

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of the ordinary meeting held at Bishops Green Village Hall on
Wednesday 13th April 2022, commencing at 19.30 hours

Present: Cllrs Dain (Chair), Bayliss (Vice Chair), Stamp, Debenham and Coward.

In attendance: Sarah Jones (Clerk), Borough Councillor Izett (part), 0 member of the public

Item		Action
1	<p>Apologies Apologies were received and accepted from Cllr Parkes and County Cllr Mellor.</p>	
2	<p>Declarations of interest There were no declarations of interest.</p>	
3	<p>Minutes of previous meeting and actions arising To receive and confirm the minutes of the ordinary meeting held on 9th March 2022. All Cllrs agreed them as a true record, and they were signed by the Chair.</p>	
4	<p>Public participation There were no members of the public present.</p>	
5	<p>Borough Councillor's Report Cllr Izett reported that council operations have effectively closed down due to the elections which take place on 5th May. A third of seats are up for re-election. Borough officers are working as normal. The 2 large planning applications, Woodside View and College Copse were raised. Concern was discussed at the lack of a case officer being appointed but this has now been done. It is thought the case officer is an outside consultant. Cllr Izett will contact her, find out where she is on these applications and report back to the council. Cllr Dain raised concern that any planning applications could 'slip through' and go straight to appeal if BDBC planning department overlook anything. Cllr Izett advised if a planning application is not dealt with within 8 weeks it could go directly to appeal but this is highly unlikely with large, new developments as in the case with Woodside View and College Copse, but he advised he will be in discussion with the planning department and respond as soon as possible. He agreed it would be wholly unacceptable for this to happen so he will look into it. Cllrs discussed the Clere House Farm planning application per Item 7 with Cllr Izett and that this change of use wasn't dealt with in a timely manner and has therefore been approved without comments from residents and from the parish council being considered. This obviously causes concern as all parties need to be the given the chance to respond to these applications. Cllr Izett advised there is a fund available for the Jubilee celebrations. Cllr Bayliss advised EVH have submitted their application. Cllr Dain raised the water tower at Bishops Green. There are two issues; one is the lack of progress by BDBC in dealing with a land title problem which is delaying the building; the other is the lack of maintenance of the site and structure which is causing a local danger. Cllr Izett agreed to look into both these issues as they were borough level responsibilities. Cllr Dain agreed to send the correspondence she has had with the architects to him. Item 12(b) was raised as Cllr Izett asked how the Neighbourhood Plan is moving forward? Cllr Dain responded it is moving forward at good pace, the next step is the public consultation which takes place on the following dates: Thursday 26th May at Ecchinswell Village Hall in the evening Friday 27th May at Bishops Green Village Hall in the evening Saturday 28th May at Ecchinswell Village Hall from 11am-4pm The potential sites will be shared with the parish.</p>	<p align="center">MD</p>

	<p>Policies are being drafted and design codes being made, and SEA assessments taking place. The Steering Group are aiming for Regulation 14 by the summer which is very fast indeed.</p> <p>The Steering Group have identified that there is, according to BDBC information, a green space shortage within the parish. Either of the 2 large developments could worsen this shortage.</p> <p>There being nothing further to report or discuss, Cllr Izett left the meeting at 8.00pm.</p>																									
6	<p>County Councillor's Report. The County Cllrs were not present so there was no report.</p>																									
7	<p>Planning</p> <p>a) Planning applications:</p> <p>22/00763/LDEU North Sydmonton House North Sydmonton Newbury Hampshire RG20 4UL Proposal: Certificate of Lawfulness for the existing mixed-use development comprising 3 no. linked barns used as ancillary workshop and plant room, toilets, self-contained first floor residential flat, ancillary residential uses together with periodic cookery classes with function room and associated storage, garage and vehicle workshop The parish council have no comments to make as the application has gone through and it is too late.</p> <p>22/00813/LDPU Land At Clere House Farm Ecchinswell Road Ecchinswell Hampshire Proposal: Certificate of lawfulness for the proposed use for Change of Use of 1 no. Agricultural Building to 1 Dwellinghouse (Use Class C3) and Associated Building Operations and Change of Use of 1 no. Agricultural Building to 1 Dwellinghouse (Use Class C3) and Associated Building Operations The parish council are unable to comment on this as the planning application has lapsed. There has been real concern that the parish council were not told of the full plans with details of access etc. The parish council would wish to comment on such planning applications, and it is unacceptable that due to a lack of response from BDBC the PC are unable to do so, and the application has been approved by default.</p> <p>b) Decisions: none</p>																									
8	<p>Finance</p> <p>Electronic Payments:</p> <p>(a) The following payments were agreed for March:</p> <table data-bbox="284 1518 1181 1792"> <tr> <td>S Jones</td> <td>Clerk's salary (Mar)</td> <td>£824.27</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (Mar)</td> <td>£218.50</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (Mar)</td> <td>£136.80</td> </tr> <tr> <td>HMRC</td> <td>PAYE – RW, DM, SJ</td> <td>£ 39.93</td> </tr> <tr> <td>HALC</td> <td>Annual subscription</td> <td>£331.13</td> </tr> <tr> <td>HCC</td> <td>Roadworks</td> <td>£250.00</td> </tr> <tr> <td>S Jones</td> <td>Flower expenses</td> <td>£26.10</td> </tr> <tr> <td>Premier Grounds</td> <td>Maintenance</td> <td>£72.00</td> </tr> </table> <p style="text-align: center;">Total £1,898.73</p> <p>The clerk advised she is going to query the payment to HCC for £250 as she was not aware of any outstanding payments due, and also the payment to HALC does not include any VAT so this will be queried.</p>	S Jones	Clerk's salary (Mar)	£824.27	D McClelland	Litter warden – (Mar)	£218.50	R Wherry	Litter warden - (Mar)	£136.80	HMRC	PAYE – RW, DM, SJ	£ 39.93	HALC	Annual subscription	£331.13	HCC	Roadworks	£250.00	S Jones	Flower expenses	£26.10	Premier Grounds	Maintenance	£72.00	SJ
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	(b) The end of year accounts were agreed and signed off. It was agreed that going forward, the clerk will attach the bank statement showing the relevant date and bank balance, to the bank reconciliation and end of year accounts.	
9	<p>Correspondence</p> <p>10.03.22 – Whitchurch PC, local housing number concerns – a meeting is taking place on 28th March and the parish council will be sent the minutes and a copy of the presentation.</p> <p>17.03.22 – Resident, flooding by the Old Vicarage. This has been raised again with HCC.</p> <p>23.03.22 – Water tower, issues with site and possible danger – discussed under Item 5.</p> <p>29.03.22 – HALC, new Code of Conduct – the clerk will review this. She will check the PC code of Conduct against the new code and bring an updated code to the meeting in June for sign off. This review is usually done bi-annually in April.</p> <p>05.04.22 – Resident, hedges around Sydmonton Court – the hedges have been cut back and the parish council feel they are unable to ask for any further works to be carried out.</p> <p>CPRE – letter received though the post, detailing that the AGM will take place on 28th April. No Cllrs from ESBG are able to attend.</p>	SJ
10	<p>Highways and Rights of Way</p> <p>Hyde Lane has been raised by residents. The road is now a running stream in parts of it. Members of the public have contacted HCC and have been successful in getting a highways inspector to visit the site and review the road. HCC confirmed something needs to be done and it is hoped works will take place soon.</p> <p>The stiles to kissing gates project has been extended. One resident needs to confirm she is happy to maintain the gates once installed and this is in hand. One resident has advised they want to keep 3 stiles on their land, and not change to kissing gates, and the final area between 2 houses has agreement from both residents that they are happy to maintain the gates.</p> <p>Cllr Dain has priced up the project which totals £1780.34 plus delivery charge. Monies left over from the previous project is £1674.00 so Cllr Dain asked would the parish council contribute approximately £150 so the project can be finished. All Cllrs agreed unanimously. The clerk will place the order.</p> <p>The potholes on the West Berks side on the Enborne bridge are dangerous and causing traffic to swerve into the middle of the road. This will be reported to West Berks and County Cllr Mellor.</p> <p>There is a post missing from the disabled parking bay by Shepherds Cottages. This will be reported to HCC.</p> <p>The dangerous wall at Ecchinswell House, which is collapsing, has been reported to the agents of the property who have responded that they will get this sorted out.</p>	<p>SJ</p> <p>SJ</p> <p>SJ</p>
11	<p>New Business</p> <p>a) <u>Assets Register sign off</u></p> <p>The Assets Register was circulated prior to the meeting and was agreed by all and signed off.</p> <p>b) <u>1st quarter safety review</u></p> <p>The inspection was carried out and any problems identified:</p> <p>The hawthorn hedge at Digweeds needs to be cut along the top. The clerk will arrange this with the village maintenance team.</p> <p>The seat at the pond is wobbly and needs to be fixed down properly. Cllr Stamp will investigate this and fix if possible.</p> <p>Non-allotment holders have been going through the area. This is supposed to be secure. New locks will be sourced, one from an allotment holder who will be reimbursed. The code will be changed and the allotment holders written to, to remind them not to give the code out.</p>	<p>SJ</p> <p>MS</p>

	<p>The locks on the Eagle Road noticeboard need to be changed. A volunteer has offered to do this work, and the parish council thank him for his time and agree to pay all expenses incurred</p> <p>c) <u>Jubilee canopy tree planting</u> The canopy tree planting initiative is that a tree can be planted and a plaque, made by war veterans, can be purchased for £119.99 in commemoration of the Platinum Jubilee. EVH plans to plant a copper beech and attach a plaque were discussed. Whilst the EVH committee were very grateful for the £100 donation from the parish council, the project is costing more than they initially considered and have therefore asked if any more funding is available. Unfortunately, the council feel they are unable to give a larger donation at this time.</p> <p>After discussion, Cllrs agreed the discussion regarding a parish council tree and plaque would be mentioned in the newsletter, to get feedback from residents as to whether they would like this, and if so where the tree should be planted. No decisions were made at this stage,</p> <p>d) <u>Digweeds site memorial discussion</u> A resident has made a request to replace the damaged map board at Digweeds, which is maintained by the parish council, with a new one given by the family in memory of their son. This was agreed by all Cllrs.</p> <p>e) <u>Election process update</u> The election process has been done and is uncontested in ESBG. Notices advising this have been publicized as advised by BDBC. Expense forms need to be returned and then the process is finished.</p>	SJ
12	<p>Matters for discussion</p> <p>a) <u>Bishops Green planning application update</u> There is nothing further to report on this item at present.</p> <p>b) <u>Neighbourhood Plan update</u> Further to the report under Item 5 above, Cllr Dain asked if Cllr have looked at the settlement boundaries and are happy with the Steering Group's decisions, all confirmed they have seen it and are happy. These will be put forward to BDBC.</p> <p>c) <u>Speeding working party update</u> There is nothing further to report at present.</p> <p>d) <u>Tree inspection update</u> The clerk asked for any ideas for tree surgeons so she can approach them and find a suitable option.</p> <p>e) <u>BGCA and EVH updates</u> The BGCA youth club funding is now secured for 3 years which is good news. The EVH Quiz Night is taking place on 7th May and tickets are £5 per head.</p> <p>f) <u>War Memorial cleaning update</u> The cleaning is taking place at the end of April, but no exact date has been given yet.</p> <p>g) <u>AGM/Annual Assembly update on arrangements</u> There have been interviews taking place and lots of interesting information from older residents for a 10-minute presentation. The NP Steering Group will also do a presentation. Refreshments will be purchased for after the Annual Assembly. Greenham Trust will be asked to speak at next year's assembly.</p> <p>h) <u>Litterwarden review update</u> This is in hand and dates are being finalised. The clerk will report back once the reviews have taken place.</p> <p>i) <u>Plaque for trees</u> This was discussed under Item 11c.</p> <p>j) <u>Communications – newsletter (Cllr Coward) and other media output</u> Items for the magazine were agreed and Cllr Coward will write the article this month.</p>	All/SJ
13	<p>Date of next meeting: Wednesday 11th May 2022 at 7.00pm for the AGM, followed by the Annual Assembly at 7.30pm, at Ecchinswell Green Village Hall. There being no further business, the meeting closed at 9.25pm.</p>	

ACTIONS:

Cllr Dain to forward the emails about the Bishops Green water tower to Cllr Izett.

The clerk advised she is going to query the payment to HCC for £250 as she was not aware of any outstanding payments due, and also the payment to HALC does not include any VAT so this will be queried

The end of year accounts were agreed and signed off. It was agreed that going forward, the clerk will attach the bank statement showing the relevant date and bank balance, to the bank reconciliation and end of year accounts.

HALC, new Code of Conduct – the clerk will review this as it is usually done bi-annually in April. It will be brought to the meeting in June for sign off.

Cllr Dain asked would be the parish council contribute approximately £150 so the project can be finished. All Cllrs agreed unanimously. The clerk will place the order.

The potholes on the West Berks side on the Enbourne bridge are dangerous and causing traffic to swerve into the middle of the road. This will be reported to West Berks and County Cllr Mellor

There is a post missing from the disabled parking bay by Shepherds Cottages. This will be reported to HCC.

The hawthorn hedge at Digweeds needs to be cut along the top. The clerk will arrange this with the village maintenance team.

The seat at the pond is wobbly and needs to be fixed down properly. Cllr Stamp will investigate this and fix if possible

Election expense forms need to be returned and then the process is finished.

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