

## MINUTES OF THEALE PARISH COUNCIL

*Minutes of the ordinary meeting of Theale Parish Council held remotely on Monday 19<sup>th</sup> April 2021*

**Members present:** Cllrs A Clark, P Clifford, S Coker, L Cox, Z Fenwick, R Gallop, K Gash, I Hopcroft & J Richardson (chairman)

**Clerk:** P Manley

**Administration Officer:** J Crisp

**Others present:** Cllr A Macro (district councillor)

*Meeting started 7:33pm*

### **FUL/1/21/22 To receive apologies for absence and declarations of interest**

Apologies received from Cllr Rolfe.

Cllr Gash declared an interest in item 13 on the agenda (11/21/22 below).

### **FUL/2/21/22 Open forum for members of the public**

None present

### **FUL/3/21/22 Chairman to receive any matters raised by members**

Cllrs Gallop and Gash proposed their idea of making two councillors visible on the High Street on Saturday mornings to foster public engagement. He asked what insurance and other considerations would need to be determined. Clerk to investigate.

Cllr Gallop raised the antisocial behaviour that had peaked over the past few days. It was suggested by Cllrs Cox and Richardson that a meeting be arranged with members of Thames Valley Police to find out what could be done, such as the reintroduction of wardens, perhaps voluntary. Cllr Gallop highlighted the need to prepare questions in advance, what authority such wardens might have and the issue of liability. Cllr Clark mentioned the monthly Neighbourhood Action Group meetings already in existence; he would mention the issue at its next meeting in May. Cllr Fenwick suggested revisiting plans for the old warden scheme to provide a framework for a new scheme.

Cllr Richardson suggested a village-wide litter pick. Cllr Hopcroft said this would be a point of discussion at the following day's Environmental Working Party meeting.

### **FUL/4/21/22 To adopt the minutes of the meetings on 8<sup>th</sup> and 22<sup>nd</sup> March and authorise their signing later**

Proposed and seconded by Cllrs Coker and Clark respectively, it was

**RESOLVED** to adopt the minutes of the meeting on 8<sup>th</sup> March and authorise their signing later.

Proposed and seconded by Cllrs Cox and Richardson respectively, it was

**RESOLVED** to adopt the minutes of the meeting on 22<sup>nd</sup> March and authorise their signing later.

### **FUL/5/21/22 District councillor's report**

Cllr Macro delivered his report (see separate document). He also mentioned a past offer of CCTV from West Berkshire Council to parish councils. He suggested the clerk contact Safer Communities to ask about the masts which were still in place.

### FUL/6/21/22 Clerk's update

The clerk delivered his update.

### FUL/7/21/22 To respond to planning and licence applications and appeals received since the last meeting

|                                                                                                                   |                                                                                                                                                                                                                                                                                                  |                                                                            |
|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| 21/00675/PACOU                                                                                                    | Application to determine if prior approval is required for a proposed: Change of Use from Offices (Class B1(a)) to Dwellinghouses (Class C3) - change of use from office (use class b1(a)) to 2 residential units (use class c3).                                                                | 3-5 High Street<br>RG7 5AH<br>Balada Builds                                |
| No objection                                                                                                      |                                                                                                                                                                                                                                                                                                  |                                                                            |
| 21/00762/FULEXT<br>(adjacent parish)                                                                              | Section 73: Variation of Condition 11 (Hours of working) of previously approved application 19/01544/FULEXT: Full planning application for the erection of 199 dwellings (including affordable housing) with public open space, hard and soft landscaping and vehicular access from Dorking Way. | Land west of Dorking Way<br>Calcot<br>Bellway Homes<br>(Thames Valley) Ltd |
| Objection, on the grounds of excessive working hours on every day of the week and associated noise for residents. |                                                                                                                                                                                                                                                                                                  |                                                                            |

### FUL/8/21/22 To note West Berkshire Council planning decisions for Theale parish since the last meeting

|                        |                                                                                                                                                                                                        |                                              |           |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-----------|
| 21/00089/HOUSE         | Erection of garden room and small, lean-to extension to side of house                                                                                                                                  | 9 Lambfields<br>RG7 5DB                      | Approved  |
| 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<br>Brewery Court<br>RG7 5AJ           | Approved  |
| 21/00156/FUL           | Change of Use from Office (Class E) to single Dwelling house Class (C3)                                                                                                                                | 49 Church Street<br>RG7 5BX                  | Approved  |
| 21/00157/FUL           | Change of Use from Office (Class E) to single Dwelling house Class (C3)                                                                                                                                | 49 Church Street<br>RG7 5BX                  | Withdrawn |
| APP/W0340/W/20/3263857 | ref 19/02879/FULD   Demolition of former commercial unit and erection of a retail unit, 7 dwellings including parking, bins and landscaping                                                            | Theale Motor Ltd<br>Church Street<br>RG7 5BU | Rejected  |
| 21/00293/HOUSE         | First floor rear extension to form ensuite                                                                                                                                                             | 72 Volunteer Road<br>RG7 5DN                 | Approved  |

### FUL/9/21/22 To authorise payments as listed on payment schedule 565 dated 12<sup>th</sup> April 2021

Proposed by Cllr Clifford, it was

**RESOLVED** to authorise payments as listed on payment schedule 565 dated 12<sup>th</sup> April 2021.

### **FUL/10/21/22 To proceed to item 13 on the agenda before continuing from item 10**

To accommodate the arrival of Kate Meads (Community Buildings Advisor at Connecting Communities in Berkshire), the council moved to proceed to item 13 on the agenda (standing order 10.a.vi.).

### **FUL/11/21/22 To approve the hire charges schedule 2021–22**

Cllr Coker declared an interest in this item.

Cllr Fenwick suggested rounding the prices to the nearest pound. Cllr Coker suggested increasing the football charges by £2.50, resulting in £55 for an adult match with changing rooms, £32.50 for an adult match without changing rooms, and £20 for a junior match, with or without changing rooms. It was suggested that these prices take effect from August 2021 and the cricket prices remain the same until the end of the current season.

Proposed and seconded by Cllrs Cox and Fenwick respectively, it was

**RESOLVED** to approve the hire charges schedule 2021–2 and the suggestions above.

### **FUL/12/21/22 To consider becoming sole trustee of the John Cumber Hall**

*Kate Meads, Community Building Advisor at Connecting Communities in Berkshire, joined the meeting.*

Kate Meads gave those present a brief overview of two options concerning the future of the John Cumber Hall:

the John Cumber charity elect new trustees from members of the public or  
the parish council become sole trustee of the John Cumber charity.

She summarised the main considerations and responsibilities of the council were it to pursue option b.

Cllr Cox questioned a conflict of interest were the council to be trustee and run the Peter Gooch Room; Kate Meads was unsure, but suspected this issue was not unique to Theale.

Cllr Cox asked what the options would be for the council were it to become trustee and later decide to renounce responsibility; Kate Meads said she would find out more information and report back. She also stated that, were the charity to close, the remaining funds would be distributed to nearby, preferably charitable, organisations offering similar facilities.

Cllr Clifford asked whether the council could enlist trustees from the public to take on responsibility. He also suggested reconfiguring the management fees structure to reduce the apparent financial loss.

Cllr Hopcroft suggested that any shortfall could be funded by the precept, to support a village asset.

After a lengthy discussion, it was

**RESOLVED** to defer further discussion until Kate Meads had obtained more information on options were the council to become trustee and subsequently want to renounce trusteeship, and the clerk had asked the current trustees whether they would be willing to recruit additional trustees, possibly with the council's assistance.

*Kate Meads left the meeting.*

### **FUL/13/21/22 To respond to the proposed settlement boundaries as part of the Local Plan Review**

The council objected to the proposed settlement boundary citing the following reasons:

- a there is a wide area of tree covering which means there is less perceived open space
- b the boundary does not follow the natural boundary of the brook

- c this is a flood plain area and
- d access to White Hart Meadow via Blossom Lane is not sensible or viable.

**FUL/14/21/22 To approve the installation of a new fence at the border of the recreation ground and graveyard**

The council were presented with a quote to replace the fence.

Cllr Gallop questioned whether the existing path through the graveyard was a right of way, 'assumed' right of way, or private right of way.

Cllrs Clifford and Coker questions whether the parish council owned the fence and whether it was its responsibility.

Proposed and seconded by Cllrs Cox and Coker respectively, it was

**RESOLVED** to defer approval of the installation of a new fence until the fence's ownership and restrictions regarding right of way had been obtained.

The council also requested that, in the event the council does install a new fence, the clerk obtain an additional two quotations.

**FUL/15/21/22 To review the council's lone working and health and safety policies as part of the council's annual review of its policies and approve the new safeguarding policy**

Proposed and seconded by Cllrs Clark and Cox respectively, it was

**RESOLVED** to approve the new safeguarding policy subject to the requirement for a member of the council to be appointed responsible for safeguarding matters to be changed to a member of the council *and employee of the council* (Safeguarding policy 2021, 5.4).

The clerk agreed to investigate the requisite training for the role.

Proposed and seconded by Cllrs Gallop and Gash respectively, it was

**RESOLVED** to approve the revised lone working policy, subject to the implementation of a reporting form (Lone working policy 2021, 8.1).

Proposed and seconded by Cllrs Gallop and Clifford respectively, it was

**RESOLVED** to approve the revised health and safety policy, subject to implementation of an accident reporting book (Health and safety policy 2021, 11.2).

**FUL/16/21/22 To grant £2,842 to West Berkshire Libraries as per budget allocation**

Proposed by Cllr Hopcroft, it was

**RESOLVED** to grant £2,842 to West Berkshire Libraries as per the budget allocation for 2021-2.

It was requested the clerk delineate library contributions from grant in next year's budget.

**FUL/17/21/22 To approve a grant to Citizens Advice West Berkshire**

Proposed and seconded by Cllrs Hopcroft and Fenwick respectively, it was

**RESOLVED** to grant £100 to Citizens Advice West Berkshire (to be match-funded by Greenham Trust).

**FUL/18/21/22 To approve the installation of a bench in memory of Peter Sollis overlooking the cricket pitch**

Proposed and seconded by Cllrs Richardson and Gallop respectively, it was

**RESOLVED** to approve the installation of a bench in memory of Peter Sollis, and to delegate the decision of its placing to Cllrs Coker and Richardson and the clerk, in consultation with Peter Sollis's wife.

*There being no further business, the meeting ended at 9:34pm.*

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