



**COLD ASH PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING HELD ON**  
**TUESDAY, 14<sup>th</sup> February 2023**

**Present:**

**Cllrs McArdle, Hanks, Clark, Marsh, Fenner, Adams, Murray & Silsby**  
**Clerk L Randall**

**In Attendance:**

Ms. S Fox

**Public Participation**

Ms Fox advised the Parish Council that she had concerns regarding developing the garage in the application 23/00064/HOUSE she asked the Parish Council to consider this in their discussions..

**239122 Apologies for Absence**  
**Cllr Verner & Wilding**

**239123 Declarations of Interest**  
There were no declarations of interest

**239124 Minutes**  
Minutes of the Meeting held on 24<sup>th</sup> January 2023 were approved. They were signed by the Chairman.

**239125 Matters Arising**

- **Clerk** advised that all deeds for the land within the Parish had been received from the solicitors and were in the Drop Box for reference.
- **Cllr Murray** advised he had spoken to the resident regarding forming a committee to discuss upgrading the recreation ground.

**239126 Report from District Councillors**  
District Councillors' report had been circulated prior to the meeting; items included were health & Wellbeing, May Elections, Planning, Transport, Environment, Community. **Cllr McArdle** advised that a meeting was being held at West Berkshire Council regarding boundary issues. Due to the District Councillor not being present a discussion was unable to take place. **Clerk** would email District Councillor Simpson for more information. A Copy of the report is available from the Clerk on request. The Community Champions Award results had been circulated and Cold Ash Boys & Girls football club received runner up and attended a prize giving at Shaw House. The Parish Council congratulated Mr S Lamb for his hard work and commitment.

*It was agreed to bring planning forward on the agenda.*

**239128 Planning Matters**

**A) Planning Application**

**23/00064/HOUSE** Woodrow Bucklebury Alley - For the construction of an attached oak extension and for the installation of a glazed link **Objection - Unanimous**

- **Over development of site**
- **Out of context with the surrounding area**
- **Not in keeping with the current listed building status**

Cold Ash Parish Council would also ask the following questions:-

1. **Where is the application for the upstairs door?**
2. **Why do you want to run water services/sewage to a garage when you are not submitting any application for anything here?**
3. **Do you really intend to use your glazed “link” as an externally accessible construction only?**
4. **If so, please provide confirmation that you do not intend to apply for doors at either end of the “link” or along the length of the “link”?**

Cold Ash Parish Council also note that there appears to be no application for the pre-existing external Chimney at the rear of the property which would have been expected.

**23/00065/LBC** Woodrow Bucklebury Alley - For the construction of an attached oak extension and for the installation of a glazed link **As above**

**23/00069/HOUSE** Hillingdon Stoney Lane Ashmore Green - Replace porch and hall. **No Objection - Unanimous**

**23/00096/HOUSE** Cypress Farm Bucklebury Alley - Section 73a: Variation of Condition 2 (Approved Plans) of previously approved application 19/02515/HOUSE: Two storey extension to dwelling and partial conversion of outbuilding with garaging to annex. **NO OBJECTIONS 3 abstain 5 in agreement, with the comments below:- Cold Ash Parish Council would reiterate condition 4 of the previous application. Can the planning department consider if there is a requirement for a retrospective application for the dormer window which we believe has already been installed.**

**23/00110/HOUSE** Adjacent to Parish - 37 Northway Thatcham - Proposed ground floor rear extension, erection of a side garage, internal alterations and all associated works at 37 Northway. **No Comment**

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

**22/01716/COND4** Coley Farm, Stoney Lane, Ashmore Green, - Application for Approval of Details Reserved by Condition 9 (CMS) of planning permission for 20/00604/FULEXT - Erection of 75 dwellings, with associated access, parking, internal roads, drainage, landscaping, children's play space and other associated infrastructure. **APPROVED**

**22/03015/COND** Coley Farm, Stoney Lane, Ashmore Green -Approval of details reserved by Condition 22 - Archaeological Written Scheme of Investigation of approved application 20/00604/FULEXT: Erection of 75 dwellings, with associated

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access, parking, internal roads, drainage, landscaping, children's play space and other associated infrastructure. **APPROVED**

**22/03042/HOUSE** Rooksdown The Ridge- Rear Extension **APPROVED** Previous Parish Council Comments - NO OBJECTION UNANIMOUS

**23/00178/CERTP** 29 Billington Way Thatcham - Loft Conversion including 3 roof lights. Internal alterations to allow access. **LAWFUL**

### C) Appeal

There were no appeals.

### 239127 Clerks Report

- **Clerk** advised that the charge for using zoom had increased from 11.99 to 12.99.
- **Clerk** advised that the electricity contract was due for renewal on 31<sup>st</sup> March 2023. Parish Councillors asked her to find out if there was any benefit to enter into a new contract with the suppliers.
- Acland Hall Committee had asked if the Recreation Ground was free on the 14<sup>th</sup> June 2023 so that The Watermill Theatre could host a production. **Clerk** advised that no sports were scheduled in on that date. Councillors agreed to the request.
- **Clerk** had received a letter asking if the land currently used as the Wildlife Allotment Garden was for sale. **Clerk** would respond advising it was not.
- **Clerk** advised she would write to the current supplier for the office security.
- **Clerk** had received a request from the Tennis Club to discuss installing a seating area, Councillors agreed for this to be added to the March agenda.
- One of the benches on the recreation Ground was rotten and had been damaged beyond repair. **Clerk** would contact the owners to see if they would like to install a new bench.

### 239129 Finance

**1. Items for payment.** Members agreed Items for Payment on Sheet No 11 2022/2023.

Summary of sheet:

Room Rental – 71.99

Telephone/Broadband – 31.16

Litter Pick – 65.00

Waste collection – 50.91

Website - 8.00

Office Electric – 155.48

Street Light Supply – 41.63

Supplies WAG – 128.14

A full list is available from the Clerk.

**2. Bank reconciliation** – Members to note the Bank Reconciliation Statement 31<sup>st</sup> January 2023 – (*attached*)

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

### 239130 Parish Council Charges

It was Resolved to accept the recommendations of the Finance & General Purposes

Committee for the following: Increase charges relating to the hire of the recreation ground for senior football clubs from 25.00 per match to 30.00 per match, Wednesday matches of the cricket club from 12.50 to 15.00 and increase charges pertaining to the water supply to the allotments from 15.00 to 20.00 with immediate effect.

**239131 Google Storage**

**Cllr Marsh** advised that due to data storage issues it would be necessary to upgrade Google storage fee to £16.00 per year. Parish Councillors agreed to this request, but would review data storage for all areas going forward.

**239132 Pre School Request**

**Cllr Hanks** advised that the preschool had started fund raising to install new gates to ensure the safety of the children using the preschool. The old gate was rotten and broken in places. The new gate would be metal and approx. 6ft in height. The Parish Council understood the need for a new gate but asked for more information on the proposal

**239133 WAG Quiet Garden**

**Cllr McArdle** gave the Parish Council details of the planned opening of the new Quiet Garden in the WAG. The date for the opening was 8<sup>th</sup> May 2023 this was agreed by the Parish Council. **Cllr McArdle** also asked the Chairman if she would be available to open the new area.

**239134 Annual Parish Meeting**

**Clerk** asked for input on possible agenda items for the Annual Parish Meeting taking place on the 20<sup>th</sup> April 2023. It was agreed to include updates on the NDP and WAG. Also the **Clerk** would contact the Tennis Club to ask them to give a presentation on the new refurbished Tennis Courts. It was also suggested to contact village groups to see if they wanted to give a 5 minute presentation or display details of their clubs.

**239135 Equal Opportunity Policy**

The Equal Opportunity Policy was reviewed with no changes, and the next review date would be February 2025.

**239136 Henwick Park**

**Cllr Murray** gave an update on the consultation for Henwick Park. The current proposal was for 325 homes. Cold Ash Parish Council had submitted their objections, which were the same as the previous submission in 2022. **Cllr Murray** also advised that a letter had been sent to the MP asking for support in this matter. He asked for all information to be added to the website.

**239137 Local Plan Review Regulation 19 Consultation & THA20**

**Cllr Murray** gave an update on the Local Plan review regulation 19 consultation which opened on the 20<sup>th</sup> January and runs to the 6<sup>th</sup> March 2023, West Berks Council are asking for feedback, the part Cold Ash Parish Council are focusing on is the 1,500 houses for THA20 **Cllr Murray** advised that documents are being worked on by neighbouring parishes and they were looking at wildlife to traffic. The previous traffic report carried out 2 years ago by Cold Ash Parish did not have enough data, however traffic information is available from West Berkshire Council which includes Cold Ash Hill. In order to obtain a further report the cost to the Parish would be 900.00 approx. **Cllr McArdle** recommended that this be carried out. Bucklebury Parish had hired a consultant to look at Harts Hill area and would share information with Cold Ash

Parish. **Cllr Murray** would ask this consultant if they could carry out a traffic survey for Cold Ash Parish. The response to the LPR was currently being worked on and would be circulated to all Councillors for submission on the 6<sup>th</sup> March 2023. It would also be added to the next agenda on the 28<sup>th</sup> February for further comment. **Cllr McArdle** thanked **Cllr Murray** for his hard work in this matter.

*Cllr Clark left the meeting at 8.45pm*

### **239138 NDP Update**

**Cllr McArdle** had circulated the minutes from the recent NDP meetings. He confirmed that all of the required changes to our NDP document had been incorporated and requested approval to proceed to Regulation 14. The council approved his request. He advised that volunteers would be needed to leaflet drop, which is being coordinated by **Cllr Murray**. Two Q&A sessions need to be scheduled for the last week in March. The **Parish Clerk** agreed to arrange these. A survey will be available for feedback. Access will be via our website. All communications (posters, leaflets, etc.) will include a QR code to provide the necessary link to the website, where the NDP document can be viewed and survey accessed. Paper copies will also be available. The **Parish Clerk** agreed to produce 2 copies of the NDP, for lending, and will provide paper copies of the survey, as required. Regulation 14 will take place between 1<sup>st</sup> March and 19<sup>th</sup> April 2023. **Cllr Murray** advised that the first of the regular cross-parish NDP forums, with other parishes to share information, has taken place. A further meeting is being planned.

### **239139 Committee Reports**

18th Jan & 1st Feb 23 – NDP Steering Group via Zoom – **Cllr McArdle** this was covered under the previous item.

*It was agreed the meeting would continue after 9.00pm*

13th February – HR Working Group – Cllr Fenner, Verner & Marsh. **Cllr Fenner** advised that due to the Clerk retiring at the end of September a job description and a draft advert had been circulated to all councilors. The position would be advertised at the end of March, preferably with a start date of the beginning of August. Further meetings would take place to discuss the employment contract in due course. **Cllr Fenner** advised a part 2 would be added to the next agenda to discuss 2022 NALC salary increase.

### **239140 Reports from meetings with other bodies**

18th January Climate Forum – **Cllr McArdle** had circulated a report to all Councillors he advised he would be presenting at the next forum.

25th January – Downs School Community Forum – **Cllr Hanks** had circulated a report.

31st January – Health & Wellbeing Conference – **Cllr McArdle** gave a brief update on the meeting.

31st January – District Parish Conference – **Cllr McArdle** had circulated a report.

### **239141 Councillors Questions**

- **Cllr Silsby** asked if anything could be done to alleviate the traffic issues outside St Finians School on The Ridge
- **Cllr McArdle** advised that agreement had previously been given to purchase

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materials to repair footpaths in the parish, he had hoped to obtain materials from West Berkshire Council, however due to the large amounts being all that is available he would purchase smaller more manageable amounts using money in the PROW cost center.

- **Cllr Murray** advised that the traffic had been severe on Fishers Lane and Ashmore Green Road during the Closure of Cold Ash Hill.

**239142** **Correspondence**

A list of correspondence received and sent since the meeting held on 10<sup>th</sup> January 2023 had been circulated as Information Sheet no11/FEB2023 and was noted by Members.

There being no further business the meeting closed at 9.14pm

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

Chairman