



East Ilsley Parish Council

Minutes of the Virtual Extraordinary Parish Council Meeting

Tuesday 27th April 2021 at 7.00pm via Zoom

Minute Ref: 001/270421/VEPCM

Members Present:	Cllr. Andrew Sharp (Chairman), Cllr. Tracey Murray (Vice-Chair), Cllr. Stephen Meadows, Cllr. Mike Lewis and Cllr. Mike Pembroke
Members Absent:	1
Officers Present:	Fenella Woods (Clerk & RFO)
In Attendance:	Cllr. Carlyne Culver, Geoff Armstrong (Manor Oak Homes), Nick Watkins (Flood Warden) and 10 members of public
Meeting Start Time:	19.02pm
Meeting End Time:	20.38pm

- 001/21 Cllr. Sharp welcomed everyone to the meeting. Apologies were received from Cllr. McGrath which were accepted by the Council. Quorum confirmed.
- 002/21 There were no declarations of interests declared.
- 003/21 A member of public asked for more information on item 6 of the agenda (Manor Oak Homes). Cllr. Sharp explained that we would receive a presentation from them based on the results of the housing needs survey conducted in 2020. There were no further questions.
- 004/21 The minutes of the meeting dated 9th March 2021 were **agreed** as a true and accurate record. They will be signed when safe to do so.
- 005/21 There were no matters arising, the Clerk advised all actions from the meeting had been completed. Cllr. Murray advised that Mr Jeffs was thrilled with his 90th Birthday poster in the East Ilsley Communicator and that he has been presented with a framed colour version and he was delighted with the socially distanced outdoor gathering to wish him a happy birthday. Cllr. Sharp thanked all involved for marking this special occasion.
- 006/21 Geoff Armstrong of Manor Oak Homes presented the findings of the housing needs survey. 250 surveys were sent out and 78 responses were received, of those 78 responses only 8 needs were identified from people in the village. They consisted of a need for 2 and 3 bed houses to rent, and 2 and 3 bed houses for mortgage. Options include

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facilitating this through a Housing Association. West Berkshire Council have been updating their Local Plans and have identified there are no needs for housing in the village. However, the area of Pen Meadow could be identified as an 'exception site' to meet the needs of the local area as defined in the Housings Needs Survey. A map of the area was shared on screen as was a bird eye view of the proposed idea showing 12 dwellings, 8 to meet the needs identified in the survey and 4 for sale on the open market. It was discussed that these 4 homes could be sold as 'First Homes' which attract a 30% discount to get people on the property ladder. It is very much an early mock up, considerations would need to be made for car parking and the criteria that would be used to allocate the housing (e.g., existing residents of the village, young people born here, young families etc.). The outside of the housing development is currently shown as a green open space called 'Meadow'. The area along the High Street would be preserved due to the history of the area (site of the old Sheep Fair and trees). This area could potentially be transferred to the care of the Parish Council. There is the addition of a SUDS by Fidlers Lane, this is to assist with natural drainage. Existing tree and hedge lines remain, along with further additions of landscaping in the area. In the centre is a 'Home Office' which could be a zone for people to rent desks / have meeting etc.

Cllr. Sharp called to suspend the meeting at 19:21 so questions could be asked regarding the plans shown on the screen.

Q1: Only 11 dwellings could be counted, where was number 12? It was pointed out on the screen where the 12 dwellings were located as this included some apartments.

Q2: How would the eligibility criteria be established for the rental properties? A Housing Association would be used to match bidders with the criteria. No conversations had yet taken place but this was normal practice and experience has been had of this in The Gallops.

Q3: It was queried whether it was legal to say only residents couple apply to live there, it was advised that by using a Housing Association and the criteria to match bidders with properties this could be done. It was also raised that the percentage of response was very low (8 needs) out of the 78 responses, what about those people who had identified that they had no need for further development in the village? The response was that this exception site would meet the needs of the people as identified in the survey, and that was the primary purpose of the survey; to find out if there were any needs.

Q4: Flooding is an issue in the village, would the new SUDS on the plan further contribute to the flooding issues the village already has? A detailed drainage strategy would need to be completed prior to any building. Any issues raised can be worked on in conjunction with WBC and East Ilsley Parish Council to alleviate the problems.

Q5: Fidlers Lane is a 30mph zone, however speeding traffic is a concern; how safe will an entrance and exit on Fidlers Lane be? A traffic survey will need to be carried out, along with capacity checks, it may mean traffic calming measures can be introduced but that would be once survey results had been received.

Q6: A query was raised over the management of the 'Meadow' and who would look after it and give it what purpose. Manor Oak Homes are open to suggestion on ownership plans.

Q7: Clarification was requested on the split of rent / mortgaged properties and it was confirmed it would be a mixture of both. The for sale homes would come under the 'First Homes' scheme at a reduced price and shared ownership options can be looked at.

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Cllr. Sharp thanked Geoff for his time and for the plans. It will be considered and we will be in touch to talk about next steps.

The meeting resumed at 19:41.

- 007/21 After reviewing the 4 quotations for Grounds Maintenance and discussing the advantages and disadvantages of the different pricing, all were **in favour** of continuing with A D Clark for a further 2 years. The Clerk will write to advise we accept their quotation.
- 008/21 After reviewing the 2 quotations (and understanding the issues of obtaining the third quotation), all were **in favour** of awarding TL Contracting the Pond Excavation work. This is due to the inclusion of silt testing which will be essential for the land owner whose field the silt will dry out on. The Clerk will write to advise we accept the quotation. It was requested that the silt testing is undertaken first prior to committing to the work. Nick Watkins informed the Council that an agreement was in place with Ian Wilson that the silt would be dried out on the old football pitch in Haydon Lane which means no transportation of wet matter. The reeds can be dried out at the side of the pond, to allow any animals or insects to return safely to the pond. The results of the silt test will be shared with Ian Wilson for his approval prior to excavation works starting. Thank you to Ian for assisting us with this project. Work looks set to commence in late August / early September, due to cutting of hay in the field and the diary of TL Contracting. The village will be kept up to date with the timeline and progress throughout.
- 009/21 The Clerk had received a response to the questions the Council raised with the Settlement Boundary Review plan. The questions were answered satisfactorily and all were **in favour** with the proposed amendments to the settlement boundary. The Clerk will write to the Planning Team at WBC to advise them of this and we thank WBC for allowing an extension of 1 week for our comments due to the public morning for The Duke of Edinburgh.
- 010/21 The council reviewed the CA17 Notice from WBC on behalf of Beeswax Dyson, although there is no formal consultation, the thoughts were that they were **not in favour** of this proceeding. One query raised was that if a development was added in the future, then a joining footpath could not be created which could cause issues with active travel. The Clerk will respond to Stuart Higgins at WBC with the comments.
- 011/20 A new Members Bid from WBC via Cllr. Culver is now live, until 23rd June. It was **agreed** that we would bid for help towards the cost of a Covid-19 Memorial Bench for donation to the Downland Practice. Other Clerks in the area are asking their Council's to make a donation and the Clerk is managing this. A bid will be written after the Annual Meetings in May when we will know the value of contributions from other Councils.
- 012/21 It was proposed that as our Asset Register now stands at over £100K due to the large quantities of playground equipment purchased in the last year that we look at investing in an asset management system. Rialtas who already manage our accounts have quoted and initial fee of £221.25 (including a 25% discount) followed by annual costs of £119.00. The clerk will require 2 hours training at £70 which can come out of the training budget. All Councillors were **in favour** of purchasing this software and the Clerk will work with Rialtas to add to the existing software.
- 013/201 The East Ilsley Local History Society have requested financial support with their website hosting and administration to the value of £120 per year. A member of the public has generously offered to provide the financial support for this year and the Clerk will put

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them in contact with each other. The Council will add this request to their budget planning moving forward and will **review** in October of this year. Thank you to Stuart Hall for his generous offer.

014/21 It was proposed that a new tree and plaque could be donated and planted on the land by the way marker sign in the High Street by Mrs Mo Moulton. This is to replace the cherry tree that was condemned. All councillors were **in favour** of this and we look forward to seeing it in situ. Kay Sanderson has kindly offered us a quince tree and will discuss further the options with Cllr. Meadows as this could be placed in the Community Orchard.

015/21 The Clerk informed the Council of the following:

- The CiLCA Certificate was received this week, Clerk is now fully qualified.
- The Internal Audit has been received, ready for the Annual Meeting, passed with outstanding comments and feedback.
- A request has been sent to WBC for a replacement street sign at St Patrick's Close and for it to be re-positioned so it can be viewed better.
- The new resident of 1 St Patrick's Close has a company van, the deeds to the house state 'No Commercial Vehicles' on the land. His company are willing to provide a car, as opposed to a van if they receive a letter from the Parish Council. All Councillors were **in favour** of supporting this. The Clerk will draft a letter for approval.
- The Downland Practice will hold a PPG meeting at Compton on 12th May at 2:30pm. We need someone to attend this. If no Councillors can make it the Clerk will go on their behalf.
- The Clerk will undertake a free 2 day training session run by BALC in May "Introduction to Health and Safety for Clerks and Officers".
- A new horse(s) have been found for Prestwell Field, the owner is going to view the site and advise if they would like to use it. Also, sheep will be added soon to aid the grass as per our agreement with Natural England. There is a small amount of fencing that needs repairing and it was **proposed** to ask Pete Goddard and all were **in favour**. Costs will be discussed via email and ratified at the next meeting.

016/21 There were no further questions or comments from the public.

With there being no further business, Cllr. Sharp closed the meeting at 20.38pm. Thanks were given to the Clerk for the successful audit and completing the qualification and also thank you to all who attended the meeting.

Actions from the Meeting:			
	Description	Assigned to	Completed
1	Plan next steps for Manor Oak Homes proposal	All	
2	Award Grounds Maintenance Contract to A D Clark	Clerk	✓
3	Arrange Silt Testing of Pond via TL Contracting with a view to warding the contract to them	Clerk	✓
4	Respond to WBC re Settlement Boundary	Clerk	✓
5	Respond to WBC re CA17 Notice	Clerk	✓
6	Write Bid Proposal for Covid-19 Memorial Bench	Clerk	
7	Purchase Asset Register software	Clerk	✓
8	Consider Local History Society support in the next budget	Clerk / All	
9	Write letter to 1 St Patrick's Close re use of Van	Clerk	✓
10	Source pricing for fencing in Prestwell Field via Pete Goddard	SM	

Signed:

Date:

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