



## Minutes of a meeting of Cold Ash Parish Council on Tuesday 9<sup>th</sup> January 2024 at 7pm the Committee Room of Acland Memorial Hall

**Public Participation** The Chairman of Cold Ash Volunteer Group (CAVG) presented to Council to explain its purpose in supporting various Cold Ash organisations and the need for grant support.

The Volunteer Flood Warden (VFW) offered to answer questions about recent flooding issues. HC asked how effective he felt the flood defences had been. The VFW advised he believes the outlet pipes from the Tull Way flood defence ponds are too large in diameter and thus allow too much water through so that water is not retained in the ponds to prevent it flowing too quickly downhill to Thatcham and causing flooding there, as was the design intention. He has forwarded his observations and recommendations to West Berkshire Council.

A member of the public queried the specification of some of the work undertaken as part of the current Recreation Ground project. It was agreed that the query should be addressed, acknowledged and responded to.

**Present:** Cllrs Fenner, Chair (MF) McArdle (IM), Hanks (RH), Adams (PA) Murray (PM), Wilding (JW), Codling (HC), Clark (BC)

**In attendance:** Rosie Jardine (Clerk)

**239381 Apologies for Absence**  
Cllr Morrow (AM)

**239382 Granting of Dispensations to allow Councillors to discuss Budget**  
With the authority granted, the Clerk, granted dispensations to those present to discuss matters pertaining to the Budget, having received the necessary signed proforma Declarations of Interest.

**239383 Declarations of Interest**  
MF declared an interest in item 239387

**239384 Minutes**  
Minutes of the meeting held on 12.12.23 were approved and signed.

**239385 Grant Applications**  
To consider and approve, if appropriate, a request for grant funding by Cold Ash Volunteer Groups (CAVG)

**RESOLVED** Following discussion it was resolved that Council would grant the sum of £290.94 to assist with immediate funding needs - ALL IN FAVOUR Future funding will be dependant on the ongoing CAVG business plan and operations.

**ACTION** Clerk to advise the CAVG Chairman that Council will award a grant for £290.94  
**ACTION** Clerk to invite the CAVG Chairman to a future meeting of the Council to establish how funds can be raised to support the group in the future and to present about its key purpose, successes, future budget and expected outcomes.

*MF, having declared an interest in item 239386, left the room*

**239386 Investigation of width of south-easternmost section of Drove Lane, Cold Ash**

**(Byway Open to All Traffic Cold Ash 5)**

Cllr Murray will provide an update regarding a request from West Berkshire Council for information to assist its investigation to determine what width to record in an order to amend the Definitive Statement for a short length of Byway Open to All Traffic (BOAT) Cold Ash 5 and will explain how the matter relates to the ongoing DMMO process.

To discuss and resolve, if appropriate, a response.

PM reported that the ongoing DMMO process regarding Drove Lane had highlighted this new section which wasn't included in the original process; it was included in 1961 maps but not the 1991 map, then added to 1995 map but the rationale behind that is not clear. Therefore, WBC is asking for any additional information that CAPC may have. PM also reported that objections had been received from other parties, therefore the investigation will be subject to independent inspection.

**RESOLVED & ACTION** That PM will respond that CAPC has no new information or comment to submit at this time - MAJORITY

BC expressed concerns that the map produced by West Berks was not sound. He suggested that we should invite Stuart Higgins, who had submitted the map, to address the PC to explain where it had 'appeared from'. During further discussion, BC went on to explain that he had evidence to show that the map may be forged, and it would be helpful to discuss that with Mr Higgins.

HC thought that might put Mr Higgins in a difficult position. She had seen a letter stating that there were allegations concerning the Drove Lane issues, and suggested that, rather than invite Mr Higgins, perhaps she (HC) could arrange a meeting between BC and Clare Lawrence, West Berks' head of Spaces, to discuss BC's evidence and concerns.

**RESOLVED & ACTION** This was proposed by HC, seconded by BC and unanimously agreed.

*MF returned to the meeting*

**239387 Planning Matters**

**A Applications**

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

**[23/794/REVPP Farnborough Airport](#)**

Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022, in order to:

- a) to increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, and
- b) to amend the aircraft weight category of 50,000 - 80,000 Kg, to 55,000 - 80,000 Kg, and an increase from 1,500 to 2,100 annual aircraft movements within this category, including an increase from 270 to 570 annual aircraft movements for non-weekdays, and to
- c) replace Conditions Nos. 7 (1:10,000 risk contour) and 8 (1:100,000 risk contour) with a new condition to produce Public Safety Zone maps in accordance with the Civil Aviation Authority/ Department for Transport Requirements at Farnborough Airport Farnborough Road Farnborough Hampshire GU14 6XA

**NO COMMENT – ALL IN FAVOUR**

**[23/00565/FUL Land Adj. to Greenbanks](#)** – Amended plans

Erection of 4 dwellings and associated works

Additional drawings/amended plans have been received. The main changes to the application include an Amended Flood Risk Assessment and Drainage Strategy (Cole Easdon 8728-Issue 2) and email from Peter Tompkins received on 18.12.2023 seek to address the objection from the Lead Local Flood Authority.

11.4.23 CAPC NO OBJECTION with the following comments: Concerns regarding large windows overlooking properties in Collaroy Road. Cold Ash Parish Council recommended landscaping on Collaroy Road border. Cladding not in keeping with village scene. Concerns regarding service access.

28.9.23 CAPC NO OBJECTION with the following comments: Previous comments should be taken into consideration as not fully addressed. Existing hedgerow should remain. Proposed footpath should not be permitted as little or no footpath exists currently and it would therefore be out of keeping with the village scene. WBC Highways must be satisfied with the impact of increased traffic for safe access and travel.

**OBJECT – ALL IN FAVOUR**

CAPC objects in line with the emerging NDP and in support of Principal Engineer (Flood Risk) Paul Bachus' comment relating to flooding and drainage: "To summarise, we cannot recommend approving this application in its current state due to concerns regarding the ground investigations and the impact of the proposed drainage on the wider area, the viability of the permeable paving solution and representation in calculations, and lack of detail regarding the use of the bund to contain runoff."

Standing Orders were suspended to invite the VFW's input: he agreed it would be appropriate for WBC Planning to recognise the comments from Paul Bachus.

**B Decisions**

Council noted the following decisions

- NOTED** GRANTED: [23/02059/HOUSE Ridgekot](#) – Conservatory Extension (CAPC NO OBJ)  
GRANTED: [22/02124FULEXT Coley Farm](#) - Section 73: Variation of Condition 3 (Approved Plans) and 29 (Hard Landscaping) of previously approved application 20/00604/FULEXT: Erection of 75 dwellings, with associated access, parking, internal roads, drainage, landscaping, children's play space and other associated infrastructure. (CAPC NO OBJ)  
DISMISSED: APP/W0340/W/22/3298207 - [21/00330/FULMAJ - Cleardene Farm](#), Ashmore Green Road  
APPROVED: APP/W0340/W/22/3298207 - [22/00810/FULMAJ - Cleardene Farm](#), Ashmore Green Road

**239388**

**Spotted Dog Football Team**

To consider and approve, if appropriate, the hire of the Recreation Ground to a new adult football club to play home matches on Sunday afternoons from September 2024.

**RESOLVED**

Not to permit the hire of the Recreation Ground to the new Spotted Dog Football Team – ALL IN FAVOUR

Discussion recognised previous advice given by Cold Ash Boys & Girls FC members that additional matches, particularly by adults, would cause significant damage to the pitches. It was noted that CAB&G FC already find alternative venues to avoid damaging the pitches during very wet weather and take care to maintain the Recreation Ground.

**239389**

**Parish Christmas Tree**

To discuss and identify proposals for new ways to power future Christmas Tree lights following issues with the existing method.

Standing Orders were suspended to allow CAPC's contractor to speak. He reported that the lights were vandalised once but other damage was due to high winds. The Acland Hall power was tripped due to water in the supply. The purchase of commercial lights would not prevent this issue. The hall is protected by the correct circuit to protect against issue.

**ACTION** Invite electrician to assess what should be done to make safe and quote – lockable IP66 external socket, above ground.

**239390 Clerk's Report**

To receive a report from the Clerk outlining actions taken following the meeting on 12.12.23 on ongoing tasks

- The new credit account for Trade UK has been activated for purchases at B&Q, Screwfix and TradePoint
- The Clerk has been contacted by Castle Water following an enquiry to install a new metered supply for the Tennis Club Pavilion and will liaise with Tennis Club representatives.
- The Clerk received a request from Downe House for use of the Tennis Courts for Saturdays 20.1.23 and 3.2.23 and would liaise with the Tennis Club regarding availability.
- The Clerk has received a Pre Renewal Questionnaire from the Council's insurer which should be returned by 1.2.24. The Council is almost 1 year into a 3-year Agreement. This has highlighted the likely need for an insurance policy specifically for the Poor's Charity which has been confirmed by the insurer

**239391 Budget 2024-2025**

**A** To consider and adopt the 2024-2025 Budget recommended by the Finance & General Purposes Committee.

It was agreed that a further review of the draft budget was required for it to then be adopted at an additional meeting to be scheduled before 31.1.24.

**B** To approve precept to be requested.

Precept will be agreed subsequent to the adoption of the budget at an additional meeting.

**9.02pm** *Standing order 3x was suspended to allow the meeting to exceed 2 hours*

**239392 Finance**

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

Council reviewed and approved the following items of expenditure:

Acland Memorial Hall	24.75
John Lewis - office keyboard/mouse	35.86
SSE - office	65.75
Enerveo	157.32
SSE - streetlights	44.45
Mr K D Myles - Rec. Project	2275.00
Tactical Facilities Management	302.54
Labels International - bin labels	61.99
Autela Payroll	80.36
J Hauxwell	65.00
SLCC - webinar	£36.00
SLCC - webinar	£72.00
SLCC - webinar	£18.00
Grundon	£62.32
Microsoft	£12.36
plusnet	£37.39
Clerk's salary	confidential
Clerk's pension	confidential
IONOS - web host	£4.80

**B. Bank reconciliation for approval** – To receive, approve and sign bank reconciliations

prepared by the RFO for November 2023 and Chair to sign the bank statement  
A bank reconciliation could not be prepared due to incomplete bank statements delayed in the post.

**C. Payments against Budget** - to note the Analysis of Payments against Budget to December 2023

Council noted the payments against Budget

**239393 Clothing Bank – nominated charity**

To consider and resolve a chosen charity to benefit from donations generated by the replacement clothing bank.

**RESOLVED** Following discussion, it was resolved to nominate all 3 Cold Ash schools if possible; St Mark's, St Finian's and Pre-School

**ACTION** Clerk to report resolution to The Clothing Warehouse

**239394 Councillors' Reports & Questions**

To receive reports and questions from Parish and District Councillors

IM gave an NDP Update – CAPC has received the Examiners Report which suggests only minor, non-material changes are needed. Once approved by WBC, CAPC will need to formally approve within 5 weeks therefore we require an additional meeting. HC requested an extraordinary meeting by WBC before Budget so that both CAPC NDP and Hermitage's NDP can be approved to progress to Local Referenda.

CAPC's additional meeting will consider:

- To consider and resolve, if appropriate, to accept the Independent Examiner's Report and his recommendations for changes to the NDP.
- To consider and resolve WBDC's request that we agree to an extension on the Decision Notice, which confirms the NDP can proceed to referendum, beyond the statutory timescale.

This additional meeting to resolve matters relating to NDP was scheduled for Tuesday 16.1.24 at 7.30pm. This meeting will also be used to consider the Draft Budget and Precept.

PM reported that he is communicating with Thatcham Town Council and others about the Local Plan Review. CAPC is working in the background and will report back accordingly.

**239395 Correspondence**

To note the correspondence received since the last meeting of Council  
Council noted the correspondence.

**Part 2 - Exclusion of press & Public**

In view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.

**239396 Complaint**

To discuss a formal complaint received and to resolve, if appropriate, actions to address the complaint.

**RESOLVED** Following discussion, it was resolved that IM will communicate with the subject of the complaint to address outstanding issues. Efforts will be made by IM and the Clerk to avoid future such issues by acting as the key liaison points.

239397

*The Clerk left the meeting at 9.30pm.*

**Staffing Matters**

To discuss the Clerk's assessment, objectives and next steps and to resolve, if appropriate, recommendations made by members of the HR Committee.

Members of the Staff Committee reported that a meeting between two members of the Committee and the Clerk took place prior to this meeting where an offer was made to the Clerk. No resolutions were made.

There being no further business the meeting closed at 10pm

Chairman .....

Date