



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Meeting held at Pangbourne Village Hall on Tuesday 8th February 2022 at 7.30pm.

PRESENT:

Cllrs: P. MacIver (Chairman), J. Higgs (Vice-Chairman), G. Child, N. Goodwin, Z. Moosa, B. Kerr-Muir, I. Walker, S. Taylor, A. Huddart (co-opted), C. Knight (co-opted)
Clerk: R. Elkin (Clerk, RFO), L. Antonio (Asst Clerk)
District Cllr: G. Hurley was not present
Members of public: 4 MOP were in attendance for all or part of the meeting (2 being co-opted during the meeting)

APOLOGIES/ABSENCE: C. Roberts

Action

Section 1: Procedural

1396 Apologies for absence and Declarations of Interest relevant to Agenda Items

Cllr C. Roberts sent apologies
There were no declarations of interest on any items on the agenda

1397 Minutes of the Parish Council Meeting held on 11th January 2022

It was **RESOLVED** unanimously that the Minutes of the Meeting of 11th January 2022, having been taken as read, were a true and accurate record and duly signed by the Chairman

1398 Outstanding actions carried over from previous meetings.

- Defibrillators – The new defibrillator at Pangbourne library will be installed next week 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. Grounds
- Actions relating to Recreation Ground and renewal of leases and licences. ONGOING NG Clerk
- Drainage Issues around village – ONGOING Officers, Cllrs District Cllr
- Street light replacement in the Moors. PM and Clerk have met with the resident – ONGOING PM Clerk
- Defibrillator training to be arranged – ONGOING Clerk
- Village Bench repair and replacement proposal – ONGOING Clerk /GC
- Platinum Jubilee celebrations June 2022 – ONGOING. IW /ST /CR offered to help organise events Chairman
- Chiltern walk Ivy clearance and project work – ONGOING – Clerk to obtain quotes and instruct work Clerk
- Cemetery Car Park, opening arrangements – ONGOING CR to follow up CR
- Speeding concerns in village – IW and CR to follow up IW CR
- Emergency Planning – IW and LA met to test equipment and it was agreed to purchase long life fuel (aspen) and to continue to meet regularly to test the kit. The generator needs cleaning and repair. RBFRS to be contacted to see if they can offer support and guidance on emergency equipment. IW
- Clerk, NG and PM to meet to discuss plans for new waste arrangements at the recreation ground Clerk PM NG

Section 2: Decision Making

1399 To CONSIDER the application for co-option to the Council for open Casual Vacancies

- Councillors had an opportunity to meet the two residents who had put themselves forward for Co-option to the Parish Council. After questions and answers with the residents and discussion, it was unanimously **RESOLVED** to co-opt A. Huddart and C. Knight onto the Parish Council. The new Councillors signed their acceptance of office and joined other members. The Chairman welcomed the new Councillors and noted that the Council now has no remaining Casual Vacancies.

1400 To DISCUSS and AGREE actions for the upcoming Queens Green Canopy tree planting event on Sunday 13th March 2022

- It was noted that Queen's Green Canopy events can run throughout the year and that 13th March was quite a tight deadline to plan tree planting. It was agreed to move this to an Autumn event to give sufficient time to plan the planting of the 40 sapling which have been provided by the Greenham Common Trust. Smaller group planting events also a possibility rather than one large event.
- As part of the Jubilee events, possible planting of a Jubilee Oak will be looked into if a suitable location can be found and also possible planting of a willow avenue at the far end of the meadows.

1401 To DISCUSS and AGREE actions for the Annual Litter Pick Event on Sunday 3rd April 2022

- Having previously circulated information regarding past litter pick events to Councillors, it was agreed to hold an event again this year on Sunday 3rd April. The Clerk will advertise this in the magazine and make the necessary arrangements for collection by WBC.
- Cllrs PM, IW, GC all offered to attend on the day and help make arrangements. Cllrs Z.M, S.T and BKM offered advance apologies for the day.
- PAWS (Pangbourne and Whitchurch Sustainability Group) to be requested to help.

Clerk
Warden
Asst Clerk
PM
IW
GC

1402 To DISCUSS and AGREE actions for the Annual Parish Meeting on Tuesday 26th April 2022, including:

- the presentation of the Millennium Award
- Format and content
- Roles and responsibilities
- Guest Speakers
- Attendees (incl Cllrs)

- Discussion took place regarding the format of the Annual Parish Meeting which has been set for the end of April.
- It was agreed to have 15-30 minutes of refreshments at the start and then the formal elements of the meeting followed by a more informal information sharing section towards the end. It was agreed to limit speaking to 5-10 minutes max for each speaker.
- Councillors were requested to suggest ideas for guest speakers.
- It was suggested that initial plans for the recreation ground may be ready by this date and NG agreed to think on how best to introduce this and also to follow this up with plans for an informal drop-in session one weekend at the end of April/early May.
- The Clerk will work up invitations and advertise in the magazine

NG
Clerk

As the time was now 8pm, the members of the public were asked whether they wished to speak, and Standing Orders were suspended and time set aside for Public Forum.

A Member of the Public spoke regarding speed limits on Shooters Hill and also requested an update on works to review street lighting on the wharf footpath. IW responded that he is looking into what actions can be taken at several locations throughout the village as regards speeding. The resident stated that she was happy to start a petition regarding speed limits to add weight to any support the council gave. PM responded that the council was awaiting quotations for amendments to the street light but as yet there was no update. He agreed to chase this up.

IW
PM

1403 To DISCUSS and AGREE any actions necessary for the upcoming Platinum Jubilee and agree specific actions for individual Councillors. To RECEIVE an update on the recent informal working group meeting

- The possibility of having a beacon was discussed again and it was agreed that positioning it on the Meadows would have too many difficulties and risks. It was further discussed that there were no other available “safer” locations that might be available. BKM noted that Ecclesiastical Insurance had for example sent guidance suggesting church premises and in particular towers were also not suitable. It was agreed not to pursue a jubilee beacon.
- It was AGREED:
 - To contact the primary school to look into funding jubilee coins
 - To plan enhanced planting around the village
 - To plan jubilee benches around the village and hall
 - To make arrangements for a time capsule at the hall
 - To assist with the bunting which is being made by volunteers

Other activities around the village include the playgroup running a royal themed scarecrow trail, a pensioners’ lunch and events in the clubs and public houses

1404 To RECEIVE an UPDATE on the recent informal Recreation Ground working group meeting and agree any actions necessary to take matters forward

- NG has instructed verti draining at the Recreation Ground as a one-off trial and this will take place in the coming weeks in an effort to improve drainage at the ground.
- NG gave a summary of the working group “vision” for the recreation ground facilities and said that there were a couple of different plans being proposed to be put to public consultation which he had circulated to Councillors. It was suggested that a graphics design company could be asked to draw up full plans for this purpose.
- The Clerk noted that three quotes should be obtained for the graphic design work.
- Once the plans have been drawn up, it was suggested that a date for a drop-in session be agreed and advertised in the magazine

1405 To AGREE a response to the Licensing Application LA2003 for the Garden Café Pangbourne

- It was RESOLVED to respond with No Objection to the licensing application for the Garden Cafe

1406 Planning:

i. To receive the list of Planning recommendations since the last meeting (if any)

ii. To discuss and agree responses not already resolved by Planning Committee plus any other urgent applications received before the meeting:

i. There have been no responses since the last meeting

ii, **22/00056/FUL Land & Stores Building, Tidmarsh Rd, Pangbourne**

22/00105/HOUSE Fairbanks, Riverview Rd, Pangbourne, RG8 7AU

21/01289/OUTD (original application)

APP/W0340/W/21/3287670 (appeal)

Land at Wakemans, Upper Basildon, Reading, West Berkshire

22/00208/HOUSE 139 Bourne Road, Pangbourne RG8 7JT

It was noted that the application for 34 Purley Way had been withdrawn

Comment

No Objection

No Objection

Objection-
Wrong
Parish listed
- it IS
Pangbourne
No Objection

1407 Finance:

- i. **To RESOLVE to APPROVE Accounts reconciliation as at 31st January 2022**
 - ii. **To RESOLVE to APPROVE the payment schedule as appended to the agenda for February 2022.**
 - iii. **TO NOTE the annual return has been completed for the Charitable Trust**
 - iv. **To NOTE that the Precept request has been submitted**
- The accounts reconciliations as appended to these minutes for January 31st 2022 were approved unanimously
 - The payments due in February 2022 of £15,186.86 as appended to these minutes, were unanimously approved by the Council.
 - The council noted that the Annual Return for the recreation ground charity has been submitted to the charity commission
 - The Council noted that the Precept Request has been submitted.

1408 Policies and Procedures

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

POLICY: Review and re-adoption of Financial Regulations

A number of changes were discussed and noted/amended as below:

- 1.5 The Council needs to appoint a new internal audit checker which should be a non-signatory councillor. This will be discussed at the next F&C
- 4.1 To increase the amount the Clerk can spend under delegated authority on office items from £300 to £500
- 4.1 To increase the amount that can be spent by Councillors before needing to go to committee to £2,500 from £1,000
- 6.7 was also discussed regarding direct debits. It was agreed that a list of active direct debits would be presented at the annual council meeting in May each year for approval.
- Application for a credit card was discussed, however there are still concerns over how this would be used and controlled within the council. To be discussed further at F&C
- 11.1(c) – it was noted that this makes reference to the EU. It was agreed to look into whether this has been updated in the model version.

It was RESOLVED to make these amendments and re-adopt the Financial Regulations for 2022-23.

Section 3: Updates and Progress Reports

1409 Reports from Committees, Working Parties and individual Councillors

Grounds Committee

- Tree Works on the Meadow have now been completed with several large logs used to make “natural seating” and chippings have been spread
- The rubbish in the laurel hedge at the rear of Thames Avenue has now been cleared
- The vandalised lock on the height barrier has been repaired

Village Hall Committee

- The heating issues at the hall have now been fixed, and the radiator which was knocked off the wall by a hirer has been reconnected and the leak repaired
- The newly re-upholstered chairs have now been delivered
- The Asst Clerk is chasing up the Chubb Contract as we are overdue a visit
- The protective corner barriers for the car park have arrived and need to be fitted
- Fencing work small hall garden. One quotation has been received, two more are required.

1410 **To receive a brief report from the Chairman**

- The Chairman and the Clerk were invited to visit Pangbourne College and met with the Headmaster. It is hoped that the Parish Council and College can work more closely together going forward.
- The Chairman also gave an update to council that he has been contacted by the Chairman of Whitchurch on Thames Parish Council with regards to improvements they would like to see as regards pedestrian and cycle access to the Bridge. The Chairman has agreed to meet with him

1411 **Clerk's Report**

- The bus stop by Purley Way installed in 2017 is showing signs of disrepair to the brickwork
- The Village Sign is showing signs of disrepair
- The hall has declined a visit from the touring Watermill Theatre production of Camp Albion again this year as the event is once again being held outdoors and we do not have a suitable location.
- Cllrs were updated on the latest information on Pangbourne Fete
- The Clerk stated that Councillors need to agree a way forward regarding waste/landscaping works at the Recreation Ground
- Update on recent tree works at the meadows.

1412 **To receive a report from the District Councillor**

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

1413 **To answer questions from Councillors, request items for next meeting or receive any items for information only**

- GC said that he had contacted District Councillor Gareth Hurley on several matters and had not yet received a response.
- GC also asked for the latest information regarding both the WBC speed portal and the TVP speedwatch program. He offered to be the point of contact for the council on this and follow up any application to purchase equipment.
- ZM stated that he had attended the WBC Parish Climate Forum on behalf of the council. WBC continue to promote their Green Business funding and are also looking to promote lift sharing projects.
- BKM asked about progress with hosted emails

1414 **Correspondence:**

- None not already previously circulated or 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.

At 9.30pm it was RESOLVED to enter into confidential session and the two remaining residents were asked to leave the meeting due to the nature of the business to be discussed.

1415 **To receive and approve a land valuation report from the Council's solicitors in relation to land off Thames Avenue.**

The Chairman and Clerk gave an update on a recent meeting with the Council's solicitors and discussion took place regarding the valuations obtained from independent land surveyors. It was agreed that Councillors should have time to review in detail the valuations and it was agreed to defer this item until the next meeting for a final decision on next steps. This matter will return to the agenda in March.

At 9.45pm confidential session ended and normal session resumed.

1416 **Section 5: Closure**

There being no further business the Chairman closed the meeting at 9.46pm.
The next scheduled meeting will be held on Tues 8th March 2022 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
8th February 2022**

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
22/00056/FUL	First floor extension to building with mansard roof. Minor alterations to permitted scheme shell including new and altered window positions. Land and Stores Building, Tidmarsh Road, Pangbourne, Reading, West Berkshire	No objection
22/00105/HOUSE	Porch and main entrance replacement, Internal layout changes (same number of bedrooms retained, new en-suites added within existing footprint) New/enlarged windows (total 7 windows to be affected) New feature glazing/door to patio 2 New rooflights Disused chimney breast removed - Patio raised - New external finish - white render Fairbanks, Riverview Road, Pangbourne, Reading, West Berkshire RG8 7AU	No objection
21/01289/OUTD (original application) APP/W0340/W/21/3287670 (appeal)	APP/W0340/W/21/3287670 Appeal against decision to refuse: Application for Outline Planning Permission With Some Matters Reserved: Erection of 4no new dwellings at Land Rear of Wakemans. Matters to be considered: Access and Layout. Land at Wakemans, Upper Basildon, Reading, West Berkshire	Objection
22/00208/HOUSE	Demolition of existing garage. Single storey side/rear extension consisting of garage, utility room, kitchen and dining room, porch and ensuite front extension 139 Bourne Road, Pangbourne, Reading, West Berkshire RG8 7JT	No objection

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 11th January 2022

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
	None this month	

WBC DECISIONS SINCE 11th January 2022

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>WBC Decision</i>
21/02733/HOUSE	Erection of side extension, replacement window to existing house and installation of outdoor swimming pool; with associated landscaping. The Old Coach House, Bere Court Road, Pangbourne, Reading, West Berkshire RG8 8JU	Approval
21/02817/HOUSE	Side Extension 40 Horseshoe Road, Pangbourne, Reading, West Berkshire RG8 7JH	Approval

21/02893/HOUSE	Erection of driveway gate 41 Shooters Hill, Pangbourne, Reading, West Berkshire RG8 7EA	<i>Approval</i>
21/02894/LBC2	Erection of driveway gate 41 Shooters Hill, Pangbourne, Reading, West Berkshire RG8 7EA	<i>Not required</i>
21/03042/HOUSE	Single storey rear extension 34 Purley Way, Pangbourne, Reading, West Berkshire RG8 7JY	<i>Withdrawn</i>
21/03035/COND1 (PPC not consulted)	Application for approval of details reserved by condition 4-Arbicultural Watching Brief and condition 5-Tree Protection Scheme of approved application 21/01103/HOUSE 3 Croft Drive, Pangbourne, Reading, West Berkshire	<i>Approval</i>