

ALDERMASTON PARISH COUNCIL
Minutes of meeting 14th March 2023

Councillors Present: **Mrs S Crawford (Chairman)**
 Mrs A Faulkner
 Mrs T Nurbhai
 Revd J Manley
 Mr D Shirt
 Mr R Smith
 Mrs A Woodley

In Attendance: **Mrs C McGarvie – Clerk**
 2 members of the public

27/23 Open Forum

A Resident asked if there had been any progress on planning application 22/03132/FUL – Woodstock Paices Hill.

Mrs Crawford reported that she had spoken to the case officer and he believes that no written advice was given to the applicant about the classification of the site and the applicant did not request pre-application advice.

The Parish Council does not agree that the site has unconstrained B8 use.

Mrs Crawford reported that the Planning Enforcement officer and Eric Owens from West Berkshire Council have carried out another site visit. They have agreed with the applicant that the site needs tidying up and the retaining wall improved. West Berkshire Council will be following up with the applicant in writing.

The planning application is unlikely to be considered by the Eastern Area Planning Committee until May or June due the upcoming elections.

28/23 Apologies for absence

There were no apologies.

29/23 Declarations of Interest

Mrs Crawford declared an interest in item 32.5 and did not vote on this.

30/23 Minutes of the last Parish Council meeting

30.1 To approve and sign the minutes of the meeting held on 14th February 2023

The minutes of the meeting held on 14th February 2023 were agreed as a true and accurate record. The Chairman duly signed the minutes.

31/23 Parish Council support of Coronation Community Event

The Parish Council agreed to provide funding for the toilets and a cake for the Coronation Community event at a cost of £170.

There was not support for funding gifts for children at the school as this did not benefit all children in the Parish.

The Parish Council are however willing to consider any other requests for funding for the event.

The Coronation Community Event Working Group had asked whether the Parish Council would support the creation of a 'Kings' Garden' in the Recreation Ground. Concern was raised about the ongoing maintenance of a garden. It was agreed that the garden would have to be modest in size and in an unused part of the Recreation Ground. It was decided that the Parish Council would need

to see plans for any garden before making a decision. There was also a suggestion that The Loosey might be a more appropriate place for the garden.
It was also suggested that an alternative community event would be a litter pick to be held on the Big Help Out Monday.
Clerk to contact the working group with the Parish Council's response.

Action: Clerk

32/23 Planning

32.1 To note receipt of new applications and make comment see Appendix A

No new applications

32.2 To note receipt of any approvals, refusals or withdrawals

See Appendix A below.

Both 22/02730/FULMAJ (Youngs Industrial Estate) and 22/02599/FUL (Strawberry Farm, Burghfield Road) were refused due to concerns raised by the Emergency Planning Department.

22/02079/FUL - Falcon Garage is still waiting a decision due to problems with the Emergency Plan. Clerk to ask what the current status is and what the Emergency Planners mean by a 'plan for recovery'

Action : Clerk

21/00642/FUL – Land Adjacent to Barlows Plantation, is also awaiting a decision as the Emergency Planners are not happy with the Emergency Plan that has been provided. Clerk to ask the case officer for an update. This is a retrospective planning application for use of part of a car parking area for workplace and site training in the use of vehicles, lifting and handling equipment. The Parish Council are interested to know whether WBC has required the applicant to stop the use of the site for training until Emergency Planning is satisfied with arrangements.

Action: Clerk

22/01926/HOUSE – Caspian Lodge is awaiting a decision and is now overdue. Clerk to request an update from the case officer.

Action: Clerk

The Parish Council has received pre-application advice for two mobile phone masts one in Frouds Lane and the other on Silchester Road. These appear to be replacements of existing masts.

It was reported that work has started on the Blacks Lake Application even though they only obtained outline permission. This needs to be investigated further before any action is considered.

32.3 To discuss Rag Hill cottage planning enforcement issues

West Berkshire Council Planning Enforcement have closed the case opened by Mrs Faulkner. The Case officer has concluded that the new building is allowed under permitted development despite the fact that the application for a Certificate of Lawfulness was refused. The Emergency Planning officer has also expressed her reservations about this type of building within the DEPZ.

It was reported that a third cabin is also being built.

It was agreed that the Parish Council should write to Eric Owens and Emergency Planning about the case and seek clarification of the inconsistency between planning and planning enforcement. Mrs Faulkner to draft an email for consideration by the Parish Council.

Action : AF

32.4 Corbyn, Soke Road

A resident has raised concern about work that has been carried out at Corbyn, Soke Road. A new entrance has been built on to the highway and the property seems to be being used as a car park for

the neighbouring commercial property. It was agreed that the Clerk should raise a case with planning enforcement including supporting photographs.

Action: Clerk

32.5 To discuss seeking legal advice regarding 22/03132/FUL – Woodstock Paices Hill

Three quotes have been obtained from legal experts for advice on the classification of the site as B8. The ONR, Emergency Planning and Ecology have not given responses to the consultation yet.

The cost of legal advice is quoted as between £1600-£2400.

3 to 4 residents have agreed that they would contribute to the cost of the legal advice.

The Parish Council decided to go ahead and seek legal advice but to set a budget of a maximum of £2400 for the work and that the Parish Council's contribution will be a maximum of £1000.

Mrs Crawford to contact the solicitor and Clerk to formally instruct them on behalf of the Parish Council.

Action: Clerk

33/23 Highways and Footpath matters

33.1 Thames Water traffic lights

Thames water have installed traffic lights on the A340 outside of the Parish Hall for an emergency repair.

34/23 Parish Environment

34.1 To discuss any updates on Skate Ramp project

The Certificate of lawfulness under permitted development is with WBC for consideration with a deadline of 21st April.

The Parish Council have reservations about the size of the path on the current plans. Clerk to contact the working group and ask for the plans to be modified to allow for a smaller path. Clerk to also ask the group to provide an update on fundraising plans for the next meeting.

Action: Clerk

34.2 Update on renovation of the Fountain Memorial

The contractor has indicated that work cannot take place during inclement weather. The likely date for starting work is May/early June.

34.3 Lockup

The contractor who quoted for the lead work on the Lock Up roof is no longer returning the Clerk's calls or emails so a new contractor may need to be found.

34.4 To update on replacement bench for the Loosey.

The bench has been delivered and installed on The Loosey. Clerk to request the grant from The Mount Charity to cover half of the cost of the project.

35/23 Consultation documents requiring consideration

West Berkshire Local Transport Review Consultation Strategy document– deadline for comments 22nd March.

Aldermaston has been classified as a larger village within the document and compared to Mortimer and Burghfield. Both of these residential areas have many more services than Aldermaston does. There is nothing in this Strategy document which directly relates to Aldermaston and no mention of the A340. Aldermaston has specific issues due to the freight route through the Conservation Area and this needs to be recognised in the Local Transport Plan.

The CCTV at the train station which was promised in the Local transport Plan has not been delivered. Mrs Crawford to draft a response for agreement by the Parish Council via email.

36/23 AWE to include updates from LLC

The next meeting will be held on 25th April and will be the first longer format meeting following AWEs decision to move from 3 morning meetings to two all-day meetings per year.

37/23 Reports

37.1 Clerk's report

Nomination papers for the forthcoming parish election will need to be submitted by hand to the Council offices between 24th March and 4th April.

If the election is contested ie. There are more nominations than seats, the election will take place on 4th May. Results will not be declared until 9th May due to the Coronation bank holiday therefore the May meeting has been moved to the 16th May.

37.2 District Councillor's report

The District Councillor's report was sent to councillors via email.

The West Berkshire Council budget meeting was held on 2nd March. The budget is presented in four parts; The four-year Medium Term Financial Strategy, The Investment and Borrowing Strategy, the Capital Budget and the Revenue Budget. The Liberal Democrats did not bring forward any amendments. The Green Party did bring forward amendments some of which were accepted.

Cllr Boeck provided posters outlining the new requirements for voter id. These will be placed in the noticeboards.

West Berkshire Council Tax is going up by 4.99%. This is made up of a 2.99% increase in Council Tax (the maximum allowed without a referendum) and a 2% Social Care Levy.

38/23 Finance

38.1 To approve payments, bank reconciliation and receipts

The bank reconciliation was checked by Chairman before the meeting.

See appendix B below for payment list.

The payment list was agreed by the Parish Council. Mrs Crawford and Mrs Faulkner to approve the payments online.

39/23 To receive items for information only

39.1 Mrs Nurbhai has included information about the Cost of Living Hub in the last two newsletters.

39.2 Mrs Nurbhai suggested that no further action should be taken on a bus stop near to Lidl until residents had been surveyed about how they would like CIL to be spent.

39.3 Clerk to ask Highways their view on the new access points from the Strawberry Farm plot.

Action : Clerk

39.4 Mrs Faulkner has received a complaint from a resident about out-of-control dogs and abusive owners using the Manor House grounds. It was agreed to include a polite notice about this on facebook and in the next Parish Council newsletter.

40/23. To confirm the date of the meeting on 11th April 2023 at 7.30pm and to discuss Annual Parish Meeting and Annual Parish Council meeting.

After consulting other local organisations, it was agreed that an Annual Parish Meeting would not be held this year. Instead organisations would be invited to submit annual reports which would be published on the Parish Council website and in the Newsletter. Clerk to request the annual reports.

Mrs Nurnhai gave apologies for the April meeting.

The Annual Parish Council May meeting has been moved to 16th May because of the elections.

41/23. Resolution – To exclude the public and press from items of a confidential nature that may require discussion of personnel, terms and conditions of tenders, legal proceedings or early stages of disputes in accordance with the Public Bodies (Admissions of Meetings) Act 1960

The resolution was passed and any members of the public left the hall.

42/23. To discuss appointment of new Clerk and their contract.

The Parish Council agreed to appoint Desmond Farndell as the new Clerk effective from 1st April 2023. Christine McGarvie will stay in post until 30th April to handover to the new Clerk and complete the end of year accounts.

The new Clerk's hourly rate was agreed.

Clerk to draft the contract and send to the new clerk.

It was agreed that the new Clerk could be booked to attend an introductory training course at a cost of £122.50.

It was agreed that the Clerk's monthly hours would remain at 24 a month but this could be reviewed after 6 months.

Signed by Chairman _____

Date _____

Appendix A

Aldermaston Parish Council –March 2023

Planning Applications for Consideration

1	None	
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Planning Application Decisions

1	22/02730/FULMAJ - Youngs Industrial Estate Paices Hill Construction of 8No. light industrial units and 1No. light industrial unit with office accommodation in a single building, including parking and access road	Refused
2	22/02599/FUL – Strawberry Farm, Burghfield Road. Replacement three-bed dwelling/bungalow	Refused

Planning Applications Awaiting Decisions

1.	22/03132/FUL – Woodstock, Paices Hill. Part retrospective: planning application for reduction in levels and demolition of storage unit. Permission is also sought for the erection of 1 storage unit and retaining wall.
2	23/00160/FUL – 48 Paices Hill – Section 73a remove/vary conditions
3	22/03071/ADV – Unit B1 Youngs Industrial Estate. Retrospective 2 Aluminium Composite panels formed into tray signs to display company branding. Howdens.
4	22/02341/FUL – Land west of Frouds Lane. Out of Parish – Woolhampton PC Storage building expansion of Ryan Alexander Assoc.
5	22/02079/FUL – Falcon Garage, Burghfield Road – Additional jet wash bay and new shopfront
6	22/01926/HOUSE – Caspians Lodge, Rag Hill – Erection of side extension to garage building
7	APP/W0340/X/22/3297678 - 21/01225/CERTE - Chestnut Coppice, Rag Hill, Certificate of Lawful Use for the continued use of the property as a live/work unit. Waiting for appeal date.
8	21/00642/FUL – Land Adjacent to Barlows Plantation. Retrospective use of car parking area for site training

Appendix B

Bank reconciliation - as at 9th March 2023

Balance from cashbook spreadsheet		99605.85
Add unpresented payments at 28th February 2023		
		0.00
Subtract receipts after 28th February 2023		0.00
Net bank balances as at 28th February 2023		<u>99605.85</u>
Bank statements 28th February 2023		
Current account	4808.37	
Business account	<u>94797.48</u>	
		<u>99605.85</u>
Difference		0.00

Appendix C

meeting report 14th March 2023

Bank Balance as at 28/2/2023	Cashbook balance as at 28/2/2023	Cashbook balance after new payments made
£99,605.85	£99,605.85	£98,055.72

New items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	March salary	£334.80
EP	Mrs C McGarvie	Homeworking allowance +expense	114.99
EP	Glasdon	Loosey Bench	1100.34
TOTAL			£1,550.13

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	February salary	£334.80
EP	Mrs C McGarvie	paper	£13.00
EP	Aldermaston Parish Hall	Hall affiliation fee	£15.00
EP	Portalplanquest	Planning application skateramp	£147.70
EP	Aldermaston PCC	Churchyard grass cutting grant	£750.00
TOTAL			£1,260.50

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
09/02/2023	Lloyds Bank	Interest	48.28
TOTAL			£48.28

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
TOTAL			£0.00

Clerks expenses March 2023

Item	description	Cost
Springback binder	binder for minutes	14.99
Homeworking allowance	1 year 1st April 2022 to 31st March 2023	£100.00
		£114.99