



COLD ASH PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
TUESDAY, 13th December 2022

Present:

Cllrs McArdle, Wilding, Hanks & Silsby
Clerk L Randall

In Attendance:

Mrs M Avens, Mr D Coulson, Mrs H Codling & District Councillor Simpson

Due to the Chairman and Vice Chairman being unable to attend the meeting it was agreed that Cllr McArdle would chair the meeting.

Public Participation

Mr Coulson from Cold Ash Tennis Club gave a short presentation on the condition of the Tennis Courts. The courts were installed in the mid 1980's with a life of normally 20 – 25 years, but they are beginning to show signs of deterioration in places and quotes had been gathered for re surfacing from two contractors. VAT could be claimed back, Mr Coulson suggested using 1st Surface to carry out the refurbishment. Due to the rising cost the order would need to be placed this year and work would commence in April 2023. At the end of the current financial year there would be 26339.00 in the savings pot to cover repairs, going forward maintenance costs would be minimal. **Cllr Silsby** noted that in 2019 the contractor had deemed the courts condition would last another 10 years; Mr Coulson advised that unfortunately the courts had deteriorated quicker than anticipated. **Cllr Hanks** asked how long the refurbishment would last, Mr Coulson advised another 20 years plus. The matter would be discussed later on the agenda.

229065 Apologies for Absence

Cllr Clark, Adams, Fenner, Verner, Marsh & Murray

229066 Granting of Dispensations to allow Councillors to discuss Precepts

With the authority granted to her, the Clerk will grant dispensations to those present to discuss matters pertaining to the Precept, having received the necessary signed pro formas Declarations of Interest

229067 Declarations of Interest

There were no declarations of interest

229068 Minutes

Minutes of the Meeting held on 8th November 2022 were approved. They were signed by **Cllr McArdle**.

229069 Matters Arising

- **Clerk** asked **Cllr McArdle** to chase the new tenant for grazing field 1 for completion of the tenancy agreement.

It was agreed to bring the Tennis Club forward on the agenda.

229075 Tennis Courts

Members discussed the proposal from the Tennis Club and unanimously agreed for the refurbishment to take place. A 25% deposit would be required Mr. Coulson would liaise with the **Clerk** to organize this. It was agreed to add The Tennis Courts to the next agenda so that further discussion could take place to discuss extra seating and water supply.

229070 Report from District Councillors

The District Councillors' report had been circulated by the **Clerk**. Items included were Minerals and Waste Development, Local Plan, Economy, Town Centre Regeneration Plans, Health, Transport and Food waste Recycling. **Cllr McArdle** asked if any material changes were made to the Minerals and Waste Development Plan before the report was signed off. District Cllr Simpson advised there had not been. **Cllr McArdle** asked if the Local Plan had gone to regulation 19, he also proposed that Parish Councillors read appropriate sections of the plan and the policies, as there is an opportunity for feedback. This was not agreed. Councillors to review Local Plan as they see fit.

229071 Clerks Report

- **Clerk** read an email received from the Remembrance Parade Marshall regarding parking in the Acland Hall car park whilst the parade was setting up. After a discussion it was agreed that the Marshall had the right to apply any rules regarding car park usage to ensure safety of all people taking part in the parade. **Clerk** would advise him.

Standing orders suspended briefly to allow Mrs Codling to speak.

- **Clerk** advised she had paid the two year payment to Trend Micro, to ensure security of the computer was in place.
- **Clerk** had received a request from Downe House School to use the cricket strip on the 18th March 2022. The Recreation Ground was available, Councillors were happy for the school to use the strip as long as it was for Cricket.
- **Clerk** advised a risk assessment for the Christmas tree had been completed.

229072 Planning Matters

A) Planning Application

There were no planning applications

B) WBC (West Berks Council) Planning Decisions Members noted following decisions:

22/02225/COND2 Land Adjacent To Summerfield, - *Application for approval of details reserved by condition 4 (Landscaping) of approved on appeal 21/01203/REM - Section 73 application for removal/variation of conditions 1*

*(approved plans), 4 (scheme of landscaping) and 5 (instant hedge) of approved 19/00832/REM - Approval of reserved matters following outline permission 16/02529/OUTD - Change of use of part of existing agricultural field to residential and the erection of 5 no. detached dwelling houses with ancillary garages, access, parking, landscaping and associated works. Matters seeking consent - Appearance, landscaping and scale. **APPROVED***

22/02160/CERTP Sindors Collaroy Road - *To convert a garage space within an integrated garage into a living space. **LAWFULL***

22/02074/CERTP Pollards and Holley House Collaroy Road - *Split shared drive between Holley House and Pollards, put a fence between the now separate drives and widen entrances to both. **LAWFULL***

22/02184/PACOU St Gabriels Farm The Ridge - *Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to Dwelling houses Although Cold Ash Parish are not requested to comment they would like the following points taken into consideration. **REFUSED** Previous Parish Council Comments -*

Cold Ash Parish Council would like to object to this application. There have been three previous applications on this site, varying from development proposals to PACOU's for elements relating to a Q-Class application. All applications were given full consideration by the parish council and all were objected to and, subsequently, rejected by West Berkshire Council. The site is outside of the Cold Ash Village Settlement Boundary and, in our view, the buildings are not in a state that would enable them to be renovated to meet the Class-Q requirement. Having reviewed the latest application, we have concluded that there is nothing new in it that would lead us to question our previous decisions. The application does include a written report of a visual inspection of the buildings however it is not intended to be relied on and the author has stated that 'no liability for the contents of this report is conveyed to any third party, and no third party should therefore rely on the contents of this report'. It is our view that should any Class-Q application be brought forward that it should be supported by a structural survey that confirms the buildings are capable of being safely redeveloped into residential dwellings.

22/02169/COMIND Land Off Lawrence's Lane Cold Ash- *Proposed change of use from agriculture to paddock land. **WITHDRAWN** Previous Parish Council Comments - Objection – Unanimous*

Cold Ash Parish Council cannot see any real reason for a Change of use request to be submitted. Ponies and horses can be grazed on agricultural status land if that is the desire of the land owner as stated. Inconsistent messaging from developer. Despite the fact that the developer stated in writing that the land would not be used for future development, stables, or offered for purchase to prospective buyers of the new 5-house development, it advertises on its website options to purchase paddock land for selected plots' prior to any approvals being granted. Current track should not to be developed other than to support current agricultural status.

22/02265/FULD Land Adjacent Pine Lodge Bucklebury Alley - *Proposed New House – **WITHDRAWN** Previous Parish Council Comments - Objection – Unanimous*

1. This application, which is within the North Wessex Downs AONB, does not meet an identified local need within Cold Ash Parish, and thus is

- not in accordance with Policy ADPP5 of the West Berkshire Local Plan.
2. This site provides an open green link along the developed area of Bucklebury Alley, acting as a pathway for roaming wildlife, such as Muntjac deer. Any development will remove this link, thus intervening in the passage of wildlife, and would conflict with Policy CS14 of the West Berkshire Local Plan, which states that any proposal should provide, conserve and enhance biodiversity.
 3. The development may harm, directly or indirectly, the biodiversity and geodiversity aspects of the site, and, as such, would not be in accordance with Policy CS17 of the West Berkshire Local Plan.
 4. As any development would result in the loss of green infrastructure and, as such, would conflict with Policy CS18 of the West Berkshire Local Plan.
 5. The development contravenes Policy CS19 of the West Berkshire Local Plan, in that the building mass is overbearing in relation to the site and the adjacent existing dwellings, and is not sympathetic to the existing environment and landscape.
 6. The design of this development does not harmonise with the existing landscape features in Bucklebury Alley, and its own urban design is incongruous in this part of Bucklebury Alley, in particular. As such, it is in contravention of Policy C3 of the West Berkshire Local Plan.
 7. Considering this application against the Village Design Statement and the Emerging NDP we find too many contraventions and unanswered questions including, but not limited to:
 - CAP1 – Development outside a settlement boundary – part of the garden appears over the settlement boundary although in some sketches it is shown within and others not.
 - CAP2- This will be designated as a village Zone and therefore should enhance the existing surroundings but at an appropriate scale for the plot – The current view is that this application is overbearing and too large for that defined plot. In addition, there are too many open questions surrounding the height of the proposed build, its build material and ability to blend seamlessly with surrounding buildings and support the character of the parish. Also, traffic movement – no viable solution is offered to address all questions raised around providing adequate off-road parking for residents, visitors and service vehicles attending the property, especially given its site position on the bend of a busy junction at Bucklebury Alley.
 - CAP 3 – No SuDs (Sustainable drainage System) appears to have been developed for the proposed development
 - CAP 6 – No Biodiversity impact assessment, conservation nor plan appears to be offered
 - CAP 7 – Given this proposed development is in an AONB area again there appears to be no plan to address or support policy issues for consideration. The preservation of AONB areas, conservation and management plans, plans to address the CROW Act 2000 again is not addressed

21/02702/OUTD AMENDED PLANS Sylvan House Fishers Lane -Outline Application for serviced self-build plot at land adjacent to Sylvan House, Fishers Lane, Cold Ash. Matters to be considered: Access and Layout. **REFUSED** Previous Parish

Minutes of Cold Ash Parish Council

Council Comments OBJECTION – UNANIMOUS

- Concerns about damage to, or destruction of, the Oak Trees bordering Fishers Lane. The Parish Council agree with Tree Officer's comments, and note that the proposal goes against core strategy CS18
- Cold Ash Parish Council is concerned with drainage issues and agree with the report received from West Berkshire Council's Senior Engineer (Land Drainage).
- Cold Ash Parish Council has concerns over safe access onto Fishers Lane, and awaits Highway Officer's findings
- Cold Ash Parish Council believes that the scale of proposed development and raised elevations does not fit with surrounding properties.

22/02441/HOUSE 2 Wansey Gardens Newbury - Single Storey Rear Extension, Garage Conversion and Porch **APPROVED** Previous Parish Council Comments No Objection - Unanimous

C) Appeal

There were no appeals.

229073 Finance

1. Items for payment. Members agreed Items for Payment on Sheet No 9 2022/2023.

Summary of sheet:

- Supplies WAG 1652.65
- Street Light supply charge – 43.09
- Room Rental – 41.99
- Grass Cutting – 321.42
- Telephone/Broadband – 62.32
- Website – 22.00
- Rec Ground Maintenance – 790.00
- Litter Pick – 65.00
- Trend Micro – 109.90
- Office Electric – 96.86
- Christmas Tree – 265.00
- Waste collection – 94.49

A full list is available from the Clerk.

2. Bank reconciliation – Members noted the Bank Reconciliation for November 2022. Which had been checked by the Internal Auditor.

3. Payments against Budget – Members noted the Analysis of Payments Against Budget to DEC2022.

229074 Draft Budget 2023/24

Members discussed the proposed draft budget and felt that items that needed more consideration were the Clerks salary and handover costs. Also the contribution to the Reserves, Digital Mapping may need further discussion as there was a possibility to use google maps. The libraries contribution was discussed also the WAG area including ash die back issues. It was agreed this would be added to the January agenda for further discussion and agreement.

229076 Dog & Litter Bins

Members discussed the new contract with West Berkshire Council regarding the emptying of the litter and dog bins within the parish. It was agreed to continue with WBC and discussion would take place regarding changing some bins to dual bins going forward. The **Clerk** would advise WBC and other contractors of the decision.

229077 CIL

Due to the absence of some Councillors it was agreed to move this to the next agenda.

229078 Poor's Allotment & Recreation Ground Charity

Clerk advised the Councillors that she had spoken at lengths with the internal auditor regarding the Charity return; She advised that as long as receipts were under 10K the amounts could be entered on the Poor's Charity website. Any funds given by the Parish Council to meet any difference were included in the main AGAR and audited by the external auditor. **Cllr McArdle** asked for a further discussion at the next meeting to cover the 2023 plans for the WAG and funding. The Charity Return had to be submitted by the end of January 2023.

229079 Planning Meetings

There seemed to be some confusion on the status of the 2nd meeting of the month taking place when no planning applications were submitted. This would be added to the next agenda.

229080 THA20

As there were only 4 councillors present at the meeting, **Cllr McArdle** raised **Cllr Murrays** questions. District Cllr Simpson had forgotten the history, so matters were clarified; a traffic survey had previously taken place but was deemed not to have met Parish needs. It had been agreed to fund a second survey to support the NDP. Prior to doing the survey the NDP steering Group had managed to negotiate the housing allocation down to zero. So, the relevance of the survey was questioned. It was agreed that, whilst a survey wasn't required for the NDP, Cold Ash Parish did need it to be able to contest THA20. And agreement was decided on that basis. However once COVID kicked in, it was questioned whether a survey during COVID would be representative of any use. Assurance was given that the figures could be rated up, based on an allowance factor to make them useable. On this basis, agreement was given to proceed. The survey was completed during a period of reduced traffic, but not lockdown. District Cllr Simpson was looking into getting the figures ramped up at the point when **Cllr Silsby** took over the TTT element of the NDP, which included the survey. **Cllr Silsby** then left the NDP Steering Group but continued to own TTT and the survey via Cold Ash Parish Council. **Cllr Silsby** updated Councillors that he tried many times to get the required information from WBC to complete the work (and other information on traffic safety) but didn't get any response. District Councillor Simpson agreed to chase this up with WBC. Based on the assumption that District Councillor Simpson can obtain the required information and **Cllr Silsby** can get the survey data updated, it was felt that we will have the information required for Cold Ash Hill. On that basis, council's view was that we should decline the request for us to contribute to the new survey. It was agreed that this could be reviewed if things change.

229081 WAG

Members agreed to the quote for chipper to be used in the WAG in the spring.

229082 Members Bid

It was agreed to move this to the next agenda for discussion.

229083 Community Champion Awards

Councillors discussed the nominations; **Clerk** would now email the contacts who

worked closely with the nominees to ask them to complete the criteria from West Berkshire Council. Closing date for nominees is the 2nd of January it was agreed that in future nominees would be agreed at the August meeting given plenty of time for submission.

229084 NDP Update

Cllr McArdle had submitted detailed minutes from the last meeting of the NDP Steering Group to all councilors. It was confirmed that all the changes to the document had been completed as requested by WBC. It was decided not to make changes in respect of two comments, and there was one area to expand on: WBC proposed that Dark Skies zone should be reduced to align with the CPRE zone. It was agreed that to keep scoping of the DSZ wider than the CPRE zone as this is in line with feedback from parishioners and aids protection of the dark sky in the heights of the parish. It was agreed that the section on Home Working should remain unaltered. The Local Green Space entries need to be fleshed out **Cllr McArdle** agreed to do this. Regulation 14 logistics readiness – the key thing to be addressed was the proof-reading of the document and satisfying themselves that all Councillors understand the document and the areas they cover in sufficient detail to be able to support CAPC. This is a pre-requisite to approving the start of Regulation 14. **Cllr McArdle** produced a checklist and agreed ownership for reviewing elements of the document and this had been sent to all CAPC councillors. The meetings for the Q&A sessions would be arranged by the **Clerk** one would be F2F and one via Zoom. Dates to be agreed once start date set. Regulation 14 submission – this was now dependent on CAPC readiness, CAPC members should agree to be in a position to approve starting Regulation 14 at the first meeting in January, which is on the 10th. A couple of weeks would be required to finalise readiness, so, the most likely start date is 1st February. Regulation 15 preparedness – this was all in hand. Finalising the NDP could not be done until all feedback to Regulation 14 had been assessed. The Basic Conditions Report would be completed and **Cllr Murray** had produced an initial draft of the Consultation Statement, which will also be updated and finalised post-Regulation 14.

229085 Committee Reports

16th & 30th November & 7th December - NDP Steering Group – **Cllr McArdle** This had been covered under item 229084.
22nd November – F & G meeting – This had been covered briefly under item 229074

229086 Reports from meetings with other bodies

16th November THA20 – **Cllr Murray** – This had been covered by **Cllr McArdle** under item 229080.
23rd & 30th November – Planning Enforcement TRG – Various Cllrs had attended but felt it had not been beneficial.
2nd December THA20 Public MTG – **Cllr McArdle** previously covered
7th December Climate Forum – No attendee
7th December Downe House- **Cllr Hanks, Adams & McArdle** the meeting had gone well and the school wanted to fully engage with the community. Steps had already been taken for the swimming pool to be used by the community for swimming lessons. Cold Ash Girls football team are in discussions to use the all-weather pitch within Downe House. Downe House were interested in engaging with the NDP and would like to get involved more, the areas within the NDP which would be discussed were Bio diversity Opportunity Areas, Facilities and Local Green Space.

229087 Councillors Questions

- **Cllr McArdle** read **Cllr Fenners** question regarding using the Fisher Room as a warm hub during the cold weather. It was agreed to get more information on demand for the usage. Contributions towards heating would be discussed further with a possibility of using the grant cost centre.

229088 Correspondence

A list of correspondence received and sent since the meeting held on 11th October 2022 had been circulated as Information Sheet no9/DEC2022 and was noted by Members.

There being no further business the meeting closed at 8.35pm

Signed..... Date.....

Chairman