

# CHIEVELEY PARISH COUNCIL

Clerk to the Council: Kim Lloyd  
Tel: 07867 310121  
Email: [chieveley.pc@outlook.com](mailto:chieveley.pc@outlook.com)

## DRAFT Minutes of a Parish Council Meeting 10<sup>th</sup> September 2024 Curridge WI Hall, Curridge Road, RG18 9DZ

**Members present:** Cllr. Lesley Derry (Chair)  
Cllr. Lesley Dick (Vice-Chair)  
Cllr Maurice Beard  
Cllr. David Cowan  
Cllr. Rob Crispin  
Cllr. Eric Friend  
Cllr. Matthew Gilman  
Cllr. Sarah Hutchison

**Parish Clerk:** Kim Lloyd

**District Councillor:** Cllr. Paul Dick

**In attendance:** 4 members of the public

### 24.9.1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Allan and District Cllr Heather Codling.

### 24.9.2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

Cllr. Derry declared an interest on planning application [24/01671/HOUSE](#), Trinity Cottage, Downend. Single storey rear extension.

### 24.9.3 PUBLIC PARTICIPATION

Nothing was raised.

### 24.9.4 MINUTES

It was **RESOLVED** that the Minutes of the Parish Council meeting held on 9 July 2024 were a true record of the meeting.

### 24.9.5 PLANNING APPLICATIONS

- (i) The following planning applications and enforcement enquiry were considered
- [21/02113/COMIND](#) – Land South of Radnalls Farm, Green Lane, Chieveley. Construction of 2 agricultural buildings, formalisation of field access and construction of new track and hardstanding yard area. Construction of 10 pigeon lofts, bird pond and siting of temporary agricultural worker's dwelling.

The following amended and additional documents were submitted to address comments from Natural England and the Lead Local Flood Authority: an amended Shadow Appropriate Assessment (HRA); an amended Flood Risk Assessment; an amended Drainage Strategy; and a Nutrient Neutrality Calculator for the blue line area of the application site.

Responses to WBC Planning Department were available on the WBC [Planning Public Portal](#).

**Enforcement Enquiry 24/00362/15UNAU** - Land South of Radnalls Farm, Green Lane, Chieveley. It was noted that an Enforcement Officer had visited the site but had not reported on the matters raised by CPC nor the building structures adjacent to the houses at the end of Green Lane.

**ACTION:** The Clerk to reiterate CPC's concerns to the Enforcement Officer.

[24/01671/HOUSE](#) – Trinity Cottage, Downend. Single storey rear extension. Cllr. Derry abstained from the discussion. It was **RESOLVED** to submit a response of no objection.

[24/01290/FUL](#) – Middle Farm Close. Formation of new driveway entrance to 3 Middle Farm Cottages Downend Chieveley RG20 8TF with associated landscaping. It was **RESOLVED** to submit a response of no objection to but request the visibility sight lines be considered.

[24/01289/HOUSE](#) – 3 Middle Farm Cottages Downend. Side extension with internal alterations including repositioning of oil tank and shed. It was **RESOLVED** to submit a response of no objection.

[24/01247/FUL](#) The Quarry, Copyhold Farm, Curridge. Use of an existing area of hardstanding used for agricultural storage as a topsoil blending facility (sui generis) for a temporary period at Copyhold Farm, Priors Court Road. It was **RESOLVED** to submit a response of objection and to include the following general concerns: (i) potential light pollution from the many vehicle movements on bridleway CHIE/52 entering and leaving the site daily using; (ii) contaminated effluent during the vehicle washdown procedure; (iii) dust pollution. Also, that the land should have been reinstated to its former state (ie grassland/agricultural land); and that this was a major development in an AONB.

[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. It was **RESOLVED** to submit a response of no objection.

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

[23/01167/HOUSE](#) – The Limes, Horsemoor, Chieveley. Demolition of single storey kitchen, replace with 2 storey extension and single storey outbuilding with associated drop kerb application. Granted: 12 July 2024

[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). Granted: 26 July 2024

[24/01211/HOUSE](#) – Tudor Lodge, Oxford Road, Chieveley. Construction of single storey rear extension and first floor side extension. Granted: 9 August 2024

[24/00587/HOUSE](#) – Mystra, Downend Chieveley. S73: Variation of Conditions 2 (Approved Plans) and 4 (Materials Further Details) of previously approved application 23/02426/HOUSE: First floor side/front extension over existing garage, garage conversion, single storey rear garden room front porch. Granted: 16 August 2024

## 24.9.6 FINANCE

(i) **Income and Expenditure**

- a. It was **RESOLVED** to approve the payments shown in Appendix 1.
- b. The Bank Reconciliation to 1 August 2024 was noted.
- c. It was **RESOLVED** not to ringfence s106 funds for the proposed Parish Burial Ground. This could be reconsidered when appropriate.
- d. It was **RESOLVED** to ask WBC if a members bid could contribute towards expenditure on the village entrance gates and whether CPC could employ local authority contractors to install the gates. The deadline for members bid application was 31 October 2024. Cllr. Crispin would ask Barlow's Woodyard to quote for replacement of the entrance gates.

**ACTION:** The Clerk to inquire about the use of a members bid towards replacement of the village entrance gates

**(ii) Small Grant Award**

It was **RESOLVED** to grant Chieveley Recreational Centre 50% of the amount requested towards a Noticeboard.

**24.9.7 CHIEVELEY RECREATION CENTRE SMALL GRANT AWARDS FOR 2024**

A paper on Chieveley Recreation Centre’s grant application history and revised application for grants payable in the 2024/25 financial year was considered. The paper acknowledged the need to reassess the basis of the grants and financial support; the historic context of the current arrangement was no longer appropriate.

Prior to the CPC meeting, CRC had submitted a revised grant application for consideration. It was **RESOLVED** to agree the following grants, payable in the current financial year: grounds maintenance £2927; playground maintenance £917; and MUGA maintenance £1,904. An appropriate contribution towards the playground capital replacement fund had yet to be agreed but the amount allocated by CPC for the 2024/25 financial year would be ring fenced.

**24.9.8 CURRIDGE DUAL DOG AND LITTER BIN**

It was **RESOLVED** to accept the quote from Tactical Facilities Management (TFM) to provide and install the Dual Bin opposite The Bunk in Curridge. TFM would add this bin to their schedule and, initially, empty it weekly. Frequency of emptying based on need would be monitored. CPC was required to indemnify WBC against the future operation and maintenance of the bin, and any claims that may arise as a result of the bin being installed.

**ACTION:** The Clerk to request the indemnity agreement from WBC and instruct TFM to carry out the work when the agreement had been finalised.

**24.9.9 COMMUNITY SPEEDWATCH (MG)**

- (i) Reports from WBC and CSW were received.
- (ii) Cllr. Gilman agreed to draft a response from CPC on B4009 letter to Thames Valley Police and circulate to Council for approval.
- (iii) A request for a Parish-owned SID had been received. Cllr. Gilman agreed to review recent data to support this proposal. The Clerk advised that if agreed as an appropriate purchase, the cost could be included in 2025-26 precept calculations. Cllr. Gilman would be asked to provide a proposal for this expenditure when the budget was considered in November/December.
- (iv) The Parish Council had received another email about pedestrian safety on the narrow stretch of road between the Red Lion Pub and School Road. Current road markings did not require vehicles to give way to oncoming traffic. Vehicles drove too fast for the road and too close to oncoming traffic. Damage to wing-mirrors had been reported. District Cllr. Dick reported that Highways was looking into the issue and had asked for a hedge to be cut back before further evaluation was undertaken.

**24.9.10 NEW ENTRANCE ON B4009**

An existing agricultural entrance on the B4009 had been cleared of vegetation to enable its use. Curridge Cllrs expressed concerns that use of the entrance could cause safety issues as vehicles travelled at speed in this area. District Cllrs had asked Enforcement to investigate the safety concerns.

**24.9.11 CURRIDGE WASTELANDS CHARITY**

The Parish Council agreed the renomination of Mrs Debbie Power and Mr Rob Crispin as nominated trustees on the Curridge Wastelands Charity.

#### **24.9.12 OAKLANDS PARK, S GRUNDON LTD, OLD KLIN QUARRY, NEW OXFORD ROAD**

The Parish Council had asked if appropriate planning permission for Oaklands Park had been obtained. The only apparent planning application for this site was for hay storage ([23/02820/AGIC](#)) and prior approval had not been required. WBC reported that it had raised an enforcement query (24/00333/05NOAC) and expected a retrospective planning application from the applicant. The Parish Council would be notified when the application was received.

#### **24.9.13 WARM SPACES**

Provision of warm spaces for vulnerable members of the community would be revisited if a need became apparent.

#### **24.9.14 NEW PARISH COUNCIL WEBSITE AND GOV.UK EMAIL ACCOUNTS**

Cllr. Gilman and the Clerk had met to discuss the requirements of a new Parish Council website, including the need for a gov.uk email account. Cllr Gilman agree to assess recommended providers and report back to the Parish Council, summarising the costs involved and the services offered. A government grant of £100 was available for a limited time.

A Website Working Group was agreed: Cllr. Cowan, Cllr. Crispin, Cllr. Derry and Cllr. Gilman.

#### **24.9.15 CLERK'S REPORT**

- (i) Re: Unlawful development of Stable View (ref minute 24.6.13), the clerk had been informed that the enforcement enquiry had been closed. The District Cllrs would investigate the reasons for closure and report back.
- (ii) Re: Closure and re-routing of local byways and footpaths in Curridge (ref minute 24.6.13), Stuart Higgins (PROW at WBC) and Cllr. Friend had not yet met.
- (iii) Re: Curridge Playground Tree Removal Work (ref minute 24.7.11), the clerk would check if this had been done.

#### **24.9.16 COUNCILLORS' REPORTS**

- (i) A Parish Report for August from Cllr. Paul Dick was received.
- (ii) Reports from Councillors in Oare, Curridge and Chieveley

CHIEVELEY: There had been some destructive behaviour by youths in the village: new playground equipment had been broken and had cost £1,000 to repair; a glass section in the bus shelter had been smashed; glass on the church noticeboard had been broken; and apples on the Recreation Ground trees had been pulled off trees and thrown at other children.

ALL: draft minutes of the Patient Participation Group were circulated for information.

#### **24.9.17 FUTURE AGENDA ITEMS**

- (i) A report on the purpose and actions of Curridge Wastelands, Cllr Crispin
- (ii) Proposal for repair to a parish bridleway, Cllr Cowan

#### **24.9.18 DATES OF FUTURE PARISH COUNCIL MEETINGS (all at 7.30pm)**

8 October 2024

Chieveley Village Hall Main Hall

12 November 2024  
10 December 2024

Chieveley Village Hall Rear of Club Room  
Chieveley Village Hall Rear of Club Room

## APPENDIX 1

August payments

Aug-24

Invoice No /Ref	Details	Name of Payee	Amount
1513	Dog Waste Collection, August	Tactical Management	£ 122.40
1959	Dog Waste Collection, APRIL missed invoice	Tactical Management	£ 122.40
2210	Payroll, August 2024	SME Accounting Services	£ 12.00
31.08.2024	Clerk Payroll	Kim Lloyd	
31.08.2024	Clerk Pension	Berkshire Pension	£ 416.05
31.08.2024	Employer/ee Tax/Ni Contributions	HMRC	£ 236.28
Aug-24	Gardening Club Small Grant Award 2024	Gardening Club	£ 300.00

September payments

Sep-24

Invoice No /Ref	Details	Name of Payee	Amount
603115	Salt Treatment	West Berkshire Council	851.34
2139	Dog Waste Collection	Tactical Facilities Management	97.92
30.09.2024	Employer Tax/NI	HMRC	236.28
30.09.2024	Clerk Pension	Berkshire Pension	416.05
30.09.2024	Clerk Salary	Kim Lloyd	
2221	Clerk Payroll	SME Accounting Services Ltd	12.00

### Receipts

2024	Oare Pond Annual Rent	Andy	496
------	-----------------------	------	-----