



MINUTES OF PANGBOURNE PARISH COUNCIL

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

PRESENT:

Cllrs: P. MacIver (Chairman), J. Higgs (Vice-Chairman), N. Goodwin, Z. Moosa,
B. Kerr-Muir, C. Roberts, I. Walker,

Clerk: R. Elkin (Clerk, RFO), L. Antonio (Asst Clerk)

District Cllr: G. Hurley was not present

Members of public: 0 MOP were in attendance for all or part of the meeting

APOLOGIES/ABSENCE: G. Child, A. Huddart, S. Taylor, C. Knight,

Action

Section 1: Procedural

1417 Apologies for Absence and Declarations of Interest Relevant to Agenda Items

Cllrs A. Huddart, C. Knight, S. Taylor and G. Child sent apologies
Cllr IW declared an interest on confidential item 1437 on the agenda
The Clerk noted an interest in a planning item and stated her intention to leave the room when this item was dealt with

1418 Minutes of the Parish Council Meeting held on 8th February 2022

It was **RESOLVED** unanimously that the Minutes of the Meeting of 8th February 2022, having been taken as read, were a true and accurate record (with one minor adjustment to the numbering) and duly signed by the Chairman

1419 Outstanding actions carried over from previous meetings

- 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
- 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 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
- Financial Regulations – check to be done for Brexit updates to EU references NG
Clerk

- ACTIONS COMPLETED :
The new defibrillator has been installed at the library

Section 2: Decision Making

1420 To REVIEW and AGREE the proposed Annual Schedule of Meetings for 2022/23

- The Annual Schedule of Meetings was discussed and following amendments was **RESOLVED** as adopted for the coming year 2022/23. It was noted that 2023 will be an election year and the date of the May Annual Parish Council Meeting (APCM) may need adjustment nearer the time. The Dates will be added to the google calendar.

1421 To CONSIDER the proposal for Platinum Jubilee expenditure including benches as outlined in the report appended to the agenda and RESOLVE any actions to take the matter forward

Following discussion, it was RESOLVED to take the following actions:

- To purchase x500 commemorative coins for distribution to under 18's (option 1 on the attached report) with jubilee emblem on one side and Pangbourne's logo on the reverse and sides.
- To purchase 5 benches as per the expenditure previously approved in 2021 (£5,500) and additionally another bench for the village hall garden. Additional expenditure of up to £2,000 was approved for installation and £35.00 per bench for the platinum logo badging. The "Lowther" bench from Glasdon was chosen. The Asst Clerk noted that she had been in contact with the various landowners for permission to make the changes.
- The proposal for "Time Capsules" to be made in partnership with the community was agreed and the capsules and commemorative stone will be purchased.
- Planting was agreed for the village hall and village hall garden at approx. £300.

Asst Clerk

1422 To DISCUSS and AGREE in more detail the actions for the Annual Parish Meeting on Tuesday 26th April 2022, including: - the presentation of the Millennium Award - Guest Speakers - Format and content - Attendees (incl Cllrs) - Roles and responsibilities

- It was agreed that PM, the Clerk and Asst Clerk would work on the presentation, format and invitations and that speakers would be given the opportunity to present a display as an alternative to speaking.
- The Clerk noted that the Millennium Award nomination forms were advertised in the latest magazine and on noticeboards and the website.
- NG and IW suggested they may not be able to attend. PM reminded Cllrs that this was an important community evening and that as many Cllrs as possible should attend.
- BKM/ZM/JH/CR/PM all confirmed they would be attending.
- The Clerk noted that she had invited the District Cllr GH and that he had said he would attend.

PM Clerk
Asst Clerk

1423 To CONSIDER the recent email from West Berkshire Council regarding future provision of dog bin waste collections and agree any actions

Details of West Berkshire's upcoming review of the dog waste collection contract having previously been circulated, the Clerk stated that she had contacted by a new company offering a dog waste bin emptying contract at a cost of £2 per bin. This is significantly lower than other providers and the contract would include weekly collection and disinfection. A number of local Councils on the Oxfordshire side of the river have signed up to this new provider recently. Bearing in mind the uncertainty of the details of the future provision from WBC and the need to take action before next year, it was agreed that the Clerk go ahead and order new dog bins and arrange their installation and the implementation of the new contract. The Clerk will talk to the waste department at WBC to make arrangements for this year without impacting on any possible contract going forward.

Clerk

1424 To CONSIDER the quotations received for the replacement of the playground safety gates and AGREE any actions to take the matter forward

- Details having previously been circulated of a number of options, and discussion taking place regarding the recommendations of the playground inspectors, it was RESOLVED to approve expenditure on 2 x playground Easy gates in red RAL3002, with a square/plain top and latch to open inwards as per the specification from ARD playgrounds at £1732.00+VAT per gate installed.

Clerk

1425 To CONSIDER purchase of a replacement box and defibrillator for St Bernadettes

- The Clerk reported that sadly the defibrillator, kindly donated by the fire service when the fire station closed, has not taken well to being moved and since re-siting at St Bernadettes Church, has been suffering from water ingress and causing the electrics in the hall to trip. It has now been disconnected and taken off the grid. The electrician brought in by the church contacted the manufacturer and ascertained that this is a common issue with defibs of this style and age. It was RESOLVED to approve £1,726.80 inc VAT plus installation costs to purchase a new defibrillator of the same style as the others owned by the Parish Council, as it is essential to both have reliable defibrillators and also to avoid potential future disruption for the church who have kindly agreed to host the defib.

Clerk
Asst Clerk

1426 To propose and APPROVE that Councillors AH and CK join the Village Hall Committee

- It was RESOLVED that Cllrs AH and CK be appointed to the Village Hall Committee.

1427 To RECEIVE an UPDATE from the Recreation Ground working group and agree any actions necessary to take matters forward

- The RG working group are continuing to focus on drawing up plans for the various options for a “vision” for the Recreation Ground. It is unlikely that this will be ready in time for the Annual Parish Meeting. The working group will report back to the council once they have progressed this matter.
- The Clerk stated that the wider Council need to be kept informed on progress and asked that some of the relevant correspondence be circulated to all Councillors before any expenditure is committed.

1428 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:

i. There have been no responses since the last meeting

ii, **22/00261/HOUSE 21 Thames Avenue, Pangbourne, RG8 7BY**

22/00393/HOUSE Oakleigh House, Bere Court Road, Pangbourne, RG8 8JU

22/00328/HOUSE Oakingham House, Bere Court Road, Pangbourne, RG8 8JU

22/00468/FULD 75 Reading Road, Pangbourne RG8 7JA

22/00280/HOUSE 50 Reading Road, Pangbourne, RG8 7JF

Comment

Comment

No Objection

Comment

Various
Comments
Comment

The Clerk left the room for the duration of one item of planning in which she had an interest.

1429 Finance:

- To RESOLVE to APPROVE Accounts reconciliation as at 28th February 2022
- To RESOLVE to APPROVE the payment schedule as appended to the agenda for March 2022.

- The accounts reconciliations for February 28th 2022 will be forwarded to Cllrs imminently
- The payments due in March 2022 of £17,264.72 as appended to these minutes, were unanimously approved by the Council.

1430 Policies and Procedures

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

POLICY: STANDING ORDERS

Having previously been circulated to Councillors, and following discussion on a number of points, it was RESOLVED to re-adopt the existing Standing Orders for the coming year with no amendments.

Section 3: Updates and Progress Reports

1431 Reports from Committees, Working Parties and individual Councillors

Grounds Committee

- No updates

Village Hall Committee

- Chairman IW reported that he had been unable to attend the latest Village Hall Committee meeting
- It was reported that emergency repairs had been carried out on a leaking skylight in the foyer and quotations have been sought to replace the skylights in the long term and also to fully replace the guttering.

1432 To receive a brief report from the Chairman

- PM reported that he had met with the Chairman of Whitchurch on Thames Parish Council to discuss the possibility of making major improvements to the approach verge to the Whitchurch Bridge river crossing to improve the safety and comfort of pedestrians. A larger scheme to look at creating cycle networks was also discussed. PM reported that both projects are a sizeable undertaking involving various stakeholders and suggested that although he felt Pangbourne Parish Council would be happy to support and participate in such projects, they should be led primarily by Whitchurch Parish Council whose residents would see most benefit. PM said that he was happy to continue to look into this with WoT Parish Council if they were to take the lead due to the number of other priorities that Pangbourne PC is currently working on.

1433 Clerk's Report

The Clerk gave a brief verbal update on the following matters:

- She has met with RBFRS (fire service), a representative of the Whitchurch Bridge Co and TVP (Police) to review concerns around bridge jumping safety and water safety at the meadows. A number of actions were agreed and another meeting has been scheduled.
- A further request has been received for a bench at the recreation ground from a resident who previously asked for one at the meadows. It was proposed that the bench should match the other already sited by the playground
- Gigaclear have contacted the Clerk regarding upcoming plans for work in the village. The Clerk will circulate further information to Cllrs once received.
- District Cllr GH has requested a list of priorities for footway and highways works from the parish council.

The District Councillor did not attend the meeting but sent the following report:

Whitchurch Road resurfacing:

I encountered WBC highways engineers surveying the pavement leading up to and under the bridge a couple of months ago and spoke to them about their intentions; they informed me that they were planning on resurfacing the pavement and realigning the kerb stones to raise them as per previous conversations/complaints. I was informed that the work was to be done before the end of the financial year; this I picked up with Jon Winstanley and this is now planned for completion by the end of May.

Members bids:

The attached email details the next round of members bids with a submission deadline of 03 June 2022. Can I please highlight that following a conversation with WBC members there is an opportunity to bid for funds for 'feasibility studies' as well as physical works. Please can you come back to me on proposals.

WBC Monthly report, including live consultations:

Please see attached the WBC monthly report covering the agreed budget for 2022/23 and live consultations as a matter of note. One of the consultations that is a topical subject is the Active Travel Schemes to help people of West Berkshire walk and cycle more.

Highways and footpaths communications:

I have received communication from a number of residents in relation to speeding within the ward and what is perceived to be 'dangerous junctions'. Requests have been made to highways Officers to reduce speed limits and also implement separate cycle lanes. Responses have been received from WBC on the practicality of proposals.

On this matter I have had some informal conversations and my view is that the sentiment is growing and as such matters need to proceed in a more managed and strategic way. My suggestion is that Parish Councils needs to formulate a view on their proposals and priorities as opposed to the favoured topic from individual residents. I have written to the Highways department requesting a site visit, with a view that this is conducted once Parish Councils have formed their views.

In the past year WBC have resurfaced Horseshoe Road, Short Street, Meadowside Road and Meadow Lane, this is in addition to reinstating the curbs and now recently resurfacing the pavements in Meadowside and Short Street. This is a significant investment and improvement in the ward and as a consequence I have asked how a similar pavement resurfacing could be progressed for Pangbourne village centre.

Off the back of the above I urge Parish Councils to generate a list of priorities for both road/junction resurfacing, pavement resurfacing, new road markings/lining, and what enhancements could be made to the footpaths in each ward. Such enhancements can either be entered into the annual plan; however, what we see in relation to Whitchurch Road there may be opportunities for either 'fill in' schemes or those that can be delivered at the year end with budget being available. I'd suggest that the Parish Councils generate their requests of 'quick wins' and also those that are more significant in cost and delivery.

West Berkshire Meetings:

All meetings can be found on the West Berkshire Calendar at : <http://decisionmaking.westberks.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

Planning:

22/00468/FULD – There is a live application in the centre of Pangbourne near Bourne Road. I have had a brief conversation with the Chair of Eastern Area Planning Committee given the location of the application being on the Reading Road and very central. I would be interested to hear the view of the Councils in relation to this application?

Dolphin Centre:

WBC are close to establishing the Lease on this building to provide security to ADT.

1435 **To answer questions from Councillors, request items for next meeting or receive any items for information only**

- JH raised an issue regarding debris on the footway on Purley Rise. He will contact District Cllr for Purley Parish, Rick Jones

1436 **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 9.42pm it was proposed by JH and seconded by BKM to go into Confidential Session due to the nature of the business to be discussed.

1437 To REVIEW and CONSIDER land valuation reports from the Council's solicitors in relation to land off Thames Avenue and agree any actions to take this matter forward. This item was deferred from last month

- All Councillors now having had chance to fully study and consider the reports received, it was RESOLVED to request further reports from the Council's Solicitors before proceeding. The Clerk stated that the Council is held accountable by very clear Local Authority Governance on how to progress this matter once these reports are received and that the Council will be bound to act according to it's obligations to this Governance.

1438 **Section 5: Closure**

There being no further business the Chairman closed the meeting at 9.54pm.
The next scheduled meeting will be held on Tues 12th April 2022 at 7.30pm.

_____ Chairman

_____ Date

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

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
22/00261/HOUSE	Part two storey, part single storey rear extension. New roof dormer window and 2no. front roof windows 21 Thames Avenue, Pangbourne, RG8 7BY	Comment
22/00280/HOUSE	Demolition of existing conservatory and erection of a two storey rear extension, two new ground floor windows on side elevation and two new second floor dormer windows on rear elevation 50 Reading Road, Pangbourne, RG8 7JF	Comment
22/00393/HOUSE	New access arrangement and gates Oakleigh House, Bere Court Road, Pangbourne, RG8 8JU	No objection
22/00468/FULD	Demolition of existing bungalow, brick outbuilding and garage; construction of 5 flats, with associated parking, widened site entrance, new fences and drainage. 75 Reading Road, Pangbourne RG8 7JA	Comment
22/00328/HOUSE	Section 73: Variation of Condition 2 (Approved Plans) of previously approved application 21/01481/HOUSE: The proposal consists of two main parts. Firstly, to convert the current indoor pool to create a kitchen, dining and family room area within ancillary storage areas to include boot and utility space. Above a subservient first floor extension, we propose to form two bedrooms with en suites with associated dressing areas and covered balcony. Secondly, we propose a single storey extension to the current outbuilding courtyard to create a gym. Oakingham House, Bere Court Road, Pangbourne, RG8 8JU	Comment

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 8th February 2022

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

WBC DECISIONS SINCE 8th February 2022

<i>APPLICATION NUMBER</i>	<i>PROPOSAL</i>	<i>WBC Decision</i>
	None this month	