

ALDERMASTON PARISH COUNCIL
Minutes of the Parish Council meeting held on 14th April 2020

Due to the Coronavirus (Covid-19) restrictions the meeting was held via Zoom video-conference.

Councillors Present: Mr D Shirt - Chairman
Mrs S Crawford – Vice Chair
Mrs A Faulkner
Revd J Manley
Mr O Hinton
Mr R Smith

Apologies: Mrs A Woodley

In attendance: Mrs C McGarvie – Clerk
District Cllr D Boeck

43/20 Open Forum

No issues were raised by the public

44/20 Apologies for absence

Mrs Woodley gave her apologies

45/20 Declarations of Interest

Mrs Crawford declared an interested as the applicant for planning application 20/00695/LBC2 to be discussed under item 48/20

46/20.1 To approve and sign the minutes of the meeting held on 10th March 2020

It was agreed that the minutes of the meeting held on 10th March 2020 were a true and accurate record. The minutes to be signed by the Chairman at a future date.

46/20.2 Matters arising from the minutes not otherwise on the agenda

76.4 Cycle path from Aldermaston Wharf to Aldermaston

The Parish Council are waiting for West Berkshire to install new signs at the ends of the cyclepath and for more information about the proposals for access at Frouds Lane.

Cyclepath flooding - An email was sent to West Berkshire Council's Head of Education raising concerns about the flooding of the cycle path from Aldermaston Wharf to Aldermaston and the lack of an alternative route for children trying to walk to school. A response was received from Cllr Boeck which states that according to West Berkshire Council's Home to School Transport Policy when considering whether a walking route is available, local weather conditions or seasonal weather are not a factor. A joint response from Padworth, Beenham and Aldermaston Parish Councils was sent to Cllr Boeck on 20th March and no reply has been received as yet.

Action : DB

94.1 Fisherman's Lane ditch

There is an outstanding problem with loose dirt around an electrical cable. The latest update is that SSE have raised a job request to get the cable moved. There is no date for completion yet but West Berkshire Council continue to chase this. Revd. Manley reported that there had been vans in the location recently.

ACTION:WBC

129.1 Broken Stiles ALDE/3/2

Mrs Faulkner reported that the stiles along footpath ALDE/3/2 are in a poor state of repair. Clerk has raised two cases for the two stiles ref: 178029 and 178030 on 19th Nov 2019. Mrs Faulkner reported that one of the broken stiles has now been fixed, probably by the landowner. West Berkshire Council are not carrying out site visits at the moment due to the Coronavirus restrictions but Mrs Faulkner has confirmed that the stile is still broken. West Berkshire Council will chase again with the landowner.

ACTION: WBC

129.5 The Street, Aldermaston house numbering

An issue regarding house numbering in The Street has been raised by a resident and West Berkshire Council. Clerk sent an email to West Berkshire Council on 20th January challenging claims made about the numbering of the hairdressers but has not received a response. West Berkshire Council have stated that the issue is now with their legal team but due to high workload a response is taking longer than anticipated. No response as yet.

ACTION: WBC

142.3 Aldermaston Wharf lifting bridge opening times

Mrs Woodley raised a concern about the Lifting bridge at the wharf and the fact that it has been opened at 7.15am when there is a lot of commuter traffic. West Berkshire Council have stated that after reviewing traffic data they are minded to change the times that the bridge can't be opened to 7.30am to 9am and will consult with the Canal trust on this proposal.

West Berkshire Council also stated that the consultation on a replacement bridge revealed that most consultees wanted it to be replaced with something similar.

ACTION: WBC

13.6 GWR changed timetable

Clerk has received a response from Great Western Railways (GWR) about the change in timetable which reduces services for Aldermaston station but has asked for further clarification. Mr. Shirt raised these issues with GWR at a meeting on 11th March.

They undertook to generate responses to the questions, but commented overall that the metrics showed their services in general had improved since electrification. They also mentioned that their timetables are reviewed twice per year, but they were not always able to implement changes they wished to see.

33.4 Housing and Economic Land Availability Assessment (HELAA) and settlement hierarchy questionnaire

The response to the HELAA and settlement hierarchy for Aldermaston Village has been submitted to the Planning Policy team at West Berkshire Council by the Clerk.

41.3 SSE tree cutting

SSE contractors have been in touch with Wasing Estate and other landowners in the Parish to arrange for trees which are close to power cables to be cut back. It appears that SSE are taking responsibility for this work.

41.4 Thatcham Neighbourhood Police Team

Clerk to contact the Thatcham Neighbourhood Police team to invite to a future meeting and also report that their crime map does not seem to include Aldermaston.

Action: Clerk

47/20 To discuss response to Coronavirus epidemic including how the Parish Council will operate during the restrictions

47.1 Volunteer group

Revd Manley gave an update on the volunteer group providing help to residents who are self-isolating due to Coronavirus. At the moment there are more volunteers than are needed however, there are reports that it is becoming more difficult to get shopping via online delivery so it is expected that requests for help will increase. The fruit and vegetable delivery boxes organised via Wasing Estate have been very popular and there are now 4/5 volunteers helping with their distribution.

Rosebourne Garden Centre donated 50 Easter eggs which were distributed to residents and they have indicated that there will be more produce to distribute at the end of May.

The volunteer group are now registered with the West Berkshire Volunteer Bureau so that any requests in the Parish can be referred to them.

Cllr Boeck reported that the West Berkshire Community Hub is working well and providing help to those communities where there are no other volunteer groups in operation. The community hub also have access to funding for community groups if it is needed.

Cllr Boeck reported that he is disappointed that the Coronavirus information leaflet produced by West Berkshire Council does not appear to have been distributed in Aldermaston Ward. West Berkshire Council are considering whether there are any other steps that can be taken to reach all residents with this information.

Revd. Manley to speak to Mr. Hicks at Brimpton Parish Council to discuss concerns about residents in Brimpton Parish that may not be aware of the help available.

47.2 Parish Council procedures

Emergency legislation was put in place by the government and regulations enacted by the Secretary of State came into force on 4th April. These regulations are temporary but allow Parish Councils to decide whether to hold Annual Council meetings (AGM) this year or wait until May 2021, to hold meetings remotely and to only publish agendas on websites to meet publication rules.

It was agreed that the AGM would not be held until May 2021. It was agreed that normal Parish Council meetings would be held via video-conference until the Coronavirus restrictions are lifted.

There has been no change in legislation regarding the Annal Parish Meeting. Reports have been received from organisations and the Parish Council will await any further guidance from the government and National Association of Local Councils.

48/20 Planning

48.1 To note receipt of new applications and make comment

20/00695/LBC2 – Barn End House, Paices Hill – Removal of plaster on damp walls in back hall and utility area and installation of breathable panelling. Replacement back porch

Mrs. Crawford did not take part in the discussion.

The conservation officer has no objections. The Parish Council resolved to respond with no objections.

20/00737/COMIND – Shalford Farm - conversion and redevelopment of existing land and buildings to create a mixed-use development comprising restaurant, estate farm shop, overnight accommodation, bakery, fermentary, cookery school and event space (local food production and ancillary education facility) and a biomass boiler together with associated works including the demolition of the existing garages and workshop building.

The Parish Council agreed not to send any comment on this application as it is out of Aldermaston Parish and it had not objected to the previous application for this site.

48.2 To note receipt of any approvals/refusals – see appendix A below

Lidl application has been deferred from the April meeting due to the Coronavirus restrictions. West Berkshire Council Emergency planning officer still recommends refusal. It is expected that the application will be discussed at the next District Planning meeting which might be held in May.

Manor House application – Deadline has been extended to 1st September. Viability assessment has not been received by West Berkshire Council yet. The Conservation Officer is satisfied that Praxis are meeting their obligations as the owner of a listed building.

48.3 To note any updates on planning enforcement

a) Padworth Sawmills –

- The 12 months' notice for removal of the timber heap at the site expired in July 2019 and the Environment Agency are now considering what legal action to take. Environment Agency have responded to say the case is with their legal team. It has been reported that there is work ongoing on site and there are concerns that the increase in ground levels could be causing flooding to neighbouring land. Mr Shirt to contact the Environment Agency again and inform them of the recent developments on site.

Action : DS

- Mr. Smith has received a response to a personal FOI request to West Berkshire Council asking what activities are allowed on the site but they have indicated that they can't give the requested information because of pending enforcement action. It was agreed that this action would no longer be pursued.
- Mrs Faulkner is continuing to monitor the situation regarding the mobile home on the site and expired approval. There is a mobile home on site which does not have planning permission. Mrs Faulkner to provide a report to the Parish Council on the history of this issue and current status.

Action : AF

- b) Land adjacent to Torre House – The planning enforcement notice timed out. Mr. Shirt has emailed the planning enforcement team to raise the Parish Council's concern about this but no reply has been received as yet. Cllr Boeck has also raised the concern with Hilary Cole. There is some doubt about whether the time for enforcement has actually expired as the site was thought to have been unoccupied at one time which would have reset the 10-year time limit. Mrs Faulkner and Mr. Smith to review the timeline and report back to the Parish Council.

Action : RS and AF

49/20 Highways and Footpath matters

49.1 Update on Speed monitoring

The results of the speed monitoring carried out in February have been received but are incomplete and do not seem to be accurate. There were 15 deployments but data was only received for 6 of these and the results show no evidence of speeding.

West Berkshire Council now have a new Speed monitoring device which they have agreed to use once the Coronavirus restrictions are lifted.

Action :WBC

49.2 ALDE12 Footpath

Footpath Aldermaston 12 had been closed due to an unsafe bridge and was flooded. Revd. Manley reported that the footpath has now been reopened.

49.3 A340 closure

The A340/The Street has now been reopened following the repairs to the damaged cottage. Mr. Shirt reported that one sign has been left behind. Clerk to report to West Berkshire Council.

Action : Clerk

49.4 Weight restriction Red Lane

West Berkshire Council had agreed to move the 7.5T weight limit restriction on Red Lane and indicated that it was in the works programme for 2019/2020. Clerk has contacted the Highways department to find out if it is in the 2020/2021 works programme.

Action: Clerk

50/20 Parish Environment

50.1 To consider purchase of a new village sign

Mrs Crawford provided a report to the Parish Council outlining possible options to replace the existing Calor Gas village sign on The Loosey.

It was agreed that a formal quotation should be sought and an application made to the West Berkshire Council Members Bid grant fund.

Action: SC

It was agreed that the possibility of rationalising the number of signs on the Loosey would also be looked at in the future.

It was mentioned that the seat on the Loosey was in need of a clean and oil. Mr Shirt to ask a nearby resident if they would be able to provide a quotation for the work.

Action: DS

50.2 To consider repair work for the lockup

Clerk met with another contractor on site but he was not willing to quote to replace the roof. His recommendation was to build a new roof over the existing one which is unlikely to be agreed by the conservation officer.

Another potential contractor is not willing to quote during the current restrictions. Clerk will continue to seek quotations from specialised heritage roofers.

Action: Clerk

50.3 Tree work at recreation ground

The tree work is scheduled for 22nd April.

50.4 Playground inspection results

The annual playground Inspection was carried out on 26th March 2020 by PlaySafety Ltd. Clerk presented a summary report to the Parish Council outlining the findings and possible actions. The following actions were agreed :-

Park Keeper to sweep playground before it is reopened.

Park Keeper to clean play tower with disinfectant and Clerk to investigate methods of deterring pigeons.

Clerk to arrange for equipment to be power washed in early March 2021.

Clerk to purchase new end cap and tighten fixings on rocker.

Action : Clerk

An annual inspection was also carried out on the skatepark. The following actions were agreed :-

Clerk to investigate moving the bin further away from bench.

Clerk to ask Park Keeper if he can fix the bench.

Clerk to obtain indicative quotes for removing the skate ramp and replacing with outdoor gym equipment.

Action: Clerk

51/20 AWE to include updates from LLC

AWE is operating with a reduced number of staff and sending out weekly update reports to the LLC on the impact of the Coronavirus restrictions. The last LLC meeting was held via conference call where one of the items discussed was the change in the DEPZ in the Burghfield area.

Mr. Shirt raised concerns about the lack of communication to the LLC when negative stories are reported in the press.

52/20 To receive annual reports from local organisations

Annual reports have been received from the following organisations: -

Aldermaston and Wasing Ladies

Aldermaston Parish Hall

Aldermaston Charity

Aldermaston CE Primary School

Aldermaston History Group

District Councillor's Annual report.

These reports will be made available on the Parish Council website along with the Chairman's report.

Mr Shirt and Mrs Crawford stated that they are willing to remain as Chair and Vice-Chair, at least until the current Coronavirus restrictions are lifted.

53/20 Finance

53.1 To approve payments, bank reconciliation and receipts

Please see Appendix B below for finance report and bank reconciliation.

Chairman checked the bank reconciliation electronically before the meeting.

The preliminary end of year accounts against budget were sent to all councillors before the meeting.

The payment list was approved. Clerk to action.

Action : Clerk

An additional invoice for bin emptying of £19.16 was received from West Berkshire Council. Clerk to investigate what this is for before presenting for payment.

Action : Clerk

53.2 To consider grant request from Aldermaston and Wasing Ladies

The grant request for £100 from Aldermaston and Wasing Ladies was approved. Clerk to action.

Action : Clerk

54/20 To receive items for information only

54.1 Mr Shirt and Clerk attended the West Berkshire District Parish Conference on 12th March. The theme was the Environment.

54.2 There have been several new reports of crime in the area including a break in at the Wasing Estate.

54.3 It was agreed that the April meeting should be called the Annual Parish Assembly in future and that the May meeting would be called the AGM to avoid confusion.

55/20 Next meeting

The next meeting will be held on 12th May 2020 at 7.30pm and will be via video-conference if the Coronavirus restrictions are still in place.

Appendix A

Aldermaston Parish Council - April 2020

Planning Applications for Consideration

1	20/00695/LBC2 – Barn End House, Paices Hill – Removal of plaster on damp walls in back hall and utility area and installation of breathable panelling. Replacement back porch	Deadline for comments 6 th April
2	20/00737/COMIND – Shalford Farm - conversion and redevelopment of existing land and buildings to create a mixed-use development comprising restaurant, estate farm shop, overnight accommodation, bakery, fermentary, cookery school and event space (local food production and ancillary education facility) and a biomass boiler together with associated works including the demolition of the existing garages and workshop building.	Deadline 11 th April. Out of Parish so not a consultee.

Planning Application Decisions

1	20/00298/LBC2 – 24 The Street. Chimney repairs and installation of a wood burning stove	Approved
2	20/00113/LBC2 – Hinds Head Hotel, Wasing Lane. Replacement of defective bean and rebuild of failing boundary wall.	Approved
3	20/00156/LBC2 – 6 Forsters Farm Court. Replacement of existing French doors/side windows	Approved
4	20/00105/LBC2– 41 The Street. Single storey rear extension.	Approved

Planning Applications Awaiting Decisions

1	20/00227/PASOL – Aldermaston CE Primary School -The installation of a 45.56 kilowatt peak array of solar panels on the roof of Aldermaston Primary School
2	20/00104/HOUSE 41 The Street. Single storey rear extension.
3	20/00037/MINMAJ – Aldermaston Recycling. Development of an acoustic shelter and waste storage building
4	19/01293/FULEXT and 19/01294/LBC2- Conversion of Manor House and Portland House to residential use.
5	19/01063/COMIND – Land south of Ravenswing Farm. Construction of class A1 food store. Discussed at Eastern Planning committee 4 th December, approved with conditions but awaiting ratification.
6	19/01896/FUL and 19/01897/LBC2 – Change of use of 'Bridge Lodge' to a residential dwelling
7	APP/W0340/W/19/3242412 Planning Appeal in relation to 19/02060/FULD at The Warren – no date for appeal as yet.

Appendix B

Meeting Report 14th April 2020

Bank Balance as at 31/3/2020	Cashbook balance as at 31/03/2020	Cashbook balance after new payments made
£32,291.46	£32,291.46	£31,602.48

New items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	Clerks salary April	280.08
1318	Playsafety Ltd	Annual inspection playground	164.40
1319	Triangle Management Ltd	March grass cutting	208.50
1320	Campaign to Protect Rural England	membership	36.00
TOTAL			£688.98

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	Clerks salary March	280.08
1310	Aldermaston CE Primary School	newsletter printing Feb	13.20
1311	Aldermaston Parish Hall	rental Oct19 to Feb20	70.00
1312	Mr D Shirt	Chairman's expenses	44.15
		Ink, stamps, homework allowance	
1313	Mrs C McGarvie		82.84
1314	Aldermaston & wasing PCC	Grass cutting grant	750.00
1315	Aldermaston Parish Hall	Grant for maintenance	1500.00
1316	Tadley Citizens Advice	Grant	300.00
1317	Berkshire MS Therapy Centre	Grant	100.00
TOTAL			£3,140.27

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
05/03/2020	HMRC	VAT rebate	7022.28
09/03/2020	Lloyds Bank	Interest	1.12
TOTAL			£7,023.40

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
TOTAL			£0.00

Receipts not yet cleared/or on statement

Receipt date	Payer	Details	TOTAL COST
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TOTAL			£0.00
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Appendix C

Bank reconciliation - as at 31st March 2020

Balance from cashbook spreadsheet		32291.46
Add unpresented payments		
		0.00
		0.00
Subtract receipts after 31st March 2020		
Net bank balances as at 31st March 2020		32291.46
Bank statements 31st March 2020		
Current account	1326.73	
Business account	30964.73	
		32291.46
Difference		0.00