Adjacent Parish).**
Replacement dwelling and landscape enhancements.
 BPC **objected** to this application which WBC **refused**. The applicant has taken this decision to appeal and it is being considered by written representation.
- 8.4 Adjacent Parish Applications.
 There are no new applications which BPC need to consider.
- 8.5 North East Thatcham (THA20) Working Group.
 The Reg 19 consultation is scheduled to take place in mid December with a 6/7 week consultation period.
 BPC had been planning to use Mike Robinson (Planning Consultant) again, but he no longer has time to complete the work. Cllr. Dickens and Cllr. Spours will be meeting with an alternative Reading based consultant.
 The number of people on the working group has reduced and more members need to be recruited; two have come forwards and Cllr. Spours will have a meeting with them both. The banners will be put out again which will hopefully engage local people.
 The environmental work is awaiting the report and timescales from Paul Gorriup.
- 9 **District Council Business.**
 District Cllr. Pask has sent his apologies that he could not attend the meeting.
- 10 **Aims and Objectives of BPC.**
 Suggestions for consideration included: a part time employee to carry out odd jobs, creating a contingency fund within the budget, an event for the King’s Coronation, the planting of more oak trees (it would be nice to plant 96 oaks this year) possibly with funding from the Scouts, and a rolling schedule of improvements to the play park.
- 11 **Parish Council Website.**
 The new website has not yet been launched. Some more information on organisations needs to be copied from the existing website and the calendar needs to be updated prior to it being ready to go live.
- 12 **Hockett Field.**
 The West Berkshire Countryside Society has cut the remainder of the hedge on the south boundary (which wasn’t cut last year) and part of the eastern boundary hedge. The brash has been left in a pile in the field as it was too dry to burn when it was cut.
 The Clerk will contact the WBCS about getting rid of the brash.
- 13 **Cemetery and Chapel.**
 There has been a Burial Board site meeting at which the following items were considered:
 - Space for new cremation plots in the 1970s cemetery.
 - Inappropriate treatment of graves.
 - Memorials installed without a permit and not meeting the regulations.
 - Loose headstones and sunken graves in the 1970s cemetery.
 - Broken bolt on the vehicle access to the Cemetery.
 - Issues with opening the main gates.
 A date for a working party will be set for November.
- 14 **Memorial Hall surroundings.**
 Cllr. Spours and the Clerk are working on a draft service agreement for the Memorial Hall.
- 14.1 Fred Dawson Playpark and the BMX Track.
 Cllr. Munro Ashman reported that there were no problems with the playpark or BMX track.
- 14.2 CCTV at the Memorial Hall.

Signed

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The new CCTV system at the Memorial Hall has been installed and needs to be added to the BPC asset register. Cllr. Dickens has been shown how to use the system by Skips Electrical, and will be showing Cllr. Hillerton.

15 **Wellbeing.**

15.1 **Defibrillators.**

A number of ipad SP1 defibrillators have been recalled due to issues with the battery. This has resulted in the battery of the Victory Room defibrillator needing to be replaced. It is likely that the batteries in the Peaches and the Blade Bone defibrillators will also need replacing.

It was agreed that the defibrillator in The Slade be housed in an unlocked cabinet.

15.1.1 **Defibrillator at the Memorial Hall.**

Skips Electrical installed the defibrillator at the Memorial Hall whilst installing the CCTV. It has been suggested that the Memorial Hall might like to contribute towards the installation cost.

Training for members of the public can be given by Community First Responders (Volunteers of the Ambulance Service), one of whom lives in Upper Bucklebury.

15.2 **Coffee mornings.**

The next coffee morning will be on the 29th August at 10.30am. Unfortunately, this clashes with a MacMillian coffee morning at the Victory Room.

16 **Environment.**

16.1 **Conservation Area Appraisal.**

No update.

16.2 **Speeding in the Parish.**

Cllr. Southgate has asked for volunteers from the original anti speed group. It was suggested that asking for volunteers on Facebook might reach a wider audience.

16.3 **Recycling in the Parish.**

The moving of the clothes bank onto Common land is to be considered by the Commons Advisory committee. A meeting scheduled for Thursday 8th September was postponed.

16.4 **Bucklebury Nature Watch.**

Cllr. Allum reported that he will be going into Bucklebury Primary School in the near future to talk about the Nature Watch.

The new conservation group will be working to restore three ponds on the Common: in the Slade, Chapel Row Pond and a pond in St. Saviour's wood (near Smithincott, The Avenue). The pond in the Slade will be the first pond to be restored and a meeting has been organised to explain the works to be undertaken to local residents.

The iNature app is being used across the parish. It was suggested that advertising the app to members of the horticultural society might be productive.

17 **Finances.**

17.1 **Cheques signed by Councillors since the last meeting:**

The Alpha Xperience	£435.00	900 copies of The Oaks.
Post Office Ltd	£91.56	SSE 2/7/22 – 1/9/2022.
Triangle Management Company Ltd.	£101.09	Weekly emptying of the Memorial Hall dog bin for July, August and September 2022.
Skips Electrical	£1,915.23	Supply and installation of the CCTV system and installation of the defibrillator at the Memorial Hall.
Bucklebury Memorial Hall	£143.50	Rent for coffee mornings and common clearing, and grounds maintenance.
Salaries, pension contributions and expenses	£894.07	August 2022 salaries, pension contributions, defibrillator battery and cabinet, and coffee morning banner.

17.2 **Cheques to be signed by Councillors:**

PKF Littlejohn LLP	£360.00	External Audit.
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Signed

Date
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- Connecting Communities in Berkshire Ltd £42.00 CCB membership.
- Bucklebury Memorial Hall £70.00 Grass cutting x 2 (September).
- 17.3 Income since the 1st August 2022:
- 17.4 Income from the Cemetery: £630.00
- 17.5 WBC Members Bid for defibrillator: £707.50
- 17.6 To review current balances and financial position on the 8th August 2022.
- Lloyds Current Account balance after all cheques cleared and lodgements received: £13,623.56
- Lloyds Current Account: £17,152.22 On 20th September 2022.
- Lloyds Business Instant Account for meadows: £35,453.80 On 20th September 2022.
- Scottish Widows Reserve Account: £32,752.35 On 7th April 2022.
- Scottish Widows Gilroy Account: £4,580.27 On 7th April 2022.
- 18 Clerk's Remuneration.
The public and press were excluded from this agenda item under Schedule 12 of the Local Government Act 1972.
 It was unanimously agreed to award the Clerk a 36% pay increase back dated to the 1st July 2022. This brings the Clerk's salary back to level back it should be, there having not been an increase since 2015.
- 19 **Round Table Comments.**
- 19.1 Risk Assessment.
 It was suggested that the Risk Assessment should be updated to include fire.
- 19.2 Use of the Community Bus for Ukrainian Refugees.
 Cllr. Morgan commented that use of the bus has essentially ceased as most of the refugees have returned to Ukraine or are now in employment. When there is a need, generally the numbers requiring transport only require a private car.
- 20 **The meeting concluded at 9.55pm.**
Date of next meetings:
Next BPC meeting: Monday 10th October 2022 at 7.45pm - Victory Room.
Next Planning meeting: Monday 24th October 2022 at 7.45pm - Victory Room.