



COLD ASH PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON
TUESDAY, 11th July 2023

Present:

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

In Attendance:

Mr A Morrow & District Cllr Gourlay

Public Participation

No Public Participation

239253 Apologies for Absence
District Cllrs Dick, Cllr Codling & Cllr Adams

239254 Declarations of Interest
Cllr Fenner declared an interest in item 239269 Part Two Formal Complaint.

239255 Minutes
Minutes of the Meeting held on 13th June 2023 were approved. They were signed by the Chairman Part Two confidential minutes were signed by the Vice Chairman.

239256 Matters Arising

- **Clerk** advised that HALC were still investigating the request for information regarding A Memorandum of Understanding for the Charity Return.
- **Clerk** had been advised that District Councillors would submit two monthly reports.

239257 Report from District Councillors
District Councillors' reports had been circulated prior to the meeting; items included were Fostering Opportunities, Solar Power Opportunities, Veolia Orchard, Football at Faraday Road. Copies of the reports can be requested from the Clerk.

239258 Clerks Report

- **Clerk** advised she had received a letter regarding request for funding. Councillors agreed the grant process was on the website.
- **Clerk** advised she had received a notification from West Berkshire Council regarding speeding within the Parish and an email from a concerned resident regarding speeding on the B4009. **Cllr Murray** agreed to look at the speeding within the Parish and **Clerk** would forward the concerned residents email to

District Cllrs Dick and Codling.

- **Clerk** advised she had received a book regarding planning applications if any Councillors were interested in reading it to email her.
- An email regarding upgrading chicken runs at the Johnsons Lane allotment site had been received. **Clerk** would forward it to **Cllr McArdle**.
- A site visit to Juniper Rise had been arranged by WBC, Cllrs agreed they would not attend and agreed that **Cllr Codling** would be attending the Western Area Planning meeting on the 19th July and would reiterate Cold Ash Parish Council's concerns at that meeting; **Clerk** would forward comments to **Cllr Codling** ahead of the meeting.
- Councillors agreed to cancel the current Zoom contract.
- Councillors agreed to setting up a Direct Debit to pay the ICO membership.
- Mr Morrow attended the meeting with a view to becoming a Parish Councillor for Florence Garden Ward, he would attend the next meeting on the 25th July and then hopefully be co-opted in on the 22nd August meeting.
- **Clerk** reminded Councillors that she would be on leave from the 21st July returning on the 7th August. She would set up the meeting on the 25th July but would be unable to take the minutes.

239259

Planning Matters

A)

Planning applications

23/01270/HOUSE ADJACENT TO PARISH 14 Middleton Court Newbury RG14 2RP - *Convert existing garage to Study & Utility Room which requires the removal of the garage door, bricking up aperture to match existing brickwork and the installation of a new window at the front. Removal of existing rear conservatory and creating a patio in the footprint. Replacement of existing rear garage door, rear lounge window and rear patio doors.* **No Objection - Unanimous**

23/01377/PASSHE Davelaine Stoney Lane Ashmore Green *Application to determine if prior approval is required for a proposed: Larger Home Extension; Single storey rear extension. Dimensions 5.2m from rear wall, 4m maximum height, 4m eaves height.* **Councillors agreed unanimously that Prior Approval is required and A site management plan would be beneficial.**

B)

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

23/00328/CERTE Glendale Manor Collaroy Road - The existing site use for which the certificate of lawfulness is being sought is Domestic Residential Garden use and includes all the land contained within the hatched area on Block Plan and Title Deed :**LAWFILL** *Cold Ash Parish Council Previous Comments- Cold Ash Parish Council OBJECT Unanimously to this application with the following comments:-*

- *Outside settlement boundary*
- *The area should remain an agricultural field.*

23/00872/HOUSE White Oaks The Ridge - Single storey extension **APPROVED** *Previous Parish Council Comments - No Objection – Unanimous*

23/01381/CERTP Rose Cottage Bucklebury Alley - Building unaltered but to be used for annex purposes rather than fitness room to remain ancillary to main dwelling. **APPROVED**

23/00672/HOUSE Heywood Ashmore Green - Conversion of two storey bungalow to two storey house, single storey flat roof extension to the rear elevation and demolition of existing inaccessible garage **APPROVED** *Previous Parish Council Comments - No Objection – Unanimous*

23/00064/HOUSE AMENDED PLANS Woodrow Bucklebury Alley - For the construction of an attached oak extension and for the installation of a glazed link **APPROVED** *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 **APPROVED** *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.*

C) **Appeal**

There were no appeals.

239260 Finance

1. Items for payment. Members agreed Items for Payment on Sheet No 4 2023/2024.

Summary of sheet:

Room Rental – 30.00

Telephone/Broadband – 31.16

Litter Pick – 65.00

Waste collection – 53.51

Street light Supply – 43.71

Water – 71.58

Zoom Subscription – 12.99

Grass Cutting – 1364.51

Noticeboard – 827.00

Payroll – 66.96

Dog/Litter bin emptying – 948.51

Tennis Court refurb – 15850.00

Minutes of Cold Ash Parish Council

Expenses & Maintenance – 322.74

Website - 4.00

2. **Bank reconciliation** – Members to note Bank Reconciliation for June 2023.

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

239261 COLD ASH NEIGHBOURHOOD PLAN - Regulation 16

Cllr McArdle advised that Regulation 16 had been submitted, however due to delays by West Berkshire Council, **Cllr McArdle** asked for agreement to send a response to the officers concerned. There was no start date as yet for Regulation 18 although all deadlines had been met by Cold Ash Parish Council. **Cllr Clark** recommended a meeting with the relevant officers and **District Councillor Codling**.

Standing Orders were suspended at 7.40pm to allow District Councillor Gourlay to speak.

Standing Orders resumed at 7.45pm

Cllr McArdle advised another meeting with neighbouring parishes also involved in a Neighbourhood Development Plan was being set up.

239262 Standing Orders

Councillors had reviewed the Standing Orders these would now be updated on the Parish Council website.

239263 Internal Auditor

Councillors had reviewed the CV's received for a new Internal Auditor and agreed for the Clerk to obtain references.

239264 Winter Service Plan 2023/24

Councillors had reviewed the Winter Service Plan with no changes required.

239265 Committee Reports

4th July HR Working Group – **Cllr Fenner** advised that the advert had been reviewed and would be re posted on the website & Facebook Pages. Cllrs would be sent a list of the tasks required to run the Parish Office once the current Clerk retired with a view to picking them up until a replacement clerk could be found. The current Clerk had agreed to stay on for a further two months on limited hours and not attending monthly meetings. **Cllr Clark** would speak to the Newbury Weekly News with a view to advertise the position in the paper. A candidate had come forward with a first interview in the next week.

5th July NDP Steering Group – **Cllr McArdle** this item was discussed under 239261

239266 Reports from meetings with other bodies

29th June AMH Meeting – **Cllr Wilding** attended the AGM and advised that the business rates for the Hall had not been increased. He also advised that there were concerns regarding pot holes in the Car Park. **Clerk** would ask the contractor to take a look.

5th July Climate Forum – **Cllr McArdle** advised he had attended the recent forum and advised that an ecofriendly report would be published in the Parish News. There was an option to obtain funding from Veiola, but at present none was required within the Parish. A Anti-Fly Tipping campaign was underway. The Greenfest would now be held in Victoria Park Newbury. **Cllr McArdle** also advised that he would be meeting with the Cold Ash Greening Group.

239267 Councillors Questions

There were no questions.

239268 Correspondence

A list of correspondence received and sent since the meeting held on 13th June 2023 had been circulated as Information Sheet no 4/July2023 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

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

239269 Formal complaint

Confidential Minute no. 59 refers

There being no further business the meeting closed at 8.36pm

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