

CHIEVELEY PARISH COUNCIL

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DRAFT Minutes of a Parish Council Meeting 11 June 2024 Chieveley Village Hall, Chieveley RG20 8TE

Members present: Cllr. Lesley Derry (Chair)
Cllr. Lesley Dick (Vice Chair)
Cllr. Sarah Hutchison
Cllr. Sandie Allan
Cllr Maurice Beard (from 20:00hrs)
Cllr. David Cowan
Cllr. Rob Crispin (from 20:12hrs)
Cllr. Eric Friend
Cllr. Matthew Gilman

Parish Clerk: Kim Lloyd

District Councillor: Cllr. Paul Dick

In attendance: 1 member of the public

24.6.1 APOLOGIES FOR ABSENCE

An apology for absence was received from District Cllr. Heather Codling. Cllr Crispin had informed the Chair that he may arrive late.

24.6.2 DECLARATIONS OF INTEREST ON AGENDA ITEMS

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

24.6.3 PUBLIC PARTICIPATION

Nothing was raised by the member of the public attending the meeting.

24.6.4 MINUTES

The Minutes of the Parish Council meeting held on 14 May 2024 were approved to be a true representation of the meeting.

24.6.5 MATTERS ARISING

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

- Clarification from WBC about payment towards elections (24.5.6 refers). WBC had not yet provided a response.
- NADAS (24.5.6 refers): (i) The Chair agreed to contact NADAS to request that alerts for Showground events be posted on Facebook by NADAS. (ii) The Environment Agency had tested the waste on the south-west corner of the Showground, but the results had not yet been received by NADAS.
- Curridge Dog Waste Bin (24.5.6 refers). WBC Highways had not yet approved a location for the bin.
- Parish Entrance Gates (24.5.16 refers). The Clerk was waiting for quotes from possible suppliers.

24.6.6 PLANNING APPLICATIONS

(i) The following planning applications were considered.

- [24/00895/FUL](#) Furniture For Events, The Warehouse, Priors Court Farm, Priors Court Road, Hermitage Retrospective application for the erection of fence. It was **RESOLVED** to submit a response of no objection.
- [24/00974/HOUSE](#) & 24/00974/LBC Chieveley House, High Street, Chieveley. Permission to construct a replacement swimming pool and pool house within the grounds of Chieveley House. It was **RESOLVED** to submit a response of no objection.
- [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. It was **RESOLVED** to submit a response of no objection.

(ii) The following reports of recent planning decisions taken by WBC were received:

- [23/01577/FUL](#) Buildings and Land to Rear of Londis Stores High Street, Church Lane, Chieveley. Demolition of industrial units and pigsty, and construction of 4 residential dwellings and parking provision (pursuant to refusal 22/00106/FULD). Refused: 6 June 2024

24.6.7 FINANCE

(i) **Income and Expenditure**

It was **RESOLVED** to approve the payments and bank reconciliation to 1 June 2024 shown in Appendix 1

(ii) **Small Grant Award: Chieveley Primary School**

It was agreed to ask Chieveley Primary School for more information about its request for funding and for the application to be submitted using the on-line SGA application form.

(iii) **Internal Auditor Report**

It was **RESOLVED** to approve the Annual Internal Auditor Report was approved.

[Cllr. Beard arrived]

24.6.8 ANNUAL GOVERNANCE ACCOUNTABILITY RETURN 2023/24 (AGAR)

(i) It was **RESOLVED** to approve the Annual Governance Statement Section 1

(ii) It was **RESOLVED** to approve the Annual Accounting Statement Section 2

24.6.9 LOCAL PLAN EXAMINATION HEARING

Cllr Cowan was thanked for presenting at the Local Plan Examination Hearing on 4 June for RSA17 East Lane, Chieveley.

The proposed modifications for RSA17 included a site for a burial ground at the western end of the site, a public right of way from East Lane to the Recreation Ground, and retention of the existing hedges. Cllr Cowan raised concerns about the traffic on East Lane, especially outside the Medical Practice.

It was noted that the Diocese had appointed an architect to prepare draft plans.

24.6.10 TERMS OF REFERENCE

It was **RESOLVED** to adopt and publish on the mychieveley website:

- New Terms of Reference for the Finance Committee
- Revised Terms of Reference for the Personnel Committee

24.6.11 THAMES WATER SEWAGE DISCHARGE

Cllr. Beard had written to Thames Water asking how many sewage treatment works had discharged sewage into the River Lambourn during the last two years. Thames Water reported that sewage had been discharged into rivers when the level of water from recent storms had overwhelmed the treatment works and that it would be unable to provide data for at least three months. Cllr. Beard would follow up on the data request in three months' time.

[Cllr. Crispin arrived]

24.6.12 CLERK'S REPORT

The Downs School had sent an invite to its Community Forum on 19 June at 6pm. All other items to report had been covered by the agenda.

24.6.13 COUNCILLORS' REPORTS

There were no reports from District Cllrs Codling and Dick because of the impending General Election.

The following concerns was raised by Cllrs:

- (i) OARE: A police raid of Stable View had taken place early in the morning of 11 June.
ACTION: The Clerk to contact WBC for a progress report on the longstanding enforcement issue relating to unlawful development at Stable View.
- (ii) CURRIDGE: Closure and re-routing of local byways and footpaths reported to WBC in March 2024
ACTION: The Clerk to contact WBC for a progress report on the affected public rights of way
- (iii) CURRIDGE: Cllrs were invitation to the [Curridge Grill and Chill](#) event on Saturday 13 July 3-11pm, which would take place at the Curridge WI Hall and Grounds.
- (iv) CHIEVELEY: Cllr Hutchison reported that Chieveley Recreation Centre was running at a loss and that more car-parking spaces were needed to allow an increase in bookings.
- (v) ALL VILLAGES: Cllrs Gilman and Derry would attend a meeting with the Traffic and Safety Officer at WBC on 12 June. Cllr Gilman reported that the last Community Speed Watch (CSW) activity along the Curridge Road had resulted in 18 vehicles being reported to Thames Valley Police for travelling at more than 36mph. The CSW Group were also undertaking traffic speed surveys in School Lane, Chieveley, and Graces Lane, Chieveley.
- (vi) Cllr Cowan recommended the recently promoted '[Big Drop](#)' farm walk, which identified the area used for a mass parachute drop of about 3,000 men and equipment in preparation for the 1944 D-Day landings.

24.6.14 FUTURE AGENDA ITEMS

- (i) Parish Council email account (October 2023, minute 7 refers) – July 2024 agenda
- (ii) Warm Spaces – September 2024 agenda
- (iii) Updated Financial Regulations published by NALC in May – - July 2024 agenda

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

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

The meeting ended at 20:40hrs

Appendix 1

Payments Approved

Jun-24

Invoice No /Ref	Details	Name of Payee	Amount
1699	Dog Waste Collection	Tactical Management	£ 97.92
2171	Payroll, June 2024	SME Accounting Services	£ 12.00
30.06.2024	Clerk Payroll	Kim Lloyd	
30.06.2024	Clerk Pension	Berkshire Pension	
30.06.2024	Employer/ee Tax/Ni Contributions	HMRC	£ 236.28
06.06.2024	Bagpipe Performance at D-Day 80th Anniversary Event	Simon Halliday	£ 120.00
19.03.2024	Advertising Banner	Simon Halliday	£ 44.30

Bank Reconciliation

Local Council Name: Chieveley Parish Council

Period ending **1st June 2024**

Prepared by: KL

Balances per bank statements as at **1st June 2024**

Unity Trust Bank Current Account	45,560.75
Unity Trust Saving Account	0.00
RBS Saving Account	24,748.95
Total bank & cash balance	70,309.70

LESS: outstanding cheques (current account) at

Payee	Chq No.	Amount
		70,309.70

Balance per Cash Books at **1st June 2024** incl VAT

Cash Book Unity Trust Bank Current Account	45,560.75
Unity Trust Saving Account	0.00
RBS Saving Account	24,748.95
	Balance inc \
	70,309.70

Check 0.00