

ECCHINSWELL, SYDMONTON AND BISHOPS GREEN PARISH COUNCIL

Minutes of the ordinary meeting held at Bishops Green Village Hall on

Wednesday 11<sup>th</sup> September 2024, commencing at 19:30 hours

**Present:** Cllrs Stamp (Chair), Sadler (Vice Chair), Dain, Debenham, Parkes and Monteith.

**In attendance:** Sarah Jones (Clerk), Borough Cllr Izett, County Cllr Mellor, 0 members of the public.

Item		Action
1	<b>Apologies:</b> Apologies were received and accepted from Cllr Hardy-Giles.	
2	<b>Declarations of interest</b> There were no declarations of interest.	
3	<b>Minutes of previous meeting and actions arising</b> To receive and confirm the minutes of the Ordinary Meeting held on Wednesday 17th July 2024, and the Extraordinary Meeting held on 14 <sup>th</sup> August 2024, and matters arising. All Cllrs agree them as a true record, and they were signed by Cllr Stamp.	
4	<b>Public participation</b> There were no members of the public present.	
5	<b>Borough Councillor's Report</b> Borough Cllr Izett raised the planning application at the Royal Oak. He has met the owner and seen the proposals. He said it was a sound application and that he is unclear of the basis for the conservation team objections. Parking has been an issue. The pub is a valued asset in the Neighbourhood Plan, and is also an important social amenity. Cllr Stamp advised ESBG Parish Council fully support the pub remaining a viable asset. It seems likely the application will go to committee. The new Labour Government is reviewing the National Planning Policy Framework (NPPF). The plan is adhering to standard methodology but changing the calculations and there is no weighting in urban areas. This results in BDBC new housing numbers increasing by 37% from 825 to 1128 per annum. Council's who are reviewing their Local Plan need to be at Regulation 19 for them to stand and BDBC is at Regulation 18 so may have to start again which will cause further delay. Developers will continue looking for unallocated sites whilst there is no Local Plan in place. ESBG PC's Neighbourhood Plan still has 5 years to provide some protection. Cllr Izett reported that there has been no consultation but from September 2026 there will be a weekly food waste collection, and the green and grey bins will be collected on alternate weeks. ESBG PC have been invited to meet the council leader and a date for this is being agreed. Cllr Izett has nothing further to report.	
6	<b>County Councillor's Report.</b> County Cllr Mellor reported that the new Government are introducing new cuts which will impact highways and public transport. Some projects for new roads have been stopped, as has the new hospital programme. The new Government is taking part in discussion regarding devolution; which will result in large scale changes. This could include bringing in more Mayors and devolving authority to mayors. Highways are in a strong place with most A and B roads having potholes fixed and holding up well. Rural areas are more of a problem due to soft verges etc but they are assessed regularly and efforts being made to look after them. Cllr advised Cllr Mellor the pothole audit is being carried out to give HCC an overview of all potholes in the parish, so they can be logged. Children's Services have received an outstanding Ofsted report, and exams results are good, 3% above the national average. 98% of children received their first choice schools. Cllrs raised the various issues throughout the parish including the missing manhole covers and broken/missing road signs. A list of all these will be sent to Cllr Mellor, along with the pothole audit.	

	There has been no action regarding the 30mph zone so this information will be re-sent. There being nothing further to report, Cllrs Mellor and Izett left the meeting at 8.24pm.	
7	<p><b>Planning</b></p> <p>a) <b>New applications:</b></p> <p><b>24/01779/FUL</b> Mill Lane Barn Mill Lane Ecchinswell Hampshire RG20 4UD Proposal: The refurbishment and change of use of a Listed Building (Mill Lane Barn) into a 3 bedroom dwelling with associated frontage parking and rear amenity areas.</p> <p><b>24/01780/LBC</b> Mill Lane Barn Mill Lane Ecchinswell Hampshire RG20 4UD Proposal: The refurbishment and change of use of a Listed Building (Mill Lane Barn) into a 3 bedroom dwelling with associated frontage parking and rear amenity areas.</p> <p>ES&amp;BG Parish Council SUPPORTS the 01779/FUL application because the proposal represents a thoughtful barn conversion, retaining rural barn appearance and within existing barn footprint. Considerable design planning to meet Listed Building requirements. Building is within Ecchinswell SPB and Conservation Area.</p> <p>ESBG PC is not appropriately skilled to comment on the Listed Building conversion aspect (01780 LBC) of this application so will defer to the List Building experts.</p> <p><b>24/01823/HSE</b> 5 Palmers Yard Ecchinswell Hampshire RG20 4TR Proposal: Conversion of existing garage into a sound-proof office space ES&amp;BG Parish Council SUPPORTS this application. Assuming parking is not a problem caused by loss of garage, then internal refurbishment of garage to become office workspace is to be encouraged.</p> <p><b>24/01923/LBC</b> Woodpecker Cottage Ecchinswell Road Ecchinswell RG20 4UA Proposal: Repairs to existing timber structure, replace masonry paint with lime wash/render, replace single glazed Crittall metal windows with double glazed Crittall metal windows. ES&amp;BG Parish Council SUPPORTS this application.</p> <p><b>24/01980/HSE</b> 1 Riverside Cottages Ecchinswell Road Ecchinswell RG20 4UG Proposal: Proposed erection of detached single storey garden room following demolition of existing single garage and timber garden room The ES&amp;BG Parish Council OBJECTS to this application because            1) Cllrs have strong concerns re the design as they feel it is not in keeping with the surrounding area. Horizontal slates could be considered.            2) Parking could be an issue if the new building is turned into a self-contained annex or similar            3) There is potential this could be sold as a separate property and Cllrs stipulate this should be avoided.</p> <p>ESBG PC have been made aware of some significant changes to the old stable block at a premises within the parish. There has not been a planning application received so the clerk will endeavour to contact the residents advising they need to contact BDBC urgently.</p> <p>b) <b>Decisions:</b></p> <p><b>24/01614/TDC</b> Ratts End House Ecchinswell Road Ecchinswell Hampshire RG20 4TX</p>	SJ

	<p>Technical Details Consent application for the erection of 1 no. dwelling together with associated infrastructure and garage in residential garden of Ratts End House in accordance with Permission in Principle 22/02700/PIP</p> <p><b>Decision      Granted 23.08.24</b></p> <p><b>23/02627/RES</b> Land At OS 450078 163328 Ecchinswell Road Bishops Green Hampshire</p> <p>Application for the approval of Reserved Matters pursuant to outline planning consent (22/00174/OUT) for the erection of up to 42 dwellings including means of access from the existing highway on Ecchinswell Road, Bishops Green. Appearance, Landscaping, Layout and Scale to now be considered</p> <p><b>Decision      Granted 09.08.24</b></p> <p><b>24/00371/FUL</b> Shepherds Cottage Sydmonton Road Sydmonton Burghclere Hampshire RG20 9NJ</p> <p>Erection of a replacement dwelling following the demolition of the existing dwelling.</p> <p><b>Decision      Granted 19.07.24</b></p>																															
8	<p><b>Finance</b></p> <p><b>(a) Electronic Payments made in September:</b></p> <table> <tbody> <tr> <td>S Jones</td> <td>Clerk's salary (August)</td> <td>£898.30</td> </tr> <tr> <td>D McClelland</td> <td>Litter warden – (August)</td> <td>£195.20</td> </tr> <tr> <td>R Wherry</td> <td>Litter warden - (August)</td> <td>£164.72</td> </tr> <tr> <td>HMRCPAYE</td> <td>– RW, DM, SJ</td> <td>£91.60</td> </tr> <tr> <td>D McClelland</td> <td>Expenses</td> <td>£20.00</td> </tr> <tr> <td>Premier Grounds</td> <td>Village maintenance</td> <td>£733.20</td> </tr> <tr> <td>Business Stream</td> <td>Allotment water</td> <td>£54.16</td> </tr> <tr> <td>Cllr Debenham</td> <td>Allotment tool storage</td> <td>£109.95</td> </tr> <tr> <td>BDO</td> <td>External audit costs</td> <td>£252.00</td> </tr> <tr> <td></td> <td><b>Total</b></td> <td><b>£2,519.13</b></td> </tr> </tbody> </table> <p><b>(b)</b> The actual/against budget will be updated and circulated at the October meeting. <b>SJ</b></p> <p><b>(c)</b> The external audit has been finalised and the invoice paid.</p>	S Jones	Clerk's salary (August)	£898.30	D McClelland	Litter warden – (August)	£195.20	R Wherry	Litter warden - (August)	£164.72	HMRCPAYE	– RW, DM, SJ	£91.60	D McClelland	Expenses	£20.00	Premier Grounds	Village maintenance	£733.20	Business Stream	Allotment water	£54.16	Cllr Debenham	Allotment tool storage	£109.95	BDO	External audit costs	£252.00		<b>Total</b>	<b>£2,519.13</b>	
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9	<p><b>Correspondence</b></p> <p>31.07.24 - West Berkshire Local Plan Review – Update, noted.</p> <p>19.08.24 – West Berkshire Council - Local Plan Review: additional sites for housing, noted.</p> <p>03.09.24 – Lambourn NDP, Invitation to comment on the Pre-Submission Version of the Lambourn NDP, noted.</p> <p>03.09.24 - Resident re parish tree day and tree in the parish.</p> <p>If anyone would like more information on this they can be contacted directly.</p>																															
10	<p><b>Highways and Rights of Way</b></p> <p>The recent road closures have left a number of road signs around which need to be removed. The clerk will contact the relevant people.</p>																															
11	<p><b>New Business</b></p> <p><b>a) Response times to planning applications – response from BDBC</b></p> <p>This has increasingly become an issue as BDBC reduce their response times for planning applications to 2-3 weeks whilst parish council meetings take place monthly. Since May, 4 extra meetings have had to be called. The clerk has requested extensions</p>																															

	<p>to response times but this has not always been allowed. This was taken up with BDBC and a satisfactory response received, and this issue is deemed resolved.</p> <p>b) <u>Trees at Digweeds – work needed</u> A resident has advised some of the trees at Digweeds need work; Digweeds is not parish council land and the resident will be advised accordingly.</p> <p>c) <u>Pothole audit in parish</u> As per Item 6, a pothole audit will be carried out by Cllr Sadler and the clerk and send to HCC so they have a total overview of any issues.</p> <p>d) <u>Review and sign off – Standing Orders and Code of Conduct</u> The Standing Orders were circulated before the meeting with 2 minor amendments which have been agreed by all Cllrs, and they were signed off. The Code of Conduct will be signed off at the October meeting as there was an item still under discussion.</p> <p>e) <u>Pond clearance day arrangements</u> The weevils are being delivered and put into the pond on Friday 13<sup>th</sup> September, so it was agreed they need time to eat the azolla and pond clearance day will need to be cancelled this year.</p> <p>f) <u>Wreath order and Remembrance Day arrangements</u> This item is postponed until the October meeting.</p>	SJ SJ SJ SJ
12	<p><b>Matters for Discussion:</b></p> <p>a) <u>Website and phone upgrade progress</u> The business case and costing for the new phone systems were circulated prior to the meeting. Cllr Dain proposed acceptance, Cllr Sadler seconded and all Cllrs agreed unanimously.</p> <p>The business case and costing for the new website and email domain were circulated prior to the meeting. Cllr Dain proposed they are accepted, Cllr Sadler seconded and all Cllrs agreed unanimously.</p> <p>Works will begin on these changes.</p> <p>b) <u>Laptop purchase progress</u> The amount to spend has been agreed and the clerk will source the best laptop for the budget and purchase it for the next meeting.</p> <p>c) <u>SID purchase update</u> Various companies have been reviewed and recommendations sought; it is hoped a final decision can be made at the October meeting.</p> <p>d) <u>Allotments and tool purchase update</u> The new tools have been purchased, along with the container which has been assembled and put into place. The new strimmer has been tried and tested and all is running well.</p> <p>e) <u>Sustainability and Environmental working party</u> The survey will be circulated for review by all Cllrs before it is sent out to the public.</p> <p>f) <u>Pond update; weevil delivery 13<sup>th</sup> September</u> This item was covered under 11(e).</p> <p>g) <u>BGCA and EVH updates</u> Cllr Dain reported that a family fun day took place on 31<sup>st</sup> August and was very successful. Youth services are increasing and being well received within the community. A bingo night is held once a month.</p> <p>Cllr Debenham reported that the next EVH meeting will be taking place on 24<sup>th</sup> September. The annual alarm service is due in October, and it should improve the system, with updated fobs. Policies still need to be put into place, and work is continuing on this.</p>	SJ SJ KS/MD
13	<p><b>Communications</b> – newsletter (Cllr Debenham) and other media output It was agreed the draft minutes do not need to be published this month. Items for the magazine were agreed.</p>	

14	<b>Review of calendar items</b> Calendar items for October were noted.	
15	<b>Date of next meeting:</b> Wednesday 9 <sup>th</sup> October 2024 at 7.30pm at Ecchinswell Village Hall. There being no further business, the meeting closed at 9.14pm.	

## ACTIONS:

Cllrs raised the various issues throughout the parish including the missing manhole covers and broken/missing road signs. A list of all these will be sent to Cllr Mellor, along with the pothole audit.

ESBG PC have been made aware of some significant changes to the old stable block at this premises. There has not been a planning application received so the clerk will endeavour to contact the residents advising they need to contact BDBC

The recent road closures have left a number of road signs around which need to be removed. The clerk will contact the relevant people.

Digweeds is not parish council land and the resident will be advised accordingly.

A pothole audit will be carried out by Cllr Sadler and the clerk, and sent to HCC so they have a total overview of any issues

The Code of Conduct will be signed off at the October meeting as there was an item still under discussion

Remembrance Day arrangements postponed until the October meeting

The amount to spend has been agreed and the clerk will source the best laptop for the budget, and purchase it for the next meeting.

Various companies have been reviewed and recommendations sought; it is hoped a final decision can be made at the October meeting.

The survey will be circulated for review by all Cllrs before it is sent out to the public. It is ready to go