

CHIEVELEY PARISH COUNCIL

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DRAFT Minutes of a Parish Council Meeting 14 May 2024 Chieveley Village Hall, Chieveley RG20 8TE

Members present: Cllr. Lesley Derry (Chair)
Cllr. Sarah Hutchison (Vice Chair)
Cllr. Sandie Allan
Cllr Maurice Beard (from 19.51 hrs)
Cllr. David Cowan
Cllr. Rob Crispin
Cllr. Lesley Dick
Cllr. Eric Friend
Cllr. Matthew Gilman

Parish Clerk: Kim Lloyd

In attendance: 8 members of the public

24.5.1 NOMINATIONS AND ELECTION OF THE CHAIR FOR THE FORTHCOMING YEAR

Cllr. Dick nominated Cllr. Derry; Cllr. Hutchison seconded; all in favour.

24.5.2 NOMINATIONS AND ELECTION OF THE VICE-CHAIR FOR THE FORTHCOMING YEAR

Cllr. Hutchison nominated Cllr. Dick; Cllr. Allan seconded; all in favour.

24.5.3 APOLOGIES FOR ABSENCE

An apology for absence was received from District Cllr. Heather Codling.

24.5.4 DECLARATIONS OF INTEREST ON AGENDA ITEMS

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

24.5.5 PUBLIC PARTICIPATION

Eight members of the public were present to register their objection to planning application [24/00657/FUL](#) Land at Tudor Avenue, Chieveley. The concerns raised were noted and it was agreed to discuss planning application [24/00657/FUL](#) at this point on the agenda. The discussion is recorded under minute 24.5.8. Members of the public were encouraged to submit their individual objections to WBC.

24.5.5 MINUTES

The Minutes of the Parish Council meeting held on 9 April 2024 were approved to be a true representation of the meeting.

24.5.6 MATTERS ARISING

Review of actions from previous meetings that were not covered elsewhere on the agenda.

- Clarification from WBC about the contribution towards elections (24.4.8 refers) had been sought and request for the invoice to be amended. No further action would be taken until CPC received a response from WBC.
- NADAS (24.4.11 refers). The Clerk had yet to request NADAS to (i) take responsibility for posting Facebook alerts for Showground events and (ii) provide an update on the disposal of waste on south-west corner of the Showground.
- Curridge Dog Waste Bin (24.4.15 refers). The Clerk had not yet received a response from WBC to the request for permission for a dual dog and waste bin.

24.5.7 PLANNING APPLICATIONS

(i) The following planning applications were considered:

- [23/02802/FUL](#) Priors Court Farm, Priors Court Road, Hermitage. Change of use of land (part retrospective) to provide up to 84 storage containers for self-storage use (B8). Amended landscape plan and Amended wall and fence details. As the Parish Council had previously submitted a response of no objection, it was **RESOLVED** to not object to this amendment.
- [24/00657/FUL](#) Land at Tudor Avenue, Chieveley. Erection of single dwelling, double garage and associated works. It was **RESOLVED** to submit a response of objection for the following reasons:
 - The proposed development was outside the defined settlement boundary and therefore unacceptable (reference ADPP1 of WBC's Core Strategy 2006-2026).
 - It was within an AONB (National Landscape) and would impact on its surroundings. Although policy ADPP5 of WBC's Core Strategy 2006-2026 permits development within the AONB, its impact on the surrounding area would need to be acceptable. This proposal was not felt to be acceptable.
 - Trees would suffer root damage from the construction. The loss of further trees would threaten the habitat and impact negatively on an open green area.
 - Risk of flooding would be increased as a result of removing more of the local soakaway. A more in-depth flood assessment was needed. Members of the public reported that flooding was a major issue, and many had needed to create flood defences to prevent water entering their houses. It was believed that this development would add to the problem of flooding.
 - Privacy would be compromised as immediate neighbours would be overlooked. Screening and landscaping would need to a condition of any permitted planning.
 - Access via the single track road would be difficult, and the turning/passing area would be lost (including for any construction traffic). Arrangements for waste collection were at capacity.
 - The telephone pole would need to be re-located.
 - The Nutrient Neutrality Plan did not include any mitigation proposals.
- [24/00713/HOUSE](#) 3 Oaklands, Curridge. Shed-type structures to garden incidental to dwelling (C3). It was **RESOLVED** to submit a response of no objection.
- [24/00755/AGRIC](#) Rookery Farm, Curridge. Application to determine if prior approval is required for a proposed: New steel portal framed general purpose building. District Cllr. Dick reported that WBC had determined that prior approval was not required.

(ii) The following planning application for an adjacent Parish was considered:

- [24/00635/OUT](#) Rose Cottage, Old Street, Beedon. Outline application to replace existing single storey dwelling with two-storey house. Matters to be considered: Access, Layout and Scale. It was **RESOLVED** to submit a note that there was no existing dwelling on this site and that the application should have been for a new development.

(iii) The following report of a recent planning decision taken by WBC was received:

- [24/00401/PACOU](#) C and M Landscape, Fir Tree Farm, Oxford Road, Chieveley. Application to determine if prior approval is required for a proposed: Former pig building currently used as farm work space and storage to be used as a workspace and storage for a non-agricultural purpose. Not required: 26-04-24.

24.5.8 FINANCE

(i) Income and Expenditure

It was **RESOLVED** to approve:

- The payments and bank reconciliation to 1 May 2024 shown in Appendix 1
- The end-of-year budget and expenditure for 2023/24
- The Parish insurance renewal for the period 1 June 2024 to 31 May 2025. It was noted that the Parish Council was in a 3-year fixed agreement for insurance until 2025.

(ii) Small Grant Awards 2023/24

Following a meeting of the CPC-CRC Liaison Group, the Recreation Centre had agreed to revise and resubmit its grant application for the June Parish Council meeting.

It was agreed to pay the other grant requests shown in Appendix 2 (proposed by Cllr Derry; seconded by Cllr Dick; all in favour).

24.5.9 ASSET REGISTER

It was **RESOLVED** to approve the Asset Register for the forthcoming year.

24.5.10 PARISH COUNCIL STANDARD DOCUMENTS

It was **RESOLVED** to approve the Standing Orders (adopted November 2023) for the forthcoming year.

24.5.11 APPOINTMENTS TO COMMITTEES AND WORKING GROUPS FOR 2024-25

An updated list of appointments to Parish Council Committees/Working Groups and Representatives on outside bodies would be circulated in advance of the June meeting.

ACTION: Cllr. Derry to update and circulate the list of appointments to Parish Council Committees and Working Groups.

24.5.12 CURRIDGE PLAYGROUND TRUSTEES

It was **RESOLVED** to appoint Paul Naylor and Jackie Livermore (Curridge School Headteacher) as Trustees of Curridge Playground.

24.5.13 RoSPA INSPECTION REPORT

The Annual Inspection Reports for Marsh and Oare Ponds, Curridge Playground and the Parish Bus Shelters were satisfactory. The report included a note about glass behind the High Street shelter and leaves in Long Lane Shelter. These had been reported to WBC and had been cleared.

24.5.14 REPORTS FROM MEETINGS

A report on the Patient Participation Group meeting held on 10 April 2024 was received.

24.5.15 CLERK'S REPORT

The Clerk had no further items to report.

24.5.16 COUNCILLORS' REPORTS

The following concerns were raised:

- (i) ALL VILLAGES: The entrance gates to the villages in the Parish Council were in a state of disrepair. WBC had confirmed that it had no resources to replace or repair the gates.

ACTION: The Clerk to investigate costs of purchasing and installing new gates for the villages.

- (ii) CHIEVELEY: The agenda for the Western Area Planning Meeting on 22 May included, for discussion, the buildings and land to the rear of the Londis Store in Chieveley High Street ([23/01577/FUL](#)). It was noted that a local resident would attend and present at the meeting. Cllr. Cowan would represent the Parish Council at the meeting if possible.

- (iii) CHIEVELEY: the Local Plan Review hearing for RSA17 East Lane, Chieveley would be held on 4 June at Shaw House. It was noted that Jackson Planning (acting for the Old Vicarage) had submitted an alternative proposal based on the proposals submitted by the Diocese of Oxford. Cllr. Cowan would attend the meeting to re-present the Parish Council's concerns about the development.

24.5.17 FUTURE AGENDA ITEMS

Topics for future discussion:

- (i) Parish Council email account (October 2023, minute 7 refers)
(ii) Warm Spaces (24.43 refers)
(iii) Updated Financial Regulations published by NALC in May

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

- | | | |
|---------------------|------------------------|-------------------|
| • 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: Payments for May

Invoice No /Ref	Details	Name of Payee	Amount
	Defib Battery for Curridge Defibrillator	Kim Lloyd	£ 267.60
525	Membership Annual Subscription	HALC	£ 567.44
78431	RoSPA Annual Inspection	Playsafety Ltd	£ 363.60
2157	Payroll, May 2024	SME Accounting Services	£ 12.00
Month 2	Clerk Salary, May	Kim Lloyd	
Month 2	Tax, Ni Employee/er Contributions, May	HMRC	£ 236.28
Month 2	Clerk Pension	Berkshire Pension	
5312	Annual Website Hosting	Simasy	£ 217.80
	Velcro Strips for Assembly Display (Tesco)	Kim Lloyd	£ 6.90
	Wine and nibbles for Assembly	Lesley Derry	
	Printer Ink, Amazon	Kim Lloyd	£ 35.99

Appendix 2: Small Grant Awards and s137 payments 2024

Small Grants & Donation Awards payable in 2024 for Budget /Precept Purposes

Applicant	Beneficiary's registration number	Summary of the purpose of the grant	Total Scheme Cost	Grant requested	% of total scheme cost requested	Grant Awarded	% awarded of total scheme cost	Date grant or donation awarded	Power
West Berkshire Council		Library Service support		£500	Not able to calculate	£500	100%	14.05.2024	S137 LGA 1972
Curridge Residents Association		To support running costs of the Organisation, support events focused on Maintenance, the upkeep of our community and		No application received.	Not able to calculate	£600	100%	14.05.2024	S137 LGA 1972

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Chieveley Parochial Church Council		Maintenance of War Memorial, Churchyard areas to public paths, pruning trees, grass cutting.	£719	£300	41%	£300	41%	14.05.2024	LGA 1972 S215 (6)
Chieveley Pre School	1048094	Support outdoor storage shed for bikes, outdoor toys, educational equipment	£799.99	£400.00	50%	£400.00	50%	14.05.2024	LGA Misc Provisions Act 1976 S19
Chieveley Gardening Club		To maintain and replant octagon planter in centre of the village with seasonal colour - keeping it an attractive feature, (agreement 6.01.09)	£300.00	£300.00	100%	£300	100%	14.05.2024	Highways Act 1980 S96 or Tourism LGA 1972 S144
Curridge Playground	3938009	To undertake regular maintenance of Curridge Playground for 2023	£2,130.00	£1,380.00	65%	£1,380	65%	14.05.2024	LGA Misc Provisions Act 1976 S19
Curridge School PTA		Resources for outdoor learning for new Forest School	£1,173.53	£1,000.00	85%	£1,000	85%	14.05.2024	LGA Misc Provisions Act 1976 S19
				£3,380		£3,380			