

CHIEVELEY PARISH COUNCIL

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Minutes of a Parish Council Meeting 12 March 2024 Curridge WI Hall, Curridge, RG18 9DZ

Members present:	Cllr. Lesley Derry (Chair) Cllr. Sarah Hutchison (Vice Chair) Cllr. Sandie Allan Cllr. David Cowan Cllr. Rob Crispin Cllr. Lesley Dick Cllr. Eric Friend
Parish Clerk:	Kim Lloyd
District Councillors	Cllr. Heather Codling (from 8pm), Cllr Paul Dick
In attendance:	1 member of the public

24.31 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr. Maurice Beard

24.32 DECLARATIONS OF INTEREST ON AGENDA ITEMS

No members of the Parish Council raised any declarations of interests.

24.33 PUBLIC PARTICIPATION

No issues were raised by the member of the public present at the meeting.

24.34 MINUTES

It was **RESOLVED** that the Minutes of the Parish Council meeting held on 13 February 2024 were a true record of the meeting.

24.35 MATTERS ARISING

- Parish Council laptop (minute 24.07.1): A refurbished laptop had been purchased.
- CRC Meeting (minute 24.07.2): A meeting had not yet been arranged.
- Tommy Memorial (minute 24.10): The additional memorials had been purchased and would be available to Curridge and Chieveley Councillors at the next meeting.
- Bridleway 48 (minute 24.12.2(i)): It was **RESOLVED** that the bridleway was incorrectly signposted and should be reported to WBC.
ACTION: The Clerk to report the incorrect signposting to the WBC Public Rights of Way Team.
- Oare Pond fencing (minute 24.12.2(ii)): Two quotes had been received and Scofell had been asked to carry out the repair.
- CSW Meeting with WBC (minute 24.23): A meeting had not yet been arranged.

24.36 PLANNING APPLICATIONS

24.36.1 The following planning applications were considered:

- [23/02860/FUL](#) Barn South of Kiln Farm, Oare (23/02861/LBC). Proposed conversion of barn to form 2-bedroom dwelling, with associated internal and external alterations. It was **RESOLVED** to submit a response of no objection.
- [21/02113/COMIND](#) Land South of Radnalls Farm, Green Lane, Chieveley. Additional drawings/amended plans for the above application had been received. The main changes to the application included:
An amended Drainage Statement, Drainage Strategy Plans, and proposed Wastewater Drainage System details together with additional information comprising a Flood Risk Assessment (FRA), Percolation Test Results, and simulation calculations using FEH rainfall data had been submitted to address the latest comments from the Lead Local Flood Authority.
An amended Nutrient Neutrality Calculator spreadsheet together with an amended Shadow Habitats Regulations Assessment had been submitted to address the latest comments from the Council's Ecologist. It was **RESOLVED** to submit a response of objection and to reiterate previously submitted comments.

24.36.2 The following reports of recent planning decisions taken by WBC were received:

- [23/02827/CERTE](#) S Grundon Ltd Old Kiln Quarry New Oxford Road, Chieveley. Retention of hardstanding and access track that have been consistently on the land at Old Kiln Farm for over 10 years contrary to conditions 4 and 5 of planning consent 91/38995/ADD (138995) (amended under 98/53458/FUL (153458)). Certificate of Lawfulness refused. It was **RESOLVED** to continue monitoring the site to ensure the hardstanding and access track were removed.
- [23/02733/CERTE](#) 3 Oaklands, Curridge, RG18 9EH. Application for Lawful Development Certificate for an Existing Use, regularise the use of land as garden. Application withdrawn.
- [23/01996/FULMAJ](#) Snelsmore Farm House, Snelsmore. Erection of new barn, horse walker and extension of existing horse arena. Approved.
- [23/02738/FUL](#) Play Area, Faircross, Hermitage. Installation of new playpark equipment. Approved.
- [23/02433/HOUSE](#) New Farm House, High Street, Chieveley. Insertion of a door and window openings to the garage to aid conversion to an ancillary multi-use room. Approved.

24.37 FINANCE

24.37.1 Income and Expenditure

- (i) It was **RESOLVED** to approve the payments listed in the Finance Report (Appendix 1).
- (ii) The budget and expenditure to 12 March 2024 were noted.
- (iii) Following a late request from Curridge Residents' Association to increase funding received from the Parish Council under the Small Grant Awards scheme (Section 137), it was **RESOLVED** to increase the 2024 Award from £250 to £600. Proposed by Cllr. Crispin; seconded by Cllr. Cowan; all in favour.

24.37.2 Parish Burial Ground

An email from WBC (dated 28 February 2024) confirmed that WBC CIL team might request repayment of any CIL funds that had not been spent within five years of receipt, but that exception might be made if the Parish Council could show that it had allocated CIL income to a particular project for which it was accumulating funds. It was **RESOLVED** to move the total of Chieveley CIL funds (£10,529.51) to a Parish Burial Ground Reserve. Proposed by Cllr. Hutchison; seconded by Cllr. Cowan; all in favour.

24.37.3 D-Day 80th Anniversary Commemorations, 6 June 2024

A request for funding to support the D-Day Anniversary Parish event that was being organised by a Chieveley Working Group was considered. It was **RESOLVED** to donate £150.

24.38 LOCAL PLAN REVIEW REPRESENTATIONS

WBC had requested an update on the provision of a burial ground as part of RSA17 Chieveley Glebe proposals. As representations on the Local Plan Review were due by 22 March, it was **RESOLVED** to seek an update meeting with the Diocese of Oxford.

Councillors considered a statement for the Local Plan Review that had been drafted by Cllr. Cowan and which referred to a burial ground and a footpath from East Lane to the Recreation Ground. It was **RESOLVED** to submit the statement to WBC and restate that support on the proposed development RSA17 Chieveley Glebe, Chieveley would be dependent on the inclusion of provision for a parish burial ground and footpath.

ACTION: The Clerk to seek an update meeting of representatives of the Burial Ground Working Group with the Diocese of Oxford.

The Clerk to submit the Local Plan Review statement to WBC on or before 22 March deadline.

24.39 PARISH ASSEMBLY: 1 MAY 2024

The following Groups had agreed to participate in the Parish Assembly: Chieveley Gardening Club; Chieveley Recreation Centre; Chieveley Women's Institute; Curridge Residents' Association, Chieveley Pre-School, Curridge School and Downland Volunteer Group.

The Chieveley Church Committee, Chieveley Preschool, and the Gardening Club had also expressed an interest in a table display at the event.

ACTION: The Clerk to provide interested groups with further information and confirm whether those groups that had not responded to the invite wished to participate in the event – including Chieveley School and Curridge WI.

24.40 CLERK'S REPORT

The Clerk's report had been covered by items appearing on the agenda and had nothing further to report.

24.41 COUNCILLORS' REPORTS

24.41.1 Reports from District Cllr Heather Codling and District Cllr Paul Dick were received.

24.41.2 Reports from Councillors in Oare, Curridge and Chieveley – the following concerns were raised:

- (i) Chieveley residents had questioned a barn that had been erected in North Health. Checks that an Agricultural Lawful Use Notice had been issued would be undertaken.
- (ii) Curridge WI would serve coffee and cake every three weeks to coincide with the Mobile Library visit. All residents would be welcome.
- (iii) To speed up the collection of prescriptions, the Downland Medical Practice Pharmacy planned to dispense two-months' supplies of medicines at a time (rather than one month supplies).

24.42 CO-OPTION OF PARISH COUNCIL MEMBERS

Following the resignation of Mike Belcher from the Parish Council, the vacancy for a councillor had been advertised throughout the Parish. One candidate had applied, and WBC had confirmed that it had not received a request for an election. Members of the Parish Council **RESOLVED** to approve the co-option of Mr Matthew Gilman onto the Parish Council. Mr Gilman signed the Declaration of Office Acceptance to Council.

24.43 FUTURE AGENDA ITEMS

- (i) Parish Council email account (October 2023, minute 7 refers)
- (ii) Warm Spaces (for discussion in September)

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

- 9 April 2024 Chieveley Village Hall Main Hall
- 14 May 2024 Chieveley Village Hall Rear of Club Room
- 11 June 2024 Chieveley Village Hall Rear of Club Room
- 9 July 2024 Curridge WI Hall
- 10 September 2024 Curridge WI Hall
- 8 October 2024 Chieveley Village Hall Main Hall
- 12 November 2024 Chieveley Village Hall Rear of Club Room
- 10 December 2024 Chieveley Village Hall Rear of Club Room

APPENDIX 1

Statement of Accounts Accounts for Payment March 2024

Expenditure brought forward 23-24 £ 254,976.01

Payments

Cheque No	Payee	Description	Amount
Bank Transfer	Tactical Facilities Management Ltd	Dog Waste Collection, March	£ 97.92
BT	SME Accounting Services	Payroll - March 2024	£ 12.00
BT	Kim Lloyd	Clerk Salary - March	
BT	Berkshire Pension	Clek Pension - March	
BT*	Royal British Legion	2 x Tommy Statues	£ 350.00 PAID
BT*	IJT Direct Co Uk	Laptop	£ 336.90 PAID
BT	HMRC	Employer/ee Tax/NI QTR 4	£ 956.26
BT	Nicky Ager	Christmas Event 2023 Expenses	£ 140.95

PAID*

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

Receipts

02.02.2024	WBDC	Members Bid, CSW Signage	£ 717.23
26.02.2024	WBDC	Credit back from Dog Waste Collection 23/24	£ 292.58