

Parish Office
The Pavilion
Englefield Road
Theale
Reading, RG7 5AS
Tel: 0118 9306592

6th November 2018



To: All members of the Parish Council

Dear Sir/Madam,

You are summoned to attend a meeting of Theale Parish Council to be held in the *Peter Gooch Room, Theale Pavilion, Englefield Road, Theale* on **Monday 12th November, 2018** at **7.30pm.**

Yours faithfully,

Julie C Perrin

Interim Clerk to Theale Parish Council

** starred items enclosed*

AGENDA

Part I

- 1. To receive apologies for absence & declarations of interest**
- 2. Open forum for members of the public (15 minutes)**
- 3. Chairman's remarks - notification of matters to be raised**

SECTION A

Minutes

- 4. To adopt the Minutes of the Meeting of the Council held on 15th October 2018**
- 5. Matters arising from the Minutes of the Meeting of the Council held on 15th October 2018**

SECTION B

- 6. District Council Report**

Cllr. Alan Macro to deliver an oral report

7. To Consider and agree a response to Planning Applications received since the last meeting of the Council – to include all received by meeting date

10/02712/PACOU	Prior notification for change of use to offices (Class B1a) to form 9 apartments	10A High Street Theale	Ashbourne Investments Ltd
18/02744/FUL	Change of use of B1 offices to orthodontic medical practice (D1)	1-3 Church Street Theale	Drs L & C Harper
18/02750/HOUSE	Two storey side and single storey rear extension and dropped kerb	36 Church Street Theale	S Brown & L Reed
18/02756/HOUSE	Two storey rear extension	6 Woodfield Way Theale	S Frost
18/02773/HOUSE	Attic conversion with rear elevation, flat dormer to provide additional bedroom with ensuite; and ground floor single storey rear extension to provide open plan dining/kitchen room and separate utility	3 Ellerton Close Theale	D Doole
18/02791/FULD	Redevelopment of site to provide 9 apartments	Stuart House High Street Theale	H Foster 1875 Ltd

8. *To consider and agree an upgrade to the Parish Office IT system

The IT system used by the Parish Council is outdated and not fit for purpose. Members are asked to consider providing delegated authority to the Interim Clerk to obtain further quotations, select the supplier offering the best value and arrange for the necessary upgrade and ongoing IT support service as soon as possible

9. *To note a professional report arising from the recent Tree Survey, consider and agree a quotation for advanced inspection/decay detection to one oak tree

The recent tree 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

10. To consider and agree a donation to the Royal British Legion in lieu of purchasing a ‘Silent Soldier’

It was not possible for the Royal British Legion to fulfil the Council’s late order for a ‘Silent Soldier’, Members are asked to consider providing a donation in lieu of the purchase

11. *To note the receipt of £9,656.83 Under Regulation 59A of the Community Infrastructure Levy Regulations (2010) (as amended)

Members are asked to note both the sum received and the regulations regarding the use of the funds

12. **To note an incident arising on the recreation ground during a Primary School outdoor learning session**
13. **To consider and agree how to manage the required weekly playground inspections and record keeping**

Councillors and also the Administration Assistant have previously undertaken the necessary weekly playground inspections (to include the skatepark and youth shelter). Members are asked to consider and agree how best to ensure continuity and quality reporting of this important safety requirement

14. ***To consider and authorise cheque payments**

Council to authorise payments listed on sheet No. 535 dated 6th November 2018 and note direct debits paid 1st -31st October 2018

SECTION C

15. **Information Sheet**

Correspondence and items of information received since the 15th October 2018

SECTION D

16. **CHAIRMAN'S REMARKS**

Chairman to issue any notice and to deal with any matter notified under (3) above

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of Part II

Part II

Minutes

17. To adopt Minute 168 from the Meeting of the Council on 15th October 2018.
18. ***To consider and agree the requirements of the Council with regard to the agreed lease surrender and replacement lease documentation for North Street Playing Fields**

Council to consider and agree:

- a) a list of requirements to be fulfilled (subject to contract)
- b) draft contractual documentation (subject to contract)
- c) representation on the WBC Project Board