

CHIEVELEY PARISH COUNCIL

**Minutes of the Meeting of Chieveley Parish Council
held at the Chieveley Recreational Centre, High Street, Chieveley, Newbury,
Berkshire on Tuesday 8 April 2008 at 7.00pm**

Present:

Cllr R Crispin	Cllr Ramsay
Cllr Cowan	Cllr Friend
Cllr Spence	Cllr Fidler

In Attendance Mrs T Snook (Clerk), 1 member of the public

1.04.08 Apologies and Acceptance of Absence

Apologies were received from Cllr Cole, Cllr Hamlin and Cllr Taylor. This was unanimously accepted.

2.04.08 Minutes of the Parish Council meeting held on 11 March 2008 to be agreed and signed as a true record.

The minutes of the meeting held on 11 March 2008 were unanimously agreed as a correct record of the meeting and the Parish Council resolved to sign them.

3.04.08 Declaration of Interest by Councillors on the agenda items listed

None

4.04.08 Planning Schedule and Planning Issues (Appendix I)

4.04.1 6 Barton Copse, Chieveley 08/00317/HOUSE

Barn style hardwood garage doors to be put on existing cart shed

The Parish Council objected to the application on the following grounds: -

Out of keeping with the character of the Barton Copse (The Barns) original development

4.04.2 Weggis, Sandy Lane, Curridge 08/00566/HOUSE

New detached car port

Two storey side and single storey rear extension

The Parish Council objected to the application on the following grounds: -

Obtrusive and out of character with the area

4.04.3 4 Barton Copse, Chieveley 08/00508/HOUSE

The addition of barn style timber doors on the front of the existing garage (cart shed) openings. The doors would be constructed of solid, vertical timber and outward opening from a central point of each support

The Parish Council objected to the application on the following grounds: -

Out of keeping with the character of the Barton Copse (The Barns) original development

4.04.4 Land adjacent to the Downland Practice 07/02715/FUL

Change of use of vacant land to extend existing car park

The Parish Council did not object to this application but commented that: -

The Parish Council positively supports the application.

4.04.5 Middle Farm, Chieveley 07/02770/OUTD

Demolition of house, construction of 4 semi detached houses and one detached, with parking. New Access.

The Parish Council noted that an Appeal Notification had been received. The Parish Council agreed to provide a written representation to the Planning Inspectorate reconfirming its objection to the application.

The Parish Council confirmed there were no objections or observations for the remaining planning applications listed on the Schedule. The Parish Council approved the Planning Schedule.

5.04.08 Bus Services in Rural Areas. To receive a report from Cllr Fidler.

Cllr Fidler reported that there was concern about a double decker bus using rural lanes. The double decker bus is used to transport school children and is full to capacity. Particular concern was raised regarding Arlington Hill which is locally thought of as a dangerous hill for cars. Particularly dangerous in icy conditions. A discussion took place. Councillors commented that the road surface on Arlington Hill is poor. It was agreed that the clerk should write to West Berkshire Council to state the concerns and to ask West Berkshire Council to confirm whether a safety risk assessment has been carried out and to provide the feedback and if not to formally request that one is carried out. **Action: Clerk**

6.04.08 S106 Developer Contribution from land between Hazeldene and Mole Corner, Long lane. To agree that the acknowledgement letter to West Berkshire Council be actioned.

It was proposed by Cllr Friend and Seconded by Cllr Fidler that the S106 contribution of £4269.19 is accepted and the agreement be signed by the Parish Clerk. This was unanimously agreed.

The Parish Council agreed that the fund could be put in the High Interest account. **Action: Clerk**

7.04.08 Chieveley Recreational Centre. To discuss the response from Chieveley Recreational Centre to the Co Option request to the Executive Committee and agree action.

A discussion took place. It was agreed that the Parish Council would request the process to co-opt the Parish Rep to the Executive Committee at Chieveley Recreational centre is initiated. The Parish Council confirmed that the **Liaison Committee (working party)** would meet regularly with the Recreational Centre to share information between parties.

8.04.08 Local Development Framework for West Berkshire – Options for Development in the Rural Areas of the District. To discuss and agree action.

Cllr Crispin confirmed that the event date had changed from 23 April to 6 May 2008 at the Chieveley Recreational Centre from 18.30. The workshop will be to discuss the 'Options for Development in the Rural Areas of West Berkshire'. West Berkshire Council will outline the options for the rural areas and to encourage and stimulate debate. Places will be allocated on a first come first served basis and are able to invite one or two representative from each Parish Council cross the district. Cllr Crispin confirmed he would be attended. Cllr Cowan confirmed he would be attending. A further request for Cllr Spence and Cllr Ramsay was received and the clerk is to contact West Berkshire Council to see if this could be accommodated.

Action: Clerk

9.04.08 Clerk's Report – Including Correspondence

9.04.1 Planning Roadshow

West Berkshire Council has invited Councillors to attend one of the planning roadshows organised around the district in May/June. The clerk will email the information.

9.04.2 Overview and Scrutiny Commission – Flooding Review

The clerk tabled a copy of the final report detailing the findings of the Commission following its 4 month investigation into the flooding that occurred in West Berkshire in July 2007.

9.04.3 Denison Barracks

The clerk had received a response from Defence Estates. The Chairman summarised the main points. Defence Estates confirm it is MOD's intention to relocate from Hermitage, subject to value for money and Ministerial approval. They are unable to add more than stated in the letter of 14 February, as planning permission is only a relatively minor consideration in the overall value for money case.

The MOD is fully committed to the statutory planning process. To that end a representative will be attending the meeting at Chieveley on 6 May and look forward to meeting as many local people as possible that evening and, in the future, working with the community and their representatives as the process moves forward.

10.04.08 Report of the Responsible Finance Officer, Cheque Signing and other financial matters

A copy of the Year to Date Financial Statement 2008/2009 with Financial Year Budget figures and a Receipts and Payments summary were provided for Councillor's information.

It was proposed by Cllr Crispin and seconded by Cllr Spence and the Parish Council resolved to pay the accounts for April 2008. This was unanimously agreed.

Cheque No	Payee	Description	Amount
563	BALC	Annual Subscription	£ 364.19
564	T Snook	Clerk Fees	£ 591.49
		Expenses and Allowance	£ 103.71
Total Payments for April			<u>£ 1,059.39</u>

Receipts

Total Receipts for April	<u>£ -</u>
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Financial Position as at 8 April 2008

Receipts for year to date including April precept received	£ -
Less payments for year to date	£ 1,059.39
Sub Total	-£ 1,059.39
Add balance carried forward 31/03/08	£ 21,172.53
S106 Contribution 07/08 carried forward 31/03/08	£ 18,905.44
	<u>£ 39,018.58</u>

Projected Forecast for Year 2008/2009

Projected receipts for year including April & September precepts	£ 25,000.00
Less projected payments for year	£ 28,700.00
Sub Total	-£ 3,700.00
Balance c/f 2007/2008	£ 21,172.53
S106 Contributions 07/08 carried forward	£ 18,905.44
Forecasted year end reserves 08/09	<u>£ 36,377.97</u>

10.04.1 2007/2008 Year End Accounts (Appendix II)

The clerk had provided the year end accounts as at 31 March 2008 prior to the meeting. It was proposed by Cllr Spence and seconded by Cllr Cowan that the year end accounts be approved. This was unanimously agreed. The Annual Return documentation will be presented at the May meeting.

11.04.08 District Councillor's Report

None

12.04.08 Councillors' Reports (Information Only)

None

13.04.08 Any other items which the Chairman decides are urgent (information only)

None

14.04.08 Date of the Next Meetings

Tuesday 13 May 2008, Chieveley Recreational Centre at 7.30pm
 Tuesday 10 June 2008, Curridge W I Hall, Curridge at 7.30pm

There being no further business the meeting closed at 7.40pm.

Signed.....(Chairman)

Date.....

Planning Applications For the Parish Council Meeting on 8 April 2008

Planning applications for consideration

Planning applications can be viewed on the West Berkshire Council website www.westberks.gov.uk under planning applications

Planning No	Type	Location	Description	Observation
08/00317	HOUSE	6 Barton Copse, Chieveley	Barn style hardwood garage doors to be put on existing cart shed	Objection
08/00284	HOUSE	The Mount, Graces Lane, Chieveley	Construction of garden store	No Obj comment
08/00367	HOUSE	3 Barton Copse, Chieveley	Garden shed and kennel	No Objection
08/00566	HOUSE	Weggis, Sandy Lane, Curridge	New detached car port	Objection
07/02715	FUL	Land adjacent to the Downland Practice, East Lane	Change of use of vacant land to extend existing car park. Amended plans	No objection comment
08/00508	HOUSE	4 Barton Copse, Chieveley	Application for the addition of barn style timber doors on the front of the existing garage (car shed) openings. The doors would be constructed of solid, vertical timber and outward opening from a central point of each support	Objection

Planning Application Decisions and Appeal Decisions Notification

Planning application decisions can be viewed on the West Berkshire Council website www.westberks.gov.uk under planning app

Planning No	Type	Location	Description	Decision
07/02798	FUL	Moto Services, Chieveley	Installation of 120,000 litre above ground diesel tank and new dispensing pumps on the heavy goods vehicle forecourt	Approval
07/00059	HOUSE	3 Woodlands Close, Curridge	First floor side extension and conversion of garage to habitable accommodation and store	Approval

For Information

07/02770	OUTD	Middle Farm, Downend, Chieveley	Demolition of house, construction of 4 semi detached houses and one detached, with parking. New Access APP/W0340/A/08/2069880/NWF	Appeal Notification
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**Chieveley Parish Council
Forecasted Financial Statement 2008/09**

Receipts	Year to date 8 April 2008	Budget 08/09
	£	£
Precept	£ -	£ 25,000.00
Interest	£ -	£ -
Sundry	£ -	£ -
S106	£ -	£ -
VAT	£ -	£ -
Total	£ -	£ 25,000.00

Payments	Year to date 8 April 2008	Budget 08/09
	£	
<u>General Administration</u>		
Clerk Fees	£ 591.49	£ 8,300.00
Other Admin	£ 459.19	£ 2,000.00
Insurance	£ -	£ 590.00
Hire of Halls	£ -	£ 450.00
Audit	£ -	£ 285.00
Election Costs	£ -	£ -
Lap top and projector fund	£ -	£ 1,200.00
Parish Plan	£ -	£ 2,500.00
<u>Open Spaces & Liability Insurance</u>		
Oare Pond	£ -	£ 250.00
Curridge Playground	£ -	£ 430.00
Miscellaneous (Dog Bin Maintenance)	£ -	£ 60.00
<u>Highways</u>		
Bus Shelter cleaning	£ -	£ 500.00
Highways General	£ -	
Repairs Budget	£ -	£ 435.00
<u>Grants</u>		
S137 grants	£ -	£ 300.00
Other Grants	£ -	£ 10,800.00
<u>S106</u>		
<u>Identified Reserves</u>		
Youth Facilities	£ -	£ -
Hedgerow Prize Money	£ -	£ -
Evergreens Funds	£ -	£ -
VAT spent	£ 8.71	£ -
Contingency	£ -	£ 600.00
	£ 1,059.39	£ 28,700.00

Financial Position as at 8 April 2008

Receipts for year to date incl any precept received	£0.00
Less payments for year to date	£1,059.39
Sub Total	-£1,059.39
Add balance carried forward 31/03/08	£21,172.53
S106 contributions 07/08	£18,905.44
	£39,018.58

Projected Forecast for Year 2008/2009

Projected receipts for year incl April & September precepts	£25,000.00
Less projected payments for year	£28,700.00
Sub Total	-£3,700.00
Balance c/f 2007/2008 including S106 contributions	£40,077.97
Forecasted year end reserves 08/09	£36,377.97

Chieveley Parish Council
Bank Reconciliation 31 March 2008

Financial year ending 31 March 2008

Prepared by Tracy Snook (Clerk/RFO)

Date 31 March 2008

Balance per bank statements as at 31 March 2008

Treasurers Account	\$ 17,166.69	
High Interest Account	<u>\$ 22,792.79</u>	\$ 39,959.48

Less Unpresented cheques at 31 March 2008

Cheque Number	Cheque No	
	558	
	\$ (101.60)	
	<u> </u>	\$ (101.60)

Add: any un-banked cash at 31 March 2008

VAT Claimed	<u>\$ 220.09</u>	
		\$ 220.09

Net balances as at 31 March 2008

\$ 40,077.97

Cash Book

Opening Balance as at 1 April 2007	\$ 14,468.78
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Add: Receipts in the year	\$ 46,427.81
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Less: Payments in the year	\$ (20,818.62)
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Closing balance per cash book as at 31 March 2008

\$ 40,077.97

VAT Summary

	2006/2007	2007/2008
Customs & Excise VAT Outstanding	\$ 22.59	
Customs & Excise VAT Recoverable 2006/2007		\$ 22.59
Customs & Excise VAT Recoverable		<u>\$ 197.50</u>
		\$ 220.09
Customs & Excise Claimed as at 31 March 2008		\$ 220.09
VAT outstanding		\$ -

Statement of Accounts

Accounts for Payment 31 March 2008

Expenditure brought forward 11 March 2008 £ 20,818.62

Payments

Cheque No	Payee	Description	Amount
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Total Payments for March £ -

Receipts

BACS	S106 Developer contribution	Mole Corner/Hazledene	£ 4,269.19
BACS	Royal Bank of Scotland	Treasurers Account Interest	£ 76.00
BACS	Royal Bank of Scotland	Business High Interest	£ 163.21

Total Receipts to 31 March 2008 £ 4,508.40

Financial Position as at 31 March 2008

Receipts for year to date including April precept received S106	£ 27,522.37
	£ 18,905.44
<u>Less payments for year to date</u>	<u>£ 20,818.62</u>
Sub Total	£ 25,609.19
Add balance carried forward 31/03/07	£ 14,468.78
	<u>£ 40,077.97</u>

Projected Forecast for Year 2007/2008

Projected receipts for year including April & September precepts	£ 26,395.00
Less projected payments for year	£ 28,472.00
Sub Total	-£ 2,077.00
Balance c/f 2006/2007	£ 14,468.78
Forecasted year end reserves 07/08	<u>£ 12,391.78</u>

Tracy Snook
Clerk/Responsible Financial Officer
31-Mar-08