

# Chaddleworth Parish Council

Clerk to the Council: Mrs Kim Lloyd  
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## MINUTES

**TUESDAY 17 SEPTEMBER 2019 – 7.30PM IN THE VILLAGE HALL**

**Present:** Cllr. Murphy (Chair), Cllr Ballard, Cllr. Homersham and Cllr. Beard

**Clerk:** Mrs K Lloyd

6 Members of the Public attended.

**1. APOLOGIES RECEIVED.**

Mcallister sent apologies.

**2. DECLARATIONS OF INTEREST ON AGENDA ITEMS.**

No Declarations of interest.

**3. OPEN FORUM - un minuted**

To receive any questions, comments or representations from the public

*The meeting will be suspended for a maximum of 15 minutes. No decisions can be made by the Council during public question time. After this period the meeting will be resumed and members of the public may only speak when invited to do so.*

*Matters raised to the Parish Council in the Open Forum.*

- **Trees overhanging** next to the School – Cllr. Beard said he would action.
- **Norris Lane Pot Holes.** Cllr. Murphy reported someone from WBC was coming out to look at the road.

**4. PLANNING APPLICATIONS RECEIVED.**

Members of Council had no concerns over the two planning applications and agreed to 'Support' both applications.

**19/01701/FUL Chaddleworth Rectory** - Conversion of coach house to 2 bed dwelling. <http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01701/FUL>

**19/01849/HOUSE Chaddleworth Rectory** – Construction of detached garage. <http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01849/HOUSE>

## Decision Notices

**19/01352/FUL 1 Manor Farm Cottage** - Vehicular access over a verge from C3706 to serve a new driveway and parking area at 1 Manor Farm Cottage. <http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01352/FUL> WBC **GRANTS** planning permission. (CPC supported)

**19/01630/HOUSE Peacock Cottage.** New two storey side extension, relocation of front door with two new porches. Additional timber cladding over existing extension. New window in existing first floor window. <http://planning.westberks.gov.uk/rpp/index.asp?caseref=19/01630/HOUSE>

WBC **GRANTS** planning permission. (Note. Extension date was declined from WBC. No comments can be made from Parish Council as the determination date has passed).

A full discussion was then carried out over the process of requesting extension dates from WBC for planning application deadlines in between meetings. It was determined to review the Parish Councils Standing Orders to agree/confirm the procedure.

**Action**     **ALL** Standing Orders review. (October Agenda)

**5. SPEEDING IN NORRIS FIELD**

Following a letter from a concerned resident, enquires were made to WBC highways from the Clerk, and Cllr's. Murphy / Hooker (District Cllr.) asking for their guidance and support on the speeding concerns in Norris Field. It was also suggested if a reduction in the speed limit to 20mph could be an option. WBC reported a traffic survey would need to be done in the first instance and there were very limited places to deploy a speed data recorder (Black Cat). They said if requested they could collect the data over the coming months. Following collection of this data, 'if appropriate' the most suitable educational process will be initiated. Speed bumps and bollards were also mentioned by the Parish Council but as this location forms part of the public highway it is their duty to ensure that it remains accessible to all such as agricultural delivery vehicles, public services and the emergency services to name a few so it would not be possible to restrict access by means of bollards as suggested, and with no street lights speed bumps would not be possible.

The Clerk mentioned she had read an article of one village (not local) where Children made notices which were staked in the ground to slow drivers, which grabbed the attention of drivers and read reports of successful results from this, with the help of social media. A member of public who lives in Norris Lane attending the meeting said they would speak to the School to find out if this is something they could help with and would let the Parish Council know.

**Action**     **Clerk** to contact Highways to request a traffic survey to be carried out.

**Clerk/Cllr. Murphy** to add a note to the parish newsletter on speeding concerns.

**6. FOOTBALL FIELD**

GMG provided 2 quotes, one quote to repair the gate post following Parish Council request. A second quote to erect a smaller gate, adjacent to the large existing gate. GMG suggested this would be more cost-effective. Members of Council approved the quote to erect an adjacent smaller gate.

Chris Jordan asked if new football nets could be purchased. The Clerk said the last nets cost £49.89 for 2, along with the clips. Members of Council approved the expenditure.

**Action**     **Clerk** to inform GMG of quote acceptance.

**Clerk** to purchase football nets.

**7. OAK TREES IN MAIN STREET**

The trees in question (4 in Main Street, 2 Upper End) were now touching the electrical cables. It was agreed to obtain quotes / advice from tree surgeons and report back in the next meeting.

**Action**     **Cllr. Murphy** to obtain tree quotes.

**8. BIRD BATH IN THE MEMORIAL GARDEN**

Cllr. Murphy proposed to move the bird bath from the back to the front of the Memorial Garden where it will be seen and will need less maintenance. All agreed.

It was also discussed and agreed to buy 6 rose plants to replace some of the old roses, the expenditure agreed was up to £80.00.

**Action**     **Cllr. Murphy** to move bird bath and buy roses.

**9. UPDATE ON THE WESSEX SAW MILL**

Cllr. Murphy said discussions were still ongoing with the Environmental Agency and consultants. The Clerk said an application had been noted via Hugo-Fox.com (not WBC) to lift 2 of the conditions (being 7 and 8) of appeal reference APP/W0340/W/17/3176451 (16/02954/FUL) and the Clerk believed this had been agreed.

**Action** Cllr. Murphy will investigate further.

#### 10. DETRITUS LEFT IN SKITTLE ALLEY

Cllr. Murphy reported he had called and sent an email to SSE team regarding cutting a number of branches from a Buddlea and a Cypress tree in the garden of Rosemerion on Main Street. They had removed the cuttings from Rosemerion's garden but then dumped the rest in Skittle Alley which is a public footpath. No response back from SSE as yet.

**Action** Cllr. Murphy/Clerk to chase SSE.

#### 11. MINUTES OF THE LAST MEETING.

Members **RESOLVED UNANIMOUSLY** to confirm and adopt the minutes of the Parish Council meeting held on 2 JULY 2019 to be agreed, proposed and signed.

#### 12. FINANCE

##### a) Bank Accounts

Balances on 7 August 2019

Parish Council	£15,051.98
Bakers Trust	£5,628.08
Football Field	£1,261.71

##### b) Cheques to approve in meeting

S/O	Kim Lloyd (Parish Clerk) 25 <sup>th</sup> August 2019	£429.78
S/O	Kim Lloyd (Parish Clerk) 25 Sept 2019	£429.78
S/O	Mrs H Anderson (Litter picking) 25 <sup>th</sup> August 2019	£20.00
S/O	Mrs H Anderson (Litter picking) 25 <sup>th</sup> Sept 2019	£20.00
S/O	Chaddleworth Village Hall 25 <sup>th</sup> August 2019	£23.00
S/O	Chaddleworth Village Hall 25 <sup>th</sup> Sept 2019	£23.00
100564	Library Donation	£250.00
100565	BALC/NALC Annual Subscription	£115.74
100566	Vale Press (July & August)	£233.00
100567	GMG Services and Solutions Ltd.(July & August)	£340.00
100568	Autela Payroll Services Q2.	£47.08
100569	Connecting Communities in Berkshire (Subs)	£32.00

#### 13. METRO BANK

Bank accounts are open, however the Clerk noted only 3 bank accounts was opened when 4 was requested, being the 'Parish Council' – 'Bakers Trust' – 'Football Field' and the 'RESERVE ACCOUNT'. The Clerk also reported all cheque books, paying in books were delivered, but on receiving the bank statement no funds had been moved across to the Metro Bank and were still showing in Barclays.

**Action** Clerk to speak with Metro to ask for funds to be moved to Metro from Barclays, and why the 4<sup>th</sup> account (Reserve Acct) had not been opened.

#### 14. INTERNAL AUDIT

The audit was carried out. No queries made. All record practises and accounts were good with no errors reported. The internal auditor signed off the Annual Governance Accounts Return Statement.

#### 15. RISK ASSESSMENT REVIEW/SIGN OFF.

Cllr. Murphy had painted the phone box and the bus shelter, pruned and mowed the grass. He also repaired the glass on the telephone kiosk door that had recently been vandalised.

Cllr. Murphy signed the risk assessment document and this will be kept in the file for reference.

**16. COUNCILLOR QUESTIONS AND REPORTS.**

CCB -Community Led Housing workshop 19th Sept 2019 – Cllr Beard confirmed he will be attending. Cllr. Mcallister (not present in the meeting) had asked if the owner had been contacted at Chapel Cottage regarding the ROW footpath/stile overgrowth. The Clerk said she had emailed the owner but had no response; the Clerk emailed a second email and is waiting for a response.

Cllr. Mcallister also asked if there were any updates on the school bus payment scheme. After discussion Cllr. Beard said he would mention this matter at the Climate Conference to highlight the carbon emissions being used to deliver a taxi to a school outside our county.

**Action** Clerk, to gain a response from Chapel Cottage.

**Cllr. Beard** to raise the school transport payment scheme at the Climate Conference.

Cllr. Murphy reported he had finally received the Ibex Community Right to Bid letter confirming our nomination relating to the Ibex for listing under Section 88(1) of the localism Act 2011 was approved by the Community Right to Bid Group on 15 April 2019.

**17. CLERK CORRESPONDENCE.**

Cllr. Clive Hooker -District Councillor's report to Parish Councils for the period to 31<sup>st</sup> July 2019 and to the 31<sup>st</sup> August 2019.

**West Berkshire Climate Conference** The free event will be held at Newbury College from 10am until 4pm on Monday 28 October. West Berkshire residents are invited to attend the conference by booking admission in advance but numbers will be limited to 4 tickets per application. Tickets will be available from noon on Monday 16 September at the [West Berkshire Climate Conference - Tickets](#) page.

Notification of the District Parish Conference- 22<sup>nd</sup> October between 6pm till 8pm. To remind Members of Council and a maximum of 3 Members of Council can attend.

A donation request was received from the North Wessex Downs Landscape Trust. The Members of Council agreed to not contribute at this time.

**18. MATTERS FOR FUTURE CONSIDERATION.**

Norris Lane Pot Holes.

Overhanging Trees in Main Street.

Overhanging Trees next to the School.

**19. CO-OPTION OF COUNCILLORS**

Mr Joe Mills and Mr Kevin Brady both attended the meeting and asked to be considered to stand for the one available seat on the Parish Council.

Cllr's. Homersham, Ballard and Murphy gave their vote to Joe Mills with Cllr. Beard's vote to Kevin Brady. Thank you to Keven Brady for putting himself forward to stand for the Parish Council and thank you to Joe Mills for becoming a Member of the Parish Council. Joe Mills signed the Declaration of Office and the Clerk signed.

**20. DATE OF NEXT MEETINGS.**

The date of the next meeting is Tuesday 1<sup>st</sup> October 2019 at 7.30pm, with all further meetings on the 1<sup>st</sup> Tuesday of each month with no meeting in August.

***Closed-9.40pm***