

MINUTES OF THEALE PARISH COUNCIL

Minutes of the annual meeting of Theale Parish Council held remotely on Thursday 6th May 2021

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

Clerk: P Manley

Administration Officer: J Crisp

Others present: Cllr A Macro (district councillor)

Meeting started 7:30pm

FUL/18/21/22 To elect the chairman of the council for the period until the next annual meeting and for the elected chairman to declare acceptance of office

Cllr Cox proposed Cllr Richardson and Cllr Gash proposed Cllr Clifford. By a vote of 5 for Cllr Richardson and 5 for Cllr Clifford, the chairman cast her second vote and it was

RESOLVED to elect Jan Richardson as chairman of the council for the period until the next annual meeting.

Cllr Richardson duly declared acceptance of office.

FUL/19/21/22 To elect the vice-chairman of the council for the period until the next annual meeting and for the elected chairman to declare acceptance of office

Cllr Rolfe proposed Cllr Cox and Cllr Fenwick proposed Cllr Clifford, who was seconded by Cllr Gash. By a vote of 5 for Cllr Cox and 5 for Cllr Clifford, the chairman cast her second vote and it was

RESOLVED to elect Lisa Cox as vice-chairman of the council for the period until the next annual meeting.

Cllr Cox duly declared acceptance of office.

FUL/20/21/22 To receive apologies for absence and declarations of interest

No apologies for absence received.

Cllrs Coker and Rolfe declared interests in planning applications 21/00922/HOUSE and 21/00923/LBC2 (FUL/29/21/22 below) as they knew the applicants. Cllrs Coker, Cox and Rolfe declared interest in licence application 21/00215/LQC (FUL/29/21/22 below) as they knew the applicant or—in the case of Cllr Cox—was a member of the club.

FUL/21/21/22 To elect members to the following committees

- a** **staffing**
- b** **finance**
- c** **planning**

It was

RESOLVED to elect

- a Cllrs Coker, Cox, Gash, Richardson & Rolfe to the staffing committee and
- b Cllrs Coker, Gallop, Hopcroft & Richardson to the finance committee.

No members were elected to the planning committee.

FUL/22/21/22 To elect members as representatives on the following outside bodies

- a **AWE Local Liaison Committee**
- b **Theale Rail Sidings Liaison Committee**
- c **Dr Ellerton's Charity**
- d **Village Hall Committee**
- e **Neighbourhood Action Group**

It was

RESOLVED to elect as representatives

- a Cllr Coker to the AWE Liaison Committee
- b Cllr Clifford to the Theale Rail Sidings Liaison Committee
- c Cllr Hopcroft to Dr Ellerton's Charity
- d Cllr Clark to the Village Hall Committee and
- e Cllr Clark to the Neighbourhood Action Group.

The council agreed that Dennis Hayden continue as representative to Tilehurst Poor's Land Charity, subject to his agreement.

FUL/23/21/22 To adopt the minutes of the meeting on 19th April 2021 and authorise their signing later

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

RESOLVED to adopt the minutes of the meeting on 19th April 2021 and authorise their signing later.

FUL/24/21/22 To receive matters arising from the minutes

None received.

FUL/25/21/22 Public forum

None present.

FUL/26/21/22 Members' remarks

Considering the John Cumber Charity's success in obtaining grants from West Berkshire Council in compensation to business disruption because of COVID-19, Cllr Richardson asked whether the clerk could apply for similar grants for the Peter Gooch Room. The clerk said he would do so.

FUL/27/21/22 District councillor's report

Alan Macro delivered his report (see separate document).

On the proposal for the use of the old school site, Cllr Clifford asked for clarification on how children would be selected for the school: would they be children who have been diagnosed with learning difficulties or in the process of being diagnosed, or would they be children who do not have a formal diagnosis but have been excluded from other schools due to behaviour problems; and what would be the ratio of the two categories of student—Special Educational Needs and Disabilities (SEND) and complex social, emotional and mental health (SEMH) needs. Alan Macro suggested this be brought up at the consultation meeting on Wednesday 12th May.

On the issue of cyclist and pedestrian safety on the M4 footbridge, Cllr Clifford suggested a 'simple' solution such as a dog leg barrier to slow cyclists traversing the bridge, and better visibility. He also warned against any measure appearing to discourage cyclists' use of the bridge and resultant traffic increase on junction 12.

Cllr Hopcroft asked whether there were any plan to slow down traffic at the A4/A340 roundabout. Alan Macro understood there was a plan in progress to improve this.

FUL/28/21/22 Clerk's update

See separate document.

FUL/29/21/22 To respond to planning and licence applications and appeals received since the last meeting

21/00215/LQC	Variation application: Addition of alcohol off sales and New Year's Eve live music non-standard timing 19:00 to 1:00	Theale Club RG7 5AS
<p>Cllrs Cox & Rolfe abstained due to conflicts of interest (FUL/20/21/22) and Cllrs Clark, Coker, Hopcroft & Richardson abstained due to lack of detail.</p> <p>However, it was decided the council object on the following grounds:</p> <ul style="list-style-type: none">a it has concerns about the policing of alcohol if it is taken off the club's premises and on to the field, for example, and that this might encourage litter and antisocial behaviourb it has concerns over the safety if drink is consumed in the car park andc it questions the need for a variation in the licence due to the existence of three licenced premises on the High Street. <p>The council did not object to the date and extraordinary times, that is New Year's Eve.</p> <p>The clerk was asked to enquire whether Thames Valley Police had commented on this application.</p>		
21/00919/HOUSE	Partial garage conversion, existing window blocked up and new back door added & addition of rooflight	25 Church Street RG7 5BX Mr & Mrs Tizzard
No objection		
21/00922/HOUSE & 21/00923/LBC2	Demolition of existing front extension. Erection of new single storey rear extension. New detached car port. New rear garden wall and external works. Internal alterations.	49 Church Street RG7 5BX Mr & Mrs Goss
No objection		
21/01013/FUL	Proposed erection of 3m high security fence with associated pedestrian and vehicular gates. Section 73 application to vary Condition 4 (Landscaping, including hard surfaces) or planning permission 20/00982/FUL	Station Plaza Brunel Road RG7 4AQ The Police and Crime Commissioner – Thames Valley Police
No objection		
21/00977/FUL	Proposed works including new substation, bike shelter, bin store and plant enclosure along with alterations to external elevations of building	Integalis House Brunel Road RG7 4AQ The Police and Crime Commissioner – Thames Valley Police
No objection		
21/00798/ADV	Signage to building	Land at Junction of Wigmore Lane Bath Road RBFRS
No objection		

FUL/30/21/22 To note West Berkshire Council planning decisions for Theale parish since the last meeting

21/00433/HOUSE	2 storey side/rear extension – resubmission of expired approval 17/00776/HOUSE dated 10/5/2017	74 Meadow Way RG7 5DQ Mr & Mrs Sennett	Approved
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FUL/31/21/22 To authorise payments as listed on payment schedule 566 dated 6th May 2021

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

RESOLVED to authorise payments as listed on the amended payment schedule 566 dated 6th May 2021.

FUL/32/21/22 To receive the accounts for the financial year ending 2021

Received.

FUL/33/21/22 To receive the internal auditor's report for the financial year ending 2021

Received.

FUL/34/21/22 To approve the risk register and fixed asset register at 31st March 2021

Cllr Clifford queried the lack of recorded appreciation or depreciation in the fixed asset register. The clerk said that this was not standard practice in local council accounting, as confirmed by the paragraph 5.148 of the *Practitioners' Guide* (Joint Panel on Accountability and Governance 2021).

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

RESOLVED to approve the risk register and fixed asset register at 31st March 2021.

FUL/35/21/22 To approve Section 1 of the Annual Governance and Accountability Return

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

RESOLVED to approve Section 1 of the Annual Governance and Accountability Return.

FUL/36/21/22 To approve Section 2 of the Annual Governance and Accountability Return

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

RESOLVED to approve Section 2 of the Annual Governance and Accountability Return.

FUL/37/21/22 To receive an update from the Environmental Working Party

Cllr Hopcroft updated the council on recent work by the Environmental Working Party (see separate document).

FUL/38/21/22 To receive a letter from Mary Tearney (trustee of The John Cumber Charity)

See separate document. It was agreed to defer further discussion of this issue to an extraordinary meeting.

FUL/39/21/22 To respond to the Review of West Berkshire Council's Right of Way Improvement Plan

It was

RESOLVED to delegate a response to Cllrs Fenwick and Hopcroft and the clerk.

FUL/40/21/22 To receive the results of the recreation ground survey and agree on the next capital project(s)

The clerk presented the results of the survey (see separate document). Cllr Clifford suggested the results allowed the council to categorise potential projects as those which could be done easily and quickly, and those which could form part of a longer-term strategy.

As an example of the former, it was

RESOLVED to provide three picnic benches, to be sited after a walk-around by Cllrs Fenwick, Gash and Richardson and the administration officer.

It was further

RESOLVED to defer further discussion on capital projects to an extraordinary meeting.

FUL/41/21/22 To decide on a capital project(s) for which West Berkshire Council’s Members’ Community Bid may match-fund

With the agreement of Alan Macro, it was

RESOLVED to apply for the money to fund the planting of a hedge along the border between the recreation ground and church yard, additional trees for the border of the cricket field with Englefield Road, and various wildlife friendly objects such as bug hotels, nest boxes and bat boxes—to be coordinated by the Environmental Working Party in conjunction with Alan Macro.

FUL/42/21/22 To agree a date for the community litter pick

It was

RESOLVED to host the community litter pick on Sunday 1st August and to delegate further details and organisation to the Environmental Working Party.

FUL/43/21/22 To delegate approval of payments between now and the next face-to-face council meeting to the bank signatories

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

RESOLVED to delegate approval of payments between now and the next face-to-face council meeting to the bank signatories.

The meeting ended at 9:56pm.

Signed _____ Dated _____