

TILEHURST PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11 April 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 R Braine, Mr T Marino
- District Councillors** - Mr R Jones, Mr T Linden
- Public** - Four members of the public were present

Mr Page welcomed those present and reminded them that the meeting would be recorded for minute-taking purposes. He also explained that this would be the last meeting of the existing council.

23/067 Open Forum

- a) Members of the public – there were no comments or questions.
- b) Councillors – there were no comments or questions.

23/068 Apologies for absence: Apologies were received from Parish Councillors Mrs J Slevin, Mr N Furlong-King, Ms A Foster and District Councillors Ms J Stewart and Mr B Oloko.

23/069 Declarations of interest: There were no declarations of interest relevant to the agenda.

23/070 Approval and adoption of minutes of the Parish Council meeting held on 14 March 2023: The draft minutes had been circulated before the meeting. The minutes were taken as read and signed by the Chairman.

23/071 Matters arising: Mr Taylor asked if there had been any further response from U&I and the Clerk confirmed that she had heard nothing more despite having followed up. She would make contact again.

23/072 Planning:

- a) Decisions – see Appendix A
- b) New applications – see Appendix B
- c) Eastern Area – the Clerk would advise members if there was anything relevant on the agenda for the meetings on 17 May 2023 in order that the parish could be represented.

23/073 District Councillors' report: The report had been circulated before the meeting.

Mr Linden explained that, before the March meeting, he had contacted Mr Taylor to say he might be late to that meeting, or might miss it completely, depending on another engagement.

Mr Linden then gave an update on the organisation within West Berkshire Council. He also said that the Local Plan Review had been submitted to inspectors and would be going ahead, as would the fire service's Community Risk Management Plan.

He then explained that, depending on the election results, he might or might not be at future meetings. All the counts for town councils and contested elections would be carried out on the Friday.

Mr Jones that there was a reception for Ukrainian families and commented that West Berkshire was hosting one of the highest numbers of refugee families.

He went on to say that this would be his last meeting as he was not standing again as district councillor. He thanked those present and said it had been a pleasure working with them for the past few years. Mr Page, on behalf of the parish council, said he was sorry to hear Mr Jones was leaving and wished him all the best.

23/074 Clerk's report: The report had been circulated ahead of the meeting – see Appendix C.

The Clerk reminded everyone that Declarations of Acceptance of Office and Declarations of Interest must be completed and submitted to her by all councillors before the May meeting. She would circulate the paperwork for completion in the next few days.

The Clerk confirmed she had received the lists of persons elected which would be put on the web site and circulated to councillors the next day.

The Clerk advised that she had been made aware of a few issues at the Westwood Farm Community Association Easter farm event. They would be raised later in the meeting.

23/075 Maintenance report: The report had been circulated before the meeting and was noted.

23/076 To receive an update on the event to mark the Coronation: Mrs Slevin was not able to attend the meeting but had circulated an update before the meeting. Mr Taylor advised that there was still no First Aid cover for the event as it was proving difficult to find volunteers. The Clerk said planning of the event was going well. Little Heath School had given permission to use its car park on the day, but she still needed to carry out all the risk assessments on the day. Flyers for the event were available and would be sent to local businesses and organisations.

Mr Marino and Mr Linden left the meeting, and returned, during the above item.

23/077 To ratify the decision to allow Westwood Farm Community Association to use Cotswold recreation ground to hold and Easter farm event on Sunday 9 April: A report was circulated before the meeting. The decision to allow Westwood Farm Community Association to use Cotswold recreation ground on Sunday 9 April was ratified.

It had, however, been brought to the Clerk's attention that some of the animals, which were supposed to be kept in pens, had been allowed to run free on the recreation ground and had been chased into the play area. Permission was given for the Clerk to write to Westwood Farm Community Association to find out why this had happened.

23/078 To receive a request from Westwood Farm Community Association to hold a Party in the Park on Cotswold recreation ground on 28 May 2023: A report had been circulated before the meeting. The Clerk explained that the event would be held along the same lines as in previous years, and recommended that the conditions of use remained unchanged.

It was unanimously agreed to allow the Party in the Park on 28 May, provided all the usual conditions and restrictions were put in place.

23/079 To receive a request from Westwood Wanderers Football Club to use Cotswold recreation ground for its Annual Presentation Day on 8 July 2023: A report had been circulated before the meeting. The Clerk explained that the club wished to include inflatables on the day, and two members of the public gave further information, explaining that the club wished to include more for families. There was discussion over the types of inflatable concerned. They were not bouncy castles and were not intended to be climbed on. The Clerk reiterated that the council's insurance company had confirmed that, regardless of any other insurances in place, the parish council would be liable for any incident or injury occurring from use of any type of inflatable.

It was unanimously agreed to allow the Annual Presentation Day on 8 July, and also to allow the two inflatables specified on condition that use was supervised at all times and no climbing on the inflatables was permitted. There would also be a barbecue behind the fence of the Westwood Farm Community Association.

23/080 To receive a request from Mini Athletics Reading to use Cotswold recreation ground to hold children's athletics sessions on Saturdays from May to October 2023: A report had been circulated before the meeting, and the Clerk explained that there would be clashes with football in September, April and May. She also explained that it would not really be possible to prevent the sessions taking place.

It was agreed in principle that the sessions could be held, and that the Clerk should continue the discussions with Mini Athletics Reading and report back to a future meeting.

Mr Linden left the meeting.

23/081 To receive a report on tender submissions received for installation of new, outdoor equipment at Cotswold recreation ground: A report had been circulated before the meeting.

- a) It was unanimously agreed that contractors B and D should be included on the shortlist, and that the Clerk and Mrs Downes should negotiate further with each of them and agree potential changes to their submissions as necessary.
- b) It was unanimously agreed that the Clerk should have delegated authority to agree changes to the preferred tenders, and that the final selection of a contractor should be brought to the next meeting.
- c) It was unanimously agreed that two consultation events should be held at Cotswold recreation ground/Sports Centre towards the end of April.

23/082 To review the financial position and retrospectively note payments for March 2023: The financial information had been issued only earlier in the day. It was late as the Clerk had been carrying out month end and year end so there had been a delay in finalising the figures.

It was unanimously agreed to defer consideration of the financial position until the next meeting.

23/083 Chairman's remarks: Mr Page explained that for personal and work reasons, he had made the very difficult decision not to stand again as a parish councillor. He would attend the May meeting to hand over to the new Chairman, and he also hoped to continue with the Neighbourhood Development Plan and to bring it to a conclusion. He thanked the Clerk and officers for all their hard work, a great deal of which he felt went unnoticed, even by councillors. He also thanked parish councillors – particularly Mr Taylor as Vice Chairman – noting their commitment to the community and saying it had been a privilege to work with them. He then thanked district councillors and, last but not least, members of the public for attending the meetings, and for their input and support over the past few years.

Mr Marino, who was not standing as a parish councillor, echoed Mr Page's remarks.

On behalf of those present, Mr Taylor thanked Mr Page for all his work as Chairman.

The meeting finished at 8.30pm

The next meeting would be held on Tuesday 16 May 2023

Chairman

Appendix A – Planning decisions

23/00626/NONMAT	<u>12 Wellfield Close, Tilehurst</u> Application for a Non-Material Amendment Following a Grant of Planning Permission 22/02181/HOUSE - Single storey front, side and rear extension. Amendments: The proposed is to be of traditional oak frame construction. The building will be clad in vertical cedar cladding. The roof will be finished with an interlocking slate look tile. The arcade across the front of the house will include oak posts and oak braces. The garage doors will be oak timber doors. The 2 large roof lights at the rear have been replaced with 4 smaller roof lights. The rear elevation will consist of direct fixed glazed oak frame and French doors	Refused
23/00247/HOUSE	<u>Monsoon Cottage, Fairway Avenue, Tilehurst</u> Proposed first floor extension over existing garage, including two pitched roof dormers	Granted
23/00189/HOUSE	<u>65 Warborough Avenue, Tilehurst</u> 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 small front room at ground floor. The first-floor side extension will include a new bedroom with an en suite at the rear	Granted
23/00593/TELE28	<u>Telecom cabinet, Firs Road, Tilehurst</u> The Electronic Communications Code (conditions and restrictions) Regulations 2003 (as amended) - Regulation 5 Notice of Intention to install fixed line broadband apparatus 11m medium pole at Park Lane and Langley Hill, Reading. Schedule 2 - Part 16 of the Town and Country Planning (General Permitted Development) (England) Order 2015	Prior approval not required
23/00195/HOUSE	<u>7 Broom Close, Calcot</u> Single storey rear extension with four roof lights, amendments to existing fenestration and internal layout, demolition of existing conservatory	Granted

Appendix B – New Planning applications

NEW PLANNING APPLICATIONS – 11 April

23/00517/HOUSE 44 Fairford Road, Tilehurst
Proposed single storey front extension

This Council has no objections to the proposal.

23/00643/HOUSE 3 Vanlore Way, Calcot
Garage conversion and single

This Council has no objections to the proposal

23/00693/HOUSE 245 Overdown Road
Section 73: Variation/removal of Condition 2 (approved plans) and
Condition 3 (materials) of previously approved application
22/01217/HOUSE: single and two storey rear extension

This Council has no objections to the proposal

23/00553/HOUSE 27a Firs Road, Tilehurst
Proposed two-storey extension with insertion of roof lantern, all
materials to match existing

This Council has no objections to the proposal

23/00721/HOUSE 110 Blewbury Drive, Tilehurst
Single-storey rear and two-storey side extensions

**This Council has no objections to the proposal but supports the comments made by
Highways**

23/00778/REM Former Murdochs, Bath Road, Calcot
Section 73: Variation of Condition 2 (approved plans) of previously
approved application 21/01814/REM: Application for approval of
reserved matters following Outline Planning Permission
21/00614/OUTD – (Outline Planning Permission for construction of
4 No. detached houses with associated car parking and roadworks,
matters to be considered layout, scale, and access). Matters to be
considered: Appearance and landscaping

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 Following the recent submission deadline, five tenders for design, supply and installation of a new Multi Use Games Area (MUGA), outdoor gym and social area for young people had been received. Officers were currently collating information from the tenders for discussion at the Full Council Meeting on 11 April.

2.2 The Clerk recently met with members of the King’s Coronation Working Party to finalise a site plan for the event, ahead of completing the necessary risk assessments.

2.3 The Clerk has been liaising with Little Heath School regarding the use of its car park during the King’s Coronation event on 6 May 2023.

2.4 The Clerk is still dealing with ongoing issues relating to the refurbishment of the Jubilee Annex. With some of the problems potentially having an impact on the ability to use the building going forwards, the Clerk has now contacted the parish’s legal advisor for advice.

3.0 Other matters

3.1 The Clerk attended the Volunteer Centre West Berkshire’s Knowledge event held at Shaw House, Newbury. The event was run to enable organisations to connect with local charities and voluntary organisations and find out more about what they do and how they assist residents within West Berkshire. Whilst there, the Clerk spoke to representatives from a number of local organisations including West Berks Foodbank, Educafe, Carebus, Pangbourne and District Volunteer Centre, Berkshire Vision, Thrive, Berkshire Youth, Age UK Berkshire, All Yours Period Box CIC, Daisy’s Dream.

3.2 The Clerk has received notification from West Berkshire Council of an upcoming Planning Appeal Hearing. This meeting has been called to decide the appeal for planning application 22/01766/COMIND, The Filberts, The Chase, Calcot, and will be taking place at 10.00am on Tuesday 9 May 2023 at West Berkshire Council’s Offices, Market Street, Newbury. Anybody wishing to attend the hearing should register in advance.

3.3 A tree has been donated to the parish by a local resident and planted at Turnhams Farm recreation ground, replacing one which had died.

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.