

## TILEHURST PARISH COUNCIL

### Minutes of the Meeting held on 14 January 2020 in the Main Hall, Parish Office, Calcot

**Present:**

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

**District Councillors:** Ms J Stewart, Mr R Somner, Mr T Linden, Mr R Jones

**Public:** Five

**20/001 Open Forum:**

a) Members of the public – Representatives from TOWN, who are submitting the planning application for the land in Pincents Lane, attended the Meeting to give an update on developments. They advised that amendments to the planning application had been submitted to West Berkshire Council just before Christmas.

Note: No amended plans have yet been received by the parish.

b) Councillors – There were no comments from Councillors.

**20/002 Apologies for absence:** Ms P Bellis, District Councillor A Williamson. Mr T Marino also sent apologies because he was going to be late arriving.

**20/003 Declarations of Interest relevant to the Agenda:** There were no declarations of interest relevant to the Agenda.

**20/004 Approval and Adoption of Minutes:** The Minutes of the Meeting held on the 10 December 2019, having been previously circulated to Members, were taken as read and signed by the Chairman.

**20/005 Matters arising from the Minutes:** There were no matters arising from the Minutes, apart from Mrs Reynolds mentioning that the new salt bin had now been installed in Vicarage Wood Way.

**20/006 Clerk's Report:**

a) Minute 19(205): The Clerk contacted Kettering Playsafe and was able to negotiate the provision of both security fencing and on-site welfare facilities at no additional cost. The Clerk is now awaiting confirmation of the commencement date for the refurbishment works.

## **20/007 Planning:**

- a) Appeals - 7 Bradwell Road: Ref 19/02116/FULD. An Appeal has been made to the Secretary of State against the decision of West Berkshire Council to refuse to grant planning permission for the erection of a new two storey 3-bed dwelling. As this Appeal was received before the end of December, the Clerk, after consultation with Members, sent the usual letter to the Planning Inspectorate re-iterating this Council's objections.
- 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 29 January, in order that the parish can be represented.

## **20/008 District Councillors' Reports:**

### a) **Tony Linden**

- i) The amendments to the planning application for Pincents Lane will probably be discussed at Eastern Area Planning Committee on the 19 February.
- ii) At a special meeting held at WBC on the 9 January several longstanding former Councillors were appointed as Honorary Aldermen, including Emma Webster, Mollie Lock and Pamela Bale, although Ms Bale was not able to attend the meeting.
- iii) The next round of Members' Bids is now open.
- iv) The new Theale Community Fire Station has now been given the go-ahead. This will replace the fire stations in Dee Road, Reading and Pangbourne.
- v) A recent 'Call for Sites' has been carried out by West Berkshire Council and the sites identified are currently under assessment by planning officers. The results of this are due to be made public at the end of January.

### b) **Rick Jones**

- i) Purley Post Office closed just before Christmas and residents are trying to open a community shop incorporating a postal service. This is currently being looked into.
- ii) Stonehams Farm development – the contractors are now using the old entrance to the farm, instead of the public footpath, to deliver to the site.
- iii) WBC district is generally deemed to be healthy and prosperous. However, recent statistics show that there is a varied health and life expectancy in different parts of the district. Statistics for our parish will be forwarded in due course.

c) **Jo Stewart**

Ms Stewart is trying to arrange another litter pick in the Little Heath Road area, possibly on the 22 February, and she is hoping to involve Little Heath School. There are also plans to do a litter pick at the Hildens Drive car park, but she needs to contact the owner.

d) **Richard Somner**

i) At the last West Berkshire Council Meeting, concern was raised about the increasing problem of people parking on pavements. It is important that people are made aware of the importance of not obstructing pavements, both by vehicles and also advertising hoardings. If anyone encounters a problem with an obstructed footpath Mr Somner is happy to be contacted.

**20/009 Monthly maintenance report:** See Appendix C

**20/010 Practitioners' Conference:** The Clerk sought approval of expenditure for her to attend the Practitioners' Conference on the 26<sup>th</sup> and 27<sup>th</sup> February, at a cost of £299 plus vat. All Members were in agreement

**20/011 Finance Working Party:** Members discussed the formation of a finance working party, in order to look at the way finance and audit information is presented to Councillors. This was agreed, with Mr L Marino, Mr Dennis and Mr Page volunteering.

**20/012 Use of Cotswold recreation ground for a 40<sup>th</sup> birthday:** A request has been received from a resident to host a 40<sup>th</sup> birthday picnic on the Cotswold recreation ground on Friday 8 May. The Clerk has asked Westwood Farm Community Association whether they are planning anything on that day, but to date no response has been received.

Members agreed in principle, but asked the Clerk to find out how many people were expected to attend, and to stipulate that no vehicles or gazebos are allowed on the recreation ground without prior permission.

**20/013 Westwood Farm Community Association – Events 2020:** The WFCA have requested the use of the Cotswold recreation ground for various events in 2020: Easter Party on Sunday 10 April, to include the usual farm animals; 24 May for party in the park; and 7 November for fireworks.

Mrs Reynolds proposed that these events are agreed, with the usual conditions as set out below, with Ms Foster seconding, and all Members in agreement.

**Conditions –**

- All associated litter to be cleared from the recreation ground after the event
- They should be mindful of other users of the recreation ground
- An up to date copy of public liability insurance should be provided
- All events should be open to all the community, not just members of the Club

- Repairs to any damage caused will be billed to the Club
- No bouncy castles are permitted on the recreation ground
- Vehicles are not permitted on the recreation ground (with the exception of emergency services) unless separate permission has been sought and confirmed in writing from this Council.

In addition, the following specific conditions are also applied:

- Easter Farm: The Club are requested to liaise with the Clerk before the date of the event to agree where the trailer being used to transport the animals, and the gazebo, should be sited. Full insurance cover and risk assessments are to be provided by the farm in advance.
- Party in the park: Outside music, if planned, should cease by 7.00 pm and alcohol should only be sold within the Club building. Drinks taken outside the club building should be in plastic glasses only. The number and siting of vehicles or heavy equipment that are required on the recreation ground should be discussed and agreed with the Clerk in advance of the event.
- Fireworks: The section of recreation ground being used should be roped off and the football pitches should not be encroached. The event should be supervised at all times by appropriate fire marshalls and first aiders, and a risk assessment should be provided.

**20/014 Financial Information:** Members reviewed the expenditure for December 2019, and noted retrospective payments.

**20/015 Information Items:**

a) Reading Borough Council is consulting on an updated Russell Street/Castle Hill Conservation Area Appraisal until 7<sup>th</sup> February 2020. This includes a proposed extension to the boundary of the Conservation Area.

The Council is required to periodically review the town's conservation areas and any conservation area appraisals in order to ensure appropriate protection of special architectural or historic interest of the conservation areas. The last Conservation Area Appraisal for this area was published in 2004. This new appraisal has been produced for the Council by the Reading Conservation Area Advisory Committee, set up to advise Reading Borough Council in regards to conservation areas, and in conjunction with the local Baker Street Area Neighbourhood Association (BSANA) Conservation Streets Committee.

They are seeking comments on the appraisal and the proposed extension. The full updated St Peters Conservation Area Appraisal is on the Council's website at:

<https://consult.reading.gov.uk/dens/draft-russell-street-castle-hill-conservation-area/>. Copies are also available for viewing at Central and Battle Libraries (during normal opening hours) as well as in the Civic Offices, Bridge Street, Reading (between 9.00 am and 5.00 pm, Monday to Friday).

They would welcome any comments that you have. Please provide written responses to the consultation by **5.00 pm on Friday 7 February 2020**. Responses should be sent to: [planningpolicy@reading.gov.uk](mailto:planningpolicy@reading.gov.uk) or Planning Policy Team, Reading Borough Council, Civic Offices, Bridge Street, Reading RG1 2LU.

Please let them know on [planningpolicy@reading.gov.uk](mailto:planningpolicy@reading.gov.uk) if you would like to be removed from their consultation lists.

b) An e-mail has been received from Network Rail advising that they are going to replace worn railway track in the Tilehurst area by lifting it up, removing it, laying a new stone base and new track. The work will involve heavy machinery and some noise, and they have apologised in advance for any disturbance. It is anticipated that they will be working each night on the following dates, but that these may change.

Saturday 1 February – Monday 3 February:	11.10 pm – 4.10 am
Sunday 9 February:	Midnight – 7.30 am
Saturday 15 February – Sunday 16 February:	11.10 pm – 9.00 am
Saturday 7 March – Sunday 8 March:	11.10 pm – 7.50 am

For more information or to get in touch, please call their 24 hour helpline on 03457 11 41 41 or visit [networkrail.co.uk/western](http://networkrail.co.uk/western)

c) Consultation on proposed term dates for 2021/22: Term dates for community and voluntary controlled schools are set by West Berkshire Council following a consultation process. West Berkshire will 'propose' term dates and would recommend that schools consider aligning term dates with other schools in the area, for example, secondary schools with primary schools, in recognition of families with children at different schools. In West Berkshire, the set dates traditionally include a common INSET at the start of the Autumn Term. Therefore, 191 days are set with recommendations for the remaining four INSET days.

The 2021/22 proposal is that West Berkshire sets a common INSET day on Wednesday 1 September 2021 and suggests other inset days on Friday 22 October 2020, Tuesday 4 January 2021, Friday 8 April 2021 and Friday 27 May 2021. They have aligned their term dates with neighbouring authorities to try to alleviate any cross border difficulties. The proposed dates for 2021/22 have been through their internal consultation process and are now available for public consultation. The consultation runs from 6 January until 24 February 2020. The deadline for feedback and comments is 24 February 2020.

**Note:** The proposed dates above for the INSET days are as quoted by West Berkshire Council in their e-mail, although it has been noted that, apart from the 1 September 2021, all the years quoted are incorrect i.e. October should be 2021; January, April and May should be 2022.

Proposed Term Dates for 2021/22 – <https://info.westberks.gov.uk/termdates2022>

Link to survey: <https://www.surveymonkey.co.uk/r/terms2022>

d) The play area at Hildens Drive remains closed as it is still very waterlogged. As this area has now been closed for some time, the Clerk will seek advice on the best way to remedy the situation.

e) A copy of West Berkshire Council's Environmental Strategy has been received. Members have been forwarded a copy today, and this will be discussed at the next Meeting.

**20/016 Chairman's Remarks:**

a) Mr Page thanked Members for attending, and wished everyone a Happy New Year.

b) He reminded Members to go through the project list and let the Clerk have their priorities.

**The Meeting closed at 9.00 pm**

**The next Meeting will be held on Tuesday 11 February 2020**

**Chairman**

## APPENDIX A - DECISIONS

19/02640/HOUSE	<u>321 The Meadway, Tilehurst</u> Proposed single storey side, rear and front extension to form porch, following demolition of existing garage	<b>Granted</b>
19/02733/FULD	<u>Sainsbury's, Bath Road, Calcot</u> The change of use of part of mezzanine floorspace with Sainsbury's supermarket (A1) café to D2 (gym) use and minor exterior alterations to provide a new entrance	<b>Granted</b>
19/02695/HOUSE	<u>279 Overdown Road, Tilehurst</u> One metre extension to existing garage plus canopy to front of property	<b>Granted</b>
19/02777/HOUSE	<u>8 Copse Close, Tilehurst</u> Replacement first floor extension	<b>Granted</b>

## APPENDIX B - NEW PLANNING APPLICATIONS

19/03048/HOUSE 37 Skilton Road

Two storey side and rear extension with single storey front extension

**While this Council has no objection to the proposal, we would re-iterate Highways comments that the development should not be brought into use until the vehicle parking and/or turning space has been surfaced, marked out and provided in accordance with approved plans.**

19/02955/HOUSE 2 The Hydes, Tilehurst

Infill existing build, window to rear for en suite, side wall stud with cladding and new escape window in bedroom

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

19/03094/HOUSE 59 Garston Crescent, Calcot

Proposed two storey side/rear extension, single storey front extension including porch and part loft conversion

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

19/03115/HOUSE 28 Hartslock Way, Tilehurst

Demolition of existing garage. Single storey rear, side including new garage and front extension.

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

19/03185/FUL Sainsbury's, Savacentre, Bath Road, Calcot

The erection of a free-standing modular retail pod (Use Class A1) and installation of advertisements

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

20/00029/ADV Sainsbury's, Savacentre, Bath Road, Calcot

1 x internally illuminated flex face and 2 x internally illuminated Vertical panel sign

**This Council has no objection to the proposal, but the signs should only be illuminated during Sainsbury's opening hours.**



## **APPENDIX C - MAINTENANCE REPORT**

There were no major maintenance jobs carried out in December, partly because of the weather/time of year, and partly because we had only one maintenance officer on duty for most of the month.

The normal duties were carried out i.e. hall cleaning, litter picking, marking out the football pitches, together with minor maintenance issues.

Several tables at the Calcot Centre were repaired, where the edges had been damaged.

An audit was carried out of the salt bins in the parish, and all were filled in readiness for inclement weather. This took five hours, and used 95 bags of salt.

The front door at Turnhams Farm Hall was sticking, this was sanded down, primed and repainted.

The drains at both the Calcot Centre and Turnhams Farm Hall were blocked, both on the same day! These were cleared by our maintenance officer, which took most of the morning.

There was minimal cover over Christmas and New Year.

## **PART 11**

**20/017 & 20/018 Badgers Hill PRU:** The Clerk gave Members an update on the developments relating to the new Lease for the PRU.

**20/019 Staffing Matters:** The Clerk updated Members on the situation regarding the staff member who is off sick at present.