



**COLD ASH PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING HELD ON**  
**TUESDAY, 10<sup>th</sup> January 2023**

**Present:**

**Cllrs McArdle, Wilding, Hanks, Marsh, Verner, Murray & Silsby**  
**Clerk L Randall**

**In Attendance:**

District Cllr Simpson

**Public Participation**

There was no public participation.

**239089 Apologies for Absence**

**Cllr Beck, Clark, Adams & Fenner**

**239090 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

**239091 Declarations of Interest**

There were no declarations of interest

**239092 Minutes**

Minutes of the Meeting held on 13<sup>th</sup> December 2022 were approved. They were signed by **Cllr Marsh.**

**239093 Matters Arising**

- **Clerk** advised that both the nominees for the Community Champion Award had had details submitted to West Berkshire Council.
- **Clerk** advised she had spoken to WBC and all volunteers had now been able to complete the SID training on line.
- The deposit for the Tennis Court refurb had been paid, the contract had been returned. Work would commence on the 17<sup>th</sup> April 2023 subject to Recreation Ground being firm enough, any damage to the ground would be rectified by the Tennis Club.

**239094 Report from District Councillors**

No District Councillors' report had been received in time for the meeting.

**239095 Clerks Report**

- **Clerk** asked if the playground inspection invoice, received bi monthly, could be paid by bank transfer as due to postal strikes cheques were not getting to the contractor in time.

**239096 Planning Matters**

**A) Planning Application**

**22/02841/OUTMAJ** Land Adjacent Little Copse Southend - *Application for outline planning permission with some matters reserved for up to 23 First Homes with associated parking and private amenity area. Matters to be considered: Access.*

**OBJECTION UNANIMOUS:-**

- The proposed development site was assessed as "unsuitable" for development in West Berkshire Council's Housing and Economic Land Availability Assessment (HELAA) within the next 15 years
- CAPC NDP fulfilled allocations and is a Non Allocating NDP therefore CA11 is not recommended
- Against our emerging NDP CA11 would NOT be selected nor recommended due to:  
High Levels of Impact on Policies SP2, LE001, TTT1, SB1, SB2 and SB3  
Medium Levels of Impact on Policies SP1, LE5, LE6, LE7 and LE8  
Details available if required
- Principally, the site is outside of the settlement boundary
- Access to the site is inappropriate due to narrow, unsuitable roads and conflict with West Berkshire Council's proposal to restrict access and designate the road as a route for "Active Travel"
- Development on the site is deemed incompatible with the existing settlement form, pattern, and character of the landscape, as well as the CAPC goals of preserving individual identity and distinction between settlements (Cold Ash & Thatcham) and conserving elements that mark the transition between settlement and countryside due to its extension into the countryside.
- **We do not believe that policy DM16 nor DM17 from the emerging WBC Local Plan should apply. DM16 should only be used 'with a settlement boundary' and this site is not within the parish boundary and regarding DM17 no 'detailed evidence exists' supporting such schemes, not in the CAPC emerging NDP nor has been provided by the developer.**

**22/03042/HOUSE** Rooksdown The Ridge- Rear Extension **NO OBJECTION UNANIMOUS**

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

**22/02215/COMIND** St Gabriel's Farm The Ridge- A full planning application to facilitate limited works to: Establish an access way (including a turning head) which links the driveways of the new dwellings created under the parallel Class Q Prior approval application, to the existing approved driveway and access track at the St Gabriel's Farm site. Regularise improved site parking arrangements. Achieve proportionate extensions to some of the limited residential curtilages established for the new dwellings being considered under the Class Q Prior Approval application. Add additional drainpipes to the dwellings being approved under the Class Q Prior Approval application. Site landscaping improvements and sustainable drainage.

Demolition of a barn redundant following approval of the parallel Class Q Prior application. Creation of a paddock in place of the redundant barn being demolished. Filling in of two slurry pits and creation of pond utilising remaining slurry pit.

**REFUSED** Previous Parish Council Comments:-Objection - Unanimous

Cold Ash Parish Council would like to object to this application. There have been four 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 requirements. We note that the developers have included artist impressions of what the renovated buildings would look like but this doesn't answer the question around whether they are capable of being converted. Also, it shows how unattractive the dwellings would be, in order to meet Class-Q requirements. Having reviewed the latest application, we have concluded that there is nothing new in it that would lead us to question our previous decisions. A previous application did include a written report of a visual inspection of the buildings however it was not intended to be relied on and the author 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 continues to be 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. The Class-Q question is the main consideration at this point however, should this be granted, then our other previous comments should be taken into account. These relate to:

- Protected species - the application notes that there are protected species on the site but no information is given on how these will be protected
- Access - an agricultural track was introduced a number of years ago, from the bottom of Cold Ash Hill to the site. The proposal intends to update this to provide access to the dwellings, even though the application states there are no new pedestrian or vehicular accesses planned. We strongly believe that this should not be permitted as it would unnecessarily cross green space outside of the village settlement boundary. The address of the site is 'The Ridge' to which there is a much simpler and shorter access route

**22/01751/FULMAJ** Greenlands Collaroy Road RG18 9PE - Full planning application for the demolition of the existing dwelling and outbuildings at Greenlands, and the their replacement with 10no. new dwellings, the formation of a new vehicular access, associated parking and landscaping enhancements.

**REFUSED** Previous Parish Council Comments ; -Objection – Unanimous

- Overdevelopment of site.
- Inadequate parking for amount of proposed houses.
- Serious concerns on access and road safety.
- Drainage issues.
- Impact on neighbouring properties.
- Housing not in keeping with design code of emerging NDP

**22/02532/FUL 2** Huntingdon Gardens Newbury RG14 2RG - Garage conversion to ancillary accommodation (Annexe) **APPROVED** Previous Parish Council Comments No Objection Provided the extension remains part of the existing dwelling.– 8 in favour with 1 abstain.

**22/02634/HOUSE** Oakview Heath Lane Henwick - Retrospective application to erect 42 Contemporary trellis (40cm in Height) on top of the front, side and part of rear fence; 16 diamond lattice trellis (60cm in height) on top of existing 1.8m high fence to the rear; 6 x 1.8m new contemporary panels and 6 x 40cm contemporary trellis above contemporary panels to the rear. The maximum total height of any part of the fence from outside ground level is 2.4m. **GRANTED** Previous Parish Council Comments No Objection – Unanimous

**22/02833/COND** Cob Hatch, Bucklebury Alley - Application for approval of details reserved by condition 6 (Samples of the bricks) of listed building consent 02/00500/LBC - Various minor internal alterations to dwelling **APPROVED**

C) **Appeal**

There were no appeals.

**239097 Finance**

**1. Items for payment.** Members agreed Items for Payment on Sheet No 10 2022/2023.

Summary of sheet:

Room Rental – 71.99

Grass Cutting – 203.00

Telephone/Broadband – 31.16

Litter Pick – 103.00

Tennis Court refurb – 5600.00

Waste collection – 47.38

SD Hedge – 300.00

Tennis Court Maintenance – 690.00

A full list is available from the Clerk.

**2. Bank reconciliation** – Due to postal issues the Bank Reconciliation had not been completed in time for the meeting..

**3. Payments against Budget** – Members noted the Analysis of Payments Against Budget to JAN 2023.

**239098 Wildlife Allotment Garden**

**Cllr McArdle** had submitted a detailed report on work that had taken place over the last year in the WAG, and also the proposed plans for the coming months. The goats had now increased from 3 to 5 and the sheep had increased to 9. An open day was being planned with various activities. It was agreed building materials could be purchased from a local supplier so pathways could be repaired. The Parish Council agreed to hand tools being purchased for the volunteers. **Cllr McArdle** did not think a grant would be needed for the coming year but did request the same amount to be included in the 23/24 Budget as the previous year. A copy of the report is available from the **Clerk** if required. **Cllr Marsh** thanked **Cllr McArdle** , **Cllr Wilding** and all the volunteers for their time and hard work on behalf of the Parish Council

**239099 Draft Budget 2023/24**

Members discussed the proposed draft budget, it was agreed that the WAG budget would remain the same as the previous year at £3,600.00. It was agreed to increase the waste collection budget to £850.00. Due to the Clerks retirement later in the coming year it was agreed to increase the budget to cover a cross over with a new Clerk. Clerks' training was increased to £500.00 to cover the new Clerk requiring training; Clerk would make enquiries to the cost of Ilca training and Silca training. The agreed

Precept for 2023/2024 was £50,000.00. **Clerk** would submit the precept request to WBC.

**239100 Tennis Courts**

A discussion took place regarding the possibility of a seating area being installed. **Clerk** had spoken to Mr. Coulson from the Tennis Club and been advised that should a seating area be required it would be brought back to the Parish Council at a later date. **Clerk** advised that an outside tap had now been installed outside the pavilion. **Cllr Murray** asked if members of the public had access to the tennis courts, he was advised that they had access during certain times. They could book by calling the **Clerk** and obtaining the code for the lock. **Cllr Murray** agreed to speak to Mr. Coulson to discuss the possibility of members of the public being able to use the booking system. He would also suggest the Tennis Club giving a presentation at the Annual Parish Meeting regarding the refurbishment due to take place in April 23.

*District Cllr Simpson arrived at 8.00pm*

**239101 CIL**

**Cllr Marsh** suggested the recent CIL payment received should be used to upgrade and improve the Recreation Ground, the CIL money could possibly be match funded with grants subject to a proposal being agreed by the Parish Council. Parish Councillors felt a committee should be formed with Parishioners leading the project, **Cllr Murray** agreed to speak to a Parishioner who had shown interest in the idea. Cllr Hanks also agreed to be part of the committee. It was also agreed this could be discussed further at the Annual Parish Meeting.

**239102 Poor's Allotment & Recreation Ground Charity**

A brief discussion took place and it was agreed for the Charity Return to be submitted.

**239103 Planning Meetings**

A discussion took place regarding the 2<sup>nd</sup> meeting of the Parish Council. Historically no meeting would take place if no planning applications had been received. It was agreed that if there were items that needed urgent discussion a 2<sup>nd</sup> meeting would take place even if no planning applications had been received.

**239104 Recreation Ground Usage**

Members discussed a request to use Recreation Ground from a local school to hold a circus, due to the current football team using the ground most weekends during term time, it was agreed on this occasion to refuse this request. **Clerk** would advise the school.

**239105 Members Bid**

Members discussed the Members bid that was available to be spent by March 23 and agreed due to the short notice Cold Ash Parish Council would not be able to apply. District Cllr Simpson would advise the next date for a Members Bids. **Clerk** would email St Marks School and advise them of the District Cllrs details and send the information regarding CIL & Members Bids

**239106 Grass Cutting**

Due to the dry summer the full grass cutting budget had not been used. The contractor had asked if the Parish Council had any other work that could use the amount left over from the budget. The Parish Council agreed that at present there was no outstanding

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work and the precept for the coming year had now been agreed. **Clerk** would advise the contractor.

### **239107 Annual Parish Meeting**

Two dates had been reserved for the Annual Parish Meeting in April 2023. It was agreed the preferred date was the 20<sup>th</sup> April. **Clerk** would advise the Acland Hall. The Annual Parish Meeting would be added to the February meeting for further discussion.

### **239108 THA20 and the local plan review**

**Cllr Murray** had submitted a detailed report regarding the recent meetings that had taken place regarding the proposed development. A copy is available from the Clerk. The Parish Council was happy for **Cllr Murray** to submit his findings on the 17<sup>th</sup> February. **Cllr Murray** would attend the next meeting on the 11<sup>th</sup> January and report back to the parish councillors. **Clerk** would try and find out if any other meetings were taking place and advise the Parish Council.

*Standing Orders were suspended at 8.45pm to allow District Cllr Simpson to speak  
Standing Orders resumed at 8.47pm*

### **239109 Lawrence Lane 22/02841/OUTMAJ**

**Cllr Murray** had circulated a report on the postponement of the appeal. The inquiry which was scheduled to run from 6<sup>th</sup> – 14<sup>th</sup> December 2022 and had been adjourned at the request of the appellants to provide further information in regards to drainage matters. The parties would work together on agreeing a date for when the Inquiry will resume and notifications would be issued when agreed.

*Cllr Marsh asked for permission for the meeting to carry on after 9.00pm*

### **239110 NDP Update**

**Cllr McArdle** had circulated the minutes from the NDP meeting that took place on the 7<sup>th</sup> December. He asked Councillors if they were happy to cover the areas specified in the report. **Cllr Verner** felt as she had not been involved in the NDP would not be able to cover the area allocated to her, **Cllr Wilding** was happy to pick this up. **Cllr McArdle** asked Councillors to read the full document which was now available on the website. **Cllr McArdle** asked for the NDP to be added to the next agenda so Regulation 14 could be signed off and submitted. **Cllr McArdle** asked the **Clerk** to send letters on behalf of the NDP to various contacts.

### **239111 Committee Reports**

4<sup>th</sup> January 23 – NDP Steering Group via Zoom – **Cllr McArdle** This had been covered under the previous item.

### **239112 Reports from meetings with other bodies**

There were no reports with other bodies.

### **239113 Councillors Questions**

- **Cllr McArdle** suggested ensuring that all reports for agenda items were circulated to Cllrs no later than the Friday before the coming meeting.
- **Cllr Marsh** asked for a meeting of the HR Committee to be set.
- **Cllr Murray** asked for access to the dropbox
- **Cllr Marsh** asked for assistance with the website **Cllr Hanks** volunteered to help.

**239114 Correspondence**

A list of correspondence received and sent since the meeting held on 13<sup>th</sup> December 22 had been circulated as Information Sheet no10/JAN2023 and was noted by Members.

There being no further business the meeting closed at 9.03pm

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

Chairman