

Chieveley Parish Council

MINUTES OF THE PARISH COUNCIL MEETING

held on Tuesday 13 May 2025 in Chieveley Village Hall, High Street

Members present: Cllr. Sandie Allan
Cllr. Maurice Beard (from 19.38)
Cllr. Rob Crispin (Deputy Chair)
Cllr. David Cowan
Cllr. Lesley Derry
Cllr. Lesley Dick (Chair)
Cllr. Eric Friend
Cllr. Matthew Gilman
Cllr Sarah Hutchison

In attendance: 1 member of the public

2505.1 APOLOGIES FOR ABSENCE

Apologies for absence were received from District Cllr Heather Codling and District Cllr Paul Dick

2505.2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

There were no declarations of interest or requests for dispensations.

2505.3 PUBLIC PARTICIPATION

There were no questions, comments or representations.

2505.4 MINUTES

It was **RESOLVED** that the Minutes of the Parish Council meeting held on 8 April 2025 were a true record of the meeting.

2505.5 ACTION FROM THE MINUTES NOT COVERED ELSEWHERE

VILLAGE GATES [Ref: 2503.8]: WBC has advised that the gates have not yet arrived (they are on a 6–10-week lead time). Volker would only programme the works when the gates have arrived and then there would be a 4-5 week wait for installation.

NADAS [Ref: 2504.10(i)]: (i) NADAS agreed to post Facebook notices when events are scheduled. The first such notice was posted on 30 April 2025.

(ii) It was also noted that National Highways had planned to undertake resurfacing work on the A34 northbound (J13 to Harwell) from 16 to 18 May. NADAS had successfully negotiated for the works to be undertaken between 9pm and 6am to allow daytime access and restrict the heavy flow of traffic through the local villages.

CLERK RECRUITMENT [Ref: 2504.8] Interviews took place on 23 April. Two candidates were interviewed, and Christine Lamb was offered the position of Clerk. Christine holds a CiLCA qualification and has five years' experience of working as a Clerk. Although her employment would start in May, holiday commitments meant that she would attend her first Parish Council meeting in July.

2505.6 PLANNING APPLICATIONS

(i) The following new planning applications were considered:

[25/00724/HOUSE](#) | Mystra, Downend RG20 8TN | Retrospective oil tank relocation and addition of detached garage carport. It was **RESOLVED** to submit a response of no objection.

[25/00064/FUL](#) | Hillier Garden Centre, Priors Court Road RG18 9TG | Substation to serve electricity to proposed 3 x charging points for electric vehicles and car parking spaces with lighting bollards, signage and 1 CCTV pole at Hillier Garden Centre. Consultation ended: 1 May. Extension requested. No objections

[25/00434/FUL](#) | Chieveley Manor, Church Lane, Chieveley RG20 8UT | Development of 60m x 40m sand school to serve as a long-standing equestrian holding. The arena is surrounded by BNG enhancement. It will be fenced in post and rail. There is an access track to the field alongside the northern boundary. It was **RESOLVED** to submit a response of no objection but to include comments about the lack plans to show how 'cut and fill' would be used to achieve the desired surface level.

[25/00985/FUL](#) | Land South Of Dunedin, Long Lane, Cold Ash | Retrospective continued use of land for a kiln dried log business; including retention of various moveable structures such as log kiln, storage units and caravan (non-residential); widening/altering the existing access. Consultation ends: 22 May. It was **RESOLVED** to object to the application for the following reasons: (i) No assessment of sightlines at the entrance onto the B4009; (ii) Anecdotal evidence that the large vehicles using the entrance need to wait for access to the area, which is causing traffic problems; and (iii) the dangerous bend on the northbound approach to the access gate, increases the potential risk to drivers.

[25/00929/CERTE](#) | 6 Snelsmore Barns, Snelsmore RG14 3BU | Certificate of Lawfulness of Existing Use for 12 x Solar PV panels to South Facing Roof. It was **RESOLVED** to submit a response of no objection.

(ii) The following consultations were received:

[Hungerford Neighbourhood Development Plan and consultation documents.](#)
[Lambourne Neighbourhood Development Plan and consultation documents.](#)

It was **RESOLVED** not to submit comments on either NDP consultations.

(iii) The following notice of appeals to decisions taken by WBC was noted:

[24/02692/FUL](#) | Quackers Day Nursery, High Street, Chieveley RG20 8TE | Erection of a single storey detached classroom, and re-location of fence between the side of the day nursery and north side boundary of the site. Appeal reference: APP/W0340/W/25/3363471.

(iv) The following planning decisions taken by WBC were noted:

[25/00281/HOUSE](#) | Wood House, Snelsmore, Newbury, RG14 3BX | Section 73 application to vary condition 2 (Approved Plans) of approved 23/01749/HOUSE - Erection of detached garage. Approved: 7 April 2025

[25/00147/HOUSE](#) | Radnalls Farm, Green Lane, Chieveley RG20 8XF | Proposed two storey front extension with associated alterations. Replace existing roof tiles. Approved: 17 April 2025.

[25/00451/HOUSE](#) | The Willows, East Lane, Chieveley RG20 8UY | Proposed garage and annexe. Approved: 25 April 2025

(v) The following notices of other planning activity planning were received:

[24/00657/FUL](#) | Land at Tudor Avenue Chieveley RG20 8RW | [Site visit](#) of the WAPC on 17 April 2025 for discussion at the [WAPC agenda](#) on 23 April 2025. The [Minutes](#) of the WAPC meeting reported that planning permission had been granted subject to the conditions listed in the main report and the update report.

It was noted that the Parish Council was not represented at the site visit nor the WAPC meeting. Consideration of local planning applications was an important aspect of the Parish Council's role within the community. It was **RESOLVED** that, where possible, Councillors would attend site visits and associated WAPC meetings.

[25/00534/FUL](#) | Thambury Gate Curridge Green Riding School, Curridge Green RG18 9EA | WBC Planning and Environmental Health had been notified of workmen removing roof from stable blocks that had led to concerns of asbestos being present, no protective clothing and use of open lorries posing a possible health and safety risk

to the occupant and neighbours. Cllr Lesley Dick visited the site and was assured by the owner and two workmen from John Stacey (Tadley) that the correct procedures for disposing of asbestos had been followed. [25/00206/FULMAJ](#) | Priors Court Farm, Priors Court Road, RG18 9JT | Email invitation from Paddy Chichester, Director of Furniture 4 Events, to visit the site to better understand the implications of the application to the business. Cllr Cowan had agreed to meet with Paddy Chichester on 14 May and report back at the next meeting of the Parish Council.

2505.7 FINANCE

(i) Income and Expenditure

The income received was noted and it was **RESOLVED** to approve the payments shown in **Appendix 1**. An explanation of the refund from WBC was received.

End of year Bank Reconciliation (as of 31 March 2025) and the End of year Budget vs Expenditure for 2024/25 were noted.

(ii) Insurance

The invitation to renew Parish Council insurance policy with Clear Councils was considered alongside the option of entering into a Fixed Rate Agreement for three years, which secured a discount on the insurance premium this year and for the next three years. It was **RESOLVED** to renew the insurance policy with Clear Council and enter into the Fixed Rate Agreement for three years.

ACTION: Cllr Derry

Small Grant Awards 2025/2026

It was **RESOLVED** to approve payments of the 2025/26 small grants awards.

ACTION: Cllr Derry

2505.8 PARISH COUNCIL DOCUMENTS

The updated Standing Orders were **APPROVED**. The 2024 Financial Regulations were reviewed and **APPROVED** without amendment. It was **RESOLVED** to publish both documents. **ACTION: Cllr Derry**

2505.9 APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

(i) The following Appointments to Parish Council Committees were **AGREED**:

Finance Committee: Cllr Lesley Dick (Chair); Cllr Crispin (Deputy Chair); and Cllr Derry

Staffing/HR Committee: Cllr Lesley Dick (Chair); Cllr Crispin (Deputy Chair); Cllr Derry; and Cllr Gilman

(ii) The following appointments to Parish Council Working Groups were **AGREED**:

Parish Burial Ground Working Group: Lesley Dick (Chair); Cllr Cowan; Cllr Hutchison; and Cllr Gilman

Parish Council/Chieveley Recreational Centre Liaison Group: Cllr Lesley Dick (Chair); Cllr Cowan; Cllr Derry; and Cllr Hutchison

(ii) The following representatives to outside organisations were **AGREED**:

Community Speedwatch and associated traffic issues: Cllr Gilman

Downland Patient Participation Group: Cllr Derry

NADAS / Residents Liaison Group: Cllr Allan; Cllr Cowan; Cllr Derry; and Cllr Gilman

2505.10 RoSPA

The following RoSPA reports were received: bus shelters in Bardown, High Street (Chieveley), and Long Lane; Curridge Playground; Marsh Pond; and Oare Pond. The recommendations for remedial work on Curridge Playground would be passed to the Playground Trustees to execute and Cllr Allan agreed to investigate the recommendations for Oare Pond.

ACTION: Cllr Derry; Cllr Allan

2505.11 LOCAL PLAN REVIEW

The final [Report on the Examination of the West Berkshire Local Plan Review 2022-2039](#) and [Schedule of Main Modifications](#) were received. The implications for Chieveley were noted.

It was agreed that publication of the final report provided an opportunity to contact the Diocese of Oxford for an update on the East Lane development.

ACTION: Cllr Derry

2502.12 FOR-INFORMATION

Since the last meeting of the Parish Council, the following information had been made available to Councillors:

- (i) Presentation from the District/Parish Conference on 30 April 2025
- (ii) [Camelia Club for people living with dementia](#)
- (iii) Newbury and Thatcham Repair Café on Sunday 25 May
- (iv) [WBC 2025/26 Highway Improvement Plan](#)
- (v) [Connecting Communities in Berkshire – May 2025](#)
- (vi) Planned Road Closure – A4 Bath Road Speen (28 April – 8 June)
- (vii) [West Berkshire Residents Bulletin](#) – May 2025
- (viii) [Changes to black bin collections](#)

2505.13 COUNCILLORS' REPORTS

- (i) The Opposition Report from District Cllr Paul Dick (March 2025) was received
- (ii) The following reports from Councillors were received:

Cllr Gilman: (i) The minutes of the February PPG meeting were circulated. The aspects covered were included in the report provided at the last Parish Council meeting. (ii) CSW activity had taken place on 2 April on the Oxford Road (when 6 cars were reported for speeding) and 4 April on B4009 (when 30 cars were reported).

Cllr Cowan noted that the SIDs project required the licence to be signed (at the next meeting) to allow progress to be made with WBC for commissioning the SIDs and agreeing locations etc. Registration with the Greenham Common Good Exchange portal was needed.

ACTION: Cllr Derry

Cllr Allan reported speeding scooters and the use of catapults in Oare. She did not believe that these activities were associated with Stable View.

Cllr Derry reported the following proposed road closures for carriageway repairs on 19 May 2025 between 09:30 and 15:30: Wantage Road, Farnborough between the county boundary with Oxfordshire and the junction of Cooperage Road; and Wantage Road, Snelsmore Common/Donnington between its junctions with Arlington Lane and Oxford Road.

2505.14 NEXT PARISH COUNCIL MEETING: 10 June 2025 @7.30pm in Chieveley Village Hall

Note: Minutes prepared by Cllr Derry, acting as clerk

Chieveley Parish Council

13 May 2025 meeting

RECEIPTS AND PAYMENTS FOR APPROVAL

May-25						
FEE	30-Apr-25	Unity Trust Bank		UTB Service Charge	6.00	
RECEIPT	06-May-25	WBC	OP/AR 210279	Refund due	132.58	
RECEIPT	29-Apr-25	HMRC VTR		Vat reclaimed	3,944.30	
RECEIPT	29-Apr-25	WBC	20948003	Precept - Part 1	21,250.00	
BACS	08-Apr-25	Chieveley Village Hall	CVH- 2025604	Hall hire for CPC meeting	43.33	
BACS	23-Apr-25	ROSPA Play Safety	87352	Annual parish inspections	378.00	
BACS	24-Apr-25	Tactical Facilities Management	SI-3417	Dog waste collections	123.76	
BACS	25-Apr-25	*Clear Councils Insurance	LCO02656	Parish Council insurance renewal (£1,030.75)		
BACS	28-Apr-25	Hampshire Assoc of Local Councils Ltd	INV-7445	BALC Affiliation fees 2025-26	601.95	
BACS	30-Apr-25	Curridge Residents' Association		Hall hire - Christmas Cheer event Dec 2024	40.00	
BACS	01-May-25	Simasy Limited	INV005450	Annual website hosting	235.95	
BACS	06-May-25	F C Lawrence	06-Jan-00	Long Lane bus shelter cleaning	15.00	
BACS	15-May-25	*Clear Councils Insurance	LCO02656	Parish Council insurance renewal	1,002.17	
					2,446.16	25,326.88

* Clear Councils Insurance amended to a fixed three-year policy following the meeting and the amended policy approved by email to ensure cover from 1 June 2025.