

An ordinary meeting of the Parish Council was held on
Monday 4th December at 7.00pm in the Pavilion, Englefield Road, and was attended by the following:

Chair: Cllr Clifford

Councillors Present: Cllr Church, Cllr Paul, Cllr Fenwick, Cllr Gallop, Cllr Miles, Cllr Seto, Cllr Coker (arrived 7.39pm)

Others In Attendance: Jan Crisp – Administration Officer

Minutes: Di Hughes – Operations Manager/Clerk

MINUTES

Agenda Item	Minute	Action Agreed	Vote (If required)
1.	<u>Apologies</u> Cllr Hopcroft	-	-
2.	<u>Declaration Of Interest & Dispensations</u> None	-	-
3.	<u>Open Meeting</u> No members of the public were present at this meeting. Cllr Seto asked on behalf of a local resident what time the Christmas Lights go off at night. The lights are meant to go off at 11.00pm. The Clerk advised that we may have an issue with the timers, and we hope WBC will be out in the coming days to investigate and resolve this matter.	-	-
4.	<u>WBC Local Plan Examination & Theale Neighbourhood Plan</u> Presentation given by Steve Tilbury. Council to agree next steps with regards to Theale Neighbourhood Plan – following information given by Steve in his presentation the members present decided to defer the decision for next steps until January or February 2024 to allow time to consider all the options.	Clerk to add this as an agenda item for early 2024.	Proposed: GM Seconded: RG All in favour
5.	<u>Minutes Of The Previous Meeting</u> Members have not received the minutes in time for this meeting. This item is to be deferred until the next meeting.	Clerk to send draft minutes to members ASAP.	-
6.	<u>Monthly Reports</u> Chairs report - Cllr Clifford gave a verbal report. Clerk report – members were advised that all matters had been communicated via email or are agenda items later in the meeting.	-	-

	<p>Councillors update – The members present gave a brief verbal update on their Council duties this month.</p> <p>District Councillor report – Cllr. Macro circulated a written report via email to members in advance of the meeting and then gave a verbal update to support this report.</p>	Cllr. Coker to investigate funding offer and report back.	-
7.	<p><u>Correspondence Received</u></p> <p>Correspondence where relevant is being sent to members via email no comments or questions were asked.</p>	-	-
8.	<p><u>Planning Matters</u></p> <p>All received planning matters were attached as an appendix sent to the members with the agenda.</p> <p>Pre-Planning Consultation Cornerstone 12139223 - no objections or comments.</p> <p>West Berkshire Gypsy and Traveller Accommodation Development Plan Document - 'Call for Sites' – The council have considered the request and are unable to advise of any suitable sites at the current time.</p>	Clerk to respond to planning matters.	Proposed: PC Seconded: RG All in favour
9.	<p><u>Finance & Accounts</u></p> <p>Members approved invoices for payment. Payment to be held for Pro Landscape until the outstanding work is completed (final cut of the back field)</p> <p>Members approved the quotes for works including an additional quote from Alliance CFM Ltd for £907.20 which was received on 04.12.23.</p>	Cllr Gallop & Cllr Fenwick to authorise payments at the bank this week.	Proposed: RG Seconded: ZF All in favour
10.	<p><u>Budget Setting 2024/2025</u></p> <p>Members agreed to formally respond as TPC to the WBC balancing our budget consultation:</p> <p>TPC – object to:</p> <ul style="list-style-type: none"> ▪ Removing dog poo bins & litter bins. ▪ Not clearing gulleys as this could lead to a back log of surface water. ▪ To reducing maintenance of bridges linking residents from the village to vital services. <p>TPC considered how WBC budget setting could impact Theale Parish Council draft budget 2024/2025.</p> <p>When TPC prepares the budget they will consider, adjust and increase the budget by a suitable amount for the ground's maintenance, bin emptying and dog poo bins to take into account the information we have received from WBC.</p>	<p>Clerk to complete the consultation on behalf of TPC.</p> <p>Members can complete the consultations individual/residents if they wish to do so.</p>	<p>Proposed: ZF Seconded: SC All in favour</p> <p>Proposed: RG Seconded: JS All in favour</p>

11.	<p><u>Open Spaces & Landscaping</u></p> <p>TPC were successful with their Members Bid to extend the path on North Street. Council to use CIL money to pay for the works not covered by the grant.</p> <p>Council received a verbal update regarding North Street playing fields and new sports pitch.</p> <p>Council received a verbal update regarding landscaping contract, project, staffing and equipment.</p> <p><i>Cllr. Gallop left the meeting due to a family emergency.</i></p>	<p>Clerk to advise Berkshire Asphalt that we wish to proceed with the works.</p> <p>Cllr Clifford & Clerk to meet with Englefield Estate and Golf Club Management in the coming weeks.</p>	<p>Proposed: RG Seconded: ZF All in favour</p>
Meeting Paused	Members present agreed to lift standing order 3x to allow the meeting to continue past 2.5 hours	-	<p>Proposed: ZF Seconded: JS All in favour</p>
12.	<p><u>Potholes</u></p> <p>Discussions were had about the potholes and road surfaces in Theale – TPC to write formally to WBC to request inspection of potholes and surface defects within the main throughfare (High Street, Church Street, The Green).</p>	Clerk to write to WBC highways department.	<p>Proposed: ZF Seconded: GM All in favour</p>
13.	<p><u>Date Of Next Meeting</u></p> <p>Monday 8th January 2024 @ 7.30pm</p>	-	-
14.	<p><u>Exclusion Of Press & Public Motion</u></p> <p>Due to the personnel content covered in agenda item 15 and as per standing order 3d, 11a & 11d the Clerk recommends to Council that this item should not be open to members of the public or press.</p> <p>The meeting closed to the public.</p>	-	-
15.	<p><u>Staffing Matters</u></p> <p>Members were advised of matters discussed at the Staffing Committee Meeting on 17.11.203 which relate to staff pay.</p>	-	-

The meeting closed at 9.49pm.

Chair: Date: