

MINUTES OF THEALE PARISH COUNCIL

Minutes of Council Meeting held on Monday 12th November 2018 in the Peter Gooch Room, The Pavilion, Englefield Road, Theale.

Present:

Councillors B Williams (chair) D Baker, P Clifford, S Coker, Z Fenwick, D Lye, C Rolfe & D Wood

In attendance:

J Perrin (Interim Clerk to the Council)

District Councillor A Macro

Seven members of the public

Apologies received:

Councillors A Clarke, I Hopcroft & J Richardson, Councillors S Coker & D Lye were to arrive late

Declarations of Interest:

Cllr Clifford declared an interest in planning application 18/02436/HOUSE as the application related to a property adjacent to his home address.

Cllr Rolfe declared an interest in planning application 18/02756/HOUSE as the applicant is a personal friend.

The chairman asked if any members of the council or members of the public were intending to record or film the meeting. No intention was declared.

110/18/19 Open Forum for Members of the Public

A member of the public spoke regarding the proposed development at Stuart House, High Street, opposite the Woodfield Way junction (18/02791/FULD). He outlined concerns regarding density, scale, impact on neighbouring properties, inadequate fire escape provision, traffic and pedestrian safety, inadequate refuse storage and collection facilities, car parking, impact on protected trees and proposed position adjacent to the highway.

A member of the public thanked the Parish Council and all those who helped in organising the Remembrance Sunday parade and service. She also expressed concern that the proposed attic conversion at 3 Ellerton Close (18/02773/HOUSE) would create significant overlooking to those properties to the rear.

A member of the public asked if the Council were planning to publish details of the lease agreement for the School site. The Chairman confirmed that currently the legal teams for all parties were working on the detail. As soon as documents had been signed by all parties the Council would release details of the final agreement.

A member of the public asked for reassurance that the Council were seeking nothing new in agreeing the detail of the lease. The Chairman provided that assurance and confirmed that the Council was seeking to ensure that all promises previously made were correctly documented within the agreement.

A member of the public asked why matters regarding the school site were still being discussed in private session. The Chairman indicated that work was progressing with details being finalised. Prior to the lease and surrender documentation being agreed consideration of the matter remained commercially sensitive and would therefore remain confidential. As soon as the legal

agreements had been finalised and completed by all parties the necessary information would be made public. The resident expressed concern regarding proposed school admissions. The Chairman indicated that the new school was not projected to admit pupils until 2020, concerns regarding admissions should be directed to West Berkshire Council who would be in a position to provide the latest information.

As there were no further members of the public wishing to speak the Chairman closed the public open forum.

Notification of matters to be raised by Members later in the meeting – Cllr Rolfe had two items to raise, Cllr Clifford had one item to raise and Cllr Williams had one item to raise.

SECTION A

111/18/19 Minutes of the meeting held 15th October 2018

With some minor amendments it was proposed by Cllr Clifford, seconded by Cllr Wood and

RESOLVED to agree the minutes of 15th October 2018 as a true record of the meeting and that the Chairman should sign them as such.

112/18/19 Matters arising from the minutes of the meeting held 15th October 2018

Cllr Clifford asked if the hedge cutting at Lambfields had been carried out. The work had not yet commenced and a further check would be carried out to enable the work to progress as soon as possible.

Cllr Lye apologised for arriving late and joined the meeting at 8.00pm.

Cllr Rolfe reported that West Berkshire Council had indicated an intention to replace the trees in Trinity Court lost during high winds.

Thanks were expressed to Jacky Major, Clerk to Tilehurst Parish Council, who had attended the last meeting of the Council and produced the minutes.

SECTION B

113/18/19 District Council Report

Cllr Macro gave a verbal report. A public consultation on a new District Plan had been launched last week, the consultation was limited to methodology and procedure, it did not include a consultation on site allocations. There was within the plan a proposal to combine areas split under the existing plan with Kennet Valley and the Eastern Area being combined.

A consultation on budget priorities had also been launched with a number of service areas being considered for cuts.

West Berkshire Council were to start a local lottery for the benefit of good causes within the area.

The Planning Authority were no longer providing notification of planning applications to neighbouring properties but were relying on Site Notices to inform local residents. Cllr Macro had personally sought to inform residents affected by proposals by hand delivering letters where appropriate.

Cllr Macro reported that the Government had revised their target for new dwellings in West Berkshire from 535 to 631 per year, this had affected the projected five year housing supply calculations which could be challenged by developers at appeal.

With regard to the recent application by Theale Golf Course Cllr Macro reported that he had called in the application for consideration by the Planning Committee should the Officer report recommend approval.

The project board for the delivery of the new School was scheduled to meet 12th December.

114/18/19 Planning Applications

10/02712/PACOU	Prior notification for change of use to offices (Class B1a) to form 9 apartments	10A High Street Theale	Ashbourne Investments Ltd
	<p>Comment: The application shows the extent of the public car parking area but it is unclear from the application if this parking will be lost as part of the proposal. Provision for refuse storage is inadequate and access for refuse collection vehicles would be impossible with no space for bins to be presented on the highway. The proposal includes no amenity green space and no provision for cycle storage.</p>		
18/02744/FUL	Change of use of B1 offices to orthodontic medical practice (D1)	1-3 Church Street Theale	Drs L & C Harper
	No objections		
18/02750/HOUSE	Two storey side and single storey rear extension and dropped kerb	36 Church Street Theale	S Brown & L Reed
	No objections		
18/02756/HOUSE	Two storey rear extension	6 Woodfield Way Theale	S Frost
	No objections		
18/02773/HOUSE	Attic conversion with rear elevation, flat dormer to provide additional	3 Ellerton Close Theale	D Doole

	bedroom with ensuite; and ground floor single storey rear extension to provide open plan dining/kitchen room and separate utility		
	<p>Object: The proposed flat roof dormer is contrary to recommended design guidance. The proposed large dormer would have a detrimental impact on the privacy of neighbours in Moreton Place. The proposed design is not in keeping with surrounding properties.</p>		
18/02791/FULD	Redevelopment of site to provide 9 apartments	Stuart House High Street Theale	H Foster 1875 Ltd
	<p>Object: The means of escape from the second floor in an emergency is not clear with only one ground floor entrance/exit to the building. Refuse storage is inadequate. No social housing provision is made within the scheme. The proposal includes no amenity green space and parking provision is inadequate.</p>		
18/02436/HOUSE (amended)	First floor extension, single storey side garage extension, loft conversion and new dormers, alterations to existing windows and doors Amended to reduce the proposed dormers and insert a rooflight to the rear elevation	1 The Green, Theale	S Bicknell
	<p>Object: The amended plan has not address the issues raised in objection to the initial application, previous comments still stand.</p>		
18/02921/PACOU	Application to determine if prior approval is required for the change of use of B1 offices to 23 no. self contained C3 residential flats	James Butcher House, 39 High Street, Theale	MC Housing

	<p>Comment: Consideration should be given to how residential use at ground floor level would fit into the commercial High Street. The applicants are asked to ensure that parking provision is sufficient and that the density of any proposal is sympathetic.</p>
--	--

Cllr Coker apologised for arriving late and joined the meeting at 8.25pm

115/18/19 Parish Office IT System Upgrade

Members were asked to consider an upgrade to the existing Parish Office IT systems. An indicative quotation had been provided for information. Proposed by Cllr Williams, seconded by Cllr Baker it was

RESOLVED - to provide delegated authority to the Interim Clerk to obtain further quotations, select the supplier offering the best value and arrange for the necessary IT upgrades to include office systems, a laptop and projector, wifi capability, transfer of data, ongoing support and secure disposal of redundant hardware. A maximum budget of £5,000 was to apply.

116/18/19 Tree Survey Report and Requirement for Advanced Decay Detection

Members noted a professional report arising from a recent tree survey. The survey noted the need for further investigation on the condition of an Oak tree and the recommendation that knee rail fencing/mulching be installed around a London Plane tree. Proposed by Cllr Rolfe, seconded by Cllr Fenwick it was

RESOLVED – to accept the quotation for the additional decay survey at a cost of £375 + VAT and arrange for mulch to be applied beneath the London Plane tree as indicated.

117/18/19 Royal British Legion – Silent Soldier Donation

The Royal British Legion had been inundated with orders for Silent Soldiers from across the country and had been unable to provide a silhouette for Theale. A local company Creswell Construction had, with the permission of the Royal British Legion, produced three silhouettes free of charge, sincere thanks were passed to Creswell Construction for their generous contribution to the Centenary Commemorations in the village. Proposed by Cllr Fenwick, seconded by Cllr Clifford it was

RESOLVED – to make a donation of £250 to the Royal British Legion, the indicated cost of a silent soldier had it been possible for one to be supplied.

118/18/19 Community Infrastructure Levy Receipt

Members noted the receipt of £9,656.83 received Under Regulation 59A of the Community Infrastructure Levy Regulations (2010)(as amended) and also noted the regulations regarding the use of the funds.

An amount of £6,982.56 CIL funding from previous financial years was allocated to an earmarked reserve, the same regulations were applied regarding use.

119/18/19 Theale Primary School Incident

The Chairman briefly outlined an accident which had occurred during an outdoor learning session arranged by Theale Primary School on the recreation ground. A pupil has suffered a needle stick injury which had been brought to the attention of the Council by the child's parents. The Chairman and Clerk had attended a meeting at the school with the Head and Deputy Head Teachers to ascertain the facts surrounding the incident. In future the School were to identify their intended use of the recreation ground and the Council would continue to make every effort to ensure the safety of all those using the public space. It was noted that the Council was aware of only one other needle having been discovered on the recreation ground in the last seven years.

120/18/19 Playground Inspection Regime

Councillors and previously the Administration Assistant had undertaken weekly playground inspections. Members were asked to consider and agree how best to ensure continuity and quality reporting of this important safety requirement. Two quotations for the required service had been received and were considered. Proposed by Cllr Williams, seconded by Cllr Rolfe it was

RESOLVED – to accept the lowest cost quotation to undertake weekly inspections and provide weekly condition/defect reports at a cost of £32.63 per inspection (annual cost £1,696.88).

121/18/19 Authorisation of Payments

Proposed by Cllr Clifford, seconded by Cllr Rolfe it was

RESOLVED - that items on payment sheet no.535 dated 12th November 2018 and totalling £13,436.45 be approved for payment.
Members noted the October 2018 Direct Debit schedule.

SECTION C**122/18/19 Items for Information**

The items for information were noted.

An agenda item for the next meeting of the Council was requested:

To consider formulating a response to the West Berkshire Council Local Plan Review Consultation.

SECTION D**123/18/19 Chairman's Remarks**

Cllr Rolfe reported that residents in Station Road having purchased parking permits were finding insufficient spaces available in the designated area. It was noted that short stay parking was available to those not displaying a permit. The resident was to be advised that the residents parking scheme was operated by West Berkshire Council and concerns should be raised directly with their Officers.

Cllr Rolfe reported that bollards missing from Theale High Street had still not been replaced, the issue was to be reported to West Berkshire Council as the responsible Highways Authority.

Cllr Clifford reported that construction work was being carried on at the Red Lion site on Sundays (outside the regulated hours). This had been particularly inconsiderate this Sunday when the Remembrance Service was being held – whilst the workers had stopped for the parade to pass they had not been aware of the outdoor service and particularly the two minutes silence at 11.00am. West Berkshire Council would be asked to pursue and enforce the conditions applied to the planning consent with regard to working hours.

Cllr Williams reported that a resident had raised a concern that a local business in the High Street had been washing their floor each morning and throwing the used water onto the pavement. Cllr Williams was able to witness this directly. A letter was to be sent to the business owner indicating that the practice was unsanitary and potentially hazardous, causing a slippery residue of water and cleaning chemicals on the pavement. The situation would be exacerbated in winter conditions when the discarded water may freeze on the surface of the pavement.

124/18/19 Part II

Proposed by Cllr Williams, seconded by Cllr Wood it was

RESOLVED - to exclude the press and public from the meeting pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The remaining members of the public left the meeting.

125/18/19 Private session minutes of the meeting held 15th October 2018

Proposed by Cllr Rolfe, seconded by Cllr Wood it was

RESOLVED - to agree the private session minutes of 15th October 2018 as a true record of the meeting and that the Chairman should sign them as such.

126/18/19 Lease Surrender and Replacement Lease Documentation – North Street Playing Fields

Members considered a draft list of previously agreed items to be provided to the Council's Solicitor in order that they may be included within the draft documentation for the replacement lease and other associated agreements.

Proposed by Cllr Wood, seconded by Cllr Baker it was

RESOLVED – to agree the list of requirements (subject to contract) for submission to the Councils Solicitor.

As there was still business to be considered Members agreed unanimously to continue the meeting past 10.00pm.

Draft contractual documents had been provided to all Members of the Council and were considered. Proposed by Cllr Lye, seconded by Cllr Clifford it was

RESOLVED – to raise no objections to the draft documents subject to the agreed requirements list, agreed earlier in the meeting, being adequately represented and legally binding (subject to contract).

127/18/19 New Primary School Project Board Representation

Proposed by Cllr Rolfe, seconded by Cllr Clifford it was

RESOLVED – to appoint Cllrs Williams and Baker to attend meetings of the Project Board and report back to Council as the project progresses.

128/18/19 North Street Playing Field Survey Access

It was noted that access for a non-intrusive survey had been requested by Kier and would be subject to the usual accepted working practices and procedures.

There being no other business the Meeting closed at 10.30pm.

.....
Chairman to the Council