



# MINUTES OF PANGBOURNE PARISH COUNCIL

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Minutes of the Meeting held at Pangbourne Village Hall on Tuesday 14th September 2021 at 7.30pm.

**PRESENT:**

Cllrs: P. MacIver (Chairman), G. Child, N. Goodwin, P. Hawkins, B. Kerr-Muir, I. Walker,  
Clerk: R. Elkin (Clerk, RFO),  
District Cllr: G. Hurley was not present  
Members of public: 4 MOP were in attendance for all or part of the meeting

APOLOGIES/ABSENCE: C. Roberts, J. Higgs (Vice-Chairman),

**Action**

## Section 1: Procedural

**1301 Apologies for absence and Declarations of Interest relevant to Agenda Items**

Apologies for absence – C. Roberts, J. Higgs (Vice-Chairman),  
Cllr P. Hawkins declared a personal interest in item 21/02191/FULD due to his proximity to the site.

**1302 Minutes of the Parish Council Meeting held on 13<sup>th</sup> July 2021**

It was **RESOLVED** unanimously that the Minutes of the Meeting of 13th July 2021, having been taken as read, were a true and accurate record and duly signed by the Chairman.

**1303 Outstanding actions carried over from previous meetings**

- Defibrillators – An alternative site is being sought for the second defibrillator. The possibility of siting this at the library has been suggested and is being followed up. Re-siting or replacement of the defibrillator from the closing Fire Station was also raised. **ONGOING** BKM, Clerk
- Acquisition and installation of new signs and renewal of yellow posts at the meadows in regard to identifying fishing areas and also the replacement of the mooring posts along the river. Action is **ONGOING** but on hold due to the current situation. Asst Clerk /Clerk/ Grounds
- Actions relating to Recreation Ground and renewal of leases and licences. **ONGOING** NG Clerk
- Drainage Issues around village – various – **ongoing** but there have been several clearance vehicles undertaking work on Reading Road/Horseshoe Road which has made some improvements. Officers, Cllrs, District Cllr
- Street light replacement in the Moors – PM and Clerk to contact resident – **outstanding** PM Clerk
- Defibrillator training to be arranged – Advertised in magazine and good response – **outstanding** Clerk
- Village Bench repair and replacement proposal – **outstanding** Clerk /GC
- Platinum Jubilee celebrations June 2022 – the Chairman has made contact with Pangbourne College regarding the possibility of lighting a beacon. NG has spoken to the RBL. **ONGOING** Chairman

## **Section 2: Decision Making**

**1304 TO RECEIVE an update from Mark Arkwell, Deputy Chief Fire Officer from the Royal Berkshire Fire Service regarding the move from Pangbourne Fire Station to the new Theale Community Fire Station in the coming months.**

- The Deputy Chief Fire Officer gave an informative presentation on the opening of the new Fire & Rescue Service Station at Theale and also the associated closures of the Pangbourne and Dee Road Fire Stations.
- The new centre will be a "Tri-Centre" with SCAS (South Central Ambulance Service), RBFRRS (Royal Berkshire Fire & Rescue Service) and TVP (Thames Valley Police) all based at the site. It will also house various IT and administrative functions for these services.
- There is expected to be a significant cost saving for these services by amalgamation, however it is also expected that there will be improvements in response times over the wide areas it will serve due to the close proximity to the A4 and M4 as well as the A340.
- The site is officially due to be opened in Spring 2022, however it is anticipated that activities will begin earlier than this, with the RBFRRS based there from 29<sup>th</sup> September and TVP from a similar date. There may continue to be some activities in Pangbourne until November.
- A number of questions were asked by Councillors regarding the continuance of service provided to Pangbourne, with the response that it had been calculated that there would be no impact on response times which may actually decrease due to staff being permanently on site rather than on call.
- Questions were also asked about ingress and particularly egress from the new station across the A4 Bath Road, especially in an emergency. Several traffic surveys have been conducted which have concluded that there should be no significant impact and that new traffic lights were not required, although this would continue to be monitored.
- A question was also raised regarding the loss of the defibrillator currently sited on the Pangbourne Fire Station building and it was requested that this be donated to the village to be sited in an alternative location nearby. MA agreed to look into this. Councillors to follow up.
- It was noted that the Fire Station plot in Horseshoe Road was already on the market for sale and expected to be sold for development.

ALL

**1305 TO CONSIDER grant applications made during the September 2021 round of available S137 Funding and RESOLVE whether or not to award funding as appropriate:**

- **PVPG Pang Valley Playgroup request for £3,000 for play area equipment**
- **PVFF Pang Valley Flood Forum request for a minimum of £100 for flood alleviation work**

As a member of the PVPG committee was in attendance and unable to stay for the full meeting, it was agreed to move this item up the agenda for consideration.

The representative of PVPG gave a presentation in relation to their proposed garden refurbishment at the playgroup based in the grounds of the primary school and for which they are currently fundraising. It is expected to cost approx. £35,000 including full surface replacement and new playground equipment. To date they have received funds from grants and parent fundraising, however a significant amount is still outstanding. They are seeking a grant of £3,000 from Pangbourne Parish Council, the majority of which could be match funded by Greenham Common Trust via the Good Exchange if paid before 12<sup>th</sup> October. PVPG have also applied for a significant grant from West Berkshire Council's CIL funding.

Questions were asked regarding securing the whole amount of funding required and what the group's plans were should they not meet their target. It was stated that the project would go ahead to whatever level of funding was secured and that fundraising would continue to get as close as possible. It was agreed that the Council would be kept informed of progress on the project. It was **RESOLVED** unanimously to grant £3,000 via the Good Exchange and to establish whether the October date was able to be extended in order for the group to raise the remaining funds, however, it was further agreed that if the date was fixed, the Clerk would make arrangements to make this payment before the next meeting in order to secure the match funding. The Clerk will investigate and make the necessary arrangements.

Clerk

It was also **RESOLVED** to grant £100 to the PVFF Pang Valley Flood Forum for flood alleviation works. The Clerk will make the necessary arrangements.

Clerk

**1306 TO CONSIDER an applicant for the Casual Vacancy on the Parish Council and to RESOLVE to fill the Vacancy as appropriate**

- Councillors were asked to consider the co-option of Zaid Moosa who had expressed an interest in joining the Council and whose details had previously been circulated to Council. ZM gave a short introduction and answered questions from Councillors. It was **RESOLVED** unanimously to co-opt Zaid Moosa to the Council. He then signed his Acceptance of Office and joined the meeting.

**1307 TO RECEIVE an update on the residents' consultation at Chiltern Walk from the Grounds Committee and the actions proposed**

- An initial plan of the proposed hedge and tree works at Chiltern Walk had been circulated to Councillors and NG gave an overview of the proposals. Initial proposals have been circulated to residents adjacent to Chiltern Walk and their feedback has also been circulated and several meetings have taken place with residents on site. It was unanimously **RESOLVED** to continue with the project. The Clerk will speak to the Council's Grounds Contractor regarding trimming and clearing of the perimeters, re-seeding the goals and the proposed planting of hedging near the Co-op garage and path. She will also speak with WBC regarding the areas of the perimeters that are under WBC ownership. Signage will also be investigated and brought back to Council for approval. The final position of the goals TBC.

Grounds Clerk

**1308 TO RESOLVE TO APPROVE the Grounds Committee recommendation for the choice of contractor for the already agreed expenditure of up to £10,000 +vat on tree works at Pangbourne Meadows**

- Having previously circulated the quotations received, it was unanimously **RESOLVED** to approve a quotation for £8,670 from Kings Trees for tree works at Pangbourne River Meadows to take place this Autumn. The Clerk will make the necessary arrangements.

Grounds Clerk

**1309 Planning:**

- To receive the list of Planning recommendations since the last meeting (if any)**
- To discuss and agree responses not already resolved by Planning Committee plus any other urgent applications received before the meeting:**

- There have been no responses since the last meeting
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**21/02187/HOUSE      27 Bourne Road, Pangbourne, RG8 7JT**

**21/02191/FULD Kiosks, Water Pumping Station, Tidmarsh Road, Pangbourne**

**Comment**

**Objection**

**No Objection**

A long discussion took place regarding **21/02191/FULD**. It was noted that subsequent to concerns with previous applications, a number of revisions had gone into this application with many of the previous concerns addressed. There still remained concerns regarding the necessity of works to shore up the banks of the Pang and to ensure that no damage was done to its stability. Comments will be sent to the Local Planning Authority to that effect. Due to the shared access to the site, it was requested that considerate construction conditions be put in place for the duration of the works.

1310 Finance

- i. To RESOLVE to APPROVE Accounts reconciliation as at 31st August 2021
- ii. To RESOLVE to APPROVE the payment schedule as appended to the agenda for August 2021 (retrospective) and for September 2021.
- iii. To RECEIVE AND NOTE the Notice of Conclusion of the 2020/21 Audit from PKF Littlejohn (external Auditors) with no issues raised.

- The accounts reconciliations as appended to these minutes for July and August 2021 were approved
- The payments due in August 21 of £14,399.97 and September 21 of £13,260.45 and as appended to these minutes, were approved by the Council.
- The Council RECEIVED AND NOTED the Notice of Conclusion of the 20/21 Audit from the External Auditors. No matters of concern were raised. The Notice will be publicly displayed as required.

Clerk

1311 Policies and Procedures

To consider to RESOLVE to approve the Policies previously circulated and taken as read.

**POLICY:**

None this month, however it was noted that the new ICO certificate needed to be placed on the website.

**Section 3: Updates and Progress Reports**

1312 Reports from Committees, Working Parties and individual Councillors

Grounds Committee

- NG gave an update on the works of the Grounds Committee since the last meeting.
- Works have continued in relation to the S106 Transfer of the Cemetery Car Park, and the height barrier advisory and highways signage is now in place. Possible opening and closing times were discussed and it was generally felt that if the Council were to introduce times, they should be in line with the opening times of the cemetery itself (dawn to dusk). It was agreed to speak with the residents' management committee for the development and bring this back to Council for further discussion and agreement. It was also noted that whilst the legal matters were progressing, the developer and insurers would need to be contacted regarding the possibility of commencing use before the transfer had completed. For now the gates are to remain closed.
- NG reported that work has continued on better understanding of the charitable trust obligations and with the legal amendments to the trust documents as regards the Recreation Grounds. Further investigation needed to take place regarding annual meeting governance for the Trust. Advice will be sought on this matter.
- NG reported that work will be put into focussing on establishing a management committee for the Recreation Ground as soon as possible as this is an essential part of moving forward.
- NG also reported that some small amendments had been requested at the ground in order to make significant improvements to the wear of the pitches. Youth teams had been requested to place goals sideways across the pitches during training to even out wear and tear.
- NG also proposed that Fitness Instructors be provided with specific equipment with the intention that this kit could be hired out under arrangement rather than causing damage to goals, equipment and trees.
- There is also an urgent need to look into better storage of sports equipment at the ground

CR

NG, Clerk  
Chairman

NG

NG

## Village Hall Committee

- No update, however there is now a date for the fitting of the flooring in the small hall. It is likely that the electrical works will need to be instructed by the Council and charged back to Crawfords to be covered under the Council's insurance cover.
- It is hoped that the hall can then finally re-open.

## F&C Committee

- No update and committee date tba

### **1313 To receive a brief report from the Chairman**

- It was noted that since the last meeting the Chairman had received the resignations of C. Hartley and S. Ferguson and he thanked them for their contribution during their time on the council.
- Update on Platinum Jubilee preparations, Pangbourne College has been contacted.
- It was noted that 2x picnic benches and bases would be ordered for the members bid project at the recreation ground and an extension would be sought for the remainder of the funding if possible.
- The Chairman provided an update on mooring posts at Meadows and he has spoken with NT as they are largely sited on NT land. This is ongoing.

### **1314 Clerk's Report**

- The Springs Farm Public Footpath appeal is now open for consultation on the making of the proposed orders.
- Update on re-instatement work at the Village Hall – as above.
- A new date has been requested for much needed Highways works in the centre of the village to properly restore the belisha beacon and re-paint the white lining. The previous date proposed by Highways was during peak time and without the statutory notice to drivers and so there was significant concern regarding the disruption this would cause. The works have been requested for a weekend, half term or overnight.
- The Clerk has advertised the statutory 14-day notice for the two Casual Vacancies.
- Repair works to the Thames Path have been undertaken over summer to repair the boardwalks and improve the surfacing after significant erosion over the past 18 months.
- Update on the dog bin at Pangbourne Allotments which may need to be re-sited slightly.
- To note the recent Water Safety event at Pangbourne Meadows.
- Update on recent Youth Football end of year event at Recreation Ground and Canoe Hasler at Meadows. Both events were very successful having returned after the pandemic.
- The road parking restrictions (yellow lines) at the end of Thames Avenue to ensure emergency access to the playing fields have now been made permanent via a Traffic Order from WBC.
- Work is continuing on planning the tree planting event in October at the River Meadows and Recreation Ground.

### **1315 To receive a report from the District Councillor**

No report was sent and the District Councillor did not attend the meeting.

### **1316 To answer questions from Councillors, request items for next meeting or receive any items for information only**

- None

### **1317 Correspondence:**

- None not already discussed

**Section 4: Confidential Session**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the items detailed below.

- 1318 At 9.55pm it was proposed, seconded and RESOLVED that due to the confidential nature of the business to be transacted, the session be closed to the public and press for the duration of the discussion

Discussion took place regarding the Assistant Clerk Vacancy which sadly is still open and a number of further actions were agreed. This matter will be progressed by the F&C committee.

Various legal and operational matters relating to Pangbourne River Meadows were discussed and a number of actions agreed.

**Section 5: Closure**

- 1319 There being no further business the Chairman closed the meeting at 10.05pm.  
The next scheduled meeting will be held on Tues 12th October 2021 at 7.30pm.

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON  
14<sup>th</sup> September 2021**

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
<b>21/02187/HOUSE</b>	Single storey rear extension <b>27 Bourne Road, Pangbourne, Reading, West Berkshire RG8 7JT</b>	<b><i>No objection</i></b>
<b>21/02191/FULD</b>	Change of Use from Vacant / Sui Generis to Dwelling <b>Kiosks, Water Pumping Station, Tidmarsh Road, Pangbourne, Reading, West Berkshire</b>	<b><i>No objection (comments)</i></b>

**PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 13<sup>th</sup> July 2021**

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
<b>21/01726/LBC2</b>	Replacement of ceramic tiled flooring and cement/concrete base to entrance hall with Limecrete and stone tile flooring <b>Bere Court, Bere Court, Pangbourne, Reading, West Berkshire RG8 8HT</b>	<b><i>No objection</i></b>
<b>21/01869/HOUSE</b>	First floor rear extension <b>35 St James Close, Pangbourne, Reading, West Berkshire RG8 7AP</b>	<b><i>No objection</i></b>
<b>21/01801/CERTE</b>	Permission was granted in 2004 for the construction of stables and the use of a total area of 0.09Ha of agricultural land as equestrian. The stables and the yard were built and the owners, using their field behind the stables for grazing and exercising the horses found the use of the designated equestrian land immediately adjacent to their garden unsuitable. Subsequently, to accommodate their daughters use of their relatively small garden various pieces of children's equipment were sited adjacent to the garden including a circular swimming pool, climbing frame slide and trampoline. This was done over 12 years ago and I attach an aerial photograph taken in 2010 which shows the land in use as garden with the pool and trampoline clearly shown. There is no fencing or division between the designated equestrian land and the residential garden. Jumps in the adjacent field can be seen in this photograph demonstrating the use of the field for exercising the horses. The applicants therefore request the current designation of the area of land as equestrian and as outlined in purple on drawing No LTC2021/02 be changed to residential. <b>Lime Tree Cottage, Bowden Green, Pangbourne, Reading, West Berkshire RG8 8JN</b>	<b><i>No objection (comments)</i></b>
<b>21/01941/FULD</b>	5 Bedroom detached dwelling, detached garage and hardstanding. Section 73 application to vary/remove conditions 2 (Approved Plans), 3 (Materials) and 13	<b><i>No objection</i></b>



	(Lighting) of previously approved application 20/02329/FULD. <b>Former Camden Ridge, Riverview Road, Pangbourne, Reading, West Berkshire</b>	
<b>21/02072/HOUSE</b>	Rear mono-pitched extension and blocking up two side windows. <b>38 Reading Road, Pangbourne, Reading, West Berkshire RG8 7JF</b>	<b>No objection (comment)</b>
<b>21/02060/HOUSE</b>	Proposed rear dormer roof additions. <b>Blue Daws, Pangbourne Hill, Pangbourne, Reading, West Berkshire RG8 7AS</b>	<b>No objection (comment)</b>
<b>21/02114/HOUSE</b>	Demolition of existing rear lean-to conservatory and extension, and erection of new single storey tile-roofed rear extension. Creation of new loft room with traditional gabled dormer to rear elevation. Removal of 1970s front door and reinstatement of original placement of front door set back from front facade. <b>26 Thames Avenue, Pangbourne, Reading, West Berkshire RG8 7BU</b>	<b>No objection</b>

**WBC DECISIONS SINCE 13<sup>th</sup> July 2021**

<b>APPLICATION NUMBER</b>	<b>PROPOSAL</b>	<b>WBC Decision</b>
<b>21/01103/HOUSE</b>	Proposed ground floor rear extension, balconies to two rear bedrooms and loft conversion to provide bedroom, lounge and en suite. <b>3 Croft Drive, Pangbourne, Reading, West Berkshire RG8 8AN</b>	<b>Approval</b>
<b>21/01232/HOUSE</b>	First floor extension over existing garage <b>Holly House, Courtlands Hill, Pangbourne, Reading, West Berkshire RG8 7BE</b>	<b>Approval</b>
<b>21/01129/HOUSE</b>	Garage extension and alterations <b>Cadarache, Bere Court, Pangbourne, Reading, West Berkshire RG8 8HT</b>	<b>Approval</b>
<b>21/01296/HOUSE</b>	Internal and external alterations to existing garage outbuilding, and erection of lean-to greenhouse extension (resubmission of Planning Permission No. 17/01768/HOUSE). Use of part of ground floor for residential purposes ancillary to the main dwelling. <b>Courtlands, Tidmarsh Road, Pangbourne, Reading, West Berkshire, RG8 7AY</b>	<b>Approval</b>
<b>21/01423/LBC2</b>	Internal refurbishment works to ground floor, first floor and loft. <b>45 Shooters Hill, Pangbourne, Reading, West Berkshire RG8 7EA</b>	<b>Approval</b>
<b>21/01491/HOUSE</b>	Single storey link extension, partial garage conversion and new terrace. <b>Cornerways, 12 Sheffield Close, Pangbourne, Reading, West Berkshire, RG8 7GD</b>	<b>Approval</b>



<b>21/01769/HOUSE</b>	Single storey side and rear extension <b>3 Meadow Lane, Pangbourne, Reading, West Berkshire RG8 7ND</b>	<b><i>Approval</i></b>
<b>20/01801/CERTE</b>	Appeal (Planning Inspectorate APP/W0340/X/21/3266253) – Certificate of Lawful Use <b>14 Whitchurch Road, RG8 7BP</b>	<b><i>Allowed</i></b>
<b>21/01726/LBC2</b>	Replacement of ceramic tiled flooring and cement/concrete base to entrance hall with Limecrete and stone tile flooring <b>Bere Court, Bere Court, Pangbourne, Reading, West Berkshire RG8 8HT</b>	<b><i>Approval</i></b>
<b>21/00751/HOUSE</b>	Single storey extension for an Orangery to the rear of the existing building. To the north-west of the existing building. <b>Summerlea Grange, Road Known as Theale Road, Tidmarsh, Reading West Berkshire RG8 8ES</b>	<b><i>Approval</i></b>
<b>21/01869/HOUSE</b>	First floor rear extension <b>35 St James Close, Pangbourne, Reading, West Berkshire RG8 7AP</b>	<b><i>Approval</i></b>