

An ordinary meeting of the Parish Council was held on
Monday 14th July 2025 at 7.30pm in the Pavilion, Englefield Road, and was attended by the following:

Chair: Cllr. Clifford

Councillors Present:

Cllr.Seto, Cllr. Church, Cllr. A.Hopkinson, Cllr. Watson, Cllr. Pert, Cllr. H.Hopkinson, & Cllr.Hopcroft

Others In Attendance:

Blaire Brodie, Assitant Clerk, District Cllr. Macro & Sue Ellis, West Berkshire Heritage Forum

Minutes: Di Hughes – Operations Manager/Clerk

MINUTES

Agenda Item	Minute	Action Agreed	Vote (If required)
1.	<u>Apologies</u> Cllr. Coker & Cllr. Paul	-	-
2.	<u>Declaration Of Interest & Dispensations</u> None.	-	-
3.	<u>Minutes Of The Previous Meeting</u> It was agreed that the minutes of the meetings held on 9 th June 2025 be approved as a true record of the meeting. <u>Matters Arising From Previous Minutes</u> None	-	-
4.	<u>Open Meeting</u> Councillors on behalf of the public raised: Concern Regarding Lakeside Development Activities: It has been observed that the Lakeside Development is depositing soil and landscaping waste into the lake rather than removing it from the site. This practice raises serious concerns about the long-term impact on the lake's capacity and drainage function. If this continues, it could lead to the gradual infill of the lake, reducing its ability to manage stormwater and increasing the risk of localized flooding in the future.	District Councillor Macro, Chair of the Eastern Area Planning Committee, was present at the meeting. The Clerk will circulate the WBC Planning Enforcement email address to all members of TPC, enabling them to raise their concerns directly.	-

	<p>Concern Regarding Litter on the A4 Bypass: While WBC has recently carried out grass cutting along the A4 bypass, a significant amount of litter that had been concealed by the long grass has now become visible. Unfortunately, this litter was not removed as part of the grass-cutting operation, leaving the area in a poor and unsightly condition. The Clerk advised Council that the office has already reported this issue to WBC, and that WBC has since returned and tried to collect some of the litter. However if concerns remain about the overall cleanliness and appearance of the area individual members can report themselves via WBC website.</p> <p>A Question was asked regarding new/future housing developments and the AWE specific exclusion zones for planning permission. Primarily within the Detailed Emergency Planning Zone (DEPZ) and surrounding consultation zones, to ensure public safety and protect the site's operations. Alan Macro confirmed that WBC do consider and reject planning applications within the zone. However, he was unable to confirm if this matter is considered when planning new/large developments and would need to go away and ask the question at WBC.</p>	Clerk to write to WBC for clarification.	
5.	<p><u>Guest Speaker - Sue Ellis, West Berkshire Heritage Forum</u></p> <p>Last year, TPC provided a small donation to the West Berkshire Heritage Forum in recognition of the valuable work they carry out. In return, Sue kindly offered advice regarding the Theale War Memorial and to give a presentation about local heritage listings.</p> <p>The West Berkshire Heritage Forum is an independent organisation, separate from West Berkshire Council, and was established in 2010. Local listings are a way to recognise heritage assets that hold significance for the local community. To propose an asset for local listing, a submission must be made to a panel of independent experts (with assistance available from Sue). If the panel supports the proposal, it is then passed to West Berkshire Council for public consultation. Upon approval, the asset is formally added to the local list.</p> <p>At present, the only item locally listed in Theale is the Theale War Memorial.</p>	-	-
6.	<p><u>Monthly Reports</u></p> <p>a. District Cllr. Macro gave a verbal report which included updates on:</p> <ul style="list-style-type: none"> ▪ New waste collections ▪ RBC's "land grab" and the WBC meeting planned to take place on the 21st July asking the Secretary Of State for a boundary review. 		-

	<p>▪ Complaint about speeding enforcement.</p> <p>Cllr. Macro took questions and comments from Councillors:</p> <p>A request for an update on the The High Street paving becoming dangerous at various places but especially outside the chemists which is used by elderly and vulnerable people. This has been reported on many occasions to WBC via the report a fault, but nothing is done and concerns that someone will have a serious accident.</p> <p>Concerns have been raised regarding vegetation overgrowth obscuring street signs in and around the village. This impacts visibility and may affect both road safety and compliance with signage. Cllr. Macro confirmed this is WBC Highways responsibility.</p> <p>b. Cllr. Clifford gave a verbal report which included:</p> <p>A public thank you to Rob Gallop who has recently resigned after many years as a Parish Councillor.</p> <p>Update on the recent meeting with Englefield Estate regarding the new sports pitch car park and golf course access road.</p> <p>Complaint about speeding in the village which had been passed to Cllr. Macro and dealt with.</p> <p>A public thank you to staff, volunteers and anyone who had contributed to the Village Fete.</p> <p>c. The Clerk advised that Theale Medical Centre believe the Labour Party Summer Flyer to be incorrect with regards to the article on funding.</p> <p>Advised members of a new sign that has been erected regarding a road closure on Englefield Road from 9.00pm – 12.00pm from Thursday 17th July to Sunday 20th July. We have not received a formal notification from WBC but assume it is to help with traffic management for the Heritage Live Events taking place at Englefield Estate this weekend.</p> <p>d. Councillors to give a brief verbal monthly update on their Council duties:</p> <p>RW – Attended his first Village Hall meeting as a TPC representative. He will share the minutes once they are received.</p>		<p>Clerk to write to WBC highways.</p>
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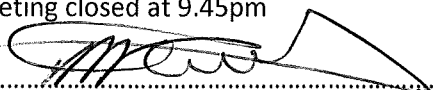
	<p>HH – The Cricket working group have met this month. There are no significant updates.</p> <p>IH – Theale in Bloom judging has taken place with Joanne Davies assisting Iain. The winners have been advised and were announced at the Village Fete. Results will be posted on social media this week.</p>		
7.	<p><u>Planning Matters</u></p> <p>All planning matters were attached as an appendix and sent to the members in advance of the meeting. These are also available for members of the public to view on the TPC website.</p> <p><u>Planning Applications:</u></p> <p>25/01273/RESMAJ – Lakeside, The Green Council object to this application - There appear to be inconsistencies in the proposed changes regarding the management of access for construction vehicles. Clarification is required to understand the intended approach and ensure that any modifications do not negatively impact traffic flow, safety, or residents.</p> <p>25/01401/OUTMAJ – Lakeside, The Green Council object to this application – as there is no benefit only detrimental impact to traffic and pedestrian access to the development.</p> <p>25/01204/FUL - 2 High Street, Theale Council have no objections to this application.</p> <p><u>Decisions:</u></p> <p>25/00845/HOUSE - 16 Chestnut Close - WBC Granted 25/00924/COND - New Aquitaine House - WBC Approved 25/01005/FUL - Theale House - WBC Granted</p>	Clerk to submit to responses WBC.	Proposed: AH Seconded: MC All in favour
.	<p><u>Finance & Accounts</u></p> <p>All finance matters were attached as an appendix and sent to the members in advance of the meeting. These are also available for members of the public to view on the TPC website.</p> <p>a. Quotes for consideration:</p> <p>Beechwood Tree Care Remedial works to Oak Tree – approved</p> <p>Various Suppliers New office furniture - approved</p> <p>SLCC CILCA Qualification – approved</p>		Proposed: RW Seconded: AH All in favour

	<p>b. Theale Medical Centre have asked for this matter to be deferred until the August or September meeting.</p> <p>c. Noted.</p> <p>d. Council approved all the invoices for payment. Council authorised delegated power to the Clerk to pay the invoices/bills over the Summer if the August meeting should not be quorate.</p> <p>e. Noted</p> <p>f. Council received an update from the Clerk with regards to form 3PM and form 3E. Council are aware of the error made and the new forms that have been completed and publicly displayed and retrospectively authorise the change in submission of the AGAR to the external auditor.</p>	<p>Cllr Seto & Cllr Hopcroft to authorise payments.</p> <p>Clerk to provide a copy of the meeting minutes to the External Auditor.</p>	<p>Proposed: JS Seconded: MC All in favour</p> <p>Proposed: HH Seconded: RW All in favour</p>
9.	<p><u>Correspondence Received</u> Correspondence where relevant is being sent to members via email.</p>	-	-
10.	<p><u>Councillor Gallop Resignation</u></p> <p>a. Council received a letter of resignation from Councillor Gallops due to personal matters. There were no nominations or volunteers to take on the role of Vice Chair at the current time. This matter will be left open/deferred until a later date.</p> <p>b. Council appointed Cllr. Pert as a replacement for Councillor Gallop on the Finance Committee.</p> <p>c. Council appointed Cllr. Seto as a replacement bank signatory for the John Cumber Hall.</p> <p>d. Council agreed to advertise this vacancy on the TPC website with immediate affect but not to market the vacancy until after the Christmas event/end of year.</p>		<p>Proposed: PC Seconded: IH All in favour</p> <p>Proposed: PC Seconded: BP All in favour</p> <p>Proposed: PC Seconded: RW All in favour</p>
12.	<p><u>Annual Policy Review</u></p> <p>Council accepted the changes/edits are per the Clerks recommendation. In line with the 2025 NALC model it was also agreed that the TPC documents is updated to be gender natural. This document will be uploaded to the website with the next review date as July 2026.</p>		<p>Proposed: PC Seconded: AH All in favour</p>

12.	<p><u>New Play Equipment/Replacement For Hurricane Swing</u></p> <p>Council were shown several types of equipment but agreed that they would like to replace the Hurricane Swing with a spider net pyramid type piece of equipment.</p> <p>The Clerk was asked to source play companies who could supply and install for less than £15,000 (require at least three written quotes)</p> <p>To purchase equipment suitable for “older” children.</p> <p>To purchase equipment as tall as possible without upsetting our neighbours and without requiring planning permission.</p>	Clerk to return to play providers with this update and request quotes.	Proposed: PC Seconded: AH All in favour
13.	<p><u>Emergency Plans</u></p> <p>The Council expressed support for collaborating on an Emergency Plan with Holybrook and Tilehurst Parish Councils. Members also welcomed the idea of engaging with the Thames Valley Local Resilience Forum to explore further opportunities and best practices.</p> <p>Given that none of the current members have specific experience in developing Emergency Plans, it was agreed that the Clerk—or an appropriate officer—will initially represent Theale Parish Council (TPC) in preliminary discussions with Holybrook and Tilehurst representatives.</p>	Clerk to respond to Holybrook Parish Council.	Proposed: AH Seconded: RW All in favour
14.	<p><u>Date Of Next Meeting</u> Monday 7th July @ 7.30pm</p> <p>Advanced apologies for the August meeting have been received from Cllr. Clifford, Cllr. Church, Cllr. Seto & Cllr. Hopcroft.</p>	-	-

The meeting closed at 9.45pm

Chair:



Date:

4/8/2025