

## TILEHURST PARISH COUNCIL

### Minutes of the Meeting held on 8 October 2019 in the Main Hall, Parish Office, Calcot

#### Present:

**Councillors -** Mr K Page (Chair), Mr C Taylor (Vice-Chair), Ms P Bellis,  
Ms A Foster, Mrs J Lane, Mr L Marino, Mr T Marino,  
Mrs M Murnane, Mrs R Reynolds

**District Councillors –** Mr T Linden, Mr R Jones

**Members of public -** Two

#### 19/168 Open Forum:

- a) Members of the public – The Clerk was asked when the wooden stile in the corner of the Cornwell recreation ground is being replaced, and she advised that the new footpath down the side of the recreation ground and the new entrance are both being organised shortly. It was also mentioned that contractor’s vehicles working on The Ridings are being parked on the grass verge on Sulham Hill, causing pedestrians to walk further into the road. The Clerk will contact the landowner to advise.
- b) Councillors –
- i) Mrs Murnane advised that the driver of a bus parked in Little Heath Road had received verbal abuse from a car driver because she could not get past due to vehicles being parked on the double yellow lines opposite. It is assumed that these cars belonged to people attending the football game being held in Little Heath School’s playing field.
  - ii) Mr Taylor’s daughter-in-law, in conjunction with the Woodland Trust, would like to plant trees, possibly on parish land. The Clerk advised that a message had been left on the office answerphone, and would contact her for more details.
  - iii) Ms Bellis advised that a resident had spoken to her, and asked if the stones on the footpath between Glamis Way and Calcot recreation ground could be removed.

**19/169 Apologies for absence:** Apologies for absence were received from Mrs R Braine, Mr G Dennis, and District Councillor A Williamson.

**19/170 Declarations of Interest relevant to the Agenda:** Mr Taylor – Item 12, Tilehurst Junior Youth Club; Ms Bellis – Part 11, Item 20; and Mrs Lane – Part 11, Items 20 and 22.

**19/171 Approval and Adoption of Minutes:** The Minutes of the Meeting held on the 10 September 2019, having been previously circulated to Members, were taken as read and signed by the Chairman.

**19/172 Matters arising from the Minutes:** There were no matters arising from the Minutes. Mr L Marino questioned this Council's observation for planning application 19/01891/FULD – 42 White Lodge Close. On the planning application list included within the Minutes for the 10 September the parish's comments were annotated as 'no objection' although concerns were pointed out. Note: It is confirmed that the parish's response to West Berkshire Council following that Meeting stated that there was an objection to the application, with concerns set out – the planning application list included in the Minutes was incorrect.

**19/173 Clerk's Report:**

a) Minute 19/111 - Wet pour at the Calcot play area: The replacement tiger mulch surface, under the climbing dome, see-saw and two rockers, was laid on 27 September 2019. Having looked at the installation, the work carried out is of a good standard and payment for these works will be released as soon as the invoice is received.

b) Minute 19/167 (f) - Land adjacent to Stonehams Farm: Complaints from residents are now frequently being received into the office. At present, the main complaints are the use of the adjacent Public Right of Way (PROW), which is being used by the developer in order to gain access to the development site. The use of large construction vehicles is of concern to residents who use the PROW and the matter has been raised with the Planning Enforcement Team at West Berkshire Council.

c) Minute 19/158 (f) - Meeting with Westwood Farm Community Pre-school: The Clerk met with representatives of the pre-school and discussed their recent request for the use of additional land in order to increase the size of their outdoor play area. The Clerk has asked that they provide this Council with drawings to show the additional space required and upon receipt of these, the matter will be discussed at a Full Council meeting. The question of funding was also raised by the pre-school and the Clerk provided details as to local funding streams which would potentially be open to them.

d) Minutes 19/139 & 19/158 (d) – Safety Advisory sign at skatepark: Sometime late afternoon/early evening of the 2 October the new sign at the skatepark, which was installed on the 30 September, was vandalised yet again. It is still in situ but is obvious that the youth responsible had tried to dig around the posts, and has also dented the sign itself. This was witnessed by a member of the public, who reported it on social media, also adding that the youth who was doing the damaged admitted that he was responsible for removing the previous sign. The Clerk has reported all details known to the police.

Note: The youth involved has been named by several people, with the police being advised. On Monday 1 October the original skateboard sign re-appeared in Turnhams Farm recreation ground, rather battered but in one piece.

e) Minute 19/135 – Private Security: With limited responses received it is clear that a working party will need to be formed in order to discuss the matter further and conclude the level of service this Council feels is appropriate. Once the working party has reached a conclusion, the Clerk will be able to obtain quotations and the matter can then be brought back to Full Council for resolution.

Note: The Clerk has been attempting to arrange a meeting with the Neighbourhood Police Team sergeant to discuss the viability of using private security. He has just returned from holiday and a date can now be arranged.

**19/174 Planning:**

a) Appeals - i) 347 The Meadway, Tilehurst – the erection of 8 flats which are the conversion of the two dwellings consented under 18/00297/FULD. The appeal against the decision of West Berkshire Council to refuse planning permission has been dismissed.

ii) 18/02681/HOUSE, Land at Hugh Fraser Drive, Tilehurst – construction of a two-storey detached dwelling. The appeal against the decision of West Berkshire Council to refuse planning permission has been allowed, and planning permission is granted.

b) Decisions - See Appendix A

c) New applications - See Appendix B

d) Eastern Area - The Clerk will advise Members if there are any items on the Agenda for the Eastern Area Planning Meeting on the 30 October in order that the parish can be represented.

**19/175 District Councillors' Reports:**

a) Mr R Jones:

i) The opening hours for the Padworth recycling centre are to be changed in order to match those at the Newbury centre.

ii) Traffic on Long Lane outside Denefield School is an issue, and Highways are intending to put parking restrictions in place.

iii) Issues regarding Brexit are being looked into, particularly with regards transport, NHS, and care homes. Reports show that this area is well prepared and ready for Brexit.

b) Mr T Linden:

i) Preparations for Brexit are well in hand, with a lot of work happening behind the scenes.

ii) Springfield School has received a Member's bid to pay for a new entrance. Mr Linden asked parish councillors to come up with ideas for the next round.

iii) District Councillor Jo Stewart has asked Mr Linden to advise that most of the rubbish in the car park in Hildens Drive has been removed. Ms Stewart is also arranging another litter pick for the 26 October.

c) Mr T Marino:

i) Tilehurst/Calcot Alcohol Partnership has been launched.

ii) Climate Change Conference to be held in Newbury on 28 October. WBC strategy will be rolled out to parish councils once it has been written and published, and it is estimated that WBC will be working on this over the next 4 – 5 years.

**19/176 Maintenance report:** Prior to the Meeting, Members were provided with an up to date maintenance report. See Appendix C.

**19/177 Neighbourhood Development Plan:** Mr Page thanked everyone who filled out the initial survey. All comments and feedback have been taken on board, and the final version has now been completed.

**19/178 Maintenance of bus shelters:** West Berkshire Council owns a small number of bus shelters in the district, and have now asked parishes to take over the ownership and maintenance of these. The only bus shelters in Tilehurst parish are the two which are located outside Sainsbury's at Calcot. These are sited on land owned by Sainsbury's, who have advised that they do not wish to take over ownership of the shelters. West Berkshire Council have confirmed that if the parish does not agree to taking over the bus shelters, consideration will be given to their removal.

Members discussed this in depth and asked the Clerk to clarify a few points with WBC before a decision is made – how much is currently paid annually for maintenance and repair; would MacDonalDs and/or Sainsbury's contribute towards the cost as most of the litter in the vicinity appears to originate from those two outlets. The parish would need to be able to justify the expense to it's parishioners.

**19/179 Tilehurst Junior Youth Club funding:** The youth club have asked for a contribution of up to £500 to support their running costs. This Council awarded a grant of £300 to the youth club in July 2018 for the same purpose. Mr L Marino proposed that this Council grants the full amount of £500. This was seconded by Mrs Reynolds and agreed by all Members, the funds coming from S137 of the Local Government Act 1972. The youth club would be asked to advise what the funds had been used for. While grants/donations are normally allocated in March each year, a few years ago this Council decided that donations for youth organisations would be discussed at any time throughout the year.

**19/180 Removal of BT telephone boxes:** West Berkshire Council has been contacted by BT and advised that they wish to remove the telephone box outside Jays News in Hildens Drive as it has very low use. BT want to know by the 13 December whether the parish agree to the removal; wish to adopt the box; or object to the removal. Members agreed that they had no objection to the removal of the box.

**19/181 Cotswold recreation ground play area:** Minute 19/163 – the Clerk has sought advice on suitable inclusive equipment for the play area, and would suggest that the existing roundabout is removed and replaced with a larger, sunken one, with the existing roundabout being relocated to Hildens Drive play area. It was also suggested that sensory panels could be installed on the fence of the play area. There is already a rocker in the play area which is suitable for inclusive use, and suitable access to the area from the car park.

Members were in agreement with these suggestions, and the Clerk will ask for amended quotes to reflect the changes.

**19/182 Financial Information:** Members reviewed the expenditure for September 2019, and noted retrospective payments.

**19/183 Information Items:**

a) Following a water leak on the highway just outside the entrance gates to the Calcot Centre, a number of cracks have appeared in the road and on the adjacent public footpath. The kerb edging has also visibly sunk and this has raised a number of concerns. As this particular land is under the ownership of West Berkshire Council, the Clerk has contacted the Highways Team for investigation and resolution of the issues.

b) External Audit 2018/19: Section 3 of the AGAR has now been signed off, with no actions necessary, and returned by PKF Littlejohn LLP. The Notice of Conclusion of Audit has been completed by the Clerk and is displayed on the noticeboard at the Parish Office. It has also been uploaded onto the parish's website, as required.

c) The second, and final, instalment of £144,597.50 relating to the Parish Precept has now been received from West Berkshire Council.

**19/184 Chairman's Remarks:** Mr Page thanked everyone for attending.

**The Meeting finished at 10.00 pm**

**The next Meeting will be held on Tuesday 12 November 2019**

**Chairman**

## **PART 11**

**19/185 Heads of Terms and Lease for the Badgers Hill PRU:** Members discussed recommendations made by the parish's Solicitor at a recent meeting, and agreed that the Clerk should seek a rent valuation from a commercial surveyor. It was proposed to delegate the authority to agree expenditure relating to these fees to the Clerk, who must in turn seek approval from the Chairman, in order to progress the matter faster. All Members were in agreement. In the meantime the Solicitor will proceed working on the new Lease.

**19/186 Badgers Hill PRU, Stage 4 sign-off:** The Clerk and Mrs Reynolds have perused the documents provided by the Project Board, showing the internal layouts, electrics, internal partitions etc, and have concluded that there is no change to the structure, size and car parking from the original plans. The Clerk recommended sign-off in order that West Berkshire Council can proceed to final stages. All Members agreed.

**19/187 Calcot Community Association:** Members discussed the problems being experienced at the CCA and in order to help resolve the situation it was agreed that the rent would be suspended for six months, until the end of the financial year. It was also agreed (under S137 of the Local Government Act 1972) that no charge would be made for the hire of the hall at the Calcot Centre for a fundraising event which is being held on the 16 November. This will be to raise funds for both the CCA, and also for Sue Ryder.

Other ways in which the parish council may be able to help were discussed.

**19/188 Budget Setting for 2020/21:** Members considered the recommendations made by the Clerk for changes to the budget for the next financial year. The parish's accountant will attend the Full Council Meeting in December to discuss any queries Members may have.

**19/189 Staffing Matters:** The Clerk updated Members on staffing issues.

## APPENDIX A - DECISIONS

19/01753/HOUSE	<u>Henllys, New Lane Hill, Tilehurst</u> Single storey rear extension	<b>Granted</b>
19/01523/HOUSE	<u>30 Compton Avenue, Tilehurst</u> Proposed first floor extension over existing garage, with a two storey rear extension	<b>Granted</b>
19/01250/HOUSE	<u>2 Clements Mead, Tilehurst</u> Infill side extension to create a new en-suite. Replacement of flat roof over porch with pitched roof, and a pair of new doors to the rear elevation.	<b>Granted</b>
19/01575/REG3	<u>Badgers Hill PRU, High View, Calcot</u> Reg 3: The construction of a new Pupil Referral Unit to replace the existing facility	<b>Granted</b>
19/01969/HOUSE	<u>26 Foxcombe Drive, Tilehurst</u> Two storey side and single storey rear extension	<b>Granted</b>

## APPENDIX B - NEW PLANNING APPLICATIONS

1. 19/02269/HOUSE 102 City Road, Tilehurst  
Two storey side and single storey rear extension.

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

2. 19/02280/CERTP 17 Little Heath Road, Tilehurst  
Proposed single storey rear extension.

**This Council has no observations to make.**

3. 19/02332/HOUSE 4 Uffington Close, Tilehurst – out of district (RBC)  
Two storey side extension

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

4. 19/02112/HOUSE 1 Myrtle Close, Tilehurst  
Part two storey, part first floor extension and single storey rear extension

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

5. 19/02284/HOUSE 175a Halls Road, Tilehurst  
Retrospective: Timber shed storage

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

6. 19/02369/HOUSE 23 Yew Tree Rise, Calcot  
Two storey side extension

**This Council has no objection to the proposed extension, but is concerned over the proposed parking arrangements. We would question whether the space alongside the double gates is deep enough for anything other than a small car, and whether the 'designated' space is in fact allocated to this particular property. It would seem to be a general space.**

7. 19/02295/HOUSE 16 Compton Avenue, Tilehurst  
Single storey side and rear extension

**This Council has no objection to the proposal, but would re-iterate Highways comments that there should be two car parking spaces provided.**



## **APPENDIX C - MAINTENANCE REPORT**

### **Hildens Drive**

1. The parish's maintenance officers have cut back the willow tree overhanging the footpath leading to Hilden's Drive play area.



### **Cotswold**

2. Following several complaints about an overgrown tree at the end of Warbreck Drive at Cotswold recreation ground, it was agreed that the parish's maintenance officers would cut back the bush, even though the small car parking area in which the tree is situated is owned jointly by neighbouring properties. The owners of the properties in question do not accept any responsibility for this area, and any problems appear to only affect one particular property, with the main issue being youths congregating behind the tree and causing her problems (kicking downpipes etc). This lady has been told that the parish will cut the tree back as a one-off only, in order to alleviate her current issues, but that in future she will have to liaise with the owners of the other properties to organise keeping the area cleared.
3. One of the dog bins on the Cotswold recreation ground was damaged and rusty. The parish's maintenance officers have stripped it down, made a new post and rebuilt it.
4. One of the old bins at the Cotswold recreation ground has been replaced with a new enclosed bin in the hope that this will deter householders from dumping household rubbish. The old bin has been used at Calcot.
5. The railings around the slide on the embankment at Cotswold recreation ground have been damaged by vandalism. This council's maintenance officers have replaced the missing part.



### **Turnhams Farm**

5. One of the trees along the frontage of Turnhams Farm recreation ground has been uprooted, with the cage surrounding the tree also being damaged and pulled out of the ground. This council's maintenance officers have replanted the tree, which luckily was not damaged, and replaced the cage.



**Note:** These jobs were carried out alongside the normal duties of litter picking, minor repairs, and marking out the football pitches.