

TILEHURST PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30pm on Tuesday 9 June 2026 in the Main Hall, Calcot

Present

Parish Councillors: Mr C Taylor (Chairman), Ms J Stewart, Mr A Linden, Mrs S Vickers, Mr R Loaring, Mr J Lally, Mr F Royal, Mrs P Furlong-King, Mrs R Braine, Mr M Powers

District Councillors: Mr C Taylor and Ms J Stewart

Public: Two members of the public

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 be recorded for minute-taking purposes. He said he and a few other councillors had come straight from a meeting with Berkshire Youth at 7.00pm.

26/064 Open Forum

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

26/065 Apologies for absence: Apologies had been received from Parish Councillors Mrs H Manghnani, Mrs C Basden, and District Councillor Mr R Somner

26/066 Declarations of interest:

Mr Taylor was a registered volunteer with Berkshire Youth (item 26/074-1)

26/067 Approval and adoption of minutes of the Parish Council meeting held on 12 May 2026: The draft minutes had been circulated before the meeting and were taken as read and signed by the Chairman

26/068 Matters arising: There were no matters arising

26/069 Planning:

- a) Decisions – see Appendix A
- b) New applications – see Appendix B
- c) Eastern Area – the Clerk would advise if there was anything relevant on the agenda of the meeting on 1 July so that the parish could be represented.

Mr Taylor explained that there had been a further application for tree work at Calcot Park Golf Club. Only one dead tree had been affected. Tilehurst Parish Council had not been consulted, and West Berkshire's Tree Officer had given approval by the time the application was included on the weekly lists.

Mr Taylor said he had previously asked for the Parish Council to be consulted on any tree applications at the golf club. He would follow up on the request with West Berkshire Council.

26/070 District Councillors' report: Mr Taylor had submitted a report before the meeting – see Appendix C.

The Clerk clarified an item in the report, explaining that landowner had given permission for the garage area on Garston Crescent to be used for welfare and storage by a contractor carrying out work for Sovereign Housing. Mr Taylor added that he had spoken to the contractor and learned that heat pumps were being installed in some houses in the area, and the work was expected to last a few months. Mr Lally asked if some notices explaining what was happening could be put up as local residents were concerned. Mr Taylor confirmed that the contractor had mentioned further signage although he did not know what it would say.

Ms Stewart said she would circulate her report after the meeting.

26/071 Clerk's report: The report had been circulated before the meeting – see Appendix D.

Further to the item about the Garston Crescent garages, the Clerk confirmed that the contractor had contacted the office offering to carry out some volunteering jobs while they were in the area. She had sent a list of around ten possible tasks and was waiting to hear back.

The Clerk continued to try to set up meetings with potential new councillors and hoped the interviews would be carried out in the next few weeks.

Mr Taylor said he was unable to access the new Facebook page, although others did not have a problem with it.

26/072 Annual accounts for year ending 31 March 2026: A report had been circulated before the meeting, and the Clerk gave some further explanation.

It was unanimously agreed to adopt the annual accounts for the financial year ending 31 March 2026 and they were signed by the Chairman and the Clerk/RFO.

26/073 Audit

26/073-1 External Audit – section 1: The Annual Governance Statement for 2025-26 had been circulated before the meeting, and the Clerk gave some additional background.

It was unanimously agreed to adopt the statement and it was signed by the Chairman and Clerk/RFO.

26/073-2 External Audit – section 2: The Annual Return Accounting Statement had been circulated before the meeting and the Clerk explained the background.

The statement was unanimously approved and signed by the Chairman.

26/073-3 Electors' Rights: A document had been circulated before the meeting. The Clerk explained that, in previous years, the dates had been included in her Clerk's report and noted by the Parish Council, but a legislative change meant the dates now had to be formally agreed in a meeting and minuted.

It was unanimously agreed that the dates for the Exercise of Public Rights would be Thursday 11 June to Wednesday 22 July 2026.

26/074 Resolutions

26/074-1 Youth services provision for 2026-27: A meeting to discuss a potential contract had been held with a representative of Berkshire Youth at 7.00pm, immediately before the Parish Council meeting. A brief report suggesting three possible options had been circulated before the meeting.

Ms Stewart gave some background and explained that a decision as to how to proceed must be made at the meeting. The previous week, there had been three attendees at each youth club session, ie a total of six young people over the week. Berkshire Youth had suggested some changes to its original proposal, including running only the junior youth club with the older age range able to attend as young leaders.

The Clerk said there was still concern about Berkshire Youth's poor administration and the lack of data provided.

After lengthy discussion, Ms Stewart proposed that:

- Berkshire Youth should be contracted to continue the junior youth club (details, including age range, to be agreed);
- detached youth work should be paused for the time being;
- a working group (possibly including Berkshire Youth) should be set up to investigate options and develop services; and
- financial manage of youth club activities and tuck shop should remain with the Clerk

It was agreed (nine in favour, one against) to accept the above proposal.

26/074-2 Investment Strategy 2026-27: The draft document had been circulated before the meeting. The Clerk explained that the changes had been tracked, and that most amendments were minor updates. The only major changes were to the Financial Services Compensation Scheme which had been checked against the model document and other parishes' strategies.

It was unanimously agreed to adopt the Investment Strategy for 2026-27.

26/074-3 Banking arrangements: A report had been circulated before the meeting. The Clerk gave some additional detail, saying both the auditor and the accountant had

recommended setting up an account with an additional bank in order to diversify funds and maximise investments protected under the Financial Services Compensation Scheme.

- a) It was unanimously agreed that a new account with Unity Trust Bank should be opened.
- b) It was unanimously agreed that the three signatories would be Mr Loaring, Mr Taylor, and Mrs Vickers.
- c) It was unanimously agreed to give the Clerk delegated authority to arrange for the paperwork to be signed and submitted.

26/074-4 CCLA Investment Account: A report had been circulated before the meeting, and the Clerk provided some further information, explaining that a minimum of two signatories was required.

- a) It was unanimously agreed that Mr Taylor would remain a signatory, and the two new signatories would be Ms Stewart and Mrs Vickers.
- b) It was unanimously agreed to give the Clerk delegated authority to arrange for the paperwork to be signed and submitted.

26/074-5 Members' Bids: The applications had been circulated before the meeting. The Clerk explained that the Birch Copse application was unchanged but that she and an officer had had to change the Tilehurst and Purley application a day or two before the deadline after Councillors Langford and Kander agreed to commit £3,000 each to a project.

It was unanimously agreed to ratify submission of the Members' Bid applications for Birch Copse and Tilehurst and Purley to West Berkshire Council.

26/074-6 Parish Online subscription for 2026-27: A report had been circulated before the meeting.

It was unanimously agreed to renew the Parish Online subscription for a further year to 28 May 2027 at a total cost of £480.00 including VAT.

26/075 Review of financial position and payments for May 2026: The information had been circulated before the meeting and was noted.

26/076 Chairman's remarks: Mr Taylor said that he would not add any remarks. He thanked everyone for attending and closed the meeting.

The meeting finished at 9.10pm

The next meeting would be held on Tuesday 14 July 2026

Chairman

Appendix A – Planning decisions

25/02905/FUL	<u>West Drive, Calcot Park, Calcot</u> Proposed erection of seven dwellings including associated parking, tree works and landscaping on land east of West Drive, Calcot Park	Refused
26/00166/HOUSE	<u>17 Conifer Drive, Tilehurst</u> Replace existing boundary fence of 1,370mm with new fence (and gates) 1,980mm high	Granted
26/01090/5DAY	<u>Calcot Park Golf Club, Calcot Park, Calcot</u> Felling dead pine in Calcot Park Golf Club grounds from behind 18 Bath Road, Calcot RG31 7QJ	Approved
<i>Note: The Parish Council was not consulted on this application</i>		
26/00168/HOUSE	<u>62 Longworth Avenue, Tilehurst</u> Part two-storey, part single-storey rear extension, first floor side extension, front porch extension and associated internal alterations	Granted

Appendix B – New Planning applications

26/00957/HOUSE 26 Blewbury Drive, Tilehurst
Two storey side, single storey rear extension and alterations to parking to include dropped kerb

This Council has no objections to the proposal

26/01039/FUL 16 Somerset Walk, Tilehurst
Would like to create hard landscape parking

This Council has no objections to the proposal

26/01068/HOUSE 1 Bath Road, Calcot (OOD – RBC)
Outbuilding to host swimming pool, changing area and plant room

This Council has no objections to the proposal

26/01134/HOUSE 3 Childrey Way, Tilehurst
Proposed single storey rear extension to replace existing conservatory

This Council has no objections to the proposal

Appendix C – Mr C Taylor’s District Councillor’s report

Over the past month, I attended the following meetings:

- Four Children’s and Young Persons Scrutiny sessions, two were training covering Special Educational Needs & Disability (SEND) and the 2nd Education with particular focus on how school performance is measures. The Scrutiny session focussed on SEND reports, future funding, and how to address the impact of falling population on student numbers. Initial consultation on the last is in progress through schools and will extend to cover, among others, parish councils. SEND funding and falling school children numbers present significant challenges to most councils.
- Licensing panel session to consider extending the licensing hours of a shop in Thatcham. It was approved, and the panel had to sit due to one objection from a member of the public.
- I have agreed to join a new Highways Improvement Group (HIG), as the Minority Group representative. I understand it will encompass the Speeding Task Group on which I already sit. The HIG is established to provide member oversight, input, and recommendations on the prioritisation and development of highways improvement activities. The group strengthens collaboration between elected members and officers, supports transparent and informed decision-making, and enables the Portfolio Holder to receive a balanced, cross-party steer into the decision-making process. (I copied and pasted that last paragraph !)
- I have also put myself forward for a new task group to undertake a study of Not in Education, Employment or Training (NEET) in West Berkshire which I expect to start in the next month or two. This follows proposals from the C&YP Scrutiny committee.
- I met again with the Head of St Paul’s School, City Road, to review initiatives to overcome parking issues near the school. Various measures are in progress and we were both particularly pleased with increase in parking enforcement patrols from both Reading Borough and West Berks councils.
- With others and through our MP, I have pursued concerns from schools following government announcement on the funding of PE and sport activities. This is in progress.
- I contacted West Berks Highways about persistent failure of the traffic lights on the A4 near the rear entrance to Calcot Schools. Our MP, Olivia Bailey, has also launched a survey on the matter. This is a cause of considerable concern to the school, parents and children using the crossing.
- Following the clearing of fly-tipping and overgrowth of the grassed area next to the garage block between Garston Crescent and Poppy Way, I have made enquiries. I understand this is being undertaken on behalf of Sovereign Housing and I hope will lead to the area being better maintained going forward.
- There are proposals in the pipeline to create a new Councillor Committee to oversee planning (similar to the previously abandoned Planning Advisory Group (PAG) of which I was a member). This would oversee creation of the new Local Plan. I would support this as there has been no regular oversight of planning since PAG was closed down and might give more insight of planning progress on sites like Pincents Hill.
- There was no Eastern Area Planning meeting in June. The seven house Calcot Golf Course application refusal was confirmed.

Appendix D – Clerk’s report

1.0 Background

- 1.1 This report provides information about activities undertaken by the Clerk and other officers and gives updates on matters relevant to the Council.

2.0 Activity updates

- 2.1 Mr Lally had invited the Clerk to visit Calcot Schools to have a look at the nursery play equipment and to see the allotments being developed with a donation from the parish council. He had also provided photographs of the allotments, which would be included in the Annual Report.
- 2.2 Mr Royal visited the office to help the Clerk finish setting up the Facebook page, and it is now in use.

3.0 Other matters

- 3.1 Mr Taylor and the Clerk and representatives of West Berkshire Council met to discuss updated proposals for parking at Greenfield House Resource Centre. Before the meeting, the Clerk had discussed the plans with the ground maintenance and grass cutting contractors as it was not clear there would be enough space for them to be able to access the recreation ground.

- 4.0 **Priorities for July 2026** – this item gives information on priorities for the Clerk and officers over the coming month(s).

4.1 Finances and year end

- Drafting the Annual Report
- Drafting External Audit documentation ready for submission by Tuesday 30 June
- Finalising the asset register for 2025-26
- Overseeing a review of the asset register to verify assets and report on their condition, as noted within the Final Internal Audit Report for 2025-26.

4.2 Berkshire Youth Partnership Agreement 2026-27

- Depending on the outcome of agenda item 26/074-1, updating the draft contract for agreement with Berkshire Youth.

5.3 Cotswold Sports Centre

- Reviewing leases for the sports centre, overflow car park and tennis courts
- Reviewing the supplemental agreement which forms the basis of the Parish’s contribution towards the running and maintenance of the sports centre
- The Clerk and an Officer to meet with Everyone Active and West Berkshire Council to discuss how to improve the Energy Performance rating.

6.0 **Further reports**

6.1 The Clerk will provide further updates at the meeting as necessary.

6.2 Members are asked to note this report.