

TILEHURST PARISH COUNCIL

Minutes of the Parish Council Meeting held on 14 February 2023 in the Main Hall, Parish Office, Calcot

Present:

Parish Councillors - Mr K Page (Chairman), Mr C Taylor (Vice Chairman), Mrs T Downes, Mrs R Reynolds, Mrs S Vickers, Mrs J Slevin, Mrs R Braine

District Councillors - Mr T Linden

Public - 1 member of the public was present

Mr Page welcomed those present and thanked them for coming out on Valentine's Day. He reminded everyone that the meeting would be recorded for minute-taking purposes.

23/027 Open Forum

- a) Member of the public – advertising of the Coronation event in May was raised, with the suggestion that it should be made clearer that the parish council had formally agreed to support the event.
- b) Councillors – there were no comments or questions.

23/028 Apologies for absence: Apologies were received from Parish Councillors Mr G Dennis, Mr N Furlong-King, Parish and District Councillor Mr T Marino, and District Councillors Ms J Stewart and Mr R Jones.

23/029 Declarations of interest: There were no declarations of interest relevant to the agenda

23/030 Approval and adoption of minutes of the Parish Council meeting held on 10 January 2023: The draft minutes had been circulated before the meeting. Mr Taylor asked that the word “potential” be inserted into minute 23/018 so that it read “... and to assist in the potential establishing of the club as an independent, self-sustaining entity ...”. After discussion, there was majority agreement to the change.

With that amendment, the minutes were taken as read and signed by the Chairman.

23/031 Matters arising: There were no matters arising from the minutes of the meeting held on 10 January 2023.

23/032 Planning:

- a) Decisions – see Appendix A
- b) New applications – see Appendix B
- c) Eastern Area – the meeting scheduled for 22 February had been cancelled. The Clerk would advise members if there was anything relevant on the agenda for the meeting on 15 March in order that the parish could be represented.

23/033 District Councillors' report: The report had been circulated shortly before the meeting.

Mr Linden explained that there had been further staff changes, some temporary, at WBC.

He went on to say that he had attended the Health and Wellbeing and District Parish Conferences, which had both been held on Tuesday 31 January, as well as the Community Awards.

The public consultation on the Royal Berkshire Fire and Rescue Service's Risk Management Plan was currently open to all residents of Berkshire; he would give the details to the Clerk.

There would be a special meeting on 23 February to discuss the numbers of Greenham Parish Councillors.

With regard to the elections in May, it would be helpful if applications were submitted as soon as possible after the process opened, rather than leaving them until the deadline of 4.00pm on Tuesday 4 April. Purdah would run from 24 March.

Monday 8 May would be an additional bank holiday to mark the Coronation. It was also Volunteering Day, so might be a good day for a litter picking session.

There would be a WBC budget meeting at the earlier time of 4.30pm on 2 March, with the next formal district council meeting being held on 16 March.

23/034 Clerk's report: The report had been circulated ahead of the meeting – see Appendix C – and the Clerk explained that she had a couple of items to add.

Earlier in the day, notification had been received of an appeal against the decision on the Filberts, The Chase, Holybrook.

The Clerk explained that the date of the parish council's May meeting might have to be moved if there was a contested election. If the election was uncontested, the meeting could be held as scheduled provided that no new councillors were elected. The situation should be clearer in April when it would be known if the election was contested.

23/035 Maintenance report: The report had been circulated before the meeting and was noted. Mr Page commented that it was good to see so much work being carried out.

23/036 To receive a report from the Coronation Working Party, and to consider a request for a budget to cover the costs of organising the event on Saturday 6 May: A report had been circulated before the meeting. Mrs Slevin gave further information, explaining which activities were likely to incur a charge. She also raised the possibility of having stalls and charging them to attend the event.

It was unanimously agreed that a budget of £1,000 be set to cover any costs of organising the Coronation event, and that the Clerk be given delegated authority to approve expenditure.

23/037 To receive a report from the Youth and Community Safety Working Party on quotations received for installation of new gym equipment at Turnhams Farm recreation ground: A report had been circulated before the meeting. Mr Taylor and Mrs Downes gave more background and explained the working party's recommendation. Mrs Downes said that, if possible, the new equipment should be installed before the school holidays.

After discussion, it was unanimously agreed that the FreshAir Fitness Big Rig should be installed at Turnhams Farm recreation ground.

23/038 To receive a draft Invitation to Tender for installation of a new Multi Use Game Area (MUGA), outdoor gym equipment and social area for young people at Cotswold recreation ground: The draft document had been circulated before the meeting. During discussion, a few possible amendments were suggested.

The draft Invitation to Tender was unanimously approved in principle. The Clerk and councillors would incorporate changes and finalise the document in time to upload it to Contracts Finder on Tuesday 21 February.

23/039 To receive a request from Barton Rovers Football Club for use of Turnhams Farm recreation ground and changing rooms on 8 and 9 July for its annual tournament: A report had been circulated before the meeting.

After discussion it was unanimously agreed that Barton Rovers Football Club be given use of Turnhams Farm recreation ground and changing rooms on 8 and 9 July. There would be an additional condition that the gate near the skate park would not be locked while the tournament was held.

23/040 To receive a request to hold a fundraising event for Motor Neurone Disease on Saturday 17 July at Cotswold recreation ground: The Clerk explained the request further and, after discussion, it was agreed in principle that the event could be held but this would be dependent on details of the arrangements.

23/041 To consider a response to West Berkshire Council's Local Plan Review Regulation 19 Consultation: Mr Page had circulated a draft document before the meeting.

It was agreed that Mr Page would update the draft and send it to the office to be submitted to West Berkshire Council before the deadline for comments.

23/042 To consider a response to West Berkshire Council's Draft Council Strategy 2023-2027: A report had been circulated before the meeting.

It was agreed that the Clerk would collate the responses and suggestions made and submit them as a response to West Berkshire Council.

23/043 To ratify the application submitted for funding from the Thames Valley Police Community Fund: It was unanimously agreed to ratify the application submitted following the previous meeting.

23/044 To consider renewal of the contract with Berkshire Youth for a further year: A report had been circulated before the meeting and Mr Taylor gave further background, explaining that it was intended to extend the services over the coming year. He also explained that the Parish Council, supported by Berkshire Youth, were looking into applying to The Good Exchange for £30,000 of funding over three years, which might be put towards setting up a programme for older youth. He clarified that this would not be match-funding and it would not necessarily mean a commitment to renewing Berkshire Youth's contract for the full three years.

After discussion, it was unanimously agreed to renew the Berkshire Youth contract for a further year, at a cost of £26,311.00 to be paid in two instalments in April and October 2023.

23/045 To receive a request from Westwood Farm Community Association for permanent use of additional outdoor space at Cotswold recreation ground: A report had been circulated before the meeting, and the Clerk gave some further background information.

It was unanimously agreed that, before the Council could consider permitting the club's exclusive use of further land, the legal agreement formalising the club's existing use of outside space would have to be signed.

23/046 To review and adopt the Standing Orders: A copy of the Standing Orders with proposed amendments marked had been circulated before the meeting.

It was unanimously agreed that the amended Standing Orders be adopted.

22/047 To review the financial position and retrospectively note payments for January 2023: Expenditure was reviewed and retrospectively noted.

22/048 Chairman's remarks: Mr Page thanked everyone again for coming out to the meeting on Valentine's Day. He also mentioned NALC's Civility and Respect programme, saying he felt it was something to be looked into properly, perhaps after the elections when the new council was formed.

The meeting finished at 9.50pm

The next meeting would be held on Tuesday 14 March 2023

Chairman

Appendix A – Planning decisions

22/02325/HOUSE	<u>23A Skilton Road, Tilehurst</u> Single storey extension to provide storage and garage	Approved
22/02351/HOUSE	<u>28 Fairway Avenue, Tilehurst</u> Demolition of garage. Two-storey side extension with integrated garage, single-storey rear extension with flat roof and 2no roof lanterns, single-storey pitched roof porch extension to front	Approved
22/02539/HOUSE	<u>16 Bath Road, Calcot</u> Partial demolition of existing garage and erection of a part single storey rear extension and part first floor rear extension, together with alterations to external fenestration	Approved
22/02772/HOUSE	<u>10 Empress Road, Calcot</u> Conversion of garage to a living space, single storey extension and front porch	Approved
22/02038/HOUSE & 22/02039/LBC2	<u>8 Calcot Court, East Drive, Calcot</u> Replacement of the existing glass roof of the conservatory with a traditional tiled roof, conversion of previous garage to play room and a 3 x 4m cabin in the garden	Approved
22/02962/CERTP	<u>4 Stoneham Park, Tilehurst</u> Insertion of a three-pane casement window to the ground floor flank elevation	Lawful
23/00182/NONMAT	<u>8 Childrey Way</u> Non material amendment to approved 22/01469/HOUSE – proposed single storey side extension and garage conversion. Amendment – to replace the new window in the side elevation of the existing garage with double doors	Approved
22/03054/HOUSE	<u>Braeside, Oregon Avenue, Tilehurst</u> Proposed two storey front extension, first floor over existing garage, conversion of existing loft and internal alterations	Approved
22/03064/HOSE	<u>Stoneleigh, Ridgemount Close, Tilehurst</u> Demolish existing garage and replace with new	Refused
23/00052/CERTP	<u>1 Sandringham Way, Calcot</u> Creating a 3m single storey rear extension	Lawful

Appendix B – New Planning applications

23/00058/TELE56 Telecom Cabinet 1, City Road, Tilehurst
Application to determine if prior approval is required for a proposed telecommunications mast and equipment comprising the installation of an 18m high slimline monopole, supporting 6 no antennae, 1 no wraparound equipment cabinet at the base of the monopole, 2 no equipment cabinets, 1 no electric meter cabinet and ancillary development thereto including 1 no GPS module

This Council objects to the proposal. The residential location is not suitable for the proposed 18 metre high mast, which would be out of keeping with the street scene and too close to houses and a school

23/00117/OUTMAJ Land adjacent to Bath Road, Dorking Way – adjacent parish
Hybrid application: Full planning application for the erection of two storey, 70 bed care home and outline application for 7 residential dwellings with all matters reserved except access and siting

This Council objects to the proposal and fully supports the comments of Highways and Holybrook Parish Council, specifically in regard to access, parking and safety of the site entrance

23/00189/HOUSE 65 Warborough Avenue, Tilehurst
The works include a side and rear extension at ground floor, and a side extension to the boundary at first floor. The internal works will include a new WC, an open plan kitchen and a small front room at ground floor. The first-floor side extension will include a new bedroom with an en suite at the rear

This Council has no objections to the proposal provided there is sufficient off-road parking

23/00196/HOUSE 7 Broom Close, Calcot
Single storey rear extension with four rooflights, amendments to existing fenestration and internal layout, demolition of existing conservatory

This Council has no objections to the proposal

23/00247/HOUSE Monsoon Cottage, Fairway Avenue, Tilehurst
Proposed first floor extension over existing garage including two pitched roof dormers

This Council has no objections to the proposal but is concerned about the impact on the street scene as the proposed extension will make the property extremely dominating and imposing

23/00253/HOUSE 10 Empress Road, Calcot
Section 73: Variation of Condition 2 (Approved Plans) of previously approved application 22/02772/HOUSE: Conversion of garage to a living space, single storey extension and front porch

This Council has no objections to the proposal

Appendix C – Clerk’s report

1.0 Background

- 1.1 This report provides the council with information about activities undertaken by the Clerk and other team members, and gives updates on other matters of relevance to the council.

2.0 Activity updates

- 2.1 The Clerk met with a representative from NoMow to obtain a quotation for the repairs to the damaged safety surface at the Cotswold recreation ground.

A quotation has been received and the Clerk is liaising with other providers to seek further quotations.

- 2.2 Mr Taylor and the Clerk met to finalise the bid for submission to Thames Valley Police under the Community Fund. Having sought the agreement of members beforehand, the final bid was submitted before the deadline on the 6 February 2023.

3.0 Other matters

- 3.1 The Clerk attended the West Berkshire Council Health and Wellbeing Conference held on 31 January 2023. The meeting was well attended and a number of useful contacts were established by the Clerk.
- 3.2 The Clerk attended the West Berkshire Council District Parish Conference also held on 31 January. The event was well attended, with most attendees choosing to attend remotely.
- 3.3 The Clerk attended a Project Board Meeting for the redevelopment of the I-College (formerly Badgers Hill Pupil Referral Unit). Representatives from the I-College, West Berkshire Council and the Project Team attended and the progress of the build was discussed. A site visit is now being arranged, which Project Board members will be invited to attend.
- 3.4 The Clerk and Officers have been supporting the work of the King’s Coronation Working Party. The Clerk has attended two meetings and an update as to the progress made by the group will be given to members at tonight’s meeting.
- 3.5 Following the resolution made at the Full Council Meeting held on the 10 January 2023, the Clerk has met with Mr Taylor and Mr Furlong-King to discuss the way forward for the Over 50’s Coffee Club.
- 3.6 The Clerk continues to support the work of both the Youth and Community Safety Working Party and the Annexe Phase Two Working Party and has recently attended meetings of both working parties.

4.0 Further reports

- 4.1 The Clerk will provide further updates at the meeting should this be necessary.
- 4.2 Members are asked to note this report.