



COLD ASH PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
TUESDAY, 9th May 2023

Present:

Cllrs McArdle, Fenner, Clark, Murray, Hanks, Adams & Wilding
Clerk L Randall

In Attendance:

4 Parishioners

Public Participation

A resident asked the Parish Council to correct a statement made at the previous meeting, she advised no investigation was being carried out by West Berkshire Council, regarding the work that had taken place on the byway outside their property. The Resident wanted the Parish Council to be aware of that fact.

239204 Election of Chairman

Cllr Fenner was unanimously re-elected as Chairman, she thanked the Parish Council. She also thanked **Cllr McArdle** for the hard work on the recent opening of the Quiet Garden. She also thanked **Cllr Murray** for his handwork in the appeal for Lawrence's Lane. **Cllr Clark** thanked **Cllr Fenner** for her chairing of the recent Annual Parish Meeting.

239205 Apologies for Absence

Cllr Codling

239206 Declarations of Interest

Cllr Fenner declared an interest in item 239218 applications to record widths on Byways Open to All Traffic Cold Ash 5 and 26

Standing orders were suspended at 7.05pm and resumed at 7.06pm

239207 Appointment of Vice Chairman

Cllr McArdle was appointed as Vice Chairman

239208 Minutes

Minutes of the Meeting held on 25th April 2023 were approved. They were signed by the Chairman.

239209 Matters Arising

- It was agreed for the date of the 2024 Annual Parish Meeting would be the 16th April 2024. It was also agreed that due to parking issues no football training

would take place on this date.

239210 Appointment to Committees and Lead Topics

The following appointments were confirmed:-

Environment Committee – **Cllr McArdle, Cllr Fenner Cllr Wilding & Cllr Hanks**
Finance & General Purposes Committee – **Cllr Codling, Cllr Adams & Cllr Fenner**
NDP Steering Group – **Cllr McArdle. & Cllr Murray**
HR Staff Committee – Cllr Fenner, cllr McArdle & Cllr Murray
Councillors updated lead topics a full list is available on request.

239211 Representation on Outside Bodies

The following representations were confirmed:-

BALC/HALC – Cllr Adams
Acland Hall Committee – Cllr Wilding
Thatcham Flood Forum - Cllr Murray
District Parish Conference –Cllr McArdle & Cllr Fenner

239212 Register of Members Interest (Financial & Other Interests)

It was requested that all Councillors check their Declarations of interest and update if necessary, the originals were on the web site for reference. Any changes should be returned to the Clerk at the next meeting.

239213 Report from District Councillors

District Councillors' report had been circulated prior to the meeting; items included were: - Elections, The Coronation, Children and Young People, Sports & Leisure & Planning. A copy of the report can be requested from the Clerk.

239214 Clerks Report

- **Clerk** advised she had received an email from the Cricket Club advising the cricket strip needed refurbishing, she asked the Parish Councillors whom she could contact for quotes. It was agreed to obtain quotes then add to a future agenda for further discussion.
- **Clerk** advised that due to annual leave there would only be one meeting in June. Councillors were happy for her to cancel the second meeting
- **Clerk** also advised that the vacancy for new clerk would be on the next agenda for further discussion, she had also contacted HALC regarding the possibility of obtaining a locum clerk. It was agreed for the HR committee to meet to discuss this matter before the next meeting.

239215 Planning Matters

A) Planning Application

23/00811/FUL Adjacent to Parish 9 - 11 Highwood Close Shaw RG14 2EJ - *Proposed single storey rear extensions* **No Objection - Unanimous**

22/02756/HOUSE AMMENDED PLANS Thaxted House Fishers Lane - *To convert the existing integral garage to a study and construct a new single detached garage on the front gravel drive* Previous Parish Council Comments:-

Objection 1 abstain, 3 in favour & 1 against:-

Cold Ash Parish Council objects to the new garage, due to over-development of the site and the proximity of the new garage to the boundary of Rowan House. Cold Ash Parish Council does not object to the conversion of the integral garage.

Objection – Unanimous

- **Visual impact on the landscape of street scene**
- **Layout and density overdevelopment of site**
- **3 car park spaces (excluding garage) and turning area is required and this does not seem to be clear (and against the Design and Access Statement of the previous application based on which the permission was granted)**

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

23/00429/HOUSE 13 Southend Cold Ash - *Front entrance porch* **APPROVED**

Previous Parish Council Comments - No Objection

23/00435/HOUSE Fishers House Fishers Lane - *Proposed side extension to replace existing conservatory* **APPROVED** Previous Parish Council comments -No Objection

23/00438/HOUSE Brackley Cold Ash Hill - *Rear Extension and Alterations* **APPROVED** Previous Parish Council Comments - No Objection 2 SUPPORT, 3 ABSTAIN & 1 AGAINST Cold Ash Parish Council would like the following condition to be considered.

- The level for the patio is addressed
- Parking issues on Cold Ash Hill should also be addressed

23/00458/HOUSE Ared Collaroy Road - *Proposed solid roof to existing rear conservatory.* **APPROVED** – Previous Parish Council Comments - No Objection – Unanimous

C) Appeal

There were no appeals.

239216 Finance

1. Items for payment. Members agreed Items for Payment on Sheet No 2 2023/2024.

Summary of sheet:

Room Rental – 60.00

Telephone/Broadband – 31.16

Litter Pick – 65.00

Waste collection – 50.63

Dog Bin emptying – 1016.81

Street light Supply – 84.97

Water – 380.61

Playground inspections – 338.26

Parish Online – 192.00

It was agreed to review using Parish Online at the next budget as this may no longer be required, A full list is available from the Clerk.

2. Bank reconciliation – Members to note Bank Reconciliation for April 2023.

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

4. Direct Debit Payments Members noted Direct Debit payments

239217 NDP Update

Cllr McArdle updated the Parish Councillors regarding recent activity on the NDP. Responses to Regulation 14 have now been received and showed strong support from the Parish and other statutory consultees. Responses have been received from 15 statutory consultees and 50 surveys completed. This represents a very good level of

engagement. All Regulation 14 comments have been included in a table that will be included in our Consultation Statement. Each comment has either been accepted, rejected or noted, to show how all comments received had been dealt with. **Cllr McArdle** took the council through the headline comments. Cllr McArdle advised that we are in a good position to complete the Regulation 15 documentation in the next 4-6 weeks, which would enable us to consider commencing Regulation 16 by the end of June 202. Once submitted, it is West Berkshire Council's responsibility to run the formal consultation, examination and referendum. The Parish Council would get involved in the selection of an examiner and ensuring momentum is maintained. All results from Regulation 14 would be communicated to the public.

Cllr Fenner had declared an interest in the following item and left the meeting.

- 239218 Applications to record widths on Byways Open to All Traffic Cold Ash 5 and 26**
Cllr Murray advised that information had been gathered and circulated to members, the report collated was a large document and **Cllr Murray** was still receiving information, he hoped to have it completed in the coming week. He advised discussions had taken place with local residents and a leaflet drop to properties in the area had taken place, conversations had taken place with West Berkshire Council officers. Data received had been from as early as 1910, photos had also been received and were included in the report. **Cllr Murray** reminded Councillors that Cold Ash Parish Council had not been called to make any decisions in this matter. And Mr. Higgins from West Berkshire Council was still going through the process. Parish Councillors agreed for **Cllr Murray** to complete the report and submit to West Berkshire Officers. Once submitted a copy would be posted on the Parish Councils website.
- 239219 Re-appointment of Internal Auditor**
Members agreed to the re-appointment of the Internal Auditor. The appointment will be reviewed in May 2024
- 239220 Data Storage**
Cllr Fenner advised Councillors that the drop box was no longer sufficient for the storage of data. **Cllr Fenner** recommended that using Microsoft 365 would be a better option. The cost would be 4.90 per month per councilor. All Councillors would have parish council email address and sufficient storage. It was agreed **Cllr Hanks** would meet with the contact and then further discussions would take place. **Cllr Adams** did think the financial impact on the Parish Council should be given consideration.
- 239221 Committee Reports**
19th April & 3rd May NDP Steering Group – **Cllr McArdle** This matter had been discussed under the previous item.
- 239222 Reports from meetings with other bodies**
20th April APM – All Cllrs
27th April 6.30pm Co Production Training – **Cllr McArdle** gave a brief report he advised it had been informative and more engagement with District Councillors was needed.
- 239223 Councillors Questions**
- **Cllr McArdle** advised the WAG open day had been a huge success and suggested a presentation to Mr Jones for his help with the organisation.

Minutes of Cold Ash Parish Council

- **Cllr Murray** asked about the pot holes on Cold Ash Hill, he was advise work was due to start at the beginning of June.
- **Cllr Murray** advised that contractors working on the flood alleviation ponds at the bottom of Cold Ash Hill were parking on the roads and causing congestion. He agreed to contact West Berkshire Council to discuss the matter.
- **Cllr Murray** suggested that the HR committee should meet to discuss the Clerks job vacancy before it was discussed further at a Parish Council meeting.
- **Cllr Murray** expressed his concern around the planning application for Henwick Park. The application would be on the next meeting of the Parish council as at present no orange notice was yet displayed. It was agreed to seek a further extension for comments to the 4th June.
- **Cllr Murray** asked for an update from the projects team, **Cllr Hanks** advised there would be an update at the next meeting.
- **Cllr Murray** asked for an update on the Local Plan, **Clerk** would email the District Councillor for an update.

239224 **Correspondence**

A list of correspondence received and sent since the meeting held on 11th April 2023 had been circulated as Information Sheet no2/MAY2023 and was noted by Members.

There being no further business the meeting closed at 8.41pm

Signed..... Date.....
Chairman