

ALDERMASTON PARISH COUNCIL

Minutes of Meeting 16th May 2023

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

In Attendance: Mr D Farndell (Clerk)
2 Members of the public

56/23 To elect a Chairman of the Parish Council

Mrs Crawford was proposed and was unanimously elected as Chair

57/23 To elect a Vice-Chairman of the Parish Council

Mr Smith was proposed and unanimously elected as Vice-Chair

58/23 To accept councillors' Declaration of Acceptance forms and to agree that any councillors not present can sign before the next meeting

All councillors presented their Declarations of Acceptance of Office and further acceptances were received from Mrs Crawford and Mr Smith for their Offices as Chair and Vice-Chair respectively.

59/23 Open Forum

No issues were raised in open forum

60/23 Apologies for absence

Cllr Dominic Boeck has given his apologies.

61/23 Declarations of interest

Mrs Crawford declared an interest in agenda item 65.4

The Clerk took the opportunity to remind the councillors that, as recently re-elected, they need to review their Registers of Interest and advise the Monitoring Officer of any changes within 28 days.

62/23 Minutes of the last Parish Council meeting

The minutes of the meeting held on 11th April 2023 were approved with the correction of a typo in the name of Cllr Boeck.

63/23 To review and agree allocation of responsibilities and to appoint councillor representatives to outside bodies.

The current published allocation was discussed and two changes were agreed. Risk assessment would move from Mrs Faulkner to Mr Smith and the Aldermaston Charity would move from Mr Shirt to Revd Manley.

AP - Clerk to update the website

64/23 To review policies and procedures including Standing Orders, Financial Regulations, Health & Safety Policy and Communications

Clerk confirmed that NALC had withdrawn their Councillor's Code of Conduct template and that the LGA template should be used. Minor amendments were needed to other policies to update language and contact detail but no other major changes were needed.

AP - Clerk to redraft and present revised documents to the Parish Council.

The Parish Council discussed communication channels in general and third-party newsletters within the community in particular. It agreed to host the latest editions of the benefice parish magazine and the new Village News.

APs – SC to contact the Village News. Clerk to contact website host to ascertain what metrics of use are available.

65/23 Planning (see Appendix A)

65.1 To note receipt of new applications and make comment

23/00756/House – 10 Swan Drive Proposed single storey rear extension and side extension over garage
The Parish Council resolved to raise no objections

23/00972/DEMO – AWE, Reading Road Application to determine if prior approval is needed for proposed demolition

The Parish Council resolved to note and raise no objections

65.2 To note receipt of any approvals, refusals or withdrawals

21/00642/FUL – Land adjacent to Barlow’s plantation. The Parish Council noted that Emergency Planning recommended refusal on the grounds that the site cannot accommodate users in the event of a radiation emergency. It has been noticed that the site appears to be active in spite of this.

AP - Clerk to contact the case officer for an update and whether it is acceptable for activity to continue on site when emergency planning measures have been deemed inadequate.

65.3 To discuss the proposals for the Medicine Festival 2023

The Parish Council has been advised that Wasing Estate intends to apply to vary their licence as below:

We will be making an application to West Berks Council for some amendments to our current licence. These include:

- Increase in capacity to 10,000 people*
- Slight variation on the live music licence to 1am each night (instead of midnight)*
- Slight variation on the recorded music licence to 1am on Thursday and Sunday nights*

Some notes on these:

- We do not intend to have any more than 6,000 people on site this year (including crew, artists, guests etc). We will probably stay at this number in future years, but would like to have the breathing room to expand. We do not want to be a much larger gathering, as we feel it would take away from the experience. For reference, we were 3700 in total in 2022.

- Any live music played after midnight would be ambient and relaxing in nature, and more along the lines of sound healing etc. We would not schedule loud bands etc in this later time period.

The Parish Council agreed that the suggested changes to the event licence would be okay given the success of last year’s festival, which reflects the changes to the site set up were effective at reducing noise pollution. However, councillors would like to check these changes relate to the annual Medicine Festival and will not apply to all events on the Wasing Estate. It has yet to be seen if there will be noise issues associated with Wasing’s new open-air amphitheatre so the Parish Council wouldn’t want to see a blanket extension to operating hours. Councillors are interested to see the detail of the application to amend the current licence and may want to comment in the light of that detail.

The Parish Council will accept the offer of attending the July meeting so that it is in a position to relay information to the residents and noted that it has already posted discounted ticket information on local FB pages and will include a notice in the June edition of the Newsletter.

65.4 To agree payment proportions for legal advice in relation to 22/03132/FUL – Woodstock, Paices Hill

The final bill came in at the budget maximum (exclusive of VAT). The PC had agreed to a maximum contribution of £1000 (see minute note 32.5 March 14th)

AP - SC to approach residents who had agreed to contribute to the cost for their contributions

65.6 To discuss further planning comments to WBC regarding the Eagle Gates and proposed development of the North and North West Lodges on Church Road.

Whilst the PC raised no objections to the plans subject to comments of the Conservation Officer, further reflection on the importance given to the gates in the original 2016 Heritage Report, means that the PC would like to make further comments to highlight the restoration of the gates.

AP - SC/Clerk to submit further comments to Planning.

66/23 Highways and Footpath matters

66.1 Any new footpath or highway issues

SID has been replaced and is now up and functioning. The PC discussed the merits of SID (education) and Sentinel (enforcement) equipment with the potential of purchasing Sentinel. This is the camera mentioned by the resident in the previous meeting and is being considered as an option for the Parish Council for use by Community Speed Watch (CSW) groups.

AP – SC to draft wording for use in the Newsletter and on FB to raise awareness amongst residents of the possibility of the Parish Council buying a new speed watch camera but explaining that the investment would only be made if it were confident that volunteers were willing to form CSW sub-groups that would commit to using the camera on their local roads on a regular basis.

66.2 Wasing Cycle Way bridge

The Highways bridges team has inspected and concluded that there is no need for any action at the present time and have closed the case. They are still trying to decide who has responsibility between themselves and the Wasing Estate.

The PC noted the response from Highways and will monitor the situation.

67/23 Parish Environment

67.1 To discuss/decide future action on the lock up – with the contractor apparently unwilling to complete the work what are the next steps to be?

The PC resolved to pursue the repair and seek other contractors who are willing to carry out the work that has been approved.

AP – Clerk to action.

67.2 To consider the need for a tree survey – the last survey was carried out in 2020 the recommended interval between surveys is 18 months to 2 years.

The PC agreed to carry out a survey of the trees on the recreation ground, the Loosey and on the grassed area in front of Forsters.

AP – Clerk to obtain quotes

67.3 To note and discuss the annual RoSPA report on the recreation ground equipment

The report highlighted the following areas: multi-play climber - loose screws (medium risk) & graffiti (very low risk); swings – recommends the annual removal of chain head covers and check for wear (low risk); agility trail – monitor quality of protective surface below overhead ladders & swings (medium risk); & splits in the wood – monitor and consult supplier if gaps exceed 8mm

The PC was pleased to note the small number of issues and resolved to build the recommended monitoring into the regular surveys. The supplier of the agility trail should be contacted to see if the splits in the wooden frames are normal or if remedial action is required.

AP – Clerk to carry out an initial review of the chain heads, tighten the identified loose screws and to contact the supplier of the agility trail regarding the splits in the wood frame.

68/23 AWE to include updates from LLC

Nothing to report. The PC notes the retirement of John Steele and the comprehensive summary he provided of the AWE position on planning issues within the DPZ.

69/23 Reports

69.1 Clerk's report

Attended the training course 25th April which helped to put things into context. Access to the bank has finally been sorted access to the government gateway remains problematical.

69.2 District Councillor's report

Apologies given but the annual report was provided by email. To be discussed at the next meeting.

69.3 To receive reports from parish council representatives on outside bodies

None

70/23 Finance

70.1 To approve payments, bank reconciliation and receipts (appendices B & C)

Approved - Mrs Crawford and Mr Shirt to authorise

70.2 To confirm bank signatories

Confirmed

70.3 To discuss internal auditors report and any actions required

The PC noted the report and happy with the result

70.4 To approve the annual governance statement

Approved

70.5 To approve the end of year Statement of Accounts for 2022/23

Approved

70.6 To agree dates for the public exercise of rights

Agreed to mirror last year's period of 13 June to 22 July.

71/23 To receive items for information only

71.1 Agreed to include CIL expenditure as an agenda item for the next meeting.

71.2 Planning enforcement concerns continue. Will be included as an agenda item for discussion at the next meeting.

71.3 The Parish Council agreed to invite the owner of Padworth Sawmills to the next meeting to hear more about the use of the site by PCH Group and the tenant companies following complaints about Rag Hill and Spring Lane HGV movements, including outside regular business hours.

AP – Clerk to contact and invite the owner or their representative to the next Parish Council meeting

71.4 Corbyn, Soke Road – following further activity on the site, the Parish Council agreed to follow up the enforcement enquiry and add the latest developments.

AP – Clerk to contact planning enforcement with latest developments

To confirm the date of the next meeting as 13th June 2023 at 7.30pm

Confirmed

Signed by Chairman_____

Date_____

Aldermaston Parish Council – May 2023Planning Applications for Consideration

	23/00756/HOUSE: 10 Swan Drive Aldermaston. Single storey rear extension, side extension over existing garage	17/05.23 (extended)
	23/00972/DEMO: AWE Aldermaston. Application to determine if prior approval is required for a proposed: Partial Demolition and Clearance Works within the Central Development Area.	18/05/23

Planning Application Decisions

	22/03071/ADV – Unit B1 Youngs Industrial Estate. Retrospective 2 Aluminium Composite panels formed into tray signs to display company branding. Howdens	Approved
	23/000677/CERTP - Hengistbury Reading Road Padworth Common Double Garage and Hobby Room	Certified
	22/01926/HOUSE – Caspian Lodge, Rag Hill – Erection of side extension to garage building	Approved

Planning Applications Awaiting Decisions

	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.
	23/00160/FUL – 48 Paices Hill – Section 73a remove/vary conditions
	22/02341/FUL – Land west of Frouds Lane. Out of Parish – Woolhampton PC Storage building expansion of Ryan Alexander Assoc.
	22/02079/FUL – Falcon Garage, Burghfield Road – Additional jet wash bay and new shopfront
	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.
	21/00642/FUL – Land Adjacent to Barlows Plantation. Retrospective use of car parking area for site training
	23/00717/FULMAJ – Barlows Park, Silchester Road. Proposed food preparation and Laundry area
	23/00388/FUL & 23/00389/LBC - North Lodge Church Road Proposed demolition of existing extension and replacement with new single storey extension and associated amendments to the landscape to create a new residential curtilage and provision of parking spaces.
	23/00394/FUL, 23/00395/LBC - North West Lodge Church Road Proposed demolition of existing extension and replacement with new single storey extension and associated amendments to the landscape to create a new residential curtilage and provision of parking spaces.

Bank reconciliation - as at 30 April 2023

Balance from cashbook spreadsheet	98261.74
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Add unpresented payments at 30 April 2023

HMRC April Tax	123.20
	123.20

Subtract receipts after 31st March 2023

0.00

Net bank balances as at 31st March 2023

98384.94

Bank statements 30th April 2023

Current account	2512.13
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Business account	95872.81
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98384.94

Difference	0.00
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Appendix C
meeting report 16th May2023

meeting report 16th May 2023

Bank Balance as at 30/04/2023	Cashbook balance as at 30/04/2023	Cashbook balance after new payments made
£98,261.74	£98,261.74	£93,179.80

New items for payment

Cheque No	Payee	Details	TOTAL COST
EP	BALC	Subscription fees	261.16
EP	PPH	Portaloos - coronation picnic (VAT £14)	84.00
EP	AIPC	annual internal audit	150.00
EP	Triangle Management Co. Ltd	Grass cutting etc (VAT £46.50)	279.00
EP	Keystone Law	Legal advice (VAT £480.00)	2880.00
EP	Playsafety Ltd	Play area annual inspection (VAT £19.90)	119.40
EP	BHIB	Council insurance	529.43
EP	Aldermaston Village Hall	Room hire Jan - April	72.00
EP	West Berkshire Council	Contribution: grounds maintenance (VAT £ 34.49)	206.95
EP	West Berkshire Council	Contribution: WB libraries	500.00
TOTAL			£5,081.94

**Payments
made since
last meeting**

Cheque No	Payee	Details	TOTAL COST
SO	Mrs C McGarvie	April salary	273.60
EP	Mr D Farndell	April Salary	248.80
EP	HMRC	April tax	123.20
EP	Mrs C McGarvie	plan for skateramp	21.00
EP	WBC	bin emptying 22/23	298.19
EP	Triangle Management Co. Ltd	Grass cutting	279.00
TOTAL			£1,243.79

**Receipts
since last
meeting date**

Receipt Date	Payer	Details	TOTAL AMOUNT
02/05/2023	WBC	1st precept payment	6750.00
11/04/2023	Lloyds	Bank interest	60.02
12/04/2023	HMRC	VAT refund	970.64
TOTAL			£7,780.66

**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