

CHIEVELEY PARISH COUNCIL

Minutes of the Meeting of Chieveley Parish Council held at the Curridge W I Hall, Winterbourne Road, Curridge, Berkshire on Tuesday 12 February 2008 at 7.30pm

Present:

Cllr R Crispin	Cllr Taylor	Cllr Hamlin
Cllr Cowan	Cllr Friend	Cllr Ramsay
Cllr Spence	Cllr Fidler	Cllr Cole

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

1.02.08 Apologies and Acceptance of Absence

None

2.02.08 Minutes of the Parish Council meeting held on 8 January 2008 to be agreed and signed as a true record.

The minutes of the meeting held on 8 January 2008 were unanimously agreed as a correct record of the meeting and the Parish Council resolved to sign them.

3.02.08 Declaration of Interest by Councillors on the agenda items listed

None

4.02.08 Planning Schedule and Planning Issues (Appendix I)

A statement made by Cllr Cole, Parish and District Councillor. "I wish to make it clear that any views expressed in relation to planning applications under consideration at this meeting are based upon the information available to the Parish Council.

Further, I am not pre-judging the way I may vote when West Berkshire Council considers the matter. At that time I shall assess all the evidence available and weigh the considerations material to that decision"

4.02.1 Middle Farm, Downend, Chieveley 07/02770/OUTD Demolition of house, construction of four semi-detached houses and one detached house with parking. New Access

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

The site is located outside the village settlement and in an AONB.

The properties proposed have a greater impact in terms of size and bulk than the current building on the site. It exceeds the current footprint of the existing property and is disproportionate in size to the dwelling proposed for replacement.

The Policy for replacement dwellings is 'no greater impact'. This will have a greater impact. Middle Farm House scales at 230m² not 282m² as stated on the plans. The outbuildings should not be counted in the replacement dwelling figure.

The proposal was felt to be inappropriate in design, form, character and siting to its rural location and would be visually intrusive and harmful to the amenities of the site. It would result in a cramped form of development out of character with and detrimental to the visual and spatial character of the village of Chieveley. As such the proposals are contrary to Policy DP6 of the West Berkshire Structure Plan and Policies HSG1, HSG4, OVS2 and ENV30 of the Local Plan.

The accesses proposed are not suitable on highway safety grounds. The Barns 03/02676 (Barton Copse) situated directly behind this proposal had to gain access through Middle Farm Close for highway safety reasons.

The ingress/egress situated between 2 traffic calming points has poor visibility. It is also too near Pointers Close entrance and Middle Farm Close entrance.

Middle Farm Farmhouse has an approved planning application to carry out alterations and extensions to the existing house and provide a new garage. The Parish Council urges that the planning application is carried out (03/01349/HOUSE).

The location is not sustainable. Public transport is very limited in Chieveley. Most residents rely on private vehicles to get to their work places and to access other essential services and amenities.

Reference was made to the following policies DP5 DP6 EN1 of the Berkshire Structure Plan and Policies HSG2 HSG4 HSG11 ENV2, ENV20, ENV 21, ENV23, ENV30 OSV2 OSV3 and SPG4/04 Replacement Dwelling and Extension to Dwellings in the Countryside SPG.

Cllr Cole confirmed it had been requested that this application be called in if the Planning Officer recommends the application for approval. It was agreed that Cllr Cowan would represent the Parish Council at the Committee meeting if required.

4.02.2 Downland Practice, East Lane, Chieveley 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.

It was noted that Highways are supportive of the application. If refused there is a risk of urbanising East Lane.

Cllr Cole has arranged for this application to be called in if the Planning Officer recommends the application for refusal. If possible Cllr Crispin would attend the Western Area Committee meeting.

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.

5.02.08 Post Office. To receive a report from Cllr Spence. To discuss and agree action

Cllr Spence reported that a meeting had taken place on Monday 11 February 2008 with a Post Office representative, Dave Shotton, Cllr Crispin, Cllr Cole, the Clerk and herself. The purpose of the meeting was to receive information from the Post Office. A discussion took place about the future of the shop and post office.

Cllr Spence confirmed that the National Closure Project had delayed the Post Office taking proactive action earlier but it has been confirmed that Chieveley Post Office is not part of the closure review programme.

Cllr Crispin confirmed that the Downland Practice, in response to the Parish Council's letter to businesses in the village, had confirmed they would consider providing space in their premises for an outreach facility if required. Dave Shotton will be contacting the Downland Practice.

The Parish Council agreed that the preferred option would be for the Post Office to remain in the village shop as once it is relocated it would not return to the shop.

6.02.08 Computer and projector. To discuss and agree action

The clerk tabled two quotations and information for consideration from Dell Computers and Misco. The Chairman had helped provide a specification for the computer.

The Chairman confirmed that Vista would be issuing a Service Pack 1 in March. The Parish Council resolved to carry forward the budget sum of £1,200 until Service Pack 1 is available. Cllr Friend asked the clerk to check the cost of bulb replacement for the projector.

Cllr Crispin confirmed that broadband facilities would be useful at the Recreational Centre and W I Hall. The clerk was asked to investigate the costs involved to provide broadband access for future consideration.

7.02.08 Flood Review Information. To confirm response to West Berkshire Council

The clerk confirmed that the Investigative Report on the July 2007 flooding for Chieveley Parish had been circulated to all Councillors for information.

The written account included drawings showing homes that were flooded and pathways taken by flood water. Stuart Clark, West Berkshire Council had invited the Parish Council to check the documentation and return additional information or amendments.

A discussion took place. Generally all the locations brought to West Berkshire Council's attention in the email to Mr Lowe, Information Manager on 24 September 2007 have been included in this report. A few areas seem to have been omitted. The clerk was asked to write to West Berkshire Council and request that the following areas be investigated:-

Junction at Bardown, Downend, Chieveley flooded severely

The Bunk Public House and Chapel Lane section, Curridge

Priors Court Road at Acres of Fun

Red Lion Car Park, Chieveley

Oxford Road at the junction with Tudor Avenue

Roaen Cottage, Oare

Action: Clerk

8.02.08 Bus Service in Chieveley. To receive a report from Cllr Cole, to discuss and agree action

Cllr Cole reported that Paul Hyde at West Berkshire Council had revised the timetable and amended route 107 to pick up at the Wheatsheaf (opposite School Road junction). Consideration is being given to provide a new bus stop and sign in School Road for this pick up. He will invite the Parish Council to send a representative to a site meeting for the new bus stop review in School Road in due course.

The Parish Council confirmed they wished to look at a new bus stop at School Road as the Wheatsheaf location was unsuitable as a pick up and drop off point for route 107. Cllr Cole confirmed she would email Paul Hyde for dates. **Action: Cllr Cole**

9.02.08 Chieveley Recreational Centre Parish Council Representatives Report. To receive a report from Cllr Hamlin

Cllr Hamlin reported he attended a Management Meeting at the Chieveley Recreational Centre on 23 January 2008. The purpose of the meeting was for the users and Committee to discuss general matters and issues. Main points highlighted:-

The Recreational Centre has completed their Risk Assessment task.

There will be an increase in hire charges for 2008/2009

Normal Cottrell will be standing down in July as the Chairman.

Cllr Hamlin informed the Recreational Centre that the Parish Council have agreed long term funding support for the play facilities and grounds maintenance.

The Recreational Centre reconfirmed they owned the old tennis courts but the area could be leased should the MUGA be requested by the community.

Cllr Hamlin confirmed that the previous Parish Representative had been a member of the Chieveley Recreational Centre Executive Committee as well. Cllr Hamlin proposed that the Parish Council Representative should attend the Executive Meetings as it was felt to be a better forum for Parish Council/Chieveley Recreational Centre liaison. Cllr Cole supported the suggestion. This was unanimously agreed.

The Parish Council asked the clerk to write to the Chieveley Recreational Centre to request that the Parish Representative be co-opted to the Executive Committee. This was unanimously agreed. **Action: Clerk**

10.02.08 Public Open Space and Youth Facilities. To give consideration to establishing a formal mechanism regarding projects on Public Open Space not owned by the Parish Council.

Cllr Hamlin asked the Parish Council to consider how to continue developing relationships with the Recreational Centre and other groups for projects involving public open space not owned by the Parish Council.

The Parish Plan will bring feedback and confirmation of projects required by the community, which is likely to require the involvement of the Parish Council and other service providers/landowners in the community i.e. the Recreational Centre, W I Hall to deliver. This will require a committee who can prepare for the projects, look at funding requirements and carry out the project.

A discussion took place. Cllr Crispin confirmed an Advisory Group would be the best way forward. This could include other community members as well as Parish Councillors.

Cllr Cole confirmed that the Parish Plan would help identify projects suitable for the West Berkshire Capital Programme bids to attract funding support each year.

Cllr Cole confirmed she had presented two bids for consideration earlier in the evening to the Capital Bid Panel at West Berkshire Council for 2008. One for the MUGA initiative in Chieveley and a playing field for Curridge.

Cllr Cole can put in a Capital bid each year and requested that consideration be given to projects each year by the Parish Plan Steering Committee and Parish Council and community project ideas to be put forward. The clerk was asked to make this an agenda item in January.

It was agreed that it would be desirable for Advisory Groups to be set up with the relevant organisation representatives for specific projects i.e. Curridge RA, Curridge W I Hall Committee, Chieveley Recreational Centre Committee. In particular Cllr Hamlin was asked to think through who should be on the group to begin preliminary examinations of the formal mechanism necessary to enable the Parish Council to provide community facilities on

Public Open Space land and in due course make a recommendation to the Parish Council. **Action: Cllr Hamlin**
To be a future agenda item.

11.02.08 S106 Contributions. To receive a report from Cllr Cole. To discuss and agree action.

Cllr Cole confirmed that she hoped the Capital Bids submitted will provide some funding and asked the Parish Council to consider using S106 funds for projects identified through the Parish Plan and for the MUGA.

The clerk provided the latest S106 contribution schedule for Chieveley Parish provided by West Berkshire Council but confirmed that two sites were still not listed and this matter had been raised with West Berkshire Council.

Cllr Cole confirmed that all S106 monies spent on Public Open Space should be allocated to all age group activities.

More S106 monies will be generated from single dwellings.

12.02.08 Clerks Report including correspondence

12.02.1 District Parish Conference 10 March 2008

The clerk confirmed that the District Parish Council would take place on 10 March 2008. West Berkshire Council has confirmed they will provide full details shortly.

12.02.2 Tree Preservation Orders

The clerk tabled two letters and orders received from West Berkshire Council for trees at Home Farm House, Arlington Lane, Snelsmore Common and land at Terra De Ouro for Councillors' information.

12.02.3 Ye Old Red Lion

The clerk tabled a letter from West Berkshire Council confirming that the Council in respect of the smoking shelter had issued an Enforcement Notice.

12.02.4 Consultation on Orders and Regulations Relating to the Conduct of Local Authority Members in England

The clerk tabled a letter from the Community and Local Government enclosing the consultation paper which seeks view on the detailed arrangements for putting into effect the orders and regulations to provide a revised more locally-based ethical regime for the Conduct of Local Councillors in England. The letter and document had been put into circulation and comments need to be sent to the william.tandoh@communities.gsi.gov.uk by 15 February 2008.

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

A copy of the Financial Statement with 2007/2008 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 Cowan and the Parish Council resolved to pay the accounts for February 2008. This was **unanimously agreed**.

Cheque No	Payee	Description	Amount
556	T Snook	Clerk Fees (5 weeks)	£ 739.36
		Allowances and expenses	£ 27.53
Total Payments for February			<u>£ 766.89</u>

Receipts

Total Receipts for February	<u>£ -</u>
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Financial Position as at 12 February 2008

Receipts for year to date including April precept received	£ 27,063.07
S106	£ 14,636.25
<u>Less</u> payments for year to date	<u>£ 19,760.83</u>
Sub Total	£ 21,938.49
Add balance carried forward 31/03/07	£ 14,468.78
	<u>£ 36,407.27</u>

13.02.1 New External Auditor

The clerk tabled a letter from the Audit Commission, which confirmed the Mazars LLP has been appointed as the external auditor for Chieveley Parish Council. This was noted.

13.02.2 Internal Auditor

The clerk tabled an email from George Goody confirming he will continue to be the internal auditor for Chieveley Parish Council. The email confirmed his continued independence.

14.02.08 District Councillor's Report

14.02.1 Bardown

Cllr Cole confirmed that fly tipping had been reported to West Berkshire Council.

14.02.2 Footpath 10A

Cllr Cole confirmed that the footpath has not been reinstated and this matter has been reported to the Rights of Way Officer. The Rights of Way Officer has confirmed that a meeting has been agreed with Mr Duffield and his Manager shortly to discuss Rights of Way matters.

14.02.3 Local Plan: Footpath from The Green, Chieveley

Cllr Cole reported that as District Councillor she has been investigating further whether a footpath could be created from/by The Green to join the local footpath network.

A new footpath was included in the Local Plan for this site. Cllr Cole asked the Parish Council to re-examine the matter. To be a future agenda item.

15.02.08 Councillors' Reports (Information Only)

15.02.1 Weaveaway Buses: Curridge Road Tree

Cllr Ramsay reported that Park Farm had dealt with any overhanging trees and letters have been sent to other landowners whose trees appear to be overhanging the Highway in some sections of Curridge Road. The Clerk confirmed that West Berkshire Council had been advised of the problems and asked to check that no Highway trees are involved. Cllr Ramsay will check if the matter is resolved with Weaveaway buses.

The Parish Council confirmed that a double decker bus to transport children through local rural country lanes seemed inappropriate. To be a future agenda item.

15.02.2 Parish Plan Event 8 March 2008 at Chieveley Village Hall

Cllr Taylor advised the Parish Council that a Parish Plan event would be taking place on 8 March 2008 at Chieveley Village Hall from 9.30pm. Cllr Taylor will be attending.

15.02.3 Footpath Leaflet

The revised leaflet has had the final amendments carried out. Columns now justified and other editing carried out.

15.02.4 Imagine! Remember, Reflect and React 22 January 2008

Cllr Taylor reported that he attended the above event held at the Trinity School. Nicholas Winter's Evacuation of Children from Czechoslovakia and Vera Gissing's account as an evacuee had been very interesting. No further information was minuted as it was not a Parish Council matter.

15.02.5 Parish Assembly

Cllr Crispin reminded the Parish Council that consideration had to be given to inviting a guest speaker to attend the Parish Assembly. The Parish Council confirmed that they would like to invite Robert Hubbard of Priors Court School to be the guest speaker at the Parish Assembly.

15.02.6 NAG Inaugural Meeting 23 January 2008

Cllr Crispin reported that an inaugural meeting was held on 23 January 2008 at Beedon Village Hall. 14 villages had been invited. At the meeting it was felt that in order for NAG to be successful in the Downlands Area that a Parish Council representative from each Parish should be on the Group.

George Greenham agreed to represent the 14 Parishes and to meet with Supt Chris Shead and Inspectors Sandy Nicholson & Emily Roberts for Thames Valley Police. Cllr Crispin confirmed that a new proposal would be discussed.

The Neighbouring Policing conference is scheduled to take place on 26 February.

Downland Ward Members are meeting with Nick Carter, West Berkshire Council the day before 26 February 2008.

16.02.08 Any other items which the Chairman decides are urgent (information only)
None

17.02.08 Date of the Next Meetings

Tuesday 11 March 2008, Curridge W I Hall, Curridge at 7.30pm

Tuesday 8 April 2008, Chieveley, Recreational Centre at 7pm

Tuesday 8 April 2008, Chieveley Recreational Centre at 8pm Parish Assembly

There being no further business the meeting closed at 9.20pm.

Signed.....(Chairman)

Date.....

Planning Applications For the Parish Council Meeting on 12 February 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
07/02770	OUTD	Middle Farm, Downend	Demolition of house. Construction of four semi-detached houses and one detached, with parking. New access	Objection
07/02591	HOUSE	Cold Ash Farm, Long Lane	Two storey extensions to existing house and internal alterations (Adjoining Parish consultation)	No objection
07/02715	FUL	Land adjacent to the Downland Practice, East Lane	Change of use of vacant land to extend existing car park	No objection
07/02615	FUL	Hermitage Primary School	Outdoor wooden pavilion (adjoining Parish consultation)	No objection
07/02728	LBC	Sunhill Farm, Downend, Chieveley	Internal re-siting of bathroom and dressing room, involving removal of stud wall built as part of 1975 renovation, and restoring to layout existing before that date	No objection
07/02798	FUL	Moto Ltd, Chieveley Motorway Services	Installation of 120,000 litre above ground diesel tank and new dispensing pumps on the heavy goods vehicle forecourt	No 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
07/02338	HOUSE	Laburnham Cottage, Green Lane	Retrospective - reconstruction of single storey garage	Approval
07/02377	FUL	Home Farm, Arlington Lane, Snelsmore Common	Demolish existing building and construct new dwelling and car port	Approval
07/02603	HOUSE	Terra De Ouro, Curridge Road	New Access	Withdrawn
07/02583	FUL	Acres of Fun Nursery	To provide storage facility for children's toys/bicycles etc	Withdrawn
07/02567	HOUSE	19 Middle Farm Close, Chieveley	Loft conversion with dormer windows	Approval

For Information

07/00687 & 07/00690	HOUSE LBC	Lanolee House, Marsh Lane, Curridge	Alterations and two storey extension to existing house APP.W0340.A.08.2062895.WF and APP/W0340/E/08/2062894/WF	Appeal Notification
07/02123	FUL	Ye Olde Red Lion, Green Lane	Detached timber frame smoking shelter (Retrospective) App/W0340/A/07/2064941/NWF	Appeal Notification