

ALDERMASTON PARISH COUNCIL
Minutes of the Parish Council meeting held on 8th September 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
Mr O Hinton
Revd J Manley
Mr R Smith

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

111/20 Open Forum

There were no requests to join the meeting from members of the public.

112/20 Apologies for absence

Mrs Woodley gave her apologies.

113/20 Declarations of Interest

None

114/20 Minutes of the last Parish Council meeting

114.1 To approve and sign the minutes of the meeting held on 11th August 2020

The minutes of the meeting held on 11th August were agreed as a true and accurate record. The minutes will be signed by the Chairman at a future date.

114.2 Review of Action Tracker

The list of open actions was reviewed and updated.

89.3 Speeding – Purchase of SID

Cllr Boeck confirmed that the purchase of a shared SID would be a suitable project for a £1000 grant from the Member's bid fund.

Padworth Parish Council are considering whether they would like to also share the cost of a SID.

District Cllr Boeck to ask Beenham Parish Council if they would also be interested in sharing the cost. Mrs Crawford to review the various SID units recommended by West Berkshire Council and provide a proposal to be considered. West Berkshire Council have indicated that there will be additional costs if new posts are needed to mount the SID.

Action : SC/DB

114.3 Matters arising from the minutes not otherwise on the agenda or Action Tracker.

None

115/20 Planning

115.1 To note receipt of new applications and make comment

20/01883/OOD – 7 Pelican Road, Pamber Heath. Out of District. Proposed annex

The Parish Council resolved not to comment on this application.

20/01750/FULD and 20/01751/LBC2 – 48 and 49 Paices Hill. Restoration of existing houses and two single store extensions.

The Parish Council resolved to respond with no objections to this application but to seek clarification on the boundary fencing proposed.

20/01220/COMIND – Youngs Industrial Estate – construction of two units in a single building – Plans amended

Clerk has sent an email to West Berkshire Council to ask about the impact on the street scene and trees along the perimeter. The Parish Council agreed that the Clerk should respond to confirm that it still objects to the amended plans for the same reasons given previously.

Action: Clerk

115.2 To note receipt of any approvals/refusals/withdrawals –
see Appendix A below

115.3 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. Mr Shirt has also informed the Environment Agency about concerns regarding the water run-off from site but has not received a reply yet.

Mr. Smith has raised concerns about noise from the site which are being investigated by Environmental health team at West Berkshire Council.

Mrs Faulkner reported that there has been increased lorry movements recently.

Activity continues on the site. There have been no further updates from West Berkshire Council or the Environment Agency.

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.

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.

Cllr Boeck reported that West Berkshire District Council regret that there was a lapse in oversight of the site at a busy time for the enforcement team which was in part due to human error. The Enforcement team have investigated what went wrong and have changed their reporting processes and work management system to avoid a future occurrence.

An apology has been received from the planning enforcement team and this issue will no longer be pursued by the Parish Council.

116/20 Highways and Footpath matters

116.1 Speeding

As discussed above under item 114.2 the Parish Council will proceed with plans to purchase a SID with neighbouring parishes.

A report was received from West Berkshire Council of a case of speeding near Fallows Road in Aldermaston Wharf. This is in Padworth parish so has been forwarded to them.

116.2 Any new footpath or highway issues

No new issues

117/20 Parish Environment

117.1 To consider plans for the recreation ground including fitness equipment quotes

Clerk now has two quotes for different fitness equipment and has a meeting scheduled with another supplier next week.

It was agreed that the equipment should appeal to older children that are pre-teen or in their early teens. The preference is for 'obstacle course' equipment but restricted to the area to the right of the existing playground outside of the fenced area and allowing room for the skate ramp to be moved to this side of the recreation ground in the future. The council do not want to replicate the gym equipment that is already available at the Fallows in Aldermaston Wharf.

It was agreed that the budget should be between £20,000 and £25,000 excluding VAT which can be reclaimed.

Clerk to obtain at least three comparable quotes to be considered at the next meeting. It was agreed that the public should be consulted again before the project goes ahead.

Action : Clerk

It was agreed to accept the lower quote for installation of two picnic benches. Clerk to order benches and to arrange for them to be installed in front of the playground if possible.

Action : Clerk

It was agreed that the Clerk should accept the lower quote for installation of two 8 x 6 goal posts. Clerk to order goal posts and arrange for installation.

Action :Clerk

117.2 Update on refurbishment of bench on the Loosey

There has been no progress on the repair to the bench at the Loosey. It was decided to reassess the condition of the bench in the Spring.

117.3 To discuss the project to purchase a new village sign

The member's bid grant application for half of the cost was successful. The Good Exchange application has been shortlisted by one funder. It was agreed to wait until the end of October to see if the match funding application is successful.

117.4 To update on repair work for the Lockup

Clerk has sent a letter of intent to the contractor and they are now preparing the documents for the Listed Building Consent. Contractor is visiting site on Friday 11th September so that he can draw the elevations for the Listed Building Consent.

117.5 To discuss repairs to the fence at the recreation ground

Clerk has asked the contractor to do the work to fix the fence and is waiting for a date when this will be done.

118/20 Consultation documents requiring consideration

Consultation on government's planning white paper on planning policy.

West Berkshire Council have sent out a briefing on the Government's white paper. The deadline for comments to the Government's consultation is 29th October.

NALC have also sent out summaries on the three related government consultations: -

- Changes to the current planning system;
- Planning for the future; and
- Transparency and competition: a call for evidence on data on land control

It was agreed that the Parish Council would wait for the responses from both West Berkshire Council and BALC before making any comment.

119/20 AWE to include updates from LLC

Mrs Faulkner reported that she had tried to contact the AWE out of hours number about a noise coming from the site but only got an automated message. This has been highlighted to AWE and they have provided a new number. This information will be included in the next Newsletter.

Action: SC

120/20 Reports

120.1 Clerk's report

Clerk is working on Website accessibility statement which needs to be on the website by 23rd September to meet the new legislation requirements.

Clerk is still working on getting the necessary forms signed to setup online banking. Councillors were asked to complete the necessary online application form if they hadn't already done so.

Action: Clerk/All

120.2 District Councillor's report

District Councillor Boeck reported that all schools have now gone back with all the necessary measures in place.

The new primary school in Theale has also opened.

Mrs Faulkner reported that Aldermaston Primary School has reopened with staggered drop off times and breaks for different year groups. The reopening appears to have gone well.

121. Finance

121.1 To approve payments, bank reconciliation and receipts

See Appendix B below.

The payment list for September was agreed. Chairman confirmed that the bank reconciliation was checked before the meeting.

121.2 To agree increase in Clerk's salary as per NJC payscales

The Parish Council agreed to increase the Clerk's salary in line with the new NJC payscales and backdated to 1st April 2020.

Clerk to arrange for the Standing order to be updated and a cheque raised for the backpay.

Action: Clerk

122/20 To receive items for information only

122.1 Mr Shirt asked about the statistics on the number of Covid cases in West Berkshire and which area Aldermaston is in. Cllr Boeck agreed to look into this as the statistics are based on NHS areas and not parishes or wards.

Action: DB

122.2 Cllr Boeck reported that attendees at the Medicine Event had been sent a letter by the organisers suggesting they should self-isolate but this may not have been necessary under the current guidance.

122.3 Mrs. Woodley has asked whether the Parish Council can consider returning to face to face meeting. NALC are strongly advising that Parish Councils continue to meet remotely. It was agreed that the Parish Council would continue to meet via Zoom conference call. Clerk to inform Mrs Woodley.

Action: Clerk

123/20 Next meeting

The next meeting will be held on 13th October at 7.30pm via Zoom video conference.

Signed by Chairman _____

Date _____

Appendix A

Aldermaston Parish Council –September 2020

Planning Applications for Consideration

1	20/01883/OOD – 7 Pelican Road, Pamber Heath. Out of District. Proposed annex	22 nd September determination deadline
2	20/01750/FULD and 20/01751/LBC2 – 48 and 49 Paices Hill. Restoration of existing houses and two single store extensions.	4 th September. Extension requested

Planning Application Decisions

1	20/01345/FUL/20/01346/LBC2 – Well House, Church Road, Removal and replacement of an outbuilding	APPROVED
2	20/01361/HOUSE – 11 Swan Drive Loft conversion to include side and rear pitched dormer	WITHDRAWN

Planning Applications Awaiting Decisions

1	20/01529/LBC2 1 Forsters Farm Court, Aldermaston. Wooden double-glazed window replacement
2	19/02265/FULD – Land south of Maida’s way, erection of four dwellings. Appeal APP/W0340/W/20/3252506
3	20/01412/OUTMAJ – Stacey developments. Section 73 application variation of 19/02410/OUTMAJ
4	20/01220/COMIND – Youngs Industrial Estate – construction of two units in a single building – Plans amended.
5	19/01293/FULEXT and 19/01294/LBC2- Conversion of Manor House and Portland House to residential use.
6	19/01896/FUL and 19/01897/LBC2 – Change of use of ‘Bridge Lodge’ to a residential dwelling

Appendix B

Meeting Report 8th September 2020

Bank Balance as at 28/8/2020	Cashbook balance as at 03/09/2020	Cashbook balance after new payments made
£70,330.52	£70,055.27	£69,799.37

New items for payment

Cheque No	Payee	Details	TOTAL COST
1342	Triangle Management Company Ltd	Grass cutting	208.50
1343	Mrs C McGarvie	postage	7.80
1344	Mrs C McGarvie	Backpay	39.60
TOTAL			£255.90

Payments made since last meeting

Cheque No	Payee	Details	TOTAL COST
1337	CPRE	membership - replacement cheque	36.00
SO	Mrs C McGarvie	August Salary	280.08
1338	PKF Littlejohn LLP	External audit	360.00
1339	West Berkshire District Council	Library contribution	1020.00
1340	Triangle Management Company Ltd	July Grass cutting	208.50
TOTAL			£1,904.58

Receipts since last meeting date

Receipt Date	Payer	Details	TOTAL AMOUNT
10/08/2020	Lloyds bank	Interest	2.49
TOTAL			£2.49

Payments not yet presented

Cheque No	Payee	Details	TOTAL COST
1333	Aldermaston CE Primary school	printing newsletter March and leaflets	15.70
1341	HALC	membership fee	259.55
TOTAL			£275.25

Receipts not yet cleared/or on statement

Receipt date	Payer	Details	TOTAL COST
TOTAL			£0.00

Appendix C

Bank reconciliation - as at 3rd September 2020

Balance from cashbook spreadsheet	70055.27
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Add unpresented payments at 28/8/2020

	Aldermaston CE		
14/07/2020	Primary	15.70	
11/08/2020	HALC	259.55	
			275.25

275.25

Subtract receipts after 28th August 2020

Net bank balances as at 3rd September 2020		<u>70330.52</u>
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Bank statements 28th August 2020

Current account	1355.81	
Business account	<u>68974.71</u>	
		<u>70330.52</u>

Difference	0.00
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