



COLD ASH PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
TUESDAY, 13th June 2023

Present:

Cllrs McArdle, Codling, Hanks, Adams & Wilding
Clerk L Randall

In Attendance:

No attendees

Public Participation

No Public Participation

239236 Apologies for Absence

Cllrs Fenner, Murray & Clark. District Cllrs Dick & Gourlay

239237 Declarations of Interest

No Declarations of interest

239238 Minutes

Minutes of the Meeting held on 23rd May 2023 were approved. They were signed by the Vice Chairman.

239239 Matters Arising

- **Clerk** advised the job advert for the Clerk role had been advertised on the Job Centre and Indeed websites. **Cllr McArdle** advised a less daunting advert would be created and re published on websites and noticeboards to see if we can generate interest in the role.

239240 Report from District Councillors

District Councillors' reports had been circulated prior to the meeting; Councillors commented on the move away from one combined report. Cllrs are keen for the report to focus on items that are more relevant to the Parish, rather than a general update across West Berkshire, most of which has already been communicated throughout the month. Clerk would speak to District Councillor Codling. Copies of the reports can be requested from the Clerk.

239241 Clerks Report

- **Clerk** had received a request for a greenhouse to be installed on an allotment in Gladstone Lane. **Cllr McArdle** would have a look and see if this was feasible.
- **Clerk** had received a request to place a banner advertising the football club on

the fences at the recreation ground. Councillors agreed for this to be placed for 1 month and then removed.

- **Clerk** had received a request for the Recreation Ground to be used by West Berkshire Council's Play in the Park on the 15th July. Councillors agreed to this request.
- **Clerk** advised that the ROSPA playground inspection reports had been received. **Cllr Hanks** had been sent them, as he was part of the projects team who were currently looking at various upgraded on the Recreation Ground. He agreed to have a look at them and report back.
- **Clerk** advised she had received notification that a member of the Parish was interested in becoming a Parish Councillor and would hopefully attend the next meeting.
- **Clerk** advised the Emergency Plan had been reviewed.
- **Clerk** advised she had received an email from the Acland Hall caretaker advising that the floors had been left unswept at a previous council meeting.
- **Clerk** advised she would be on leave from the 17th June returning on the 29th June, then again on the 22nd July returning on the 7th August. She would not be able to attend the 2nd meeting in July but would prepare any paperwork, it was agreed to have only the 2nd meeting in August on the 22nd August.
- **Clerk** advised that the internal auditor had now given notice that she will be giving up the role. **Clerk** would approach other internal auditors for their details. **Cllr Hanks** would also ask the auditor who currently looks after The Acland Hall.
- Cold Ash Brass had asked to use the Recreation Ground on the 15th July for a proms concert. Councillors agreed to this request.

Cllr Codling arrived at 7.30pm

239242

Planning Matters

A)

Planning Application

23/00064/HOUSE AMENDED PLANS Woodrow Bucklebury Alley - For the construction of an attached oak extension and for the installation of a glazed link
Previous Parish Council Comments - 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 AMENDED PLANS Woodrow Bucklebury Alley - For the

construction of an attached oak extension and for the installation of a glazed link
Previous Parish Council comments As above.

Objection 4 in favour & 1 abstain

- **Over development of site**
- **Impact on a listed building**
- **Decision complicated by two website links with differing information and the quality of plans and amendments.**

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

23/00617/COND Land Adjacent To Summerfield, The Ridge, Cold Ash, Thatcham "Application for Approval of Details Reserved by Conditions 3 (Boundary Treatment) and 4(scheme of landscaping) of planning permission 22/00928/REM - Section 73A: Variation of Condition 1 (Approved Plans) for previously approved application 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**

C) Appeal

There were no appeals.

239243 Finance

1. Items for payment. Members agreed Items for Payment on Sheet No 3 2023/2024.

Summary of sheet:

- Room Rental – 30.00
- Telephone/Broadband – 31.16
- Litter Pick – 65.00
- Waste collection – 50.91
- Street light Supply – 41.61
- Water – 58.01
- Playground inspections – 106.26
- Office Electric 259.12
- Cricket strip repairs -255.91
- Supplies – 38.41
- Zoom Subscription – 12.99
- Audit – 350.00
- CPRE Membership – 36.00
- Website - 4.00

Clerk asked for assistance with Castle Water bills for the Parish Office, **Cllr Codling** agreed to have a look and would come to the Parish Office..

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. Annual Return 2022/2023 -Members noted the Annual Return, and Internal Auditors report for submission by 17th June 2023. **Clerk** advised that there was a new point within the AR addressing the Charity Return. **Clerk** would send information to **Cllr Codling** to get her input on what is required, and then contact to HALC for further information.

5. **VAT Return** Members noted the VAT return for Oct 22 – Mar 23 had been submitted.

239244 Regulation 16 submission

Cllr McArdle requested sign-off of the NDP documentation and approval to progress to Regulation 16. He advised that the core documentation is the submission version of the Neighbourhood Plan, The Consultation Statement, and the Basic Conditions Statement. He confirmed that all three documents have been reviewed and agreed by the NDP Steering Group and our consultant. He highlighted that the changes between the Regulation 14 and Regulation 16 versions of the Neighbourhood Plan are reflected in the Consultation Statement, which capture all the comments and action taken. He advised that most comments have been taken on board, but on some points conflicting feedback was received. He highlighted that there were several comments on subjects that are outside of the scope of an NDP (E.G., traffic issues and Settlement Boundaries). These have been noted. He highlighted that the only contentious point is around the Green Gap between the village settlement boundaries and the Thatcham and Newbury settlement boundaries. WBC proposed much smaller spaces than us. The case for sticking with our proposed Green Gap is that it meets both our and WBCs stated aims, whereas the WBC ones do not. **Cllr McArdle** proposed to submit the NDP for Regulation 16 this was seconded by **Cllr Wilding** and all Councillors were in agreement.

239245 Update on PROWs

Cllr McArdle advised that volunteers had been working with West Berkshire Council using materials supplied by WBC, to carry out remedial works on Rights of Way and Footpaths, however due to large quantities supplied by WBC, it was proposed to use Rivar and get smaller quantities and pay directly and then claim back through expenses. The CAPC costs would be used from the WAG budget (for materials used in the WAG) or Rights of Way budget (for work that isn't a priority for WBC). All other PROW costs would be claimed back from WBC. This was approved by the councillors.

239246 Financial Regulations

Members reviewed Financial Regulations ahead of the Annual Return.

239247 Projects – Recreation Ground

Cllr Hanks asked the Parish Council how much CIL money the Parish Council would be prepared to put towards the proposed project for the Recreation Ground. **Cllr Adams** had understood that quotes for any equipment would be presented before a decision could be made. **Cllr Hanks** advised that he felt the overall costs would be between 25 – 27K. This would be to purchase and install a table tennis table, new basketball hoop, platform for a bench and bike rack outside the Parish office. **Cllr McArdle** proposed 12.5K in principle to be match funded by donations secured by the committee. **Cllr Hanks** also suggested installing the table tennis table in the playground where the picnic bench currently stood. **Clerk** advised to seek advice from current playground inspectors to ensure there was enough space. **Cllr Hanks** also asked for the current contractor to quote to remove the basketball hoop and install a concrete platform for a bench. **Clerk** would send bank information to the committee to enable them to apply for grants from the Greenham Foundation. **Cllr Hanks** also asked for line marking the car park to be added to a future agenda.

239248 Committee Reports

23rd May & 6th June HR Working Group – **Cllr McArdle** advised that the HR Committee meeting had been unable to take place and was being rescheduled.
24th May & 7th June NDP Steering Group –**covered under item 239244**

239249 Reports from meetings with other bodies

18th May AMH Meeting – **Cllr Wilding** advised that he had attended the meeting. He advised that the old gates for the preschool were available if the parish Council needed them. The next meeting was on the 29th June 2023.

24th May Climate Change Conference – **Cllr Adams** had attended the conference but advised that it was more based on national issues than local issues. **Cllr McArdle** had also attended and advised that projects were being looked at that were relevant to Climate Change **Cllr McArdle** would share information with the Greening Group.

239250 Councillors Questions

- **Cllr McArdle** advised that community groups were being invited to the WAG to meet the animals. **Cllr Adams** suggested a new class to be included in the Horticultural Society summer show call The Best Allotment, the prize to be presented by the Parish Council. **Cllr McArdle** agreed to contact the Horticultural Society regarding this

239251 Correspondence

A list of correspondence received and sent since the meeting held on 9th May 2023 had been circulated as Information Sheet no3/June2023 and was noted by Members.

Part Two – Members of the Public are invited to leave the meeting

Resolution to Exclude the Press and Public

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it was Resolved that, because of the confidential nature of the business to be transacted under Part 2, the public and press be asked to leave the meeting.

PART TWO

239252 Approach in dealing with complaints

Confidential Minute no. 58 refers

There being no further business the meeting closed at 8.45pm

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