

Chieveley Parish Council

MINUTES OF THE PARISH COUNCIL MEETING

held on 12 November 2024 in Chieveley Village Hall, Chieveley RG20 8TE

Members present: Cllr. Sandie Allan
Cllr. Rob Crispin
Cllr. Lesley Derry (Chair)
Cllr. Lesley Dick (Deputy Chair)
Cllr. Eric Friend
Cllr. Matthew Gilman

Members absent: Cllr. Maurice Beard
Cllr David Cowan
Cllr Sarah Hutchison

In attendance: District Cllr. Paul Dick
0 members of the public

24.11.1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Beard, Cllr. Cowan, Cllr. Hutchison and District Cllr. Heather Codling

24.11.2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

There were no declarations of interest or requests for dispensations.

24.11.3 PUBLIC PARTICIPATION

There were no questions, comments or representations.

24.11.4 MINUTES

It was **RESOLVED** that the Minutes of the Parish Council meeting held on 8 October 2024 were a true record of the meeting.

24.11.5 PLANNING APPLICATIONS

(i) The following new planning applications were considered:

[24/02123/HOUSE](#) Cross Lanes House Oxford Road Downend Chieveley – Adjacent Parish. Proposed detached garage /car port and new access. Comments made by the Council's Highways Officers to check visibility spays on the new access were noted. It was **RESOLVED** to submit a response of no objection.

(ii) The following recent planning decisions had been taken by WBC:

[24/01290/FUL](#) – Middle Farm Close. Formation of new driveway entrance to 3 Middle Farm Cottages Downend Chieveley RG20 8TF with associated landscaping. Granted: 17 October 2024.

[24/01671/HOUSE](#), Trinity Cottage, Downend. Single storey rear extension. Granted: 18 October 2024

[24/01289/HOUSE](#) – 3 Middle Farm Cottages Downend. Side extension with internal alterations including repositioning of oil tank and shed. Granted: 21 October 2024

[24/01389/HOUSE](#) Wood House, Snelsmore. Demolition of the existing utility extension and garage, and the erection of a side and rear extension, plus replacing the roof and alterations to the external fabric of the existing house. Granted: 21 October 2024.

[24/01864/FUL](#) Orchard Barn Oxford Road Chieveley. Change of use of part of barn from B1(c) (light industrial) use (now Class E(g)) to B2 (general industrial) use. Granted: 24 October 2024.

[24/01616/HOUSE](#) The Old Barn, High Street, Chieveley. To build a wooden gazebo with a roof at 3m high towards the rear of the garden, within 2m of the boundary fence, replacing a previous pergola. Granted: 25 October 2024

[24/01836/HOUSE](#) 8 Priors Court Cottages, Priors Court, Hermitage RG18 9JT. Erection of Garage Building. Granted: 25 October 2024.

[24/0185/COND](#) Application for the approval of details reserved by condition 2 (Landscaping) of Approved Application [23/02802/FUL](#) – Priors Court Farm, Priors Court Road, Hermitage. Change of use of land to provide up to 84 storage containers for self-storage use (B8) and erection of boundary fence (part retrospective). Approved: 28 October 2024

(iii) Response to an appeal following a recent planning decision taken by WBC:

[APP/W0340/W/24/3349957](#) Land to rear of Londis Stores, High Street, Chieveley following refusal of [23/01577/FUL](#): Demolition of industrial units and pigsty, and construction of 4 residential dwellings and parking provision (pursuant to refusal 22/00106/FULD). The Parish Council submitted representations to the Planning Inspectorate on 29 October 2024. A decision was expected in January 2025.

24.11.6 FINANCE

(i) Income and Expenditure

- a. It was **RESOLVED** to approve the payments shown in Appendix 1. Receipt of the second Precept payment was noted.
- b. Following clarification on the terms of the HMRC working from home allowance, a payment of £246 was paid to Kim Lloyd on 18 October [ref: minute 24.10.6]
- b. The Unity Trust Bank Account Management Form had been signed and submitted. This would enable the Chairman to raise payments until a new clerk was appointed.

(ii) Salting of additional roads within Chieveley for 2024/25

It was **RESOLVED** to continue with WBC's proposal for salting the 5.6km of additional roads within Chieveley and ploughing when necessary.

ACTION: To confirm with WBC the salting of additional roads within Chieveley. [Cllr Derry]

(iii) Mobile library

Following decline in the use of the Mobile Library Service over recent years, WBC was proposing to discontinue this service as part of its consultation on savings and income generation proposals. The implication of the proposals would be discussed fully at the December meeting and could affect the Parish Council's donation towards the service.

24.11.7 RISK ASSESSMENT AND RISK MANAGEMENT POLICY

Following discussion, it was agreed to reword the section on Council Assets to read 'Independent annual inspection of *open public spaces including ponds* by accredited specialists e.g. RoSPA'. With this amendment, it was **RESOLVED** to publish the policy on the 'mychieveley' website.

24.11.8 VILLAGE GATES

WBC had confirmed that it would be willing to contribute the installation costs of new Village Gates for Chieveley, if the Parish Council agreed to meet the cost of materials. Two options were offered, both using rigid Everwood, wood effect material in white, with three horizontal slats and one diagonal crossbar:

- Option 1: 1.8m high (1.3m above ground) and 2m wide - £2,317.56 (ex VAT)
- Option 2: 2.3m high (1.8m above ground) and 2m wide - £2,427.90 (ex VAT)

It was **RESOLVED** to accept the quote for option 2 and to apply for a Members' Community Bid funding, which could contribute up to 40% of the costs.

Replacement Village Gates for Curridge would be considered in 2025 once the Village Gates for Chieveley had been installed.

ACTION: To accept WBC quote for two larger gates and to submit a request to District Councillors for a Members' Community Bid towards the cost of the gates. [Cllr Derry]

24.11.9 CURRIDGE: NEW DUAL BIN

The Parish Council had provided WBC Highways Asset Management with information on the intended location of the bin, its dimensions and weight and the method of installation. The licence and associated conditions and the indemnity agreement provided by WBC were considered and accepted.

ACTION: To sign the licence and the indemnity agreement and return to WBC. [Cllr Derry]

24.11.10 COMMUNITY SPEEDWATCH

A briefing note prepared by the Traffic and Road Safety Team at WBC was received. The briefing note was intended as an analysis of vehicle speeds along the B4009 based on data collected by CSW volunteers and the Traffic and Road Safety Team. A report from the Community Speedwatch Group was also received. Both reports revealed a significant number of vehicles travelling above the speed limit.

The CSW coordinator for Curridge, Colin Lovell, had requested CPC support for his request to the Traffic and Road Management Team WBC for additional 30mph road signs and 300m countdown signs on the B4009. Since submitting this request, WBC had confirmed that there were strict limits on the number of road signs and that Curridge had the permitted maximum. WBC had requested vegetation around the signs to be cut back to make them more visible. Rules for count-down road marking were being checked.

24.11.11 CURRIDGE WASTELANDS CHARITY

Cllr Crispin provided a report on the purpose of the Curridge Wastelands Charity:

- The Charity dated back to 1924 and was believed to have been funded by the sale of a small plot land between the railway line and Long Lane.
- The funds, invested in the [COIF Charities Investment Fund](#), yielded a small quarterly income.
- The funds were originally intended to relieve those in need, hardship or distress. This developed into the distribution of shopping vouchers to the senior members of the community (especially widows). Recently, the fund had been used to award grants to school-leavers embarking on further education to help with the cost of books and/or equipment. Grants of £100 have been awarded but the amount awarded was dependent on the number of applications received.
- There were currently five trustees: two nominated by the Parish Council and three co-opted.

24.11.12 CLERK RECRUITMENT

The Chairman reported that two applications had been received and that both would be invited for an interview on 28 November. Interviews would be conducted by Cllrs Crispin, Derry and Dick.

24.11.13 PREVIOUSLY CIRCULATED INFORMATION

The following information had been previously circulated to Councillors:

- (i) Email from a Curridge resident concerning the bridleway and footpath sign in Chapel Lane, which had been knocked over. The Parish Council reported the matter via the 'report a problem' portal: ref E30371.
- (ii) Pensions Credit and Winter Fuel Payments – email from Heather Codling.
- (iii) Footpath 37 cleared of vegetation (circulated to Cllrs on 1/11/2024)
- (iv) [Police & Crime Bulletin October 2024](#)
- (v) Police Community Support Officer. PCSO Paul Smith, our local officer would be willing to attend a Parish Council meeting and/or the Annual Parish Council Assembly.
- (vi) District Parish Conference (29 October): brochure circulated to raise awareness of the offers available with contacts for further information.
- (vii) Chieveley vegetation in Grace's Lane: WBC email regarding hedge cutting. Cllr Gilman reported that hedge cutting had been postponed pending assessment of the original and new road markings.
- (viii) Carers Rights Day on 21/11/2024
- (ix) Unauthorised encampment
- (x) Volunteer Centre Bulletin on volunteering

To avoid the need for Councillors being sent numerous 'for information' emails, it was **AGREED** that this type of information would be added to the shared folder and listed on the appropriate meeting agenda.

24.11.14 COUNCILLORS' REPORTS

- (i) The Opposition Report for October from District Cllr. Paul Dick was received.
- (ii) The following reports from Councillors were received:

OARE: (i) An update on enforcement action at Stable View was requested. District Cllr Paul Dick confirmed that a further assessment of issues that warranted enforcement action was being undertaken by WBC. He undertook to provide an update as soon as more information was available.

(ii) Several of the trees lining the road through Oare were dead. Three had fallen onto the highway within the last two weeks. Instead of requesting WBC to undertake a tree survey, District Cllr Dick suggested that it would be better to report the state of the trees via the 'report a problem' portal and to alert him if no action was taken.

CURRIDGE: (i) An update on the status of the 'new' gate at Rookery Farm was requested. District Cllr Paul Dick confirmed that WBC Enforcement Officers were still in negotiations with the owners about the need to make it safe.

(ii) Following the announcement in June that WBC intended to clawback funding from schools with a surplus balance of greater than 10% of their funding and above £50,000 (as at 31/03/2024), the [Schools Forum voted to return excess funds held](#). Most schools were allowed to retain their funds, but Curridge Primary School was one of two schools required to return some funding. Cllr Lesley Dick reported that £6,000 would be returned; it had been allocated to special needs.

CHIEVELEY: Cllr Gilman reported that a proposal for speed indicator devices was being prepared by the CSW Group and would be submitted for consideration at the December meeting.

ALL: District Cllr Paul Dick (in his capacity as the Chair of the Curridge Residents' Association) requested clarification on the availability of village grants for Christmas activities/celebrations. It was confirmed that the Parish Council budget included £750 for Christmas events and that individual villages could submit claims (supporting by invoices) up to a maximum of £250.

24.11.15 FUTURE AGENDA ITEMS

Parish Council Website
Police Community Support Officer. PCSO Paul Smith

24.10.12 DATES OF FUTURE PARISH COUNCIL MEETINGS (all at 7.30pm)

| | |
|-------------------|--|
| 10 December 2024: | Chieveley Village Hall (Rear of Club Room) |
| 14 January 2025: | Chieveley Village Hall |
| 11 February 2025: | Chieveley Village Hall |
| 11 March 2025: | Curridge WI Hall |
| 8 April 2025: | Chieveley Village Hall |
| 13 May 2025: | Chieveley Village Hall |
| 10 June 2025: | Chieveley Village Hall |
| 8 July 2025: | Curridge WI Hall |
| 9 September 2025: | Chieveley Village Hall |
| 14 October 2025: | Curridge WI Hall |
| 11 November 2025: | Chieveley Village Hall |
| 9 December 2025: | Chieveley Village Hall |

Note: Minutes prepared by Cllr Derry, Chair of the Parish Council

APPENDIX 1

Nov-24

PAYMENTS

| Invoice/Ref | Details | Invoice date | Payee |
|--------------------|----------------------------|---------------------|---------------------------------------|
| 2448 | Dog waste collections | 24.10.2024 | Tactical Facilities Management |
| 7329 | Curridge Playground trees | 18.10.2024 | EJM Tree Services Ltd |
| 3831731 | Remembrance wreath SAB12 | | The Royal British Legion Poppy Appeal |
| 45-24TC | Curridge WI Hall hire 2024 | | Curridge WI Hall |

RECEIPTS

| | Date received | |
|----------------|----------------------|-----|
| PRECEPT PART 2 | 07.10.2024 | WBC |