

**CHIEVELEY PARISH COUNCIL**  
**Minutes of the Meeting of Chieveley Parish Council held at the**  
**Curridge W I Hall, Curridge Road, Curridge, Berkshire RG18 9DZ**  
**on Tuesday 13 January 2009 at 7.30pm**

**Present**

Cllr R Crispin	Cllr M Taylor	Cllr E Friend
Cllr D Cowan	Cllr H Cole	Cllr Ramsay
Cllr N Hamlin	Cllr P Fidler	

In Attendance      Mrs T Snook (Clerk) 1 member of the public

**1.01.09 Apologies and Acceptance of Absence**

Apologies were received from Cllr Spence. This was unanimously accepted.

**2.01.09 Declaration of Interest by Councillors on the agenda items listed**

**A statement made by Cllr Cole. "I wish to make it clear that any views expressed in relation to planning applications under consideration at this meeting are based upon the information available to the Parish Council. Further, I am not pre-judging the way I may vote when the matter is considered by West Berkshire Council. At that time I shall assess all the evidence available and weigh the considerations material to that decision"**

**Cllr Hamlin      Agenda Item 6**

**Cllr Cole          Agenda item 6**

**3.01.09 Minutes of the Parish Council meeting held on 11 December 2008 to be agreed and signed as a true record**

The minutes of the meeting held on 11 December 2008 were unanimously agreed as a correct record of the meeting and the Parish Council resolved to sign them.

**4.01.09 Planning Schedule and Planning Issues (Appendix I)**

**4.01.1 Chieveley MOTO Services Area, Chieveley  
08/02226/FUL**

**Installation of commercial vehicle washing system and flood lights**

The Parish Council raised no objection to the application but commented that:-

There are significant concerns about light pollution at the Services.

All flood lighting at the MOTO Services Area including the new proposal (washing system) should be to modern standards suitable for use in an Area of Outstanding Natural Beauty.

**4.01.2 The Quarry, Copyhold Farm, Curridge 08/02395/MINMAJ  
Section 73, variation of conditions 3, 4 and 5 of approved  
planning permission 05/00743/MINMAJ by substituting revised  
phasing plans to access sand of specification for Marley Tiles.**

The Parish Council raised no objection to the application but commented that:-

No more phasing than is necessary should be open at any one time  
Restoration of the previous application to be completed in the agreed timescales

**4.01.3 Blackthorn Cottage, Graces Lane, Chieveley 08/02392/HOUSE  
Two storey extension on the south, internal redesign with new staircase and single extension to north east**

The Parish Council objected to the application on the following grounds:-

Application too big for the plot

The extension does not look like it integrates well with the existing building

The mass of the building will be too wide for the plot

50% more than the original dwelling footprint

The Parish Council confirmed there were no objections or observations for the remaining planning applications listed on the schedule. The Parish Council approved the planning schedule.

**4.01.4 Personal Data on West Berkshire Council's website**

Cllr Cole confirmed that West Berkshire Council Local Development Framework Forum is considering what personal information should be available to view on the website. They are taking steps to exclude personal signatures being visible on the website when people write into the Council to provide comments associated with planning matters. Cllr Crispin raised a query whether the Parish Council should have a PO Box and not use the clerk's home address for correspondence.

**5.01.09 Budget & Precept. To discuss and agree the budget and precept for 2009/2010**

The Chairman confirmed that copies of the forecasted year end for 2008/2009, budget and precept information for 2009/2010, summary sheet, outlined grants proposal and precept notes had been provided prior to the meeting for Councillor's consideration and information. A discussion took place.

The Parish Council reserves are higher than originally forecast. The following factors have contributed to this

Increase in S106 funds held by the Parish Council

Increase in interest received during the year

Contingency not committed

Parish Plan fund not fully committed. To be carried forward into 2009/2010.

The Parish Council funds include £27,785 S106 developer contribution funds. These funds are subject to specific spending criteria and have to be ring fenced in the Parish Council's accounts. Each year interest has to be allocated to the funds using data from the National Statistic Government website until they have been committed. The RPI interest figure up to November 2008 has been included in the forecast.

The Clerk advised the Parish Council that guidance dictates a Council has no legal power to hold reserves other than those for reasonable working capital needs or for specific purpose.

The Parish Council holds a good reserve and the Parish Council need to ensure that identified funds are spent in a reasonable timescale.

All other small budget under spends for the year end 2008/2009 are to be returned to the reserves by 31 March 2009.

The Chairman confirmed the precept proposed was £25,000. The same figure requested as 2008/2009. This represents £22.23 per Band D household for 2009/2010. The Parish Council agreed that the precept should remain the same as last year due to the current financial climate.

It was proposed by Cllr Crispin, Seconded by Cllr Cowan and the Parish Council resolved to request a precept of £25,000 and for the 2009/2010 budget to be accepted. The clerk is to inform West Berkshire Council. **Action: Clerk**

**6.01.09 Planter at School Road. To discuss the Gardening Club's response and agree action.**

Cllr Crispin reported that the Chieveley & District Gardening Club have agreed to do the initial planting up and to provide ongoing maintenance of the plant display. Estimated costs have been provided. £150 for the initial setting up and £100 per annum for the plant maintenance.

A discussion took place. The Parish Council currently holds prize money received in January 2002 for the Hedgerow Survey Project. The prize money was intended to fund a new hedge alongside a new footpath originally planned for as part of The Green development in Chieveley. However, documentation recording the agreed provision for the new footpath has been unavailable from West Berkshire Council; therefore there has not been a possibility to use the Hedgerow Survey Prize money for the purpose it was originally intended. The Parish Council agreed that rather than to ring fence the sum indefinitely to re-assign it to this project.

It was proposed by Cllr Cole, Seconded by Cllr Crispin that the Hedgerow Survey Prize Money be given to the Chieveley & District Gardening Club to buy the plants for the planter. A condition of receiving the money is for the Club to arrange a small plaque to recognise the Hedgerow Survey Prize Money was used to provide the plants for this project. This was unanimously agreed. The Parish Council confirmed an intention to support future grant applications for the ongoing display maintenance costs.

Clerk's Note: West Berkshire Council have confirmed they will be responsible for insuring and maintaining the structure of the planter.

**7.01.09 Commemorative Bench. To discuss West Berkshire Council's response and agree action**

Cllr Crispin reported that West Berkshire Council's traffic team have carried out a safety audit of the Triangle at Downend and the proposed location for the Commemorative Bench.

Confirmation has been received that it is acceptable to have a bench placed under the chestnut tree.

The Parish Council agreed a bench could be built around the Chestnut Tree but requested a drawing with a list of the materials to be used should be submitted for final approval by the Parish Council. The bench, once built, will be included in the Parish Council's insurance schedule. The clerk is to inform the family.

**Action: Clerk**

**8.01.09 Parish Assembly Speaker. To consider the topic and speaker for the Parish Assembly.**

It was proposed by Cllr Hamlin that Keith Richards from Thames Valley Energy be invited to attend the Assembly. Seconded by Cllr Taylor. This was unanimously agreed.

Consideration was given to changing the Parish Assembly date from 14 April 2009 to 21 April 2009. It was agreed this would be investigated, subject to venue and Chairman's availability. **Action: Clerk**

**9.01.08 Review of the Internal Audit. Audit Action Plan for consideration and approval**

Cllr Crispin confirmed that the Review of the Internal Audit had been completed in December. The Parish Council needs to provide an Annual Review Plan and Reporting Guidance document. A draft was tabled. It was proposed by Cllr Hamlin, Seconded by Cllr Crispin and the Parish Council resolved to accept the Annual Review Plan and Reporting Guidance document.

**10.01.09 Freight Route Network Information (FRN). To discuss and agree action**

Cllr Crispin reported that after the Freight Route Network consultation in the summer of 2007 West Berkshire Council have analysed requests for local freight management measures and alterations to the Freight Route Networks maps. Changes have been proposed. The FRN maps highlight the suggested preferred freight routes in the District to drivers, identifying lorry parking facilities, locations of existing weight, height, and width restrictions and communities and routes unsuitable for HGV traffic. It was felt to be inappropriate to fully show local routes off the main HGV routes as these are intended to be used solely as local access routes and not considered as through routes. Chieveley Parish Council during the 2007 consultation had brought to West Berkshire Council's attention local routes being used by Freight as through routes e.g. Graces Lane/School Road to B4494 and had requested weight restriction be added to routes in the village that are not already covered.

Mr Sperring, West Berkshire Council, has confirmed that the Transport Team and Traffic Management Team have noted the freight issues raised along local roads and will be developing a system for equitably assessing each of the local freight issues raised that will enable them to prioritise locations according to those with the greatest 'need'. He has assured the Parish Council that the request has not been ignored and will be included as part of the process.

Should it be recommended that weight restrictions be required the FRN will be updated as and when appropriate.

The Parish Council asked the clerk to write to West Berkshire Council to request that Chieveley be considered with some priority. **Action: Clerk**

**11.01.09 District Parish Conferences Meeting Dates for Information**

With the disbanding of the Area Forums West Berkshire Council have set mini Parish Conferences to take place during the forthcoming year. Parish Council's have been invited to notify West Berkshire Council of items that they would like to see included on future agendas. Contact West Berkshire Council on 01635 519045.

17 March 2009

27 May 2009

19 August 2009

24 November 2009

17 March 2010

**12.01.09 Neighbourhood Action Group (NAG) Meeting Dates for information**

This is information to note should the Parish Council identify a community issue that requires NAG to consider action on. Concern was expressed that key organisations in Chieveley did not have representatives on the NAG Committee  
28 January 2009 6.30pm Hermitage School

25 March 2009 Venue to be confirmed

20 May 2009 Venue to be confirmed

8 July 2009 Venue to be confirmed

2 September 2009 Venue to be confirmed

28 October 2009 Venue to be confirmed

9 December 2009 Venue to be confirmed

**13.01.09 Clerks Report's (including correspondence)**

**13.01.1 Rural Strategy for West Berkshire – Consultation**

The clerk tabled for information the Executive Summary for the Strategy. The document will be circulated. Councillors have been invited to provide feedback.

**13.01.2 Tree Preservation Order: Land at Torne Trask, Downend**

The clerk reported that a copy of a Tree Preservation Order made by the Council together with Notice relating thereto had been served on the owners and occupiers indicated in the documentation.

**13.01.3 B4494 Road Condition**

The clerk tabled an email from a resident who had raised concerns about the surface condition of the B4494 on the southbound carriageway from the top of Bussocks Hill to the Bridge over the A34. The information was noted by the Parish Council and enquiries will be made to ascertain if there are any planned works.

**13.01.4 Code of Recommended Practice on Local Authority Publicity – A Consultation**

The clerk reported that a copy of the consultation document have been provided for consideration and will be available on request from the office. Copies of the document can be viewed on [www.communities.gov.uk](http://www.communities.gov.uk).

#### 14.01.09 Report of the Responsible Financial Officer, Cheque Signing and other financial matters

A copy of the year to date financial statement 2008/2009 with financial budget figures and a Receipts and Payments summary were provided for Councillors information.

It was proposed by Cllr Crispin and Seconded by Cllr Cowan and the Parish Council resolved to pay the accounts for January 2009.

Cheque No	Payee	Description	Amount
608	Chieveley Recreational Centre	Storage Charges	£50.00
609	T Snook	Clerk Fees (5 weeks)	£785.12
610	D Carter	Expenses and Allowance Bus Shelter cleaning Oct Nov Dec	£25.04 £120.00
611	Chieveley & District Gardening Club	Hedgerow Survey Fund for Planting Project	£200.00
Total Payments for January			<u>£ 1,180.16</u>
<b>Receipts</b>			
BACS	Royal Bank of Scotland	Treasurers Account Interest	£70.06
BACS	Royal Bank of Scotland	Business High Interest	£107.86
Total Receipts for January			<u>£177.92</u>

#### 15.01.09 District Councillor's Report

None

#### 16.01.09 Councillors' Reports (Information Only)

##### 16.01.1 Patient Representatives Meeting

Cllr Taylor reported that a meeting will be taking place on Thursday 15 January 2009. The Parish Council asked if he could establish the latest position regarding the car park, the recent questionnaire carried out and to convey the Parish Council's congratulations to James Cave for his OBE.

#### 17.01.09 Any other items which the Chairman decides are urgent (Information Only)

None

#### 18.01.09 Date of the next meetings

Tuesday 10 February 2009 at Chieveley Recreational Centre

Tuesday 10 March 2009 at Chieveley Recreational Centre

There being no further business the meeting closed at 9.26pm.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## Planning Applications For the Parish Council Meeting on 13 January 2009

### Planning applications for consideration

Planning applications can be viewed on the West Berkshire Council website [www.westberks.gov.uk](http://www.westberks.gov.uk) under planning applications

Planning No	Type	Location	Description	Observation
08/02235	FUL	Hermitage Landfill Site, Hermitage	Installation of a landfill gas powered electricity generating plant consisting of two containerised generated sets, transformers, switch rooms and ancillaries to generate electricity from gases produced in the neighbouring Hermitage landfill site	No objection
08/02226	FUL	Chieveley MOTO Services Area	Installation of commercial vehicle washing system and flood lights	No Obj/comment
08/02395	MINMAJ	The Quarry, Copyhold Farm, Curridge	Section 73, variation of conditions 3 (approved plans and details), 4 (Phasing plans) and 5 (phasing of site operations) of approved planning permission 05/00743/MINMAJ by substituting revised phasing plans, as the phasing scheme needs to be revised due to delays in commencing land filling, and need to access sand of specification for Marley Tiles	No obj/comment
08/02392	HOUSE	Blackthorn Cottage, Graces Lane, Chieveley	Two storey extension on the south, internal redesign and new staircase and single extension to north east	Objection

### Planning Application Decisions and Appeal Decisions Notification

Planning application decisions can be viewed on the West Berkshire Council website [www.westberks.gov.uk](http://www.westberks.gov.uk) under planning applications

Planning No	Type	Location	Description	Decision
08/01865	HOUSE	39 Kiln Drive, Curridge	Single storey extension to the rear and side of property to provide study and family room	Approval
08/01193	LBC	The Mount, Graces Lane, Chieveley	Install window in outbuilding conversion	Approval
08/02097	HOUSE	Hawthorn Cottage, Downend, Chieveley	Retrospective - New Shed	Approval

### For Information

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