

BURGHCLERE PARISH COUNCIL

Clerk: Mrs J Letsome, Portal Hall, Church Lane, Burghclere, RG20 9HX
07851 956078 **E-mail:** clerk@burghclereparish.gov.uk

**Parish Councillors are summoned to a meeting of Burghclere Parish Council on
Monday 3rd March 2025 at 7pm**

to be held in the Portal Hall Club Room

A G E N D A

- 1. Apologies**
- 2. Declaration of members' interests for this meeting**
 - *To be submitted to the Clerk prior to the meeting*
- 3. Confirm minutes of the Ordinary Council Meeting held on 3rd February 2025**
 - *To be circulated prior to the meeting*
- 4. Review progress of actions from meeting held on 3rd February 2025**
 - *As given at end of agenda*
- 5. To receive minutes of Pinder Recreation Trust meeting held 13th January 2025**
 - *To be circulated and accepted as a report to this meeting.*
- 6. County councillor report**
- 7. Borough councillor report**
- 8. Parishioners' open time**
- 9. Repair Café**
 - *To receive a presentation from Chris Loane, Newbury & Thatcham Repair Café.*
- 10. Chairman's comments**
- 11. Planning applications and appeals received since previous meeting**
 - **To consider:**
 - **25/00217/HSE Woodland House Broken Way Adbury Holt**
Erection of a single storey front extension and part garage conversion

Response due by: 7th March 2025 (agreed extension)

Documents available here:

[25/00217/HSE | Erection of a single storey front extension and part garage conversion | Woodland House Broken Way Adbury Holt Newtown Hampshire RG20 9BN](#)

- **24/02540/HSE & 24/02541/LBC** Wergs Manor Well Street Old Burghclere RG20 9NH

Amended description: Demolition of existing rear Boot Room and WC and restoration of previous symmetrical rear facade. Exterior renovation of existing building fabric and conversion of existing garage to home office. Replacement of existing main gates, removal of rear gates and infilling of rear boundary wall and insertion of new rear pedestrian gate.

Response due by: 12th March 2025

Documents available here:

[24/02540/HSE | Demolition of existing rear Boot Room and WC and restoration of previous symmetrical rear facade. Exterior renovation of existing building fabric | Wergs Manor Well Street Old Burghclere Hampshire RG20 9NH](#)

- **To note:**

- Planning Applications received for consultation after the meeting agenda has been published may also be considered.
- Planning Applications currently being considered/in appeal to be reviewed:
 - 22/03203/FUL Land Between The Junction Of Winchester Road & Harts Lane
To receive updated information if available.
 - 24/00038/REF Land On The South And East Side Of Harts Lane Burghclere
To note appeal date set 1st April 2025
- Decisions recorded since previous meeting:
 - 23/01045/FUL Land South Of Abbottswood Newtown Road Newtown Newbury
Retrospective: Change of use of land to a Gypsy/Traveller site.

Granted by West Berks Council (Burghclere PC had submitted an objection)

12. Planning update

- *Neighbourhood Plan review update to include:*
 - *Agree Steering Group Terms of Reference and membership.*
- *B&DBC Local Plan update*

13. Road and Flooding matters.

14. Footpaths report

15. Electric Vehicle Chargers

- *Receive update on progress towards completion.*

16. Sports Club

- *To receive update.*

17. S106/CIL funding

- *To receive update re s106 claim for playground matting.*
- *To note current s106 funding available.*
- *To note B&DBC CIL consultation and agree response if required.*

18. Website/IT update

- *Parish*
- *Pinder*
- *To note progress on transition to gov.uk emails*

19. Annual Assembly

- *To consider arrangements and agree speaker.*

20. Litterwarden Service Level Agreement

- *To review and agree to the final B&DBC Service Level Agreement (if available).*

21. Documents for review

- *Code of conduct*
- *Financial Risk Assessment*

22. Accounts

- *All documents to be circulated prior to the meeting:*
 - *To note monthly payments previously approved and approve any additional payments,*
 - *To receive and note bank reconciliation.to 26th February 2025*
 - *To note actual budget 24/25 to 26th February 2025.*

23. Clerk's report

24. Future meetings

- *The next Ordinary meeting will be held on Monday 7th April 2025.*

Public or Press are welcome to attend. Alternatively, Parishioners are invited to submit comments to the Clerk via telephone - 07851 956078 or email – clerk@burghclereparish.gov.uk

The meeting minutes will be published on the parish website – www.burghclereparish.gov.uk

Jacqui Letsome, Clerk – 26th February 2025

Actions from 3rd February ordinary meeting:

Item No:	Action	Due by	Progress	Owner
184	Upload January meeting minutes to website		Actioned	Clerk
115 c/f	Submit signed form to Newbury Building Society form			Clerk
187	Inform B&DBC of resignation and publish vacancy notice.		Actioned	Clerk
189	Raise concerns over delay re 22/03203/FUL Land Between The Junction Of Winchester Road & Harts Lane			Borough Cllr Izett
190	Raise signage request with Highways			Cllr Barnard
191	Invite Chris Loane to next meeting.		Actioned	Cllr Patrick-Smith
192	Form WhatsApp group		Actioned	Cllr Patrick-Smith
193	Submit planning application response		Actioned	Clerk
193	Prepare and submit planning appeal responses.		Actioned	Cllr Patrick-Smith/Clerk
193	Amend and submit Irwin Mitchell response.		Actioned	Cllr Patrick-Smith/Clerk
194	Submit response re 24/01784/FUL Spindles		Actioned	Cllr Patrick-Smith
196	Include dog fouling/"poo bag" article in monthly news and bulletin		Actioned	Clerk
197	Update contact details with B&DBC re EV charger		Actioned	Clerk
199	Submit playground matting quotes to B&DBC		Actioned	Cllr Harvey/Clerk
201	Submit Lengthsman schedule		Actioned	Clerk
204	Progress payments due		Actioned	Clerk