

COLD ASH PARISH COUNCIL

Constituted 4 December 1894

Parish Office, Hermitage Road, Cold Ash RG18 9JH

T: 01635 860004

E: clerk@coldashpc.org.uk



8th May 2024

To: All Members of the Council

You are summoned to attend the Annual Meeting of **COLD ASH PARISH COUNCIL** on Tuesday 14th May 2024 at 7pm in the Committee Room of the Acland Hall.

Yours faithfully,



Rosie Jardine, Clerk & RFO to Cold Ash Parish Council

Public Participation

There will be 15 minutes at the beginning of the meeting to hear public questions and comments. A member of the public shall not speak for more than three minutes and a question shall not require a response at the meeting nor start a debate on the question.

A G E N D A

- 239456** **Election of the Chair of Cold Ash Parish Council**
- 239457** **Apologies for Absence**
To receive, and consider for approval, apologies for absence and reasons given.
- 239458** **Declarations of Interest**
Members are reminded to declare any interest on any item on this agenda at this point or at any point during the meeting in accordance with Cold Ash Parish Council's Code of Conduct.
- 239459** **Election of the Vice Chair of Cold Ash Parish Council**
- 239460** **Minutes**
To approve and sign minutes of the meeting held on 9.4.24.
- 239461** **Asset Register**
To review the Asset Register as at 31.3.24
- 239462** **Risk Assessment Review**
To review the Risk Assessment
- 239463** **Outside Body Appointments**
To appoint representatives to Outside Bodies:
Berkshire Association of Local Councils (BALC)
Acland Hall Committee
Thatcham Flood Forum
District Parish Conference
Thatcham Parochial Charities – Cllr Ivor McArdle appointed 9.4.24

239464 Planning Committee

- A To consider and approve, if appropriate, appointment of a Planning Committee
- B To adopt Terms of Reference

Local Government Act 1972 Sections 101-106

239465 Council and Committee meeting dates for 2024-2025

To consider and approve a schedule of meetings prepared by the Clerk for the year 2024-2025.

239466 Committee Appointments

- A Finance & General Purposes
- B HR
- C Planning – only if approved in previous item

Local Government Act 1972 Sections 101-106

239467 Councillors' Areas of Interest

To review Councillors' Areas of Interest

239467 Internal Audit

To receive the Annual Internal Audit Report 2023-2024 and consider recommendations

Accounts & Audit Regulations 2015, Part 3, Reg 9

239468 Annual Governance and Accountability Return (AGAR) 2023-2024

- A To approve the Annual Governance Statement (Section 1) 2023-2024
Accounts & Audit Regulations 2015, Part 3, Reg 9
- B To approve the Accounting Statements (Section 2) 2023-2024
Accounts & Audit Regulations 2015, Part 3, Reg 9
- C To note that the RFO has prepared the Notice of Public Rights: Tuesday 4.6.2024 – Monday 15.7.2024

Accounts & Audit Regulations 2015, Part 5, Reg 15

239469 Planning matters

If members of the public would like to comment on an application, they should check the advice on our website: <https://coldashpc.org.uk/the-council/planning/>

Town & Country Planning Act 1990, Sch.1, para 8

A Applications

To consider and resolve a response, if appropriate, to the following applications:

PA [24/00862/HOUSE Drake House, The Ridge, Cold Ash, Thatcham RG18 9HX](#)

Construction of a timber garden room in rear garden of Drake House
At time of issue of this agenda, the public notice had not yet been displayed.

BC [24/00509/FULMAJ Cleardene Farm, Ashmore Green Road](#)

Section 73 - Variation of condition 2 (approved plans) of application 22/00810/FULMAJ allowed under Appeal B Ref: APP/W0340/W/22/3306639: Conversion of redundant buildings at Cleardene Farm, Ashmore Green, into four detached dwellings, and to demolish two redundant buildings.

IM [24/00532/HOUSE 7 Sewell Close, Cold Ash](#)

Demolition of existing conservatory and replacement with single storey rear extension. Additional two storey side extension.

MF [24/00494/HOUSE 28 Hatchgate Close, Cold Ash](#)

Loft conversion within the roof space and addition of 2 rooflights at the front and 3 rooflights at the rear.

JW [24/00560/FUL Land Adjacent To 40 Bowling Green Road Thatcham](#)

New detached dwelling.

BC [24/00370/HOUSE Windyridge The Ridge Cold Ash](#)

Addition of first floor with extension and alterations to bungalow.

B Parish Council Planning Responses

To discuss and suggest solutions to the ongoing difficulties presented by WBC's recent refusal to grant extensions to Consultee dates despite public notices not being displayed at properties. Applications have previously been removed CAPC agendas expecting extensions to be approved, as had happened in the past.

239470 Neighbourhood Development Plan (NDP) Update

To receive an update on the NDP following the 2.5.24 referendum.

239471 Ashmore Green Complaint

A resident of Ashmore Green attended the 9.4.24 Council meeting and spoke during public participation. It was resolved that the complaint would be addressed by CAPC at its next meeting. Council is asked to consider the following matters:

A Noticeboard – reported by complainant to be in poor condition and in need of replacement.

Cllr Pete Murray concurs. It is a wooden board which has been repaired several times and the posts are partially rotten in the ground. Council is asked to consider and approve, if appropriate, a replacement noticeboard to match the others installed in the parish at a cost of £929 plus VAT and installation to be funded from CIL monies.

B Grass cutting – reported by complainant to be cut less frequently than other grassed areas in the parish. The contracted cutting schedule is as follows and members are asked to consider if anything can or should be done to address the frequency in this financial year. The grass cutting budgets have been set based on the following schedule with no contingency:

Ashmore Green – 8 per season, 1 per month @ £41.10 per cut

Closed Churchyard – 8 per season, 1 per month @ £101.40 per cut

Glebelands Cemetery – 16 per season, 2 per month @ £41.10 per cut

The Recreation Ground is cut every 10-14 days to a high specification but this is under the remit of The Poor's Charity.

C Bench – reported by complainant to be in poor condition. CAPC contractor has brushed away lichen but reports the bench is sturdy and although weathered in appearance is in otherwise good condition.

D Precept – complainant asked CAPC to justify the increase in precept requested for 2024-2025. As an Ashmore Green resident they would like to see more evidence of their contribution being spent there. They asked CAPC to consider their comments when setting next year's precept.

The complainant, having forwarded their notes to the Clerk following the 9.4.24 meeting, has been provided with a website link to the precept statement prepared by CAPC.

239472 Clerk's Report

To receive a report from the Clerk outlining actions taken following previous meetings.

239473 Finance

A Items for payment - To review and approve items of expenditure.

B Bank reconciliation for approval – To receive and approve bank reconciliations prepared by the RFO until 30.4.24. The Chair of F&GP should sign the reconciliations and bank statements.

C Budget - to note the monthly Budget Report for April 2024.

D Payments received – to note that since preparation of the bank reconciliation, the first installment of precept at £33,000.00 and a CIL payment (ref Coley Farm) of £47,202.24 have been received.

E Transfer to Reserves Account – to note transfer of £50,000.00 from the current account to the Council's reserve account

239474 Outside Bodies....

To receive reports from representatives of Outside Bodies

239475 Councillors' Reports & Questions

To receive reports and questions from Parish and District Councillors.

239476 Correspondence

To note the correspondence received since the last meeting of Council