

## TILEHURST PARISH COUNCIL

### Minutes of the Meeting held on-line on 13 October 2020

*A audio recording was taken of this Meeting, in order to overcome potential technical difficulties, but will be deleted as soon as the Minutes are approved in the Meeting due to be held in November.*

#### **Present:**

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

**District Councillors -** Mr R Jones

**Public -** Three

#### **20/135 Open Forum:**

- a) Members of the public – There were no comments or issues raised at this point, although Mr Page advised that one of the members of public present wishes to speak to the Meeting regarding Agenda item 10 (20/144 of these Minutes).
- b) Councillors - There were no comments or issues raised.

**20/136 Apologies for absence:** Apologies for absence were received from parish councillor Mr L Marino; and district councillors Mr T Linden, Mr A Williamson, and Ms J Stewart who advised that she would be arriving late for the Meeting.

**20/137 Declarations of interest:** There were no declarations of interest relevant to the Agenda.

**20/138 Approval and Adoption of Minutes:** The Minutes of the Meeting held on the 8 September 2020, having been previously circulated to Members, were taken as read. They will be signed by the Chairman in due course.

**20/139 Matters arising:** There were no matters arising from the Minutes.

#### **20/140 Clerk's Report:**

- a) External Audit 2019/20: 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 notice board at the Parish Office. It has also been uploaded onto the parish's website, as required.
- b) The second, and final, instalment of £146,949.50 relating to the Parish Precept has now been received from West Berkshire Council.

## **Decisions taken under Delegated Authority**

Over the past month in addition to the delegated responsibilities listed within our Standing Orders, following consultation with members and discussions with the Chairman and Vice-Chairman, the following decisions have been taken:

a) In June 2020, the Westwood Farm Community Association (WFCA) requested use of part of the Cotswold recreation ground for additional outside seating. This was permitted, however one of the conditions applied advised that this decision would be revisited at the end of September. A further request has been received, from the WFCA, seeking permission for an extension. This has been agreed, with a revised review date of 31 October 2020.

b) The paperwork for this year's insurance renewal was not available for the September 2020 meeting. The insurance cover was due for renewal on 1 October 2020 which, by the time the paperwork was received, didn't afford much time for a decision to be made.

Having comprehensively reviewed our insurance cover last year, by having a meeting with the Account Manager from our current provider and a full and frank discussion at the Full Council meeting, it was decided that for this year the cover would be renewed on the same basis as last year for a period of one year. A renewal has therefore been accepted, through Zurich, at a cost of £4,159.26.

### **20/141 Planning:**

a) Eastern Area - Members will be advised if there is anything on the Agenda relevant to the parish for the Eastern Area Planning Meeting due to be held on the 28 October, in order that the parish can be represented.

b) Appeals - 19/01826/HOUSE - 133 Halls Road, Tilehurst: New car port and store over existing parking spaces to the front garden of the existing property. The application, which was refused by West Berkshire Council, has been allowed on appeal.

c) Decisions - See Appendix A

d) New applications - See Appendix B

### **20/142 District Councillors' Reports –**

a) Ms Stewart has forwarded a copy of the Monthly Report for September, which can be viewed on the parish website under 'This Council', 'Meetings', Agendas and Minutes'.

b) Mr Jones - West Berkshire Council are working with the voluntary sector and emergency services to put a structure in place to help vulnerable members of the community, with the issues being encountered during Covid-19 re-enforcing the importance of this. WBC have acknowledged that in the past communication with the community could have been improved, and they aim to do better in the future. If anyone has any suggestions as to how WBC can support our communities better, please let Mr Jones know.

c) Mr T Marino had nothing further to add.

**20/143 Maintenance Report:** A maintenance report outlining some of the work carried out by the parish maintenance officer over the last month, which was forwarded to Members prior to the Meeting, can be viewed on the parish website under 'This Council', 'Meetings, Agendas and Minutes'.

**20/144 Request to use Calcot recreation ground for a light show:** A request has been received from The Gate (formerly St Birinus Church) to use part of the Calcot recreation ground (the top part) in December to hold a socially distanced light show, which would be free of charge. The Gate advised that this would be a Christmas themed, audio visual presentation on a large screen, that the area being used would be roped off, and that it is envisaged that there would be 100 – 200 attendees.

A representative from The Gate attended the Meeting to explain in more detail what the event would be i.e. a Church Service in place of their normal Christmas service, with some dancing by members of the community. He advised that the majority of people would pre-register, and that those who did not would have to provide contact details when they arrived, but did acknowledge that they would have no control over those who came into the recreation ground outside the roped-off area.

At this stage there is no clear indication how many people are likely to attend, or how many cars will be using the car park.

It was acknowledged that if this request is granted, there are several issues that will need to be addressed e.g. hall being left open for access to toilets, use of electricity, number of cars using the Calcot car park, adjusting the timing of the event to avoid football matches being played. The other issue is that if guidelines are not followed, the parish council could be fined as the owner of the land.

The majority of Members agreed to grant the request in principle, subject to the details being discussed further with The Gate and an agreement being reached.

**20/145 Planning for the Future:** Mr Page, prior to the Meeting, distributed to all Members a suggested response to West Berkshire Council's consultation on the Planning White Paper. After discussing, Members agreed that the response should be forwarded to the Ministry of Housing, Communities and Local Government (MHCLG), together with additional comments.

**20/146 West Berkshire Cultural Heritage Strategy 2020-2030:** As the consultation document had very little detail, with no measurable goals, Mr Page suggested that a response is sent to West Berkshire Council supporting the Strategy and the direction in which it is going.

D Cllr Jones acknowledged the lack of detail, and advised that as WBC will be working with other bodies they cannot promise a strategy for them, and that it is more important at this stage to formulate a strategy in order to access government grants, than the detail of what it contains. If the strategy helps various organisations to work with WBC, this may assist

with recovery in the future, although any strategy document will need to be reviewed as circumstances change.

**20/147 West Berkshire Housing Strategy 2020-2036:** Mr Page suggested that the response put together by the Neighbourhood Plan Group could be used as the parish response to the consultation. This was agreed by all Members.

**20/148: Library Service:** West Berkshire Council have requested a contribution of £13,908 from this parish towards the running of libraries in West Berkshire, including the mobile library. This is based on £1 per head of parish population. There are no up to date figures showing the percentage of this parish's residents who use the libraries in West Berkshire, but based on figures provided last year less than 2% of residents of the parish use them, with the majority using the library in Tilehurst Triangle which is run by Reading Borough Council.

Mr Taylor proposed that this parish should donate £300, which was seconded by Ms Foster, with the majority of Members in agreement.

**20/149 Financial Information:** Members reviewed the expenditure for September, which was retrospectively noted.

**20/150 Chairman's Remarks:** Mr Page thanked everyone for joining the Meeting.

**The Meeting closed at 9.40 pm**

**The next Meeting will be held on Tuesday 10 November 2020**

**Chairman**

## **PART 11**

**20/151 Budget Setting for 2021/2022:** Prior to the Meeting, the Clerk had forwarded Members a list of proposed projects, which had previously been discussed, together with a list of recommended changes to the operational budget, in order to formulate a time frame in which the projects should be carried out, and where the funds should come from; and also to make a decision on the budget for the next financial year i.e. how much the precept from West Berkshire Council could realistically be increased.

After some discussion, Members agreed that the budget for 2021/22 should be kept the same as this year, if possible.

Quotes will be obtained for the agreed projects, with funding coming from either the rolling capital programme, CIL receipts, or from earmarked reserves.

## APPENDIX A - DECISIONS

20/01575/HOUSE	<u>27 Compton Avenue, Tilehurst</u> Section 73a: Variation of Condition 2 (Approved Plans) To not fit a garage door but window instead. Of previously approved application 19/00481/HOUSE – Two storey side and single storey rear extensions and front canopy.	<b>Granted</b>
20/01692/HOUSE	<u>7 White Lodge Close, Tilehurst</u> Proposed garage conversion to form inhabitable room (gym/games room)	<b>Granted</b>
20/01521/HOUSE	<u>65 Fairford Road, Tilehurst</u> First floor extension.	<b>Granted</b>
20/01721/HOUSE	<u>157 City Road, Tilehurst</u> Proposed two storey rear extension.	<b>Granted</b>
20/01594/HOUSE	<u>8 Chaffinch Close, Tilehurst</u> Demolition of conservatory and construction of single storey rear extension.	<b>Granted</b>
20/01442/COMIND	<u>Porsche, Pincents Kiln, Calcot</u> Proposed new façade to existing showroom and small building Extension to rear of site.	<b>Granted</b>
20/01570/HOUSE	<u>13 Hartslock Way, Tilehurst</u> Garage conversion, single storey front extension, two storey rear extension, first floor side extension (above existing garage), pitched roof, replacement of window and French doors (including side light) for new bifolding door set	<b>Granted</b>

## APPENDIX B - NEW PLANNING APPLICATIONS

20/01880/HOUSE 3 Blewbury Drive, Tilehurst  
Retrospective single storey front extension

**While this Council has no objection to the proposal, there is concern that there may be insufficient off-road parking space available**

20/01937/HOUSE 12 Hildens Drive, Tilehurst  
Section 73A: Variation of Condition 2 – approved plans of previous application 16/00613/HOUSE: demolish existing side garage, construct new 2 storey side extension and single storey rear extension

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

20/01934/HOUSE 24 Gatcombe Close, Calcot  
Proposed two storey side extension

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

20/01939/HOUSE 72 City Road, Tilehurst  
Side extension to ground floor of house to incorporate new washroom. Replacement of bay window, flat roof and porch with new pitched roof.

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

20/02019/HOUSE 20 White Lodge Close, Tilehurst  
New roof over existing conservatory and changes to fenestration. Sub division of existing garage conversion to form utility and store areas.

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

20/02045/HOUSE 33 Millers Grove, Calcot - adj parish  
Proposed garden office

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

20/02040/HOUSE 17 Fairford Road, Tilehurst  
Single storey front extension and two storey side and rear extensions.

**While this Council has no objection to the proposal, there is concern that there will be insufficient parking for a four bedroom property.**

20/02083/HOUSE 201 Overdown Road, Tilehurst  
Front porch. Two storey side extension. Single and two storey rear extension.

**While this Council has no objection to the proposal, there is concern that there will be insufficient parking available, and we would support Highways' comments in this regard. Overdown Road is a very busy road, and on-road parking should be avoided where possible**