

ALDERMASTON PARISH COUNCIL
Minutes of the Parish Council meeting held on 12th May 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
District Cllr Boeck

In attendance: Mrs C McGarvie – Clerk

56/20 Open Forum

There were no members of the public present at the meeting and no issues or questions had been received via email.

57/20 Apologies for absence

District Cllr Dominic Boeck gave his apologies.
Mrs Woodley gave her apologies.

58/20 Declarations of Interest

Revd Manley declared an interest in the Lidl planning application as a trustee of the Aldermaston Charity.

59/20. Minutes of the last Parish Council meeting

59.1 To approve and sign the minutes of the meeting held on 14th April 2020

It was agreed that the minutes of the meeting held on 14th April 2020 were a true and accurate record. The minutes to be signed by the Chairman at a future date.

59.2 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. There has been no further update.

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. Clerk to follow up with Cllr Boeck.

Action : DB/Clerk

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.

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 have informed the Parish Council that the landowner will be receiving a gate kit within the next week and they hope that the repair will be done within the next 3 to 4 weeks.

49.2 Footpath ALDE12

Footpath 12 is still closed due to an unsafe footbridge. Padworth Parish Council have been advised by WBC that the repair will be carried out soon.

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. Clerk has sent another chasing email.

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

41.4 Thatcham Neighbourhood Police Team

The PCSO, Sarah Preston, has confirmed that the Policing team covering Aldermaston is now Hungerford and Downlands. This team covers the outer rural areas now that the Thatcham and Newbury teams are joined. Clerk to try and get a contact in this team and ask them to attend a future meeting.

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 and they have confirmed that it is now in the 2020/2021 works programme.

60/20. To discuss ongoing response to Coronavirus epidemic

Revd Manley reported that the volunteer group is working well and there have only been a few requests for help recently. The group are still helping to distribute Fruit and Veg boxes via Wasing Estate and collecting prescriptions.

61/20.To agree allocation of responsibilities and to appoint council representatives to outside bodies

The following allocation of responsibilities were agreed :-

Board of School Governors: Mr Shirt

Parish Hall Committee: Mrs Woodley
 AWE Liaison Committee: Mr Shirt and Mrs Crawford
 Minerals & waste liaison committees: Mr Hinton
 Parish Magazine/NWN reporting: Mr Shirt
 Newsletter: Mrs S Crawford
 Footpaths: Mr Smith
 Recreation ground: Mrs Woodley
 Police liaison: Mrs Crawford
 Resilience Plan: Mrs Faulkner (with assistance from Mrs Crawford)
 Aldermaston Wharf: Mr Hinton
 Ravenswing and Pinelands: Revd. Manley
 Falcon Fields/Kestrels Mead: Mrs Crawford
 Raghill: Mr Smith
 Tadley Town Council & adjacent Parishes: Mr Shirt & Clerk
 Website: Clerk
 Aldermaston & Wasing Show: Mr Shirt
 Aldermaston Charity: Mr Shirt
 Young's Industrial Estate: Mr Shirt
 Flood Warden: Mr. Hinton
 Calleva Park: Mr Shirt
 Easter Park: Mr Shirt
 CPRE: Mr Smith
 West Berkshire Countryside Society: Mr Shirt
 CCB: Mrs Woodley
 Allotments: Mr Shirt
 Affordable housing: Mrs Woodley
 Young People: Mrs Faulkner
 Padworth Common Management Advisory Committee: Mr Smith
 Welfare and Community Care: Revd. Manley
 Highways and Public Transport: Mrs Crawford
 Heritage: Mr Shirt
 Data Protection : Clerk

62/20 Planning

62.1 To note receipt of new applications and make comment

20/00984/LBC2 – 24 The Street, Aldermaston – Remove internal stud wall, installation of LED downlights, change of internal doors
 The Parish Council resolved to respond with no objections.

20/00711/LBC2 – The Dene, The Street – Demolition of a coal shed
 The Parish Council resolved to respond with no objections.

20/01041/LBC2 – Hinds Head Hotel, Wasing Lane – Support of defective beam at ground floor ceiling
 The Parish Council resolved to respond with no objections.

20/00940/HOUSE – The Old Warren, Reading Road – Extension to provide double garage and two storey extension
 The Parish council resolved to respond with no objections.

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

Lidl application Clerk has asked when this will be considered at a District Planning meeting now that West Berkshire Council are holding remote meetings.

New amended plans have been provided on 5th May which include the addition of new vehicle emergency access onto Silchester Road and an amended emergency plan.

Manor House application – Deadline has been extended to 1st September 2020

62.3 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.

There was a large fire on site on 11th May. Mr. Shirt has contacted the Environment Agency who were already aware of the fire and have said that this will be taken into account when the case goes back to court.

- 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.

It was agreed to remove this from the agenda as there are no actions to be taken at this stage.

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.

Mr Shirt has again emailed West Berkshire planning enforcement seeking clarification on a number of items but has received no response. Clerk to raise this again with Cllr Boeck.

Action: Clerk/DB

c) Wildwood, Rag Hill

Mrs Faulkner has been in contact with the planning enforcement team regarding a new driveway and garage being constructed at this property. A number of mature trees were felled and it appears that no permission had been sought to remove these trees or to build the garage. Planning enforcement have confirmed that the garage building would not be covered by permitted development and have asked the property owner to submit a retrospective planning application. Work has reportedly stopped on site.

63/20 Highways and Footpath matters

63.1 Speeding

West Berkshire Council are consulting on their Speed Management Framework. Mrs Crawford will formulate a draft response from the Parish Council for approval at the next meeting. Under the new framework it is proposed that Parish Councils could purchase their own Speed Indicator Devices (SID). It was agreed that the Parish Council should consider purchasing a SID jointly with other parishes within the Aldermaston Ward.

Clerk to ask Cllr Boeck if he would be willing to promote the idea of a SID shared by parishes within his ward.

Action: Clerk/SC

A speeding complaint was received via West Berks Council regarding speeding on the A340 near the Fallows. Clerk to forward this to Padworth Parish Council and advise West Berkshire Council accordingly.

Action: Clerk

64/20 Parish Environment

64.1 To discuss the project to purchase a new village sign

Mrs Crawford has obtained a quotation for a village sign and has contacted Cllr Boeck to seek his support for a member bid application for half of the cost. It was agreed that if Cllr Boeck is in agreement with the application the Clerk would then make an application via the Good Exchange for the other half of the cost (£3,000).

Action: Clerk/SC

Mr Shirt is arranging for the Loosey seat to be cleaned and oiled.

Action: DS

64.2 To consider repair work for the lockup

Clerk has met with a contractor who specialises in historic buildings. He is going to provide a quotation for repointing the whole building with lime mortar, removing the tiles and replacing any modern tiles with period tiles. He confirmed that it is more difficult to make it watertight because of the join between the brick dome and the tiles over the top. Clerk is trying to identify whether the tiles were a later addition.

Clerk to seek another contractor who could also quote for the work.

Action : Clerk

64.3 Skate ramp

Clerk is waiting for indicative quotes from two manufacturers of playground gym equipment for removing the skate ramp and replacing with gym equipment.

One resident has asked that the Parish Council consider replacing or repairing the skate ramp as it is well used. Clerk to obtain quotes for replacing the skate ramp with a similar basic skate ramp.

Action: Clerk

It was agreed that residents' views need to be sought once there is a clearer view of what is possible and costs involved.

65/20 AWE to include updates from LLC

Weekly Covid-19 reports are being received from AWE. The next LLC meeting will be held on 22nd July.

66/20 Finance

66.1 To approve payments, bank reconciliation and receipts

See Appendix B below. Mr. Shirt confirmed that the bank statements had been checked against the cashbook before the meeting.

All payments for May were agreed, Clerk to action.

Clerk confirmed that £37,198 had been received today as the final payment of CIL from the Rosebourne garden centre development.

Mr Shirt mentioned that the savings account is only giving 0.05% interest but it was agreed that at this time it would be difficult to find anything significantly better.

66.2 To discuss internal auditors report and any actions required

The internal auditor's report was sent to all councillors for review. There were no issues raised.

66.3 To approve the Annual Governance statement

The Annual Governance statement was sent to all councillors before the meeting. The Parish Council considered the statements and agreed to reply Yes to statements 1 to 8. Statement 9 is not applicable.

66.4 To approve the end of year Statement of Accounts for 2019/20 and asset register

The Parish Council agreed the end of year Statement of Accounts for 2019/2020 prepared by the Clerk and the form will be signed by the Chairman on behalf of the Parish Council.

The updated asset register was agreed. Mr. Smith asked the Clerk to check how the insurance value for the lock up was determined to ensure that there is adequate cover.

Action: Clerk

Clerk to send the completed AGAR to PKF Littlejohn for external review.

Action: Clerk

66.5 To agree dates for public exercise of rights

The Parish Council agreed to hold the exercise of public rights from 15th June to 24th July. Clerk to upload the required documents to the website and put up the required notices on 14th June.

66.6 To consider insurance quotes for 2020/2021

Clerk has sent details of three insurance quotes to all councillors for consideration.

It was agreed that Clerk should contact the current insurer to ask them to price match the lowest quote. It was agreed that if the current insurer cannot price match, the lowest quote should be accepted. Clerk to action

Action: Clerk

67/20 To receive items for information only

67.1 Mrs A Faulkner reported that there have been several incidences of anti-social behaviour over the last few weeks. Three trail bikes have been ridden by the canal and along the public highway. This has been reported to the police. In addition, two youths were seen with air guns around the lake at the Manor House. Clerk to email PCSO Sarah Preston to ensure that she is aware of the incidents.

Action: Clerk

67.2 Aldermaston Parish Hall have received a grant of £10,000 from West Berkshire to cover the funding shortfall during coronavirus restrictions.

67.3 Mr Shirt has been contacted by Brimpton Airfield as they intend to restart flying again soon.

67.4 HELAA – Padworth Parish Council have submitted a response to the HELAA sites at the Wharf but this only includes the boundary considerations. Aldermaston PC has already submitted their response regarding Housing Allocations

67.5 VE75 day commemorative events went well despite the lockdown restrictions. Mr Shirt sent photos of the event to the Newbury Weekly News.

68/20 Next meeting

The next meeting will be held on 9th June 2020 at 7.30pm.

Signed by Chairman _____

Date _____

Appendix A

Aldermaston Parish Council – May 2020

Planning Applications for Consideration

1	20/00984/LBC2 – 24 The Street , Aldermaston – Remove internal stud wall, installation of LED downlights, change of internal doors	Deadline 19 th May
2	20/00940/HOUSE – The Old Warren, Reading Road – Extension to provide double garage and two storey extension	Deadline 15 th May
3	20/00711/LBC2 – The Dene, The Street – Demolition of a coal shed	Deadline 11 th May
4	20/01041/LBC2 – Hinds Head Hotel, Wasing Lane – Support of defective beam at ground floor ceiling to restaurant	Deadline 26 th May

Planning Application 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	Approval not required
2	APP/W0340/W/19/3242412 Planning Appeal in relation to 19/02060/FULD at The Warren – no date for appeal as yet.	Appeal dismissed

Planning Applications Awaiting Decisions

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
2	20/00104/HOUSE and 20/00105/LBC2 – 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

Appendix B

Meeting Report 12th May 2020

Bank Balance as at 30/4/2020	Cashbook balance as at 07/05/2020	Cashbook balance after new payments made
£38,160.39	£38,124.39	£37,343.93

New items for payment

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	Clerk Salary May	280.08
1323	Triangle Management Ltd	April grass cutting	208.50
1324	West Berkshire Council	Local election cost for uncontested election	75.00
1325	Digital House MD Limited	Domain name renewal	24.00
1326	Claire Connell	Internal Audit	150.00
1327	Mr A Woodley	Park Keeper	42.88
TOTAL			£780.46

Payments made since last meeting

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
1321	West Berkshire Council	Litter bin emptying	129.41
TOTAL			£782.39

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
28/04/2020	West Berks Council	Precept	6750.00
09/04/2020	Lloyds bank	Interest	1.32
TOTAL			£6,751.32

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
1320	CPRE	membership	36.00
TOTAL			£36.00

Receipts not yet cleared/or on statement

Receipt date	Payer	Details	TOTAL COST
TOTAL			£0.00

Appendix C

Bank reconciliation - as at 7th May 2020

Balance from cashbook spreadsheet		38124.39
Add unpresented payments at 30/4/2020		
14/04/2020 CPRE	36.00	
		36.00
		36.00
Subtract receipts after 30th April 2020		
Net bank balances as at 7th May 2020		<u>38160.39</u>
Bank statements 30th April 2020		
Current account	7194.34	
Business account	<u>30966.05</u>	
		<u>38160.39</u>
Difference		0.00