

MINUTES OF THEALE PARISH COUNCIL

Minutes of Council Meeting held on Monday 15 October 2018 in the Peter Gooch Room, The Pavilion, Englefield Road, Theale.

Present: Councillors B. Williams (Chair), J. Richardson, Z. Fenwick, D. Wood, D. Baker, C. Rolfe, A Clark & P. Clifford.

Apologies received: Cllrs I. Hopcroft & S. Coker. It was advised that Cllr D. Lye would arrive late.

Present: Jacky Major (Clerk, Tilehurst Parish Council – Minute taking only) in attendance. Six members of the public were present.

Declarations of Interest: Cllr. Clifford declared an interest in planning application 18/02436/House, due to this being a neighbouring property.

The chairman asked if any members of the council or members of the public were intending to record or film the meeting. The answer was negative.

93/18/19 Open Forum for Members of the Public

A resident wished to discuss his objection to planning application 18/2436/House – 1 The Green, Theale, as this is adjacent to the rear of his property.

He explained that the application was to convert a two-storey house into a three-storey house, with a proposal to increase the size of the windows. The main concerns raised were that the current proposal was out of keeping with existing properties in the vicinity and would overlook his property. The application submitted included a large dormer window to the rear and skylight to the front of the property which he considered as not in-keeping.

He confirmed to members that he had written to West Berkshire Council, thus advising of his objections.

Another resident wished to advise of his objections to planning application number 18/02203/COMIND Theale Golf Centre, North Street Theale. He advised that his objection had been forwarded to West Berkshire Council, with a copy being sent to the parish office.

As there were no further questions the Chairman closed the public open forum.

Notifications of Chairman's remarks – Cllr Clark had one item to raise, Cllr Rolfe had three items to raise, Cllr Fenwick had 1 item to raise and Cllr Richardson had three items to raise.

SECTION A**94/18/19 MINUTES OF MEETING OF 17th September 2018.**

Members adopted the Minutes of the Meeting of 17th September 2018. Proposed Cllr Richardson; seconded Cllr Rolfe. Approved nem con.

95/18/19 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 17th SEPTEMBER 2018.

Page 2174 Minute 88/18/19 - Cllr Richardson provided an update with regards to the maintenance of the hedge and footpath to the rear of properties in Lambfields. When the Councils contractor went to cut the hedge, he discovered nesting birds. As these hadn't fledged and it is illegal to disturb nesting birds, the hedge will be cut once the birds have vacated their nests.

Page 2174 Minute 91/18/19 – Cllr Clark advised that he hadn't managed to get in touch with West Berkshire Council regarding the dip in the road, at the junction of Englefield Road and Play Platt.

SECTION B**96/18/19 District Council Report**

Cllr Macro gave a verbal report. This contained the following points –

- WBC have reached their target, with 42,000 residents of the District signing up to the green bin tax;
- WBC has announced an overspend of £2.4m within Adult Social Services. He advised that, within the service, there were a number of vacancies that remained unfilled;
- The Head of the Highways and Transport Department will shortly be leaving his post at WBC;

A member of the public joined the meeting

- Due to electrification testing on the crossing, the path at the end of Wigmore Lane will be closed for approximately six months. Notice of this closure has been issued and displayed;
- With regards to the planning application for the Theale Golf Course, Cllr Macro advised that when the original application was received by Theale Parish Council, members at the time did voice concern that the small practice space could potentially become a driving range in the future;
- A number of funding cuts will be imposed on WBC.

97/18/19 Clerk's Report

Due to the current staffing situation, there was no Clerk's report.

98/18/19 Planning Applications

18/02203/COMIND	Replace existing 6 bay driving range with new 18 bay driving range, 1 no. teaching, 1 no. indoor video room, ball wash, entrance floodlighting and ball stop fencing	Theale Golf Centre North Street Theale Reading RG7 5EX	Theale Golf Club	Object
18/02549/FUL	Addition of external staircase as an escape route.	Unit 6 Brewery Court Theale Berkshire RG7 5AJ	Prof. Ofer Levy	No Objections
18/02436/HOUSE	1 st floor extension, single storey side garage extension, loft conversion and new dormers, alterations to existing windows and doors.	1 The Green Theale Reading Berkshire RG7 5DR	Simon Bicknell	Object
18/02372/HOUSE	Single storey rear extension replacing existing conservatory	52 Woodfield Way Theale Reading Berkshire RG7 5QR	Mr & Mrs Hudson	No objections
18/02397/LBC2	Application to install new cast iron guttering, and retention of unauthorised change of location of approved works (17/02680/FULD) to gas boiler, flues & pipework, satellite dish and air brick	4 Brewery Court Theale Reading Berkshire RG7 5AJ	Mr Hillman	No objections

99/18/19 Memorial benches and Silent Soldier

A response has yet to be received from West Berkshire Council. Cllr Williams will chase the Highways Team.

A member of the public left the meeting

It was confirmed that Theale Library are willing to place a Silent Soldier, in the left hand window, at the library building and that this could remain in situ until the Remembrance Day parade.

Cllr Richardson will contact the Royal British Legion to ascertain if they are able to supply a Silent Soldier and how quickly it can be delivered. Once this information has been ascertained, she will liaise with Cllr Clifford.

100/18/19 Remembrance Parade

It was confirmed that all of the necessary arrangements were on track and that the parish's Health & Safety obligations, including the necessary road closures, had been addressed. The local Scout Group have now been confirmed as volunteers for the day and the wreath has been ordered.

Cllr Richardson will liaise with all the volunteers ahead of the event.

101/18/19 Community Council for Berkshire – Training

Members were provided with a copy of the newsletter which contained details of the AGM and an upcoming Fire Risk Assessment Training Course.

Any members wishing to attend either the AGM or training course should contact the office and a place will be booked for them accordingly.

102/18/19 Christmas Light Night

Cllr Clark commented that it was unfortunate that this year's event would not be taking place but, for future years, advised that he would like to see it taking place, with the organisation being started earlier in the year.

Having looked at the logistics of the event, members of the Working Group felt that it had been left too late to contemplate organising an event this year. It was felt that, without a Clerk, it would be a lot of work at such short notice and that a lack of volunteers had also had a negative impact.

Cllr Clifford asked whether or not members would be willing to hand over the organisation to another group within the parish, thus giving a community group the opportunity to run an event, without the usual road closures.

Cllr Williams advised members that road closures would be the Parish Councils responsibility, using the parish's insurance cover. It was also confirmed that the necessary Risk Assessments, Insurance and Health & Safety Policies etc. would have to be submitted by 31st October 2018, leaving little time for these to be completed.

Cllr Baker asked whether or not, for future years, it would be possible for residents to join the current working group.

103/18/19 Security Issue – Pavilion Changing rooms

On 30th September it was discovered, by Cllr Williams, that the changing rooms at the pavilion had been left unlocked, following usage by one of their usual football teams.

It was also ascertained that the gates to the North Street Playing Fields had been left unlocked, leaving the area vulnerable.

Cllr Coker ensured that the gate to the field was locked, whilst Cllr Williams secured the changing rooms.

Following a discussion, it was proposed that a formal letter would be written and sent to the football club highlighting what had been discovered and explaining the consequences of this. The club concerned will be asked to be more vigilant in future.

Cllr Macro left the meeting.

104/18/19 CCTV – Annual Service Agreement

The annual CCTV service agreement is up for renewal on 1/12/2018. A renewal quotation of £867.00 + VAT has been received, with an additional amount of £39.00 per annum + VAT for the renewal of the anti-virus software.

Proposed by Cllr Clifford and seconded by Cllr Clark, it was RESOLVED that both be renewed for a further year.

105/18/19 Notice of Conclusion of completed Audit

Cllr Williams informed members that this year's external audit has been received with no actions to be taken. She advised that the audit had been completed and submitted by the Clerk, prior to her leaving the post, and that the parish's appreciation should be passed on to her.

Cllr Williams has now signed the Notice of Conclusion of Audit and this will be displayed appropriately

106/18/19 Authorisation of Payments

It was RESOLVED that items on sheet no.533 and dated 15th October 2018 be approved for payment. Proposed; Cllr Fenwick; seconded Cllr Rolfe. Approved nem con.

Members noted payment sheet no.532, which had not been listed for review at the last meeting.

SECTION C**107/18/19 Items for Information**

If any member would like to attend the "What you need to know" course, which had recently been advertised by the Hampshire Association of Local Councils, they should advise the office and a place will be booked accordingly.

The Berkshire Association of Local Councils are running a Budget Training Course on Tuesday 6th November 2018. Members wanting to attend should advise the office and a place will be booked accordingly.

Notification of a Tree Preservation Order for Falcon, High Street, Theale has been received and noted.

All further items on the information sheet were noted.

SECTION D**108/18/19 CHAIRMAN'S REMARKS**

Cllr Clark – Having found part of the original fencing hidden behind grass, he has been in touch with Colin regarding the replacement of the fences at the bottom section of the North Street Playing Fields (NSPF) and advised that a quotation is imminent. He will also request quotations from GN Maintenance and AN Other.

Having previously offered the Council some earth, which would be used to create a mound restricting unauthorised access, Cllr Clark advised that he would contact Hedleys regarding this.

Cllr Rolfe – Trees in Trinity Court. During a recent windy period, two trees came down and were removed. Cllr Rolfe will contact WBC and enquire as to whether or not they would be replaced.

Cllr Rolfe has spoken to a resident about the pot holes in the village hall car park. He was advised to contact Julia Vincent, the Vice-Chair of the Village Hall Committee, for further information.

Cllr Rolfe has been contacted by residents enquiring as to whether or not additional litter bins can be installed on the NSPF.

It was confirmed that if the bins are being requested on highway land, the request will need to be referred to WBC. However if they are being requested on NSPF, as dictated in the current lease, the Estate Manager at Englefield Estates will need to be contacted for permission to be gained.

Following a discussion members agreed to additional bins being installed, on NSPF, subject to the agreement of Englefield Estates. If this agreement is received, an agenda item will be added for the next meeting, for ratification of this.

Cllr Fenwick advised that the point she had intended to raised had been discussed during the meeting.

Cllr Richardson has spoken to the Councils contractor regarding the youth shelter and confirmed to him that the shelter will remain in situ. It was ascertained that, in order to make it safe, new bolts will need to be purchased.

A member of staff had tried but was unable to get the heater in the pavilion to work. It is understood that there are numerous issues with the existing boiler and it is in need of replacement. Members also raised concern over the existing water tanks, particularly in view of legionnaires disease. Following a discussion, members were in agreement to obtaining quotations for replacements and would contact the relevant companies who specialise in oil fuelled boilers. Quotations received will be reviewed and agreed at a later Council meeting.

A request has been received from a young lad who is seeking permission to organise a memorial football match in remembrance of his father, who passed away last year. The date in mind is the afternoon of 10 November 2018 and it was confirmed that Cllr Coker has already agreed to help with the organisation of the event, should it be agreed. Following a discussion, all members agreed to this memorial match taking place on one of the parish football pitches.

109/18/19 Part II

In view of the confidential nature of business to be conducted it is in the public interest that the public and press be excluded and are instructed to withdraw.

There being no other business the Meeting closed at 9.40 pm.

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Chairman to the Council