

## TILEHURST PARISH COUNCIL

### Minutes of the Meeting held on-line on 12 January 2021

*An audio recording was taken of this Meeting, in order to overcome potential technical difficulties, but will be deleted as soon as the Minutes are approved in the Meeting due to be held in February.*

#### **Present:**

**Councillors -** Mr K Page (Chair), Mr C Taylor (Vice-Chair), Mr G Dennis, Ms A Foster, Mrs J Lane, Mr T Marino, Mrs R Reynolds

**District Councillors -** Mr R Jones, Ms J Stewart, Mr R Somner, Mr T Marino, Mr T Linden (arrived late)

**Public -** Five

#### **21/001 Open Forum:**

- a) Members of the Public -There were no comments or questions raised.
- b) Councillors – There were no comments or questions raised.

**21/002 Apologies for absence:** Apologies for absence were received from parish councillor Mr L Marino, and district councillor Mr A Williamson.

**21/003 Declarations of Interest:** There were no declarations of interest relevant to the Agenda.

**21/004 Approval and Adoption of Minutes:** The Minutes of the Meeting held on the 8 December 2020, having been previously circulated to Members, were taken as read. They will be signed by the Chairman in due course.

**21/005 Matters Arising:** There were no matters arising from the Minutes

**21/006 Clerk's Report, including Covid-19 Update:** See Appendix C

#### **21/007 Planning:**

- a) Eastern Area - Members will be advised if there is anything relevant to the parish on the Agenda for the Eastern Area Planning Committee due to be held on the 27 January 2021, in order that the parish can be represented.
- b) Decisions - See Appendix A
- c) New applications - See Appendix B

#### **21/008 District Councillors' Reports:**

##### **Ms Stewart:**

- i) The Monthly Parish Report for December 2020, which has been forwarded by Ms Stewart, can be found on the parish website. The parish has also been forwarded a

copy of the Annual Report from the Leader of West Berkshire Council, which looked at the good things that had happened in 2020, as well as the challenges we all faced. This can also be found on the parish website under 'Latest News'.

- ii) West Berkshire Council are working to ensure that all eligible residents and businesses are receiving any grant to which they are entitled.
- iii) There are concerns that early years provision i.e. nurseries, childminders etc. do not have the right provisions in place.
- iv) Hildens Drive car park – Two truckloads of rubbish have been removed from the car park by Veolia; and several residents, along with some businesses and the owner of the car park, have removed the overgrown bushes. The potholes now need to be filled in.

**Mr Jones** advised that a new Communities and Well-Being department was set up at the beginning of January, which will focus mainly on the after-effects of Covid-19.

**Mr Somner** –

- i) There have been problems with the collection of waste by Veolia. The extra volume caused by Christmas, with more on-line shopping being done because of Covid-19, has resulted in delays in roadside collections.
- ii) Mr Somner has received several complaints about inconsiderate parking at local parks, particularly around Sulham Hill, which is worse than during the last lockdown. West Berkshire Council can only investigate poor parking on the highways, and not in the car parks - Sulham Woods, for example, is owned by the Forestry Commission.

**Questions for district councillors from the parish:**

**Ms Foster** asked if it would be possible for the parish to receive a regular overview on the community hub. Ms Stewart said she will look into this and report back.

**Mr Taylor** commented on how much better Hildens Drive car park is looking, and thanked Ms Stewart for her efforts. He also asked if it was known how many of the 260 extra police recruited by Thames Valley Police, as mentioned in the Monthly Parish Report, would be stationed in West Berkshire. This was not known, but will be looked into.

**The Clerk** advised that she had received several queries from residents of Hildens Drive about waste bins not being emptied, or not large enough; and also the amount of litter that is in the area around the shops. Ms Stewart advised that any query about waste collection should be directed to WBC officers, but that the clearing of general litter is more difficult to respond to, as the ownership of the shops has always been unclear. She thinks that any litter left behind the shops should be the responsibility of those shops as it is usually generated from them i.e. takeaways. She has loaned two sets of litter pickers to local residents who have offered to clear some rubbish. She has also been made aware of a social media group, set up by a young mother, who is encouraging other parents and their children to pick up any litter they find.

**Mr Linden** jointed the Meeting, and apologised for being late.

**21/009 Maintenance:** The Clerk gave a verbal update on maintenance that has been carried out during December, as a good part of the parish maintenance officer's time was spent attempting to resolve the flooding issues at the Hildens Drive play area. The park has been closed during periods of heavy rainfall because footpaths and other areas have been under water. A quote has been obtained from the parish's contractor for £2,000 + vat, but the parish maintenance officer costed the job at less than this and thought he would have the time to carry out the work needed because all halls were still closed meaning there was minimal maintenance required.

Mark has attempted to rectify the problem, by laying submerged pipework to take the excess water away, and installing a french drain at the lowest point of the area to absorb the excess water. Most of the work had been carried out before Christmas, with the remainder to be completed shortly. The cost so far has been £1,200. Over the past year he has picked up various projects that would normally have been carried out by contractors, thus saving the parish expenditure.

**21/010 West Berkshire Council draft Local Plan 2020-2037:** As Members had no comments to make on the draft Local Plan, Mr Page suggested that the Neighbourhood Plan Steering Group could make a submission on behalf of the parish, as they are in the process of formulating a response. This was agreed by Members.

**21/011 West Berkshire Council Minerals and Waste Local Plan:** Mr Taylor advised that he has not yet had the opportunity to read through the Plan in detail, and suggested that the discussion on this be deferred until the February meeting . All Members were in agreement.

**21/012 Community Foodbank:** The Clerk has received a request for the empty building previously used by Calcot Community Association to be used as a foodbank. She had requested further information prior to this Meeting, but due to the short timescale this has not yet been received. Members agreed in principle to the proposal, subject to receipt of the additional information requested.

**21/013 Precept demand for 2021/2022:** (Minute 20/182) The tax base figure has now been received from West Berkshire Council, resulting in a proposed precept demand of £284,585, which is a reduction of £9,314 from 2020/21, and a reduction of 3.27% in the Band D Council Tax contribution. All Members were in agreement.

**21/014 Neighbourhood Plan:** Towards the end of last year all the data which had been collected, including that from the residents' survey, was pulled together, and a copy of the draft plan was sent to West Berkshire Council planning department. A meeting is due to take place with them next week to receive their feedback.

**21/015 Anti-Social Behaviour Working Party:** A further meeting was held just before Christmas, which was also attended by the Clerk. There were four aspects under discussion – CCTV, lighting, mobile security, and working with Berkshire Youth.

CCTV: Three quotes have now been received, varying in cost from £20,000 to £40,000. There are a few points which still need clarifying, but it is hoped that a final decision will be made in the next two/three weeks.

Mobile Security: Even though five companies were contacted, only three quotes have been received, with one (from Park Guard) being comprehensive and the others giving only a figure, with no breakdown. Park Guard have quoted 40 hours cover a week, for two months, at £17,000/£18,000, and for three months at £25,000. There seems little point in taking this further at present, but to wait until the weather has improved and the evenings are lighter, say May or June, as this will give a better indication of the success of the project.

Lighting: There is limited lighting at Cotswold recreation ground, and there is a problem finding a source for the electricity supply. The parish is in discussion with West Berkshire Council to ascertain whether there would be an option to connect to streetlights in the vicinity. The companies who quoted for the CCTV system were also asked, but they had no suggestions to make.

Berkshire Youth: A quote has been received from Berkshire Youth for their assistance, but this is based on services currently being supplied in Newbury, so may not be appropriate for this parish. Further communication is ongoing.

**21/016 Financial Information:** Members reviewed the expenditure for December, which was retrospectively noted.

**21/017 Chairman's Remarks:** CIL Bid (Minute 20/186) – Because of the short timescale for the bid application to be forwarded to West Berkshire Council, Mr Page, Mr Taylor and the Clerk discussed options, and put together an application to refurbish and repurpose the building previously used by Calcot Community Association. The idea is that it would be utilised by residents for various uses e.g. playgroups, coffee mornings, youth clubs.

There would be a considerable amount of work required – the heating is out of date, and the building would require re-wiring and re-plumbing, as well as a new kitchen and the removal of the existing bar area. It is anticipated that the building would be environmentally friendly. Because of the potential cost involved the bid was for £50,000, giving a total spend of £100,000 after the parish's match-funding 50% contribution.

Questions from Members:

**Mr Dennis** asked if there was any criteria to be followed, and Mr Page advised that the bid had to fit with West Berkshire Council's infrastructure plan. The Clerk pointed out that this bid is completely separate from the usual CIL monies received on new development which has to be used for open space projects.

**Mrs Reynolds** asked if the bid included details of internal structural changes. Mr Page advised that no details for internal changes have been decided on at this stage, as this is something that will have to be agreed if and when the bid is accepted.

**The Meeting closed at 8.40 pm**

**The next Meeting will be held on Tuesday 9 February 2021**

**Chairman**

## APPENDIX A - Decisions

20/02311/FULD	<u>28 Barbaras Meadow, Tilehurst</u> Sub-division (internal works) of existing property to form a new 2 bed dwellinghouse with retention of existing 4 bed dwellinghouse, including minor external alterations to some windows and doors, plus addition of entrance porch canopy to new dwelling.	<b>Granted</b>
20/02488/HOUSE	<u>12 Cornwall Close, Tilehurst</u> Demolish existing conservatory. Provide single storey rear and partial side extension. Construct porch to front elevation.	<b>Granted</b>
20/02820/NONMAT	<u>24 City Road, Tilehurst</u> Non Material amendment to planning permission 20/01033/HOUSE: Proposed single storey extensions to front and rear. Amendment: Reduce the footprint of the single storey rear extension (specifically length) and reduce and reposition roof lanterns on the extensions.	<b>Granted</b>
20/02592/HOUSE	<u>30 Westwood Glen, Tilehurst</u> Proposed single storey side extension.	<b>Granted</b>
20/02636/HOUSE	<u>15 The Birchwoods, Tilehurst</u> Garage conversion, first floor side and single storey rear extension.	<b>Granted</b>

## **APPENDIX B - New Planning Applications**

20/02670/HOUSE     142 Fairford Road, Tilehurst  
Single storey front extension, double storey side extension and conversion of garage into habitable space.

**This Council has no objection to the proposal.**

20/02782/HOUSE     54 Cotswold Way, Tilehurst  
Addition of new single storey rear extension.

**This Council has no objection to the proposal.**

20/02880/HOUSE     The Brambles, Long Lane, Tilehurst  
Removal of thicket fence and reposition of new masonry front wall with associated gates.

**This Council has no objection to the proposal, provided that the issue raised under application 20/01558 regarding the positioning of the new wall has been resolved to the satisfaction of Highways.**

20/02852/HOUSE     28 Conifer Drive, Tilehurst  
Single-storey side extension with internal alterations.

**This Council has no objection to the proposal**

20/02903/FUL        5 Ivybank, Tilehurst  
Retrospective planning for ground floor existing rental flat.

**This Council has no objection to the proposal**

20/02915/HOUSE     Verdant, Greenwood Road, Tilehurst  
Section 73 application to vary condition 4 (tree protection) of approved 20/00957/HOUSE – Alter roof structure of side single storey element together with single storey front extension.

**This Council has no objection to the proposal**

20/02918/HOUSE     33 Cotswold Way, Tilehurst  
Demolition of existing garage. Construction of two storey side and single storey rear extensions with associated external works.

**This Council has no objection to the proposal**

20/02951/FUL        2 Greenfinch Close, Tilehurst  
Remove fir trees, erecting closed board fence 50cm from the existing chain link fence, screening with Japanese laurel.

**This Council has no objection to the proposal**

20/02977/REG4       Springfield Primary School, Tilehurst  
Application for a second entrance on Barton Road for Springfield School.

**This Council has no objection to the proposal**

20/02979/HOUSE 3 Sandown Avenue, Calcot

To erect a prefabricated concrete garage with brick effect cladding which will be the same/nearest colour of existing house. The garage will have a Pent style roof with white up and over door/windows/fascias/gutters and downpipes as per the existing house.

**This Council has no objection to the proposal**



## **APPENDIX C - Clerk's Report**

### **1.0 Background**

- 1.1 This report provides information to the council on activities undertaken by the Clerk and other team members along with other matters appropriate to the council.

### **2.0 Activity updates**

- 2.1 On the 22<sup>nd</sup> December, along with representatives from both West Berkshire Council and Volker Highways, the Clerk attended a site visit at the Cornwell recreation ground. This meeting was called to discuss both the final details for the new footpath which is to be installed on the highway verge adjacent to The Ridings and our requirements for the footpath within the Cornwell Centre.

The resultant quotation, for the footpath on parish land, will be presented to members once received. The Clerk is still dealing with land issues with regards to the above.

- 2.2 Further to minute 20/162, the Clerk met with representatives from The Gate to finalise the arrangements for the Light Show, which was to be held on 12<sup>th</sup> December 2020. At this meeting, the outstanding paperwork was completed and the risk assessments reviewed. A walk around of the CCA building was also conducted.

**Note:** The Clerk has received an e-mail from The Gate which thanked the Parish Council for use of the Calcot recreation ground and CCA building. The event went ahead as planned and was well attended.

### **3.0 COVID – 19 Updates**

- 3.1 Following Berkshire's move into Tier 4 of the national lockdown, with effect from Sunday 20<sup>th</sup> December, once again our community buildings were closed. Having now moved into stricter lockdown measures, our community buildings will remain closed. We are however permitted to open for essential services such as blood donor sessions and for use as a foodbank etc.

- 3.2 Our play areas are permitted to remain open but once again there is some debate over skateparks. The Clerk is awaiting further clarification from either the National Boarding Associations or HM Government before closure measures are actioned. As previously reported, due to the location and openness of our skatepark, it is likely that despite the actions taken to close the area it will still be used. The Clerk will continue to liaise with both the local Police and our insurers regarding this.

- 3.3 Under the current restrictions, grassroots football is not permitted to take place and the Clerk will continue to liaise with our contracted football teams with regards to this.

- 3.4 The Clerk has spoken to The Hub at West Berkshire Council to ensure that our premises remain listed as potential venues to host vaccination sessions, should they

be required.

- 3.5 The parish website is monitored and updated regularly to ensure that as much information as possible is available to our parishioners. Regular Hub updates and newsletters continue to be received from West Berkshire Council and these are forwarded electronically to members.

#### 4.0 **Other matters**

- 4.1 The Clerk, along with the Chairman, Vice-Chairman and team members, has been preparing a bid submission for the Community Infrastructure Levy Fund.

- 4.2 On the 23<sup>rd</sup> December 2020, a gas leak was discovered within the currently unused Calcot Community Association building. The Clerk contacted Southern Gas Networks, who attended site and confirmed the leak. The gas connection to the building has been disconnected and cannot be reinstated until repair works have been completed.

It has been ascertained that the lead pipe which runs between the main gas meter, located in the car park adjacent to the main gates, and the secondary meter within the building has corroded. As the pipes are underground it has not been possible to access the true extent of the problem at this stage. The gas supply will remain off until such a time that investigation can be carried out or alternative solutions can be discussed, quoted for and agreed by Full Council.

#### 5.0 **Further reports**

- 5.1 The Clerk will provide further updates at the meeting, should this be necessary.