

Please note: these minutes remain draft until approved by the Parish Council at the next available meeting and may be subject to amendment

CHIEVELEY PARISH COUNCIL

**Minutes of the Meeting of Chieveley Parish Council held at
the Curridge W I Hall, Curridge, Berkshire RG18 9DZ
on Tuesday 10 April 2018 at 7pm**

Present

Cllr R Crispin Chairman Cllr M Beard Cllr D Ffrench Cllr C Wood
Cllr M Belcher Vice Chairman Cllr S Allan Cllr H Cole Cllr D Cowan
Cllr M McGuire

In Attendance Mrs T Snook (Clerk), 7 members of the public

Members of the public when present are asked to note the handouts and information provided on media and recording of meetings, public participation guidance and dispensation information for members of the public.

1.04.18 Apologies and Acceptance of Absence

None.

2.04.18 To remind Councillors of the need to record the existence and nature of any Personal, Disclosable Pecuniary or other interest in items of the agenda, in accordance with the Parish Council’s Code of Conduct and to receive any requests for dispensations.

Dispensations already approved for the Parish Council term and provided as handouts for the public present at the meeting:

HSA DPD/HELAA/Local Plan for Cllr Crispin, Cllr Cowan, Cllr Belcher, Cllr Cole, Cllr Wood, Cllr McGuire, Cllr Beard and Cllr Allan.

Council Tax/Precept for Cllr Crispin, Cllr Cowan, Cllr Belcher, Cllr Cole, Cllr Wood, Cllr French, Cllr McGuire, Cllr Beard and Cllr Allan.

Curridge Playground Charity Land for Cllr Crispin, Cllr Wood, Cllr Ffrench, Cllr Belcher, Cllr Cowan, Cllr Cole, Cllr McGuire, Cllr Beard and Cllr Allan.

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”.

3.04.18 Minutes of the Parish Council meeting held on 13 March 2018 to be agreed and signed as a correct record and signed by the Chairman

The minutes of the Parish Council meeting held on 13 March 2018 were unanimously agreed as a correct record and the Parish Council resolved that the Chairman of the Parish Council could sign them.

4.04.18 Public Participation and Neighbourhood Policing Public Open Forum

Mr Mills spoke on the planning application for the development of a 3 bedroom rural workers' dwelling associated with Curridge Green Riding Stables as the business and landowner but not the applicant who is Mrs Dempster.

Reference was made to the West Berkshire Council Agricultural Consultant's Report and he believes it is wrong in fact and information.

Mr Mills outlined his reasons why someone needs to be on site at all times due to animal husbandry needs in his experience and that in his opinion one full time person on site with part time help can provide adequate staff cover along with volunteers.

The stable manager is known and trusted locally and the proposed house will meet Mrs Dempster's housing needs and the business needs.

Mr Mills asked the Parish Council to support this rural business in having a viable future.

Mrs Crossley asked a question regarding a triangular piece of land adjacent to the Curridge Playground and who owns it. Cllr Crispin confirmed that this piece of land has village green status and was registered as such by West Berkshire Council. Curridge Playground Trustees and the Parish Council keep a watching brief over this land.

5.04.18 Planning Schedule and Planning Matters for discussion and action (Appendix I)

**17/03553/FULD Land East of Curridge Green Riding School
Development of a 3 bedroom rural workers dwelling associated with Curridge Green Riding School**

Considerable discussion took place regarding this application, the local rural business and social need.

In the Public Participation section comments were made, not by the applicant, but by Mr Mills concerning his view of the robustness of the West Berkshire Agricultural Consultant's Report. Whilst the Parish Council had not received a full copy of the report the Planning Officer had provided in an email a summary of the conclusions of the report for information.

During the Parish Council debate on the application comment was made on the fact that the application was not submitted by the business owner as would have been expected.

Chieveley Parish Council agreed that it places high emphasis on national and local policy considerations and this aspect weighed heavily in the debate as did the desirability of a much-loved local business being sustainable in the future.

In conclusion the Parish Council resolved that on this occasion it could not either object or not object to this application but would remain silent on the matter explaining the reason for doing so to West Berkshire Council.

**18/00641/AGRIC Copse Farm, Gidley Lane, North Heath
Agricultural Barn and associated access track and hardstanding**

The Parish Council objected to this application. Unclear if permitted development rights exist for this piece of land. The farmland around Hazelhanger Farm and Sunset Farm is being sold in lots. This piece of land is a water meadow and councillors cannot understand how it can be farmed or used for livestock when it is subject to intermittent flooding. Also, the site is associated with both Hazelhanger Farm and Sunset Farm's existing buildings and until it is proved that these buildings no longer have any association with the proposed new building, there is doubt about the validity of "permitted building and development rights" in such close proximity and therefore we cannot support this application. Clerk to raise concerns and questions regarding planning history and whether permitted development rights exist with the Planning Officer. **Action: Clerk**

The Parish Council confirmed no objections or comments on the remaining planning applications listed on the planning schedule. The Parish Council approved the planning schedule.

6.04.18 **Chieveley/Hermitage Joint Traffic Survey. To consider a proposal and agree action**

Cllr Belcher outlined the proposal the Parish Council had received with the agenda and the concerns Hermitage Parish Council have. Cllr Crispin, Cllr Belcher and Cllr Allan met with representatives of Hermitage Parish Council to discuss concerns on 28 March 2018. Hermitage Parish Council have already contacted West Berkshire Council outlining their concerns and asking all planning decisions be deferred until an overall, integrated traffic plan, led by West Berkshire Council can be achieved.

The Parish Council agreed to contact West Berkshire Council outlining our concerns and underlining the concerns of Hermitage Parish Council, specifically for an integrated traffic plan.

To continue to work with Hermitage Parish Council on mutual traffic concerns from planning developments in and around Hermitage.

The Parish Council resolved to incorporate in SARS working group and adopted these recommendations as additional terms of reference for the group representatives. **Action: Cllr Belcher, Clerk**

7.04.18 **Curridge Playground Spring Maintenance Works. To approve quote of £857.45 plus VAT**

The Parish Council were reminded that due to timing for ordering seasonal works uncommitted grant funds from 2017/2018 for the Curridge Playground maintenance had been carried forward into 2018 2019. The Parish Council agreed the quotation provided by Scofells, the approved contractor, and resolved to place the order for £857.45 for the spring maintenance works. **Action: Clerk**

8.04.18 **Clerk's Report (including correspondence)**

Nothing reported

9.04.18 **Report of the Responsible Financial Officer, Cheque Signing and other financial matters**

The clerk tabled year to date financial statement 2018/2019 with budget figures and a Receipts and Payments summary for Councillor consideration and information. The Receipt and Payments record book was presented at the meeting for inspection.

It was proposed by Cllr Cole and Seconded by Cllr Wood and the Parish Council resolved to pay the accounts for April 2018.

Payments

Cheque No	Payee	Description	Amount
1320	Chieveley Recreational Centre	Cancelled cheque	-£ 813.25
1368	Chieveley Recreational Centre	Reissued cheque	£ 813.25
1369	Mr D Weller	Internal Auditor	£ 50.00
1370	Toby Hutchison	Bus shelter cleaning	£
1371	T Snook	Clerk salary	£
		Expenses & Allowance	
1372	Berkshire Pension Fund	Pension contributions Employer/Employee	£
			<u>£ 977.33</u>

NB PAYE Employee, Employers and NI contributions are accrued and paid quarterly

Receipts

	£ -
Total Receipts	<u>£ -</u>

Financial Position as at 10 April 2018

Balance carried forward 31/03/18 (incl S106 contributions)	£54,824.26
Receipts for year to date including April/Sept precept received	£ -
Less payments for year to date	<u>£ 977.33</u>
Total including S106 Funding, Funds and Reserves	<u>£53,846.93</u>

09.04.1 **To approve year end accounts for 2017/2018 including year end bank reconciliation and Annual Governance Statement 2017/2018.**

The Parish Council approved the year end accounts and bank reconciliation for 2017/2018 and resolved that the Chairman could sign them. **Action: Cllr Crispin** (Appendix II)

Parish Councillors received a copy of the Annual Governance Statement 2017 2018 prior to the meeting and resolved that the Chairman could sign the Annual Governance Statement 2017 2018. **Action: Cllr Crispin**

09.04.2 **Other financial matters**

None

10.04.18 **District Councillor's Report (Information Only)**

Nothing reported but Cllr Cole invited questions.

11.04.18 **Councillors' Reports (Information Only)**

Nothing reported.

12.04.18 **Any other items which the Chairman decides are urgent (Information Only)**

None

13.04.18 **Date of the next meeting**

Tuesday 8 May April 2018 at Chieveley Village Hall & Recreational Centre, High Street, Chieveley, Berkshire RG20 8TE at 7.30pm

There being no further business the meeting closed at 7.45pm.

Signed by the Chairman

Dated:

**Planning Applications, Appeals and Enforcement Notices
for consideration at the Parish Council meeting on 10 April 2018**

Please Note: From April 2018 West Berkshire Council will no longer provide paper copies of planning applications to the Parish Council. Hard copies will no longer be present at the Parish Council meetings. Members of the public are strongly advised to note applications listed on the schedule and to respond directly to West Berkshire Council on applications of interest. Parish Councillors, having viewed the planning applications on line will confirm their observations at the Parish Council meeting on the applications listed below for consideration at the meeting

Planning applications can be viewed by members of the public on the West Berkshire Council's website

[West Berkshire Planning Applications On Line Simple Search Link](#)

Planning applications for consideration at meeting

Reference	Type	Location	Description	Preliminary Observations
17/03553	FULD	Land East of Curridge Green Riding School, Curridge Green	Development of a 3 bedroom rural workers dwelling associated with Curridge Green Riding School	Comment
18/00481	FULD	Linden, Downend	Demolition of existing bungalow and erection of replacement single family dwelling	No objection
18/00641	AGRIC	Copse Farm, Gidley Lane, North Heath	Agricultural barn and associated access track and hardstanding	Objection

Chieveley Parish Council Consultee Decisions

Reference	Type	Location	Description	Observations
18/00592	HOUSE	Honeypot, East Lane, Chieveley	Part conversion of garage to habitable space - study	No objection
18/00229	FUL	5 The Blossoms, Chieveley	Erection of a garden room on an existing mobile home; the extension will be able to be removed as well	No objection
18/00560	HOUSE	8 Heathfields, Chieveley	Single storey side/rear extension forming garden room and enlarged utility room	No objection

West Berkshire Council Planning Application Decisions and Planning Inspectorate Appeal Decisions

Reference	Type	Location	Description	Decision
17/03503	HOUSE	The Ridings, Curridge Green	Two storey side extension and replacement garage	Approval
18/00192	HOUSE	Mariners, Long Lane, Hermitage	Roof alterations from hip to gable ends to previously concreted roof stack, 1 no juliet doors with side windows, 1	Approval

For Information

Reference	Type	Location	Description	
18/00223	FULD	Land adjacent to Morphe, Downend	Erection of a detached dwelling, garaging and associated works	Site meeting 29 March 2018 8am Western Area Planning Committee Meeting 4 April 2018
18/00223	FULD	Land adjacent to Morphe, Downend	Erection of a detached dwelling, garaging and associated works	

Chieveley Parish Council
Financial Year End Bank Reconciliation 31 March 2018

Prepared by Tracy Snook (Clerk/RFO)

Date 31 March 2018

Balance per bank statements as at 31 March 2018

Treasurers Account	£ 32,513.98	
High Business Interest Account	<u>£ 24,190.91</u>	£ 56,704.89

Less Unpresented cheques at 31 March 2018

Cheque No		
1320	-£ 813.25	
1361	-£ 1,500.00	
1365	-£ 181.34	
1366	-£ 461.85	
		-£ 2,956.44

Add: any un-banked cash at 31 March 2018

Reclaimed VAT	£ 1,075.81	
		£ 1,075.81

Net balances as at 31 March 2018

<u><u>£ 54,824.26</u></u>

Cash Book

Opening Balance as at 1 April 2017	£ 51,489.72
Add: Receipts in the year	£ 33,303.12
Less: Payments in the year	-£ 29,968.58
Closing balance per cash book as at 31 March 2018	<u><u>£ 54,824.26</u></u>

Approved by the Parish Council on 10 April 2018 and signed by the Chairman