

CHIEVELEY PARISH COUNCIL

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PARISH COUNCIL MEETING MINUTES FOR TUESDAY 11 JULY 2023 AT 7.30PM IN THE CURRIDGE WI HALL, CURRIDGE ROAD, CURRIDGE RG18 9DZ MINUTES

Cllrs. Present:

Cllr. Sandie Allan
Cllr. Maurice Beard
Cllr. Mike Belcher
Cllr. Rob Crispin
Cllr. David Cowan
Cllr. Lesley Derry (Chairman)
Cllr. Eric Friend
Cllr. Sarah Hutchison (Vice Chairman)

Clerk: Mrs K Lloyd

Members of the Public: 9

Ward Member: None.

The Chairman announced that the Clerk would record the meeting and that the recording would be deleted when the minutes had been approved at the next meeting.

1 APOLOGIES FOR ABSENCE:

Cllr. Dick and ward member Cllr. Heather Codling sent apologies.

2 DECLARATIONS OF INTEREST ON AGENDA ITEMS AND DECLARATION OF MEMBERS INTEREST FORMS

None raised.

3 PUBLIC PARTICIPATION

The following concerns were raised by members of the public attending the meeting:

- A new application to demolish buildings on the Land to the rear of Londis Stores, High Street in Chieveley appeared to be the same as the original application but with amendments for trees and drains. The member of the public urged the Parish Council to object to the application on the grounds that the allocated gardens did not meet the Council's minimum requirement of 100 sqm per property. He felt that this development, if approved, would set a precedent for the village. The Parish Council had not yet received the application but was aware of the previous application.
- Flooding in Chieveley High Street following the recent heavy rainfall revealed four blocked drains; only one drain had functioned. The Clerk had already reported the flooding incident to West Berkshire Council (WBC) and requested that the drains be unblocked and monitored.

- Several residents voiced objections to the planning application **23/01535/Land at Tudor Avenue**. These objections were considered by Councillors under the planning schedule item.

4 PLANNING SCHEDULE (Appendix 1)

23/01535/Land at Tudor Avenue: comments and objections from Councillors included

- The land was outside Chieveley's settlement boundary and, according to ADPP1 of the [West Berkshire Core Strategy 2006-2026](#), development would be considered unacceptable
- The land was in an Area of Outstanding Natural Beauty (AONB). Policy ADPP5 of the West Berkshire Core Strategy 2006-2026 permitted development within an AONB, provided its impact on the surrounding was acceptable. The proposed development would adversely impact the surroundings.
- Construction would result in root damage to 50 to 60 trees and loss of further trees would threaten the habitat.
- The development would require removal of part of the soakaway that served the area, which would increase the risk of flooding.
- Privacy would be compromised as neighbours would be overlooked.
- Properties in the road were accessed via a single-track road. The proposed development would remove the current passing/turning circle causing traffic to back out onto a main road. Access by construction traffic would also be a problem.
- The immediate neighbours had not been notified by WBC that a planning application had been submitted.

23/01487/House - Sandy Close, no objections

23/0159/House -Middle Farm Close, no objections

5 MINUTES

Cllr. Crispin requested that item 14 be amended to read Long Lane, not Long Road. Councillors then **RESOLVED UNANIMOUSLY** to confirm and adopt the Minutes of the Parish Council meeting held on 13th June 2023.

Matters arising from the minutes:

- Item 5: The foliage from footpath sign and footpath behind the Red Lion had been removed
- Item 15: Dog waste collection contractors. The Clerk was still waiting for WBC to confirm termination of the current contract and to advise on the outstanding charges.

6 FINANCE

Councillors **RESOLVED UNANIMOUSLY** to approve the July Income and Payments shown in the following statement of accounts.

Statement of Accounts
Accounts for Payment July 2023

Expenditure brought forward 23-24 £21,651.42

Payments

Cheque No	Payee	Description	Amount
1769 *	Jacqui Clack	Internal Audit	£ 110.00
1770 *	Hags Playground	New Playground	£ 103,117.36
1771	SME Accounting Services	July - Payroll	£ 12.00
1772	WBC	Parish Salt Treatment	£ 1,440.22
1773	Simsay	Website Hosting	£ 198.00
1774	Tactical Facilities Management	Oare Waste Bin	£ 12.89
1775	Kim Lloyd	July Clerk pay	
1775	Kim Lloyd	Microsoft Office 365	£ 59.99
1776	Giles Dery	Projector Cable	£ 18.98

PAID *

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

Receipts

June	CRC New Playground	£ 103,117.36
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Cllr. Hutchison asked about the CIL account funds. The Clerk agreed to forward the CIL accounts to Councillors for discussion at the September meeting. **ACTION: Clerk**

The 2023-2024 Budget vs Expenditure to date was noted.

Options for online banking

The Clerk described the comparative charges for a dual signature online account and recommended moving away from RBS and opening an online account with UTB:

- Royal Bank of Scotland (RBS) - £20 per month
- Unity Trust Bank (UTB) - £6 per month
- Barclays – no charge but customer service was known to be poor and mandate set-up was lengthy.

In addition, an instant access savings account with UTB might generate sufficient interest to offset UTB's monthly service charge.

- **UTB Business Current Account** – £6 per month service charge but no interest
- **UTB Instant Access Savings Account** – interest payable at 2.08% (July 2023) and transfers to the Business Current Account would not attract a charge.

Councillors **RESOLVED UNANIMOUSLY** to approve transferring the Parish Council's current bank account from RBS to UTB and setting up a Business Current Account and Instant Access Savings Account and leaving the high interest account with the RBS.

Additional Saving Account

The Clerk recommended transferring funds from the RBS high interest account (1.35%) to a higher interest building society account. Newbury Building Society (NBS) offered a 90-day access account option with interest

of 4.10% (current rate). When further information had been received from NBS, the option of transferring funds from the RBS high interest account would be considered.

Councillors **RESOLVED UNANIMOUSLY** to approve the following authorised signatories for the online UTB accounts: Lesley Derry, Sarah Hutchison, Mike Belcher and David Cowan. **ACTION: Clerk**

7 ANNUAL INTERNAL REPORT

Councillors received the Annual Internal Report. No inaccuracies were reported, and no further questions were raised. It was agreed that the 2024 internal audit would be undertaken by Mr Weeks, a Chieveley resident who carried out audits for other local organisations.

8 IT ISSUES

The Clerk had subscribed to Microsoft 365 and, over the coming weeks, would transfer all Parish Council information to the cloud account. **ACTION: Clerk**

The *mychieveley* website administrator, Mr Singleton, was unable to set up dedicated web-based Parish Council email addresses to the website. Councillors were therefore encouraged to set up their own separate email addresses solely for Council use and to advise the Clerk of changes. **ACTION: All**

9 COMMUNITY WARM HUBS

This would be considered at the September meeting. In the meantime, Councillors were asked to consider where warm places could be set up and the implication (manpower, heating costs). Suggestions should be passed to the Clerk. **ACTION: All**

10 BUS SHELTER INSPECTIONS

Councillors **RESOLVED UNANIMOUSLY** to advertise for someone to clean the Long Lane bus shelter (on B4009) every month at £10.00 per month. The Clerk would advertise the vacancy. **ACTION: Clerk**

11 COMMUNITY SPEEDWATCH

The Speed Awareness Group (SAG) was still looking for volunteers who could give a minimum of 2 hours per month to encourage speeding drivers to slow down.

At present, erecting speed-awareness signs in Oare was not possible. Mr Hall (SAG) had advised that signs could only be added to a 'welcome to the village' sign. Oare only had standard 30mph signs. Mr Hall would contact with Thames Valley Police and WBC to explore options and costs for the possible installation of signs in Oare at a later date.

Mr Hall had received a revised quote of £750 from WBC for a post (originally quoted as £300). The Clerk would

- Request more information about the purpose of the post and the cost
- Confirm the final number of signs, their positions the final costs

ACTION: Clerk

12 CHIEVELEY PARISH BURIAL GROUND

Cllr. Derry reported that the Oxford Diocese was willing to discuss the possibility of the Diocese gifting land to the Parish but only after it had met with Chieveley Parochial Church Council (PCC) in September. The possibility of incorporating a footpath would be raised at the meeting. The Burial Ground Working Group agreed meet before September to revisit previous discussions and identify issues that needed to be raised with the Diocese.

Cllr. Cowan asked for an update on the current capacity of the burial ground and, from historic data, how much land might be needed for a new burial ground. Cllr. Derry would investigate this. **ACTION: Cllr. Derry**

13 APPOINTMENTS TO COMMITTEES, WORKING GROUPS FOR THE FORTHCOMING YEAR (Appendix 2)

Councillors received and agreed the updated appointments to Committees and Working Groups.

14 CLERK REPORT

- **Bluebell Stables:** WBC reported that it was content with the progress, but would monitor it. Councillors discussed whether a change of use had been granted. The Clerk would enquire. **ACTION: Clerk**
- **Marsh Pond, Curridge:** Cllr. Dick had requested that Marsh Pond be cleared of nettles (last cleared in January 2022). Scofell agreed to schedule the work.
- **Speeding on the B4009:** Email (28/06) Parish Council were copied in an email from a resident who had reported this to WBC, regarding speeding from Chieveley Motors garage to the Curridge turning.
- **Chieveley Playground:** The Chieveley Recreational Centre Treasurer had transferred £103,117.36 to the CPC bank account. The Clerk had subsequently settled the invoice from Hagsgs Playground Services. The Clerk **thanked Mark Hutchison and all involved** in the development of the new playground, which had been well-received by the children; it had never been seen to be so busy.
- Newbury and District Agricultural Society (NADAS) had revised its application to modify the S106 agreement. NADAS was keen to discuss the modifications with Chieveley and Hermitage Parish Councils before submitting the application to WBC. The Showground Working Group would meet with NADAS board members before the next Parish Council meeting. **ACTION: Showground WG**

15 COUNCILLORS REPORTS

- Cllr. Friend expressed concern about the height of the new Public Rights of Way (PROW) sign. Cllr. Derry suggested that the position of the sign might need to be reconsidered. This would be investigated further.
- Cllr. Friend reported that Curridge Residents Association (CRA) was looking for new volunteers and trustees to join the team that was responsible for managing Curridge playground on behalf of CPC.
- Cllr. Derry reported that the consultation for the Public Rights of Way Improvement Plan would soon be available. The revised PROW plan should be implemented by the end of the year.

16 MATTERS FOR FUTURE CONSIDERATION

- Stable View (and other traveller sites) – for discussion in September
- Date and format of 2024 Assembly – for discussion in September
- CIL Accounts – for discussion in September

17 DATE OF THE NEXT PARISH COUNCIL MEETING: 12 September 2023 @ 7.30pm, Chieveley

APPENDIX 1

Planning Applications, Appeals and Enforcement Notices for consideration at the Parish Council Meeting 11th July 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
23/01487	House	7 Sandy Close, Hermitage, RG18 9QP	Proposed single storey side extension following demolition of existing garage.	No Objections
23/01535	Ful	Land at Tudor Avenue, Chieveley RG20 8RW	Erection of single dwelling, garaging and associated works	Object
23/01591	House	9 Middle Farm Close, Chieveley RG20 8RJ	Conversion of existing garage into home office with new infilled bay window, roof lights and open porch link with associated internal alterations.	No Objections

West Berkshire Council Planning Application Decisions and Planning Inspectorate Appeal Decisions

Reference	Type	Location	Description	Decision
23/01046	House	Cricklewood, Chapel Lane, Curridge, Thatcham RG18 9DX	Reinstate gable roof to existing detached garage	Granted
23/00691	Ful	Mary Hare School, Arlington Manor, Snelsmore Common RG14 3BQ	Retention of 4 x timber interlocking cabins to provide workshop and classroom space for the delivery of vocational subjects to special needs deaf students aged 16-18 years old and for a temporary period of 2 years.	Granted
23/01324	AGRIC	Barn Opposite Arlington Grange, Curridge Road, Curridge	Application to determine if prior approval is required for a proposed: New agricultural hay storage building	Planning permission for the required work is not required.

APPENDIX 2

COMMITTEES and WORKING GROUPS 2023-24

Chieveley Recreational Centre Liaison Group	Mike Belcher David Cowan Sarah Hutchison
Chieveley Recreational Centre Representative	Sarah Hutchison
Downland Patient Participation Representative (PPG)	Lesley Derry
Finance Committee	Rob Crispin Lesley Derry Lesley Dick Sarah Hutchison
Highways, Speed Awareness Group (SAG)	Maurice Beard Sarah Hutchison
Local Plan, Minerals & Waste, Housing & Economic Land Availability Assessment Group (HELAA)	David Cowan Lesley Derry Eric Friend Sarah Hutchison
Newbury Showground Resident Group Representatives. (NADAS)	Sandie Allan Mike Belcher David Cowan Lesley Derry
Parish Burial Ground Working Party Group	Mike Belcher David Cowan Lesley Derry Lesley Dick Sarah Hutchison
Parish Plan, Village Design Statement and Review of the Conservation Area <i>Chieveley reps (usually) but if a Parish Plan review is needed, Curridge/Oare reps should be involved</i>	Maurice Beard David Cowan Lesley Derry Sarah Hutchison
Staffing Committee	Mike Belcher Lesley Derry Sarah Hutchison