

# CHIEVELEY PARISH COUNCIL

Clerk to the Council: Kim Lloyd

Tel: 07867 310121

Email: [chieveley.pc@outlook.com](mailto:chieveley.pc@outlook.com)

## MINUTES OF A MEETING HELD ON TUESDAY 10 OCTOBER 2023 CURRIDGE WI HALL, CURRIDGE ROAD, CURRIDGE RG19 9DZ

### **Cllrs. Present:**

Cllr. Lesley Derry (Chair)

Cllr. Sarah Hutchison (Vice Chair)

Cllr. Maurice Beard

Cllr. Rob Crispin

Cllr. David Cowan

Cllr. Lesley Dick

Cllr. Eric Friend

**Parish Clerk:** Kim Lloyd

**Public:** 1

Note: The meeting was recorded for the sole purpose of producing the minutes of the meeting. The recording would be deleted once the minutes had been agreed.

**1 APOLOGIES FOR ABSENCE** Cllrs. Belcher and Allan, Ward Members Cllrs. Heather Codling and Paul Dick.

### **2 DECLARATIONS OF INTEREST ON AGENDA ITEMS**

None raised.

### **3 PUBLIC PARTICIPATION**

One member of the public provided a brief outline of his planning application for 23/01996 Snelsmore Farm House.

### **4 PLANNING SCHEDULE (Appendix 1)**

The Parish Council had no objections to any of the planning applications (Appendix 1) but requested that the response to 23/01940/MDOPO, Newbury Showground, included concerns about the use of permanent lighting and requested that the total number of days for non-agricultural/countryside use be limited. See [Planning Documents \(westberks.gov.uk\)](#)

Regarding 'Notice of Section 31 (6)' (Appendix 1), Cllr. Friend asked if the path across Upper Grange Copse was a designated footpath as it was used regularly, as were other paths that had not been identified on the map provided with the notice. Cllrs. Friend and Dick agreed to walk Byway 49 in Curridge and take photographs to enable the Council to seek clarification.

**ACTION: Cllrs. Friend and Dick**

### **5 MINUTES**

Cllr. Hutchison proposed the Minutes of 12<sup>th</sup> September 2023 as a true representation of the meeting and Cllr. Crispin seconded this, all in favour.

## 6 FINANCE

- (i) The payments were approved (proposed by Cllr. Dick; seconded by Cllr. Cowan; all in favour) as shown in Appendix 2.
- (ii) Budget and expenditure to 10 October 2023 was approved (proposed by Cllr. Dick; seconded by Cllr. Cowan; all in favour).
- (iii) The request from Newbury Weekly News for a donation to the Over 80s Parcel Fund was considered. The Council decided not to contribute this year.
- (iv) The 2022/23 AGAR Section 3 External Auditor Report was received. The Clerk reported that, with no further comments from the external auditors, the Audit was now concluded. The AGAR (Annual Governance Accounting Return) had been published on the [MyChieveley](#) website together with the Notice of Exercise of Rights.
- (v) The application for a Members Bid for CSW signage had been completed by the Clerk and submitted to WBC (West Berkshire Council). In previous years, a Ward Member would complete the application and seek financial information from the Clerk but both Ward Members were newly appointed and probably unfamiliar with the process and the timetable. The deadline for the application was 31<sup>st</sup> October.

## 7 PARISH COUNCIL EMAIL ACCOUNT

The External Auditors drew attention to a change within the Practitioners' Guide 2023 that made it mandatory for every authority to have an email account that belongs to the council and to which the council had access – this ideally would be a .gov.uk or .org.uk address or an address linked to the council website. It was agreed that the Council should have a .gov.uk email address.

**ACTION: Clerk**

## 8 BURIAL GROUND

The Working Group met with Diocese of Oxford on 21 September. A report of the meeting and future action would be presented at the November meeting.

Ward member Cllr. Dick was attempting to establish if support would be available from WBC. Cllr. Hutchison had received information from Hermitage Parish Council Clerk about the day-to-day management of a burial ground. Relevant information would be included in the November report to Council.

## 9 CLERK'S REPORT

### • **Marsh Pond**

A resident had reported damage to their drain outlet pipe after the contractors had cut back the foliage on Marsh Pond, in Curridge. The Clerk visited the site to view the damage and also found that the wooden posts had been left unsecured and had fallen over. The contractors confirmed they would repair the damage and let the Clerk know once done.

### • **Development proposal opposite Chieveley School.**

A planning agent wanted to share proposals on development opportunities for the land opposite Chieveley School: two to three dwellings, with some of the land used for planting and a relief School car park. He would attend a future meeting of the Council to discuss.

### • **Northfields and Downend Lane Chieveley – clear drains and replace ten manhole covers.**

The work would be conducted from the 30<sup>th</sup> October to 1<sup>st</sup> November 2023. A resident letter drop would be completed 14 days prior to the start of the work and advance warning signage be in place 14 days prior. Parking restriction signs and cones would be put in place two days prior. Resident and delivery access along the road would be maintained and buses would be notified. Blue-light vehicles would have access.

### • **Trees overhanging onto electric cables** had been reported to the local landowner who agreed to investigate the issue.

### • **Community Speed Watch Seminar (CSW)**

The Clerk had circulated details of the seminar on Wednesday 25<sup>th</sup> October 6 to 8pm at WBC Offices. The seminar would be useful to anyone wanting more information about speed awareness or who was keen

to join the Speed Awareness Group (SAG). As a result of raising awareness via Facebook, another person had expressed an interest in joining the SAG.

- **Salting of additional roads within Chieveley**

The Clerk had circulated a request from WBC for confirmation that the Council wished to continue salting the 5.6km of additional roads in Chieveley. This was agreed.

## **10 COUNCILLORS' REPORTS**

**(i) Report from Ward Members:** Cllr Paul Dick, Ward Member (circulated 26<sup>th</sup> September 2023) and Cllr Heather Codling (circulated 10<sup>th</sup> October)

Cllr. Crispin requested that future reports from Ward Members give the parish contribution at the start of the report, followed by the district report.

**(ii) Curridge Cllrs.**

Cllr. Dick queried why the S106 funds were not being used. Cllr. Crispin said that the funds had been earmarked to pay for a water supply to the Curridge playground and that the project would be taken up by the Curridge Playground Trustees.

**Chieveley Cllrs.**

Cllr. Beard reported that he was preparing a response to the Public Rights of Way consultation and would circulate it in advance of the November meeting. **ACTION: Cllr. Beard**

Cllrs. Hutchison and Dick had discussed the need for Community Warm Hubs and decided there was no need for these in the Parish at present.

Cllrs. Hutchison and Derry had attended the Life-Saving First-Aid Course held in September.

The Village Gates at the Graces Lane entrance to the Village were damaged. The Clerk would report this to WBC. **ACTION: Clerk**

## **11 FUTURE AGENDA ITEMS**

- Community Speedwatch B4009
- Parish Assembly – proposed date and format (Cllr Derry)
- Parish Council email address
- PROWIP – CPC response to consultation (Cllr Beard)
- Stable View (and other traveller sites)

## **12 DATE OF THE NEXT PARISH COUNCIL MEETING**

**13 November 2023 @ 7.30pm, Chieveley Village Hall**

## APPENDIX 1

### Planning Applications, Appeals and Enforcement Notices for consideration at the Parish Council Meeting 10th October 2023

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
<a href="#">23/01996</a>	FULMAJ	Snelsmore Farm House Snelsmore Newbury RG14 3BU	Erection of new barn, horse walker and new outdoor horse arena.	No Objections
<a href="#">23/01940</a>	MDOPO	Newbury Showground Priors Court Road Hermitage Thatcham RG18 9QZ	Newbury and District Agricultural Society Modification of Planning Obligation on Approved Application 11/01135/COMIND - To amend some of the restrictions on letting the showground for short term uses to enable the society (A registered Charity) to remain viable.	Support with Comments
<a href="#">23/02174</a>	House	Little Dene Chapel Lane Curridge Thatcham RG18 9DX	Erection of a part single-storey, part two-storey rear extension, following the removal of an older extension, plus the addition of the pitched roof in place of the balcony	No Objections
<a href="#">23/02247</a>	House	7 Kiln Drive Curridge Thatcham RG18 9EG	Proposed first floor extension over garage with associated alterations and proposed redesign	No Objections

#### To note

Enforcement Enquiry 23/00184/160	THR	Stables Adjacent To Curridge House, Curridge Road, Curridge, Thatcham,	NATURE OF COMPLAINT: The site is being used in contravention of the existing planning consent for the site as equestrian stabling	Closed / No further action
Notice of Section 31 (6)		Notice of section 31(6) Highways Act 1980 Statement and Map Declarations (Chieveley, Curridge Copses) Ref: 130	The documents are submitted in preparation for the landowners to declare that they have no intention to dedicate any new public rights of way over the land, and serve to prevent any future public use of the land from leading to claims that new public rights of way are deemed to have come into existence.	

## APPENDIX 2

### Statement of Accounts Accounts for Payment October 2023

Expenditure brought forward 23-24 £188,392.35

#### Payments

Cheque No	Payee	Description	Amount	
1784	Kim Lloyd	Clerk Salary - October		
1785	Berkshire Pensions	Pension - September & October Contributions		
1786	Tactical Management Ltd	Dog Waste Bin Collection for September	£	97.92
1787	PKL Littlejohn LLP	Annual External Statutory Audit	£	252.00

#### PAID \*

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

#### Receipts

Total Receipts £ -