

## MINUTES OF THEALE PARISH COUNCIL

*Minutes of the ordinary council meeting of Theale Parish Council held on Monday 8<sup>th</sup> February 2021 via online video conference*

**Members present:** Cllrs A Clark, P Clifford, S Coker, L Cox, K Gash (part), I Hopcroft, J Richardson (chairman), and C Rolfe.

**Clerk:** P Manley

**Administration Officer:** J Crisp

**Others present:** Alan Macro (district councillor)

*Meeting started at 7:32pm*

### **127/20/21 To receive apologies for absence and declarations of interest**

Apologies received from Cllrs Fenwick and Gash, the latter for lateness or absence.

Cllr Coker declared an interest in planning applications 21/00156/FUL and 21/00157/LBC2 as he knew the applicants.

### **128/20/21 Open forum for members of the public**

No members of the public were present.

### **129/20/21 To adopt the minutes of the meetings on 11<sup>th</sup> and 25<sup>th</sup> January and authorise their signing later**

Proposed by Cllr Cox, seconded by Cllr Hopcroft, it was

**RESOLVED** to adopt the minutes of the parish council meetings on 11<sup>th</sup> and 25<sup>th</sup> January and authorise their signing later.

### **130/20/21 District councillor's report**

Cllr Alan Macro delivered his report on the increase in council tax, food waste collection, new 'Covid Marshalls', and his response to the emerging draft of the new Local Plan.

### **131/20/21 Clerk's update**

The clerk updated the council on the following:

- a Englefield Estate had offered to trim the hedge between North Street Playing Fields and the golf course drive this year and in future.
- b Englefield Estate was okay with the potential projects (125/20/21 JAN) *in principle*, but would like to approve the final designs and locations.
- c Holy Trinity Church had requested that the council block the 'unofficial' access from the graveyard to the recreation ground. The clerk said he would obtain a quote to replace the whole fence as it was in poor condition anyway, and that the council should consider

installing a path between the 'official' access point and the tarmac path on the recreation ground when it installs a new play area.

**132/20/21 To consider and agree formal representation to planning applications and appeals received since the last council meeting**

21/00007/HOUSE	Proposed two storey extension to the rear of the property. Materials would be to match those on the existing structure.	12a Lambfields RG7 5DB Adam Bennett
No objections		
21/00035/HOUSE	Single story extension to rear of property.	5 Worsley Place RG7 5QP Mr and Mrs Lin
No objections		
21/00036/HOUSE	Single storey side extension	32 Englefield Road RG7 5AS Dr and Mrs White
No objections		
21/00102/LBC2	Section 19: Variation of Condition 2 (Approved Plans) of Approved Application 17/00854/LBC2 - Conversion of existing office space (B1) to two residential flats (C3) including internal modifications.	Unit 1 Brewery Court RG7 5AJ The Bethell and Read Group SIPP
No objections		
21/00089/HOUSE	Erection of garden room and small, lean-to extension to side of house.	9 Lambfields RG7 5DB Mr and Mrs Greenfield
No objections		
19/00113/OUTMAJ (adjacent parish)	<p>A hybrid application comprising: Outline application for up to 265 dwellings on the western part of the site and a mixed use building comprising 450sqm (GIA) of floorspace in use class D1 to provide a community healthcare hub and residential above; Engineering operations on the area covered by the outline application to create suitable gradients for internal site roads and development platforms for the residential development;</p> <p>All matters except for access to the site are to be reserved. Matters for which detailed approval are sought: detailed design of the vehicular access to the site from Pincents Lane and associated turning area, the location of the emergency vehicular access to the site and the locations of pedestrian and cycling access to the site, and</p> <p>Full application for change of use of the eastern part (7ha) of the site for use as public parkland, to be protected from development in perpetuity.</p>	Land East of Pincents Lane Tilehurst

Objection on the following grounds:		
<ul style="list-style-type: none"> <li>a proposal is outside settlement boundary</li> <li>b loss of green space</li> <li>c concerns about flooding and inadequate sewage/drainage</li> <li>d adverse effect on local services, such as schools and doctors' surgeries</li> <li>e exacerbation of already-poor traffic conditions</li> <li>f inadequate emergency access.</li> </ul>		
21/00156/FUL & 21/00157/LBC2	Change of Use from Office (Class E) to single Dwelling house Class (C3).	49 Church Street RG7 5BX Mr and Mrs A Goss
No objections		

**133/20/21 To note West Berkshire Council planning decisions for Theale Parish since the last parish council meeting**

20/02025/FUL	The erection of a waste dock, van ramps, a smoking shelter and associated works	Theale Logistics Park Brunel Road RG7 4XE Gleave Partnership Limited	Approved
20/02833/PAD56	Application for Prior Approval under Schedule 2, Part 18, Class A of the Town and Country Planning (General Permitted Development) Order 15 for the construction of new access from Brunel Road.	Theale Railway Station Station Road Network Rail	Approved
20/03002/PAD56	Construction of new station footbridge	Theale Railway Station Station Road Network Rail	Approved

**134/20/21 To authorise payments as listed on payment schedule 563 dated 8<sup>th</sup> February 2021**

Proposed by Cllr Richardson, seconded by Cllr Hopcroft, it was

**RESOLVED** to agree to the payment of the items listed on payment schedule 563 dated 8th February 2021.

**135/20/21 To approve the grounds maintenance tender application pack and tender process**

It was suggested

- a the council ask tenderers for a copy of their waste licence
- b the wording be clarified about leaving the long grass deterrents under the trees identified
- c the contract allow termination on the council's side only, and the cost of an alternative contractor for the remainder of the contractual period be borne by the original contractor
- d the annual cost be allowed to increase by a maximum of the Retail Price Index (RPI) or 5%, whichever is lower and
- e the council be obliged to pay monthly invoice only after the specified work is completed.

Subject to the above amendments, proposed by Cllr Hopcroft, seconded by Cllr Coker, it was

**RESOLVED** to approve the grounds maintenance tender application pack and for the notice to be posted on Contracts Finder.

**136/20/21 To agree the Christmas lights design motifs for 2021**

It was

**RESOLVED** to choose two design motifs—IPL084B and ITL020B—and ten of each, subject to approval of a quotation.

**137/20/21 To agree that the Christmas lights event happen on Saturday 4<sup>th</sup> December 2021, subject to COVID-19 restrictions, and agree to form a working party**

*Cllr Gash joined the meeting.*

Proposed by Cllr Hopcroft, seconded by Cllr Cox, it was

**RESOLVED** to agree that the Christmas lights event happen on Saturday 4th December 2021, subject to COVID-19 restrictions, and agree to form a working party, the membership to be decided later.

**138/20/21 To approve the creation of a council Facebook and/or Twitter account and an updated media policy**

It was suggested

- a the words “unless legally obliged” be added to the end of 2.1.d of the policy
- b the spelling mistake be rectified in 6.2 of the policy and
- c 8.1 of the policy be amended to provide for any other event, other than the COVID-19 pandemic, which may preclude face-to-face meeting.

Subject to the above amendments to the updated media policy, proposed by Cllr Hopcroft, seconded by Cllr Gash, it was

**RESOLVED** to set up a Facebook page first, then a Twitter account once that is established.

**139/20/21 To approve the updated terms of reference for and elect members to the planning committee**

Proposed by Cllr Hopcroft, seconded by Cllr Gash, it was

**RESOLVED** to approve the updated terms of reference for the planning committee.

Proposed by Cllr Cox, seconded by Cllr Clark, it was

**RESOLVED** to defer the election of members to the committee until the March meeting, when it was hoped there would be a full complement of councillors following the co-options.

**140/20/21 To adopt a new councillor code of conduct based on the new model by the Local Government Association (2020)**

Proposed by Cllr Clifford, seconded by Cllr Clark, it was

**RESOLVED** to adopt a new councillor code of conduct based on the new model by the Local Government Association (2020).

**141/20/21 To resolve that the public leaves the meeting for the remaining items, pursuant to the Public Bodies (Admission to Meetings) Act 1960, section 1(2)**

No members of the public were present.

**142/20/21 To agree a recruitment plan for the two councillor vacancies**

It was suggested

- a the obligation to attend committee meetings in addition to ordinary meetings be added to the application form
- b knowledge of the village be added as a desirable quality in the application form and
- c it be stated in the application form that the role of councillor is an unpaid position for which reasonable expenses can be expected to cover council activity.

Subject to the above amendments, proposed by Cllr Richardson, seconded by Cllr Hopcroft, it was

**RESOLVED** to publicise the two vacancies and application process, for councillors to publicise the same via social media and word-of-mouth, and for the council to vote on applications at the ordinary meeting on Monday 8<sup>th</sup> March 2021.

There being no further business, the meeting ended at 9:05pm.

Signed \_\_\_\_\_ Dated \_\_\_\_\_