

CHIEVELEY PARISH COUNCIL

Minutes of the Meeting of Chieveley Parish Council held at the Chieveley Village Hall & Recreation Centre, High Street, Chieveley, Newbury, Berkshire RG20 8TF on Tuesday 9 September 2008 at 7.30pm

Present:

Cllr R Crispin
Cllr Friend
Cllr Cole

Cllr Hamlin
Cllr Taylor
Cllr Fidler

Cllr Cowan

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

1.09.08 Apologies and Acceptance of Absence

Apologies were received from Cllr Spence and Cllr Ramsay. These were unanimously accepted.

2.09.08 Declaration of Interest by Councillors on the agenda items listed

A statement made by Cllr Cole. "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 the matter is considered by West Berkshire Council. At that time I shall assess all the evidence available and weigh the considerations material to that decision"

Cllr Hamlin Planning 08/01615/HOUSE

A record was made in the Declaration of Interest Register.

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

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

4.09.08 Planning Schedule and Planning Issues (Appendix I)

4.09.1 Ingle House, Green Lane, Chieveley 08/01450/HOUSE

Convert and extend double garage to provide annex

The Parish Council confirmed no objection but commented that:

A condition be attached to the permission to ensure that the annexe is used only as an integral part of the existing dwelling and for residential purposes.

**4.09.2 Hyde Bank, Green Lane, Chieveley 08/01615/HOUSE
New domestic vehicular access from Green Lane**

The Parish Council confirmed no objection but commented that:
A landscaping condition associated with maintaining the character of the lane should be attached to the permission. Use retaining walls and retain as much of the existing planting. To replace any removed or damaged planting to protect the lane's character.

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.

5.09.08 Downland Neighbourhood Action Group (NAG). To receive an update from Thames Valley Police

Cllr Crispin confirmed that a report had been received from Emily Roberts, Neighbourhood Inspector, Thames Valley Police and the information had been circulated to Councillors prior to the meeting.

Thames Valley Police acknowledge that there is an opportunity for the Parishes of Chieveley, Hampstead Norreys and Compton to move from the Downlands police team area into the Thatcham police team area and be part of the Hermitage NAG. A letter has been received under separate cover asking the Parish Council to provide their views on this matter.

A discussion took place. The Parish Council confirmed that they had no objection to Chieveley Parish being moved into the Thatcham police team area and to become part of the Hermitage NAG. The Clerk is to write to Thames Valley Police to confirm this. **Action: Clerk**

6.09.08 Oare Pond. To receive information. To discuss and agree action

Cllr Crispin confirmed that Gardner & Leader had provided initial advice and guidance on the request for access over Oare Pond. A copy of which had been circulated to Councillors prior to the meeting. Guidance confirmed that a Licence or Easement option could be considered. Both options would incur charges of approximately £450 plus VAT. The costs are to be met by the residents of West Barn. A discussion took place.

Consideration was given to an Easement but it was agreed it was not appropriate in this case.

It was proposed by Cllr Cole that the Parish Council proceed with the Licence option with conditions attached. Seconded: Cllr Taylor.

Cllr Fidler confirmed he did not support any legal agreements or licences in this matter.

Advice required from the solicitors on the conditions proposed and an appropriate yearly charge. **Action: Clerk**

It was agreed that the conditions should protect the corner of the pond and control the use of the access for now and the future.

7.09.08 Highways. To discuss highway matters including Oxford Road surface and agree action.

At the last Parish Council meeting Councillors had agreed a list of highway matters that needed to be actioned or investigated.

The painted roundels in Northfields have been reinstated and the village gateways have been painted.

Chieveley slip road both on and off the slip road to the A34 have had only two slight injury accidents on the Western slip road junction reported. The signage and visibility splays have been checked and are adequate.

Painted SLOW sign on the road outside The Mount, High Street, Chieveley and other road markings through the narrow section have been done.

The road surface condition on the Oxford Road has received no reply. The clerk was asked to chase for a response. **Action: Clerk**

The Parish Council agreed at the last meeting to ask West Berkshire Council to consider three locations for a VAS.

- Junction at Old Oxford Road and Arlington Hill/Winterbourne Road (over A34 bridge) The sight line to the right coming out of the junction is very poor. People travelling along the old Oxford Road do not realise there is a junction there and approach at speed. A VAS will help provide a strong warning a junction is there.
- Old Oxford Road as you enter Chieveley Village to reduce speeding.
- B4009 into Curridge to reduce speeding.

A response to the VAS request from West Berkshire Council is outstanding. **Action: Clerk**

8.09.08 Parish Council Meeting Dates 2009 (Appendix II)

The Parish Council approved the meeting dates for 2009.

9.09.09 Denison Barracks. To receive information from Cllr Crispin. To discuss and agree action.

Cllr Crispin reported that representatives from Hermitage Parish Council, Chieveley Parish Council and Cold Ash Parish Council would be meeting on Wednesday 10th September 2008 at the Curridge W I Hall at 7.30pm to establish if there are common issues and concerns between Parish Councils and to decide whether to meet with Defence Estates and Driver Jonas. A report will be provided at the next Parish Council meeting.

10.09.08 Parish Plan. To discuss printing costs for the questionnaire. To discuss and agree action.

It was reported that the graphic work was currently being done. Printing quotes for the questionnaire vary as the final number of pages to be printed has not been set. Quotes vary between £1100 plus VAT and £2000. The Parish Plan Steering Committee hopes to have the document printed and distributed early October.

The clerk confirmed the Parish Council had a budget of £2,000 remaining to support the Parish Plan Steering Committee. A discussion took place. The Parish Council agreed that the clerk, as Proper Officer, be given the authority to place an order for no more than the budgeted amount of £2,000. Proposed: Cllr Crispin, Seconded Cllr Cole. This was unanimously agreed.

11.09.08 Clerk's Report – Including Correspondence

11.09.1 Local Transport Plan

The plan is in circulation to all Councillors. Questionnaire responses are due by Friday 12 September 2008

11.09.2 Junior Citizen of the Year 2008

The clerk tabled a letter from West Berkshire Council inviting nominations for the Junior Citizen of the Year 2008.

11.09.3 SE Plan. Proposed changes to the South East Plan

The clerk tabled a letter from Communities and Local Government confirming proposed changes to the South East Plan. Cllr Cowan agreed to look at the document and provide a report at the next meeting.

12.09.08 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 Hamlin and the Parish Council resolved to pay the accounts for August/September 2008. This was unanimously agreed.

Payments

Cheque No	Payee	Description	Amount
583	T Snook	Clerk Fees (5 weeks)	£766.32
		Expenses and Allowance	£17.50
584	BT	Telephone & Broadband charges	£146.28
585	Allianz Insurance	Fidelity Guarantee (additional premium)	£69.22
586	Mazars PLC	External Auditor Fees	£334.88
587	Viking Direct	Office Supplies	£71.34
588	T Snook	Clerk Fees	£613.06
		Expenses and Allowance	£21.77
Total Payments for September			<u>£ 2,040.37</u>

Receipts

Total Receipts for September

£ -

Financial Position as at 9 September 2008

Receipts for year to date including April precept received	£ 12,751.11
Less payments for year to date	£ 14,586.16
Sub Total	-£ 1,835.05
Add balance carried forward 31/03/08	£ 21,172.53
S106 Contribution 07/08 carried forward 31/03/08	£ 18,905.44
	<u>£ 38,242.92</u>

12.08.1 Fidelity Guarantee

It was proposed by Cllr Crispin that the additional Fidelity Guarantee payment of £69.22 be made. Seconded: Cllr Fidler.

12.08.2 Annual Return for the Year Ended 31 March 2008

The clerk tabled the completed Annual Return and confirmed it had been approved by Mazars LLP. The clerk confirmed that the document was displayed on the two main notice boards in the Parish with the Notice of Conclusion of the Audit and Right to Inspect the Annual Return.

12.08.3 Annual Review of Effectiveness of Internal Audit

The documents have been drawn up and awaiting full review report to be completed.

13.09.08 District Councillor's Report

13.09.1 Byway 18 – Bradley Court

West Berkshire Council has served notice under the Highways Act 1980 on 15 August 2008 for the removal of all obstructions to the byway.

13.09.2 Woodside Farm Land

West Berkshire Council has served Enforcement Notices associated with the land at Woodside Farm, Oare.

13.09.3 Speeding in Curridge

Cllr Cole reported that she had received correspondence from a resident expressing concern about speeding in Curridge.

14.09.08 Councillors' Reports (Information Only)

14.09.1 Footway in Curridge Road

Cllr Friend reported that drivers were parking up on the footway during school drop off and collection times causing an obstruction of the footway. This matter was being considered as a Health and Safety issue. Cllr Friend agreed to monitor the parking matter.

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

16.09.08 Date of the Next Meetings

Tuesday 14 October 2008, Curridge W I Hall at 7.30pm

Tuesday 11 November 2008, Chieveley Recreational Centre at 7.30pm

There being no further business the meeting closed at 8.43pm.

Signed.....(Chairman)

Date.....

Planning Applications For the Parish Council Meeting on 9 September 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
08/01279	FUL	Curridge Primary School	Regulation 4. Conversion of existing oil store into internal space (library). Covering over external courtyard to create internal break out space for children and storage. Addition of canopies on north and south facades. External door added	No objection
08/01346	HOUSE	The White House, High Street, Chieveley	Replacement shed	No objection
08/01216	HOUSE	Glebe House, High Street, Chieveley	Install electronic gates to existing opening	No objection
08/01601	HOUSE	Sunnyside, Downend, Chieveley	Conservatory extension	No objection
08/01615	HOUSE	Hyde Bank, Green Lane, Chieveley	New domestic vehicular access from Green Lane	No objection Comment
08/01450	HOUSE	Ingle House, Green Lane, Chieveley	Convert and extend double garage to provide annex	No objection. Comment
08/01505	HOUSE	1 The Old Nursery, Hermitage	Extension to existing garage	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
08/01256	House	Rosedean, East Lane, Chieveley	Single storey rear extension	Approval
08/00813	House	Terra De Ouro	New access	Approval
07/02123	FUL	Red Lion, Green Lane, Chieveley	Retention of detached timber frame structure as smoking shelter Appeal Reference APP/W0340/A/08/2064941	Appeal allowed

For Information

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Parish Council Meeting Dates 2009

13 January 2009	Curridge W I Hall	7.30pm
10 February 2009	Chieveley Recreational Centre	7.30pm
10 March 2009	Chieveley Recreational Centre	7.30pm
14 April 2009	Curridge W I Hall	
	Parish Council Meeting	7 pm
	Parish Assembly	8 pm
12 May 2009	Chieveley Recreational Centre	7.30pm
9 June 2009	Chieveley Recreational Centre	7.30pm
14 July 2009	Curridge W I Hall	7.30pm
No August Meeting		
8 September 2009	Chieveley Recreational Centre	7.30pm
13 October 2009	Chieveley Recreational Centre	7.30pm
10 November 2009	Curridge W I Hall	7.30pm
8 December 2009	Chieveley Recreational Centre	7.30pm