

An ordinary meeting of the Parish Council was held on Monday 9th February 2026 at 7.30pm in the Pavilion, Englefield Road, and was attended by the following:

Chair: Cllr. Paul

Councillors Present: Cllr. Hopcroft, Cllr. Coker, Cllr. Pert, Cllr. Church, Cllr. Watson & Cllr. Seto

Others In Attendance: District Councillor Macro and two members of the public.

Minutes: Di Hughes – Operations Manager/Clerk

MINUTES

Agenda Item	Minute	Action Agreed	Vote (If required)
1.	<p><u>Apologies</u> Cllr. Clifford, Cllr. H.Hopkinson & Cllr. A.Hopkinson</p> <p><u>Appoint Chairperson</u> Cllr. M. Paul was nominated and agreed to act as Chair for the meeting.</p>	-	Proposed: SC Seconded: MC All in favour
2.	<p><u>Declaration Of Interest & Dispensations</u> Cllr. Seto declared an interest in Agenda Item 11 as one of the candidates is known to him.</p>	-	-
3.	<p><u>Minutes Of The Previous Meeting</u></p> <p>a. It was agreed that the minutes of the meeting held on 6th October be approved as a true record.</p> <p>It was agreed that the minutes of the meeting held on 12th January be approved as a true record.</p> <p>b. None.</p>	-	Proposed: IH Seconded: JS All in favour Proposed: IH Seconded: MC All in favour
4.	<p><u>Open Meeting & Public Forum</u> None.</p>	-	-
5.	<p><u>Monthly Reports</u></p> <p>a. District Cllr Macro submitted a written report in advance of the meeting, provided a verbal update, and answered questions from members present.</p> <p>b. Cllr Clifford sent his apologies, and no report was available. The Clerk advised the Council that Cllr Clifford had attended a Carebus event, representing TPC, since the last meeting.</p>	-	-

Rule

	<p>c. The Clerk gave a verbal report and update.</p> <p>d. Cllr Hopcroft advised that he had met with J. Davies regarding the Council's planting and flower beds, which are doing very well. She will meet with the Council's apprentice on a Thursday to discuss ongoing maintenance and potential new plantings.</p>		
6.	<p><u>Planning Matters</u> 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> 26/00077/ADV - 33A - 33B High Street, Theale TPC have no comments.</p> <p>26/00039/ADV - 33A - 33B High Street, Theale TPC have no comments.</p> <p>25/02969/ADV - New Aquitaine House, Exeter Way, Theale TPC have no comments.</p> <p><u>WBC Decision Notices:</u> 25/02542/CERTP - 1210 Arlington Business Park, Theale WBC certified that on 6th November 2025 the operation or use described in the First Schedule of the certificate in respect of land specified in the Second Schedule to the certificate and edged red on the plan to the certificate, would have been LAWFUL within the meaning of Section 192 of the Town and Country Planning Act 1990.</p> <p>25/02723/CERTP - 33A-33B High Street, Theale West Berkshire Council REFUSES a Certificate of Lawfulness for the operation or use described in the First Schedule of the notice.</p> <p><u>Appeals:</u> 25/01748/FUL - 33A-35 High Street, Theale An appeal has been made to the Secretary of State against the decision of West Berkshire Council to refuse planning permission.</p>	Clerk to submit to responses WBC.	Proposed: IH Seconded: JS All in favour
7.	<p><u>Finance & Accounts</u> 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. Care Computers – Adobe Licence (annual renewal) £252.00 – quote approved. Hadley Skip Hire – Groundworks for table tennis £280.00 – quote approved.</p>		Proposed: JS Seconded: IH All in favour

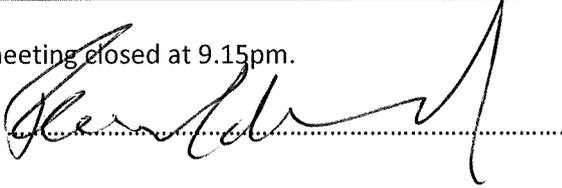
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	<p>Go Cinemas – Outdoor cinema community event £3000.00 (£900.00 deposit now) – quote approved</p> <p>b. Noted.</p> <p>c. Council approved all the invoices for payment.</p> <p>d. Noted.</p> <p>e. Council approved the operational expenditure, as per the quotes and pre-read information, amounting to £9,640.63. These purchases are to be completed prior to 31 March, using funds from the 2025/2026 budget.</p>	<p>Cllr Seto & Cllr Paul to authorise transfer of funds and payments.</p> <p>Clerk to contact WBC regarding possibility of an additional bin to be located near the IKEA bridge.</p>	<p>Proposed: IH Seconded: JS All in favour</p> <p>Proposed: RW Seconded: BP All in favour</p>
8.	<p><u>Correspondence Received</u> Correspondence where relevant is being sent to members via email.</p> <p>No questions or matters were raised by members.</p>	-	-
9.	<p><u>Budget 2026/2027</u> Council received and ratified the final budget with amendments agreed at the Extra Ordinary meeting that took place on the 26th of January 2026.</p>		<p>Proposed: RW Seconded: MC All in favour</p>
10.	<p><u>Policy Review</u> Council reviewed the IT Policy and considered the comments provided by the Clerk. It was agreed that some additional amendments were required, and the matter will be reviewed again at the next meeting.</p> <p>Council reviewed and formally ratified the updated Privacy Policy.</p> <p>Council received the final Financial Risk Register which will be signed off by the Clerk, Chair of the Council and Chair of the Finance Committee.</p>	<p>Clerk to investigate guidance on personal devices and incorporate it into the IT Policy. Additionally, the payroll security will be added to the policy.</p>	<p>Proposed: JS Seconded: MP All in favour</p>
11.	<p><u>Co-option to Fill the Vacant Parish Councillor Seat</u> The Council received and reviewed two applications for the vacant Parish Councillor position. Both candidates attended the meeting and were invited to address the Council in support of their applications. Councillors asked questions relating to the submissions. The Chair thanked the candidates for attending, and both then left the meeting.</p>	-	-
8.53pm	<p>The meeting closed to members of the press and public in accordance with relevant legislation.</p>		<p>Proposed: IH Seconded: JS All in favour</p>

12.	<u>Selection of New Parish Councillor</u> After considerable deliberation, the Council held an anonymous vote. The result was that SF was the preferred candidate.	Clerk to contact SF & PO and advise them of the outcome.	-
13.	<u>Date Of Next Meeting</u> Monday 9 th March @ 7.30pm	-	-

The meeting closed at 9.15pm.

Chair:



Date:

9/3/26