

TILEHURST PARISH COUNCIL

Minutes of the Parish Council Meeting held on 8 August 2023 in the Main Hall, Parish Office, Calcot

Present

- Parish Councillors:** Mr C Taylor (Chairman), Mrs T Downes, Mrs R Reynolds,
Mrs S Vickers, Mr N Furlong-King, Mrs P Furlong-King,
District Councillors: Ms J Stewart
Public: Two members of the public were present
In attendance: Miss J Major (Clerk), Miss S Williams (minutes)

Mr Taylor opened the meeting by welcoming those present and explaining that the meeting would need to run to time as a Staffing Committee meeting was scheduled for 8.45pm.

23/133 Open Forum

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

23/134 Apologies for absence: Apologies were received from Parish Councillor Mrs R Braine, and District Councillors Ms J Langford and Ms J Lewis

23/135 Declarations of interest: Mrs Vickers declared an interest in respect of item 23/144-2 as she was a co-opted Trustee of Tilehurst People’s Local Charity.

23/136 Approval and adoption of minutes of the Parish Council meeting held on 11 July 2023: The draft minutes had been circulated before the meeting. The minutes were taken as read and signed by the Chairman.

Mr Taylor reminded everyone that the meeting was being recorded for the minutes.

23/137 Matters arising: There were no matters arising from the minutes.

23/138 Planning:

- a) Decisions – see Appendix A
- b) New applications – see Appendix B
- c) Eastern Area – the meeting on 9 August 2023 had been cancelled and the Clerk would advise if there was anything relevant on the agenda of the meeting on 6 September in order that the parish could be represented.

23/139 District Councillors’ report: A report had been circulated before the meeting.

Ms Stewart reminded everyone that green waste collection subscriptions were due for renewal. She discussed the recent closure of part of Royal Avenue in order that repairs from flooding could be carried out, and mentioned that part of Warborough Avenue was due to be closed from 14 August for drainage repairs. Tilehurst Litter Pickers had been joined by pupils of Little Heath School and by Berkshire Youth in clearing Spring Lane.

Various summer activities were being run by West Berkshire Libraries, which would be a great help to families.

Mr Taylor agreed that there seemed to be a pattern of flooding emerging. He had attended the first Youth Council meeting in Newbury. The first meeting of the Planning Advisory Group had been the previous week, following which advice about derelict and run-down garage blocks would be issued by West Berkshire Council.

Ms Stewart mentioned that a short video which included input from her and from Mr Taylor could be found on West Berkshire Council's social media pages.

23/140 Clerk's report: The report had been circulated ahead of the meeting – see Appendix C.

The Clerk advised that the council was now able to make payments online. The Financial Regulations would be updated to reflect this, and would be presented for adoption at the next meeting.

The fence at Turnhams Farm had been cut again. New panels had been ordered and would be installed as soon as possible.

The Clerk had received notification about two consultations, on licencing policy and planning validation. Both would be circulated and possible comments to be submitted would be discussed at the next meeting.

It had been reported that fencing around the tennis courts at the Cotswold Sports Centre was broken and rubbish was being dumped there. The Clerk would refer the problem back to the sports centre and West Berkshire Council as, under the lease, they were responsible for maintenance of the courts.

23/141 Maintenance report: The Clerk gave a verbal update, saying the RoSPA reports were being worked through, and guttering on the buildings needed repair.

23/142 Appointment of contractor for installation of new equipment at Cotswold recreation ground: A verbal update was given by Mrs Downes, who explained that a contractor, Koolplay, had been appointed to carry out the work. The final consultation on the proposal was to be held on the evening of Thursday 10 August, and residents in the six houses adjacent to the site had been specifically invited. The next stage of the project would be to place a formal order, after which there would be a work timeline which would be shared with council.

23/143 Over 50s Coffee Club: An update had been circulated before the meeting and was noted. Mr Taylor said he expected the club to be set up independently with its own bank account by the end of August.

23/144 Resolutions

23/144-1 Review of hall hire charges paid by 1st Calcot Brownies: A report was circulated before the meeting.

It was unanimously agreed that the Clerk would contact 1st Calcot Brownies to explain that the extra discount was coming to an end and, from September, only the standard 25% would apply. She would explain that the council had reviewed the situation and suggested that, if the group's sessions were run immediately before Guides, they could be held in the Jubilee Annexe which had a lower hourly rate and would be more affordable.

23/144-2 Tilehurst People's Local Charity nominated Trustee: A statement from Mrs Furlong-King had been circulated before the meeting.

It was unanimously agreed that Mrs Furlong-King be put forward as the parish council's nominated Trustee on Tilehurst People's Local Charity.

23/145 To review the financial position and retrospectively note payments for July 2023: Expenditure was reviewed and retrospectively noted.

23/146 Chairman's remarks: Mr Taylor explained that, sadly, Mrs Slevin had resigned as a parish councillor. He said she had made valuable contributions while on the council and would be very welcome to return as and when other commitments permitted. Her departure meant there was a vacancy on the Staffing Committee and a new Independent Internal Controller was needed. Anyone interested in either role should contact Mr Taylor or the Clerk for further information.

Currently, there were three or four possible candidates for co-option, so it was hoped there would be new parish councillors over the next couple of months.

It had not yet been possible to arrange a Youth and Community Safety Working Party meeting but Mr Taylor would contact members again to agree a date.

Mr Taylor and the Clerk had attended a meeting with U+I, who had confirmed that much of Pincents Hill was to be fenced, although official and unofficial rights of way would be kept open.

Mr Taylor thanked everyone for attending and closed Part I of the meeting.

23/147 Exclusion of public and press: It was unanimously resolved that, in view of the confidential nature of the business about to be transacted, pursuant to the Bodies (Admission to Meetings) Act 1960 section 1(2), the public and press were excluded and were asked to withdraw for items 23/148 and 23/149 on the agenda.

Two members of the public, Ms Stewart and Miss Williams left the meeting.

23/148 Recruitment of an Assistant Maintenance Officer and a Facilities Assistant:

Mrs Downes gave verbal report explaining the process followed by the Staffing Committee when recruiting for both roles, and she confirmed that appointments had been made in line with the committee's delegated authority under its terms of reference.

23/149 Other staffing matters: The Clerk gave a verbal update on the situation in regard to a previous employee.

The meeting finished at 8.45pm

The next meeting would be held on Tuesday 12 September 2023

Chairman

Appendix A – Planning decisions

23/01145/HOUSE	<u>159 Warborough Avenue, Tilehurst</u> Retrospective: Garden room/store in rear garden	Granted
23/01400/CERTP	<u>60 Warley Rise, Tilehurst</u> Loft conversion to create one bedroom and en suite bathroom, consisting of flat roof dormer to rear elevation and two rooflights to front elevation	Refused
23/01281/HOUSE	<u>32 Foxcombe Drive, Tilehurst</u> Single storey rear extension and new front porch	Granted

Appendix B – New Planning applications

23/01660/FUL Stonehams Farm, Tilehurst
Section 73a: Variation of Condition 20 (Approved Plans) of previously approved application 21/01216/COMIND: Demolition of existing structures and erection of a 64-bed care home (Class C2) with associated works including one access, parking, parking, services and landscaping

This Council has no objections to the proposal

23/01642/FUL IKEA, Pincents Lane, Calcot – adjacent parish
Application for the erection of storage marquee (Use Class B8) in service yard

This Council has no objections to the proposal

23/01782/HOUSE Stoneleigh, Ridgemount Close, Tilehurst
Demolish existing garage, replace with new

This Council has no objections to the proposal

23/01771/HOUSE 60 Warley Rise, Tilehurst
Loft conversion to create one bedroom and en suite bathroom, consisting of flat roof dormer to rear elevation and two rooflights to front elevation

This Council has no objections to the proposal but consideration needs to be given to potential overlooking of neighbouring properties, particularly from the proposed rear dormer

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 Interviews for the vacancy for the post of Assistant Maintenance Officer were recently carried out, with a job offer being made to the successful candidate - a full update will be given as a separate agenda item.
- 2.2 Three Councillors recently attended a training course that had been organised by the National Association of Local Councils. The feedback from the attendees was mixed, as it was felt that some of the content of the course wasn’t particularly relevant.
- 2.3 Further progress has been made on the works planned for new equipment and a MUGA at Cotswold recreation ground – a full update will be given as a separate agenda item.
- 2.4 Following discussion and advice from the parish’s legal advisor, the Clerk has obtained quotations for a condition survey to be carried out at the Jubilee Annexe. This has been necessary due to ongoing issues relating to the refurbishment of the building.
- 2.5 The Clerk has received quotations for the cost of delivering both finance and planning training for Councillors. These will now be discussed with the Staffing Committee, before seeking the approval of Full Council.

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.