

Please note: these minutes remain draft until approved by the Parish Council at the next available meeting.

CHIEVELEY PARISH COUNCIL

Minutes of the Meeting of Chieveley Parish Council held at Chieveley Village Hall & Recreational Centre, High Street, Chieveley, Berkshire RG20 8TE on Tuesday 13 February 2018 at 7.30pm

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 M McGuire
Cllr D Cowan

In Attendance Mrs T Snook (Clerk), 16 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.

1.02.18 **Apologies and Acceptance of Absence**

None received.

2.02.18 **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".

3.02.18 **Minutes of the Parish Council meeting held on 9 January 2018 to be agreed and signed as a correct record and signed by the Chairman**

The minutes of the Parish Council meeting held on 9 January 2018 were unanimously agreed as a correct record and the Parish Council resolved that the Chairman of the Parish Council could sign them.

4.02.18 **Public Participation and Neighbourhood Policing Public Open Forum**

Mr Hillier confirmed this was a courtesy talk about an application recently submitted to West Berkshire Council to refurbish/replace old buildings on the Hillier's Garden Centre site. Plans show new concession buildings, elevation and location. The buildings will be kept low. Replacing a number of small old structures and bringing them together into one for the concession partners on site. Confirmed site visits were welcome to see what they are trying to achieve.

Mr Demspter spoke in support of his joint application with partner, a local person, for a rural worker rights application for a new modest dwelling for the local riding stables. A dwelling is needed as 50 horses are on site and the current owner is due to retire. Generations have used the riding stables over 45 years and local businesses benefit from this business in the area. 40 letters of support submitted to West Berkshire Council, 6 letters of objection. Cllr Cowan asked why the land and business owner was not submitting the planning application. Mr Demspter confirmed they had applied to demonstrate their commitment to the stables business. A genuine request for a modest home tied into the business.

Mr Pettitt outlined the application for Snelsmore Farm was to provide improved facilities, a new stock building to replace old building at the end of its life, showed plans and explained purpose of application.

Cllr Cowan asked if there was an intention for intensification of events and whether a condition could be appropriate. It was confirmed that personal training sessions and group training sessions would take place on the site, some day events but no big shows and competitions. Access to the site was explained to the Parish Council.

5.02.18 **Planning Schedule and Planning Matters for discussion and action (Appendix I)**

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

The Parish Council were advised that West Berkshire Council have requested additional appraisal and business viability assessment information from the applicant to support a second agricultural dwelling for the business but at the time of the meeting this new information was not available. A discussion took place. To comply with the Core Strategy C5 specific information is essential. This information is important to enable comprehensive consideration of the planning application as currently the application and the documentation available as submitted does not fulfil West Berkshire Council's C5 policy requirements and would have to be objected to.

The Parish Council were unable to confirm the firm views until the additional information is made available and requested that when it becomes available that the Parish Council is afforded suitable time to consider the information and to provide a firm observation.

**18/00181/MDOPO North Lodge, Curridge Green
Modification of obligation of planning permission 143671 made in 1991 new bungalow with agricultural restriction**

The Parish Council after consideration agreed to the agricultural occupancy condition being modified.

**17/03534/COMIND Snelsmore Farm, Snelsmore
Demolition of existing barn, and erection of replacement stock building and storage with associated parking, turning and landscaping. Use of land for the purposes of dog agility training, creation of associated grass/all weather arena with associated parking, turning and landscaping.**

In the past caravans and motorhomes have been parked in the lower paddock (south east side of the site) for periods of longer than one day at a time and clearly visible from the Old Oxford Road. It was noted that the proposed stock barn and store building are screened by existing conifers. The Parish Council would like the applicant to extend screening by submitting a landscaping scheme to mitigate the impact of visual intrusion in the AONB along the south eastern paddock boundary so the site and any caravans, motorhomes and paraphernalia cannot be seen from the Old Oxford Road.

A condition to limit the number of small events/group session and caravans. Maximum 28 days a year. This is due to environmental concerns and to control noise nuisance and inconvenience to neighbours.

A condition to prevent parking and control obstructions in the narrow lane.

If the following conditions and landscaping scheme can be provided and implemented the Parish Council indicated they would have no objection to the application.

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

6.02.18 Chieveley Parish Council Planning Procedure Review. To consider revisions to the existing policy

The Parish Council reviewed and adopted the revised policy to accommodate West Berkshire Council's new planning application procedure to be implemented from April 2018 and how Chieveley Parish Council will manage Planning applications.

Hard copies of planning applications will not be made available to Parish Councils by West Berkshire Council without incurring photocopying charges. The applications will be available on line from the West Berkshire Council website.

The clerk confirmed that residents were being advised of the changes through the latest news and via the Parish Council page on www.mychieveley.co.uk website.

A discussion took place and the clerk raised the question whether West Berkshire Council could separate planning application observations provided into categories of no objection, objection, support. Currently interested parties have to look up each individual written representation on line which is extremely time consuming for an application which has a number of representations. Clerk to ask the question of West Berkshire Council. Cllr Cole also noted the question to raise with West Berkshire Council officers. **Action: Clerk, Cllr Cole**

The clerk reported that there was a West Berkshire Council planning on line training event on 12 March 2018 at 6pm. The Clerk and Cllr Beard to attend.

7.02.18 Oare Pond Tree Update. To confirm the chosen species and cost

Three silver birches have been chosen by Cllr Allan. The quote by Scofell to supply, plant and stake was confirmed as £310 plus VAT. As this is part of the ongoing environment improvement project the Parish reconfirmed and resolved that S106 public open space improvement funding would be used for the new trees.

The clerk reported that the water safety throw line had gone missing. A replacement will cost £37.88 including VAT and delivery. The Parish Council resolved to provide and pay £37.88 for a new water safety throw line.

8.02.18 Data Projector and Communication Equipment. To give consideration to quotations and options and agree action

Data Projector

Quotes, packages and options had been circulated to the Parish Council prior to the meeting for consideration.

A discussion took place.

The Parish Council resolved to accept the Projectorpoint quotation for the BENQ TH530 Projector with 3 year warranty, laser pointer and connectivity HDMI cable. £457 exclusive of VAT. The Parish Council asked the clerk to add to the order an adapter connector.

Communication Equipment

The purchase of a Parish Council mobile phone has become necessary due to the GDPR regulations and guidelines provided and which become effective in May 2018.

Unlimited broadband is required due to large data downloads including presentation material and consultation documents issued by other stakeholders.

The Parish Clerk provided a summary of costs for the broadband and phone package for consideration. In additional options for a mobile phone provider and options tabled.

Whilst BT can provide a mobile phone as part of a package review for the broadband and phone contract there was a query whether the BT mobile phone coverage would be as good as other providers i.e. O2. Vodafone costs were prohibitive to provide a mobile phone on a monthly contract whereas Tesco mobile was competitive and slightly cheaper than quoted by BT. Benefits of having one provider for the Broadband and phone packages was discussed.

The Parish Council agreed the new package with BT Infinity Unlimited Broadband and line rental package £40.99 exclusive of VAT per month plus the addition of a mobile phone package at £13.60 per month exclusive of VAT, in total £54.59 per month. However, if on investigation the BT Mobile phone coverage is not as good as another provider and a similar mobile phone package price can be obtained separately then the Parish Council were content to delegate the final decision to the clerk to action. **Action: Clerk**

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

Boundary Commission Electoral Review of West Berkshire Council

The boundary commission has now completed its review and a full copy of the report is available on their website www.lgbce.org.uk.

District Parish Conference 15th March

The clerk asked Councillors to let her know if they wished to attend.

Parish Wards

In consultation with Mr Taylor, the resident who raised the query about a designated ward councillor for Oare being considered and looking further into the matter, it has been agreed there is no long term benefit for Oare for this change or benefit to the democratic process. Having a designated ward councillor for Oare does not guarantee it would be an Oare resident who would occupy the position due to the criterion of councillor candidates who are able to apply and can be within 3 miles of the parish boundary.

Old Street/Manor Lane Oare

Swept on 15 January 2018.

Local Plan Sites HSA 23 24 25 and Priors Court junction B4009

Hermitage Parish Council have responded by confirming they are concerned about traffic issues in Hermitage and because of proposed new housing developments in it and other villages. The matter will be an agenda item for their February meeting.

Resurfacing of the A34 northbound from Donnington to Beedon

Monday 12 to Wednesday 21 February (eight nights) - Full overnight closure of the A339 northbound carriageway from the Vodafone roundabout to the M4, and of the exit from the A34 northbound to the M4.

Thursday 22 February to Tuesday 6 March (nine nights) - Full overnight closure of the A34 northbound carriageway from the A4 Speen junction to Chieveley, and a lane closure on the A339 northbound carriageway. Traffic will be diverted from Speen, east along the A4 Bath Road towards Newbury centre, then north on the A339 to access the A34 and M4 at the junction 13 roundabout.

Wednesday 7 to Friday 9 March (three nights) - Full overnight closure of the A34 northbound carriageway by Chieveley village. Vehicles under 7.5t will be diverted via Chieveley and Beedon villages, re-joining the A34 at Beedon; vehicles over 7.5t will be diverted via the M4.

Resurfacing of the A34 southbound from Beedon to Donnington

The detailed programme for this phase of resurfacing is yet to be confirmed, but will be split between the following two closures:

Full overnight closure of the A34 southbound carriageway from Chieveley to the A4 Speen junction with a clearly signed diversion via the A339 towards Newbury

Full overnight closure of the A34 southbound carriageway from the A4130 Milton Interchange to Chieveley with a clearly signed diversion in place via Wantage, Hungerford and Speen

Chieveley Lawn Tennis Club Proposals for new Tennis Club House

Community Groups are invited to attend a drop in session on 24 February 2018 between 9am and 12 at the tennis club to look at plans and to provide community feedback.

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

The clerk tabled year to date financial statement 2017/2018 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. The bank reconciliation up to 31 January 2018 was tabled for the Chairman to sign.

It was proposed by Cllr Belcher and Seconded by Cllr McGuire and the Parish Council resolved to pay the accounts for February 2018.

Payments

Cheque No	Payee	Description	Amount
1351	Scofell Landscape Ltd	Bird Boxes	£ 126.62
1352	Scofell Landscape Ltd	Hedging	£ 72.00
1353	Scofell Landscape Ltd	Oare Pond Annual Maintenance	£ 456.00
1354	Scofell Landscape Ltd	Marsh Pond Markers	£ 167.99
1355	T Hutchison	Bus shelter cleaning	
1356	T Snook	Clerk Salary Expenses & Allowance	
1357	Berkshire Pension Fund	Employer & Employee contributions	
			<u>£ 1,619.70</u>

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

Receipts

BACS	Royal Bank of Scotland	Interest	1.09
Total Receipts			<u>£ 1.09</u>

Financial Position as at 13 February 2018

Balance carried forward 31/03/16 (incl S106 contributions)	£51,489.72
Receipts for year to date including April/Sept precept received	£32,220.89
Less payments for year to date	<u>£25,631.75</u>
Total including S106 Funding, Funds and Reserves	<u>£58,078.86</u>

10.02.1 Internal Auditor's Interim Report 2017/2018

The clerk reported that a copy of the Internal Auditor's Interim Report for 2017/2018 have been circulated to the Parish Council prior to the meeting. No actions to report.

10.02.2 Other financial matters

None

11.02.18 District Councillor's Report (Information Only)

West Berkshire Council Budget 2018/2019 and Council Tax

Cllr Cole reported that there will be a 5.99% increase to Council Tax this year.

12.02.18 Councillors' Reports (Information Only)

PROW

Cllr Beard reported he has reviewed three other locations on the footpath inspection record list and has updated the schedule.

Roots Garden Centre/Woodside Farm or Nursery

Hermitage Parish Council raised a question whether building works adjacent to Stable view land has the appropriate planning permissions.

Cllr Allan reported that previous planning permission records have been looked into for this site but remain unclear. Felt West Berkshire Council should check to confirm the structures and activities have the appropriate permissions.

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

Cllr Crispin reported that Bluebell Stables, Curridge Road, Curridge (land adjacent to Curridge House) and paddock had been purchased by a local resident.

14.02.18 Date of the next meeting

Tuesday 13 March 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 9.00pm.

Signed by the Chairman _____

Dated _____

**Planning Applications, Appeals and Enforcement Notices
for consideration at the Parish Council meeting on 13 February 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	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	Could not be determined
18/00181	MDOPO	North Lodge, Curridge Green	Modification of obligation of planning permission 143671 made in 1994 (new bungalow with an agricultural restriction)	No objection
17/03534	COMIND	Shelsmore Farm, Shelsmore	Demolition of existing barn, and erection of replacement stock building & store with associated parking, turning and landscaping. Use of land for the purposes of dog agility training, and creation of associated grass/all weather arena with associated parking, turning and landscaping	No objection subject to conditions

Chieveley Parish Council Consultee Decisions

Reference	Type	Location	Description	Observations
17/03503	HOUSE	The Ridings, Curridge Green	Two storey side extension and replacement garage	No objection

West Berkshire Council Planning Application Decisions and Planning Inspectorate Appeal Decisions

Reference	Type	Location	Description	Decision
17/02853	HOUSE	Oaklands Sandy Lane, Curridge	Formation of new first floor bedroom and ensuite bathroom over existing garage and day room	Approval
17/02989	FUL	School of Military Survey Denison Barracks, Hermitage	Proposed improvements to main entry point to include provision of parking area external to the secure area, installation of more secure barriers to the access and exist routes through the main entry point, installation of guard shelter improvements to security lighting and provision of CCTV cameras	Planning Permission not required
17/03359	HOUSE	14 Sowbury Park, Chieveley	Single storey extensions	Approval
17/03254	HOUSE	2 Sandy Close, Curridge,	Single storey side extension and addition of Velux roof lights	Approval
17/03308	HOUSE	Old Randall's Farm, Green Lane, Chieveley	Single and two storey extensions with internal alterations	Approval

For Information

Reference	Type	Location	Description	Decision
17/02846	FULD	Land adjacent to Morphett's Lane, Downend, Chieveley	Erection of a detached dwelling garage and associated works	Cannot be determined