

An Ordinary Meeting of the Parish Council was held on Monday 7th September 2026, at 7.38pm in the Peter Gooch Room, The Pavilion, Englefield Road, and was attended by the following:

Chair: Cllr. Clifford

Councillors Present: Cllr. Pert, Cllr. Feguson, Cllr. Paul, Cllr. Coker, Cllr. Seto, Cllr. H Hopkinson, Cllr. A Hopkinson & Cllr. Hopcroft.

Others In Attendance: Blaire Brodie, Assistant Clerk.

Minutes: Di Hughes, Operations Manager/Clerk.

MINUTES

Agenda Item	Minute	Action Agreed	Vote (If required)
1.	<u>Apologies</u> Cllr. Church, & District Councillor Macro	-	-
2.	<u>Declaration Of Interest & Dispensations</u> None.	-	-
3.	<u>Minutes Of The Previous Meeting</u> - It was agreed that the minutes of the meeting held on 10th August 2026 be approved as a true record. - The Clerk updated Council on actions from previous meeting. All actions have been completed but we are waiting on responses from: - School Playground Specialist – Rope Climber - TPC Members regarding drop in sessions	Clerk to chase. School Playground Specialist. Cllr. Seto & Cllr. Fergusson have offered to host these sessions and will provide dates to the Clerk.	Proposed: MC Seconded: IH 8 in favour 1 abstained
4.	<u>Open Meeting & Public Forum</u> None.	-	-
5.	<u>Monthly Reports</u> - District Cllr. Alan Macro circulated a brief update via email in advance of the meeting but was not present and had presented his apologies. - Cllr. Clifford gave a verbal update. - The Clerk had provided a weekly update by email in advance of the meeting but verbally updated Members on the street trading ban and the NJC pay award and associated back pay for staff.	Council asked that the Street Trading Ban be added as an agenda item for the October	-

	The pay award and back pay had been approved by the Staffing Committee, and a contingency had been included in the budget to cover the additional cost. d. None	meeting so they could review the request made by the council members in 2020.	
6.	<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. a. Planning applications: 26/01112/FUL - Land To Rear Of 6-8, High Street Objection - see attached appendix. 26/1583/FUL - Unit 7, Markham Centre, Station Road No objections. 26/01542/FUL - 59 Church Street Objections - see attached appendix. 26/01834/NONMAT - Land Bounded by Hoad Way and M4 and High Street Note - the Parish Council has not yet been formally notified of the above-mentioned planning application; however, some councillors became aware of the application through social media and requested that it be added to the agenda for discussion under Planning Matters. No objection to the amendment. The Council considers this preferable to having a goods distribution centre with associated heavy goods vehicle movements. b. Planning decisions, appeals, withdrawals & correspondence received: 26/00183/FUL - 64 - 68 High Street West Berkshire District Council hereby GRANTS PLANNING PERMISSION for the above development in accordance with the plans and supporting information contained within the application, subject to the conditions.	Clerk to submit responses to WBC.	Proposed: AH Seconded: IH All in favour Proposed: AH Seconded: IH All in favour Proposed: AH Seconded: IH All in favour Proposed: SF Seconded: MP 8 in favour 1 abstained
7.	<u>Finance & Accounts</u> All finance reports were circulated to Members in advance of the meeting as an appendix. These documents are also available for members of the public to view on the TPC website. a. West View Homes quote to be discussed and considered as part of agenda item 16.		

	b. Grounds & Building Maintenance Quotes Council has decided not to employ an operative once the apprenticeship completes at the end of October 2026. The main reason for this decision is that the Council is going through a period of significant change and is currently undertaking a feasibility study regarding the possible refurbishment or replacement of the Pavilion building and/or the formation of a new Community Trust to manage community assets. Whilst this feasibility study is still in progress, the Council needs to ensure the continued compliance and maintenance of the grounds and buildings until the next steps and timescales are clear. Council approached four companies for to quote for a one-year contract from 1st November 2026 to 31st October 2027: G N Maintenance Quote = £28,849 Countrywide Grounds – no quote received Tactical = £41,806.61 Vision Property Services - thank you for your enquiry. Unfortunately this isn't something we cope with. For the size of our company. If we can ever be of assistance with smaller projects. I'm more than happy to quote. Overall we offer cleaning, gardening and property maintenance. Council selected G N Maintenance as its preferred supplier. The contract will be drawn up using the scope of works issued by the Council and the quotation submitted by G N Maintenance. c. Council authorised all the invoices for payment.		Proposed: PC Seconded: SF All in favour
8.	<u>Correspondence Received</u> Correspondence where relevant is being sent to members via email.	-	-
9.	<u>Removal Of The Mini Recycling Centre</u> This motion was passed to formally request the removal of the mini recycling centre: The Mini Recycling Centre was initially considered a positive initiative and was supported by local residents. However, the Council believes that, due to its continued	Clerk to formally write to WBC.	Proposed: JS Seconded: MP 6 in favour 2 against 1 abstained

	misuse, it is no longer serving its intended purpose and is having a detrimental impact on the appearance and amenity of the area. The Council has observed that the facility does not appear to be receiving significant use from local residents and is concerned that it may instead be being used by commercial businesses and by individuals who could reasonably use the larger recycling facilities at Padworth. This concern is based, in part, on addresses found on items of waste deposited at the facility, which have included addresses outside Theale. There are also ongoing concerns regarding the inappropriate disposal of waste and the general condition of the area. The current signage is ineffective, consisting largely of small A4 notices attached with cable ties, and does not adequately discourage inappropriate use or dumping. The surrounding area is becoming increasingly tired and poorly maintained, with overgrown hedges and a general lack of care contributing to an environment that appears to encourage further dumping. The Council considers that the current appearance of the site creates a perception that inappropriate disposal of waste is tolerated. There is concerns regarding the impact on pedestrians using the area, particularly those walking over the bridge. The presence of rats in the vicinity is an additional concern, particularly given the regular footfall through the area and the potential health and safety implications. The Council is also concerned about the ongoing costs to West Berks Council associated with cleaning and decontaminating the recycling bins when inappropriate materials, including plastics, are deposited. These costs could potentially be reduced if residents and other users were required to use the larger supervised recycling facility at Padworth. The attached photographs demonstrate the current condition of the area and, in the Council's view, show that the measures introduced over the past six months have not had the desired effect or resulted in any significant improvement. The Council therefore considers that the Mini Recycling Centre is no longer appropriate for this location. Given the ongoing concerns regarding inappropriate dumping, the visual impact on the village, the condition of the surrounding area, potential health and safety issues, and the associated costs of maintaining and cleaning the facility, Theale Parish Council requests that West Berks Council remove the Mini Recycling Centre and restore the area to an appropriate standard.		
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10.	<u>Co-option To Fill The Vacant Parish Councillor Seat</u> Two people had expressed an interest in this vacancy but no applications have been received. This seat will now remain vacant until the election in May 2027.	-	-
11.	<u>West Berkshire Council Service Delivery Offers</u> Council reviewed the document received from West Berks Council during the summer. Council would like to reiterate its interest, first raised in 2025, in exploring the maintenance of some open spaces within the village.	Clerk to contact WBC and ask for an update from 2025 and advise council are still interested from April 2027.	Proposed: MP Seconded: HH All in favour
12.	<u>Pavilion Water Usage</u> Council requested additional information, including the daily standing charge and a detailed cost analysis, before making any decision regarding the cost to hirers. Council will also consider the increased cost as part of the 2027/28 budget-setting process.	Clerk to provide additional information as requested and add this item to a future agenda for further consideration.	-
13.	<u>Theale & Tilehurst Cricket Club Contract</u> Council reviewed, discussed the draft document, and requested amendments, which were made during the meeting. It was suggested that the amended draft would be shared with the Club for review. It is hoped the contract will be in place for the 2027 season. Cllr. Coker acknowledged the considerable work undertaken by Cllr. A & H Hopkinson in relation to this matter.	-	-
14.	<u>Summer Events</u> Council reviewed the community events held in 2026 and received the associated financial reports. Members were asked to consider which events they would like to offer in 2027, subject to budget availability. Members voted on each event as follows: • Community Sports Day – Yes • Outdoor Cinema Night – Yes • Theale in Bloom – No • Summer Fete – Yes • Beer & Live Music Festival – Yes • Christmas Market – Yes It was noted that the timing of Theale in Bloom had been particularly challenging in 2026 due to the extreme weather conditions. Members also noted the current forecasts suggesting that 2027 may be another hot year. It was therefore agreed that the competition would be put on hold for 2027.	The Community Events & Engagement Committee will meet to discuss the dates & budget required for the above events, which will be considered as part of the 2027/28 budget-setting process.	-
15.	<u>New Website</u> Council received and considered the quote from Aubergine, together with Cllr. Seto's comments and suggestions. It was agreed that the Council would use	Clerk to advise Aubergine that they are the preferred supplier and that we	Proposed: MP Seconded: SF All in favour

	Aubergine for its new website in accordance with the quotation, and that Cllr. Seto would support the office as required. The new website is to be ready to go live by July 2027, when the existing contract with Vision ICT is due for renewal.	wish to proceed with this works.	
9.55pm	The Chair proposed that the meeting be closed to members of the press and public in accordance with the Council's Standing Orders, as the next item was commercially sensitive and not yet in the public domain.		Proposed: PC Seconded: JS All in favour
16.	<u>Community Hub Feasibility Study</u>		Proposed: SF Seconded: BP 8 in favour 1 abstained
17.	<u>Date Of Next Meeting</u> Monday 5th October 2026 @ 7.30pm. Advanced apologies for the October meeting were received from Cllr. H Hopkinson, Cllr. A Hopkinson & Cllr.Pert.	-	-

The meeting closed at 10.15pm.

Chair: Date: