



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Meeting held at Pangbourne Village Hall on Tuesday 14th June 2022 at 7.30pm.

PRESENT:

Cllrs: P. MacIver (Chairman), J. Higgs, G. Child, N. Goodwin, A. Huddart, C. Knight,
B. Kerr-Muir, Z. Moosa, C. Roberts (arr. 7.40pm), S. Taylor,
Clerk: R. Elkin (Clerk, RFO),
District Cllr: G. Hurley was not present
Members of public: 2 MOP were in attendance for all or part of the meeting

APOLOGIES/ABSENCE: I. Walker

Action

Section 1: Procedural

1488 Apologies for absence and Declarations of Interest relevant to Agenda Items

Cllr I. Walker sent apologies
No Dol were declared

1489 Minutes of the Parish Council Meeting held on 10th May 2022

It was **RESOLVED** unanimously that the Minutes of the Meeting of 10th May 2022, having been taken as read, were a true and accurate record and were duly signed by the Chairman

1490 Outstanding actions carried over from previous meetings.

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
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 have been following up with West Berkshire Council Highways Dept via Gareth Dowding. A speed check for Pangbourne Hill has been undertaken and a Variable Device has been installed temporarily and will be monitored.. GC and IW will continue to follow this up.	IW CR
The playground gates are to be ordered and arrangements for resurfacing need to be made.	Clerk
Clerk, NG and PM to meet to discuss plans for new waste arrangements at the recreation ground.	Clk PM NG
Financial Regulations – The Clerk has checked the references to EU legislation and these have not yet been updated in the national model. BKM will run a review of the 2018 version.	Clerk/ BKM
A.W.E representative. BKM will contact the AWE	BKM
Stump grinding and grass seeding first copse and tenders for second copse	
It was agreed to continue to monitor the safety and firmness of the mooring posts at the meadows and remove any that become unsafe -ongoing	

- **ACTIONS COMPLETED :**
Fencing installed at Village Hall

Section 2: Decision Making

1491 To CONSIDER the proposal by Whitchurch Parish Council and PAWS to look at road safety improvements in the immediate area of Whitchurch Bridge and consider a Councillor to work with the action group

- 2 Members of Whitchurch on Thames Parish Council were in attendance having been invited to make a presentation to Pangbourne Parish Council regarding pedestrian safety in the vicinity of Whitchurch Bridge and its approach. Having previously circulated a report regarding the proposals and action that WPC have already taken and the initial response from West Berkshire Council, there was opportunity for questions and discussion. The two Members of WPC asked for Councillors to volunteer to assist with a traffic survey. Cllrs BKM and CR agreed to help. BKM
CR
- It was agreed that WPC would lead this project as it is of a higher priority for WPC residents but that PPC would assist and support where it could and that the two councils would continue to work together.
- It was agreed to write to West Berkshire Council to offer support in principle for the initial stages of scoping Clerk

1492 Annual Audit

- To receive an update on Pangbourne Parish Council's Annual Accounts Audit.**
 - To RESOLVE to adopt the Internal auditors Report for 2021/22**
 - To RESOLVE to approve the Annual Governance Statement for 2021/22**
 - To RESOLVE to Approve the Annual Accounts for year ending 31st March 2022**
 - To RESOLVE to re-appoint Claire Connell as Internal Auditor for 2022/23 year**
 - To discuss any other actions required to take the matter forward**
- The Clerk reported that she had now received the end of year audit visit from the Internal Auditor and that no significant issues were raised. The Auditor suggested that the Council develop an Investment Strategy over the coming year.
 - The Internal Auditor's Report (having previously been circulated) was formally received and noted by Councillors
 - The Clerk read through the individual sections of the Annual Governance Statement (previously circulated) and the Council agreed that it had met its obligations for each statement. It was RESOLVED to approve the Annual Governance Statement for 2021-2022 year.
 - The Clerk then presented the Annual Accounts, as appended to these minutes, with an opportunity for questions from Councillors. It was RESOLVED to approve the Annual Accounts for the year 2021-22
 - It was RESOLVED to appoint Claire Connell as Internal Auditor again for the coming year 2022-23
 - The Clerk reported to Council the dates for the Period of Public Rights for this year and stated that the accounts would be both sent to the External Auditor and displayed on the website and noticeboards before this date. She noted that the Notice of Conclusion of Audit was expected to be confirmed by September for the Council to receive and note.

1493 To retrospectively approve a 3 year LTA insurance policy with Hiscox via Came & Co as previously discussed, and separately an annual cyber insurance policy

It was RESOLVED to retrospectively approve the insurance quotation for a policy from Hiscox via Came and Co for the year 2022-23 effective from 1st June.

1494 To CONSIDER and DISCUSS the update from the Recreation Ground Working Group previously circulated and AGREE forward actions

- Cllr NG presented a first view of the graphics outlining some initial possibilities for the Rec Vision and stated that the aim of the Rec Ground Working party is to publish these and hold an open event with the public to gather feedback and as part of the necessary consultation. NG
ZM
IW
ST
- It was accepted that this would now take place in September at the earliest as it would not be ready before the summer. It may need to push back further into next year.
- Following discussion, it was agreed to make a number of amendments to the drawings before they were made publicly available including removing any reference to a one way system, showing a second zipwire, fully showing the existing footprint of the playground, pushing the

path outwards towards the perimeter, removing one full size football pitch from the plan, referencing the existence of a full toilet block equivalent or better than the existing block. It was further agreed to replace one football pitch with a MUGA on the drawing. NG will arrange the necessary amendments with the designer.

- G.C noted that there may be issues with the addition of floodlighting and that this would need careful investigation
- PM stated that it was essential that proper research and scoping was undertaken before the design went to public consultation and that expectations were managed properly and should not be rushed. He also suggested that if the design was just one possibility, perhaps it would be better to consult with either no drawings or with several versions to avoid the perception that this was a set plan and the only option.
- The Clerk stated that it would be useful at this stage to arrange a meeting with the Senior Planning team at WBC, officers from the EA, and WBC CIL team on site to scope out the project and better inform the public consultation, and that this should take place before the consultation. Initial enquiries into sources of funding and broad costings should also be obtained and a delivery timescale planned out.
- The Clerk stated that time should be taken to manage the public consultation properly in order to ensure a wide audience is reached and to allow as many people as possible the opportunity to comment and participate as well as designing a method of effectively capturing this feedback.

1495 To CONSIDER the proposal by Cllr Moosa to look into the possibility of murals at sites within the village and agree any actions as necessary

- Cllr ZM presented a report he had drawn up regarding the possibility of working on a piece of public art for the village, possibly a mural.
- The proposal was generally very well received and supported by Councillors and it was agreed that ZM could investigate and report back to Council, however it was agreed that this was a secondary priority for the Council and should not be given priority over the Council's current focus on improvements at the Recreation Ground, various legal matters and day to day business. ZM
- Although a number of possible locations were suggested, it was agreed that some locations were easier/more suitable than others and that the project should focus on locations that are likely to be delivered and to start with just one location initially.
- Sources of funding were also discussed. The Clerk stated that she would check what powers were available to fund public art and in any event Councillors stated their preference that should this project be delivered, it should be paid for via external art grants rather than precept funds.
- It was stated that the project should be clear on its objectives (youth engagement, litter reduction, public art, etc) as a starting point before it progressed and that this would determine the medium and location.
- The Clerk agreed to meet with ZM to provide information and contacts.

1496 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:**

		<u>Comment</u>
i.	There have been no responses since the last meeting	
ii.	21/02767/FULMAJ 17 Clifton House, Reading Road, Pangbourne, RG8 7LU	No Objection
	22/01308/HOUSE June Cottage, Pangbourne Hill, Pangbourne, RG8 7AS	No Objection
	22/01322/HOUSE 17 Briars Close, Pangbourne, RG8 7LH	No Objection
	22/01374/HOUSE 1 Horseshoe Road, Pangbourne, RG8 7JQ	Objection

1497 Finance:

- i. **To RESOLVE to APPROVE Accounts reconciliation as at 31st May 2022**
- ii. **TO RESOLVE to APPROVE the payment schedule as appended to the agenda for June 2022**

- The accounts reconciliation for May 31st 2022 was approved
- The payments due in June 2022 of £25,389.11 as appended to these minutes were unanimously approved by the Council.

1498 Policies and Procedures

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

POLICY:

None this month

Section 3: Updates and Progress Reports

1499 Reports from Committees, Working Parties and individual Councillors

Grounds Committee

- No Update bar the Recreation Ground project

Village Hall Committee

- No Update bar ongoing actions relating to the heating.
- The fence has been replaced in the small hall garden

1500 To receive a brief report from the Chairman

- The Chairman gave a brief report and noted that he had been involved in communications regarding the service levels of the chemist in the village and would report back to Council once he had an update and a way forward. He noted that the Council had received several complaints regarding this matter from residents. PM
- The Chairman also stated that he had attended a meeting with an officer from the WBC legal team regarding the Adventure Dolphin sub lease and would report back on this matter when there was an update. PM
- The Chairman also noted that he had been following up with Thames Water regarding the potential water leak under the Station Road Car park. PM

1501 Clerk's Report

- The new dog bins have now been installed and the new contractor will begin emptying imminently.
- Footway works under Whitchurch Road are now complete and are a great improvement.
- The jubilee time capsule is being laid next week on Monday. Please can any Councillors attend as children from Year 6 in Pangbourne Primary School will be coming along to help bury the capsules.
- A meeting needs to be set up for the new waste arrangements at the recreation ground with PM and NG
- An emergency water safety throwline has been ordered for the meadows and is due soon.

1502 To receive a report from the District Councillor

The District Councillor did not attend the meeting and did not send a report

1503 **To answer questions from Councillors, request items for next meeting or receive any items for information only**

- JH mentioned a number of issues relating to the Chemist.
- BKM mentioned the future of NAG meetings and improvements to email systems.
- CR mentioned the need to look at better cover and organisation for the meadows and NG asked whether there had been any information on employing holiday cover and seasonal cover to support the Open Spaces Warden.

1504 **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.

None this month

Section 5: Closure

There being no further business the Chairman closed the meeting at 9.41pm.
The next scheduled meeting will be held on Tues 12th July 2022 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
14^h June 2022**

APPLICATION NUMBER	PROPOSAL	Recommendation
21/02767/FULMAJ (additional documents 26/5/22)	Construction of 13 flats and courtyards with reconfigured car park. Demolition of single storey flat roofed building. 17 Clifton House, Reading Road, Pangbourne, Reading RG8 7LU	No objection
22/01308/HOUSE	Small extension to existing single storey attachment to front of building with new pitched roof over. Replacement of flat roof to rear sun room with new pitched roof over. Internal alterations and replacement of defective windows to match existing arrangements. June Cottage, Pangbourne Hill, Pangbourne, Reading, West Berkshire RG8 7AS	No objection
22/01322/HOUSE	Side extension 17 Briars Close, Pangbourne, Reading, West Berkshire RG8 7LH	No objection
22/01374/HOUSE	Section 73: Variation of Condition 2 (Approved Plans), 3 (Materials) and 4 (PD Removal Windows) of previously approved application 21/00664/HOUSE: Increase in height of the existing rear roof to facilitate a loft conversion. Additional opening windows above 1.7m to be added to sides of existing house. Additional roof windows to be added to existing roof (and proposed loft conversion roof). Rear/side dormer 1 Horseshoe Road, Pangbourne, Reading, West Berkshire RG8 7JQ	Objection

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 10th May 2022

APPLICATION NUMBER	PROPOSAL	Recommendation
	None this month	

WBC DECISIONS SINCE 10th May 2022

APPLICATION NUMBER	PROPOSAL	WBC Decision
22/00393/HOUSE	New access arrangement and gates Oakleigh House, Bere Court Road, Pangbourne, Reading, West Berkshire RG8 8JU	Approval
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, Reading, West Berkshire RG8 8JU	Approval
22/00775/CERTP	garage conversion and recovered insulated roof	Lawful

(not consulted)	17 Briars Close, Pangbourne, Reading, West Berkshire, RG8 7LH	
22/00344/FULD	Demolition of the existing Fire station and the construction of 4 no town houses with associated landscaping and parking. Fire Station, Horseshoe Road, Pangbourne, Reading, West Berkshire RG8 7JH	Approval
22/00916/COND1 (not consulted)	Application for Approval of Details Reserved by Conditions 6 (CMS) and 11 (Fencing) of planning permission 22/00056/FUL - First floor extension to building with mansard roof. Minor alterations to permitted scheme shell including new and altered window positions. Churchill Island Tidmarsh Road Pangbourne Reading RG8 7BB	Approval
22/00917/NONMAT (not consulted)	Application for a Non-Material Amendment Following a Grant of Planning Permission 22/00056/FUL - First floor extension to building with mansard roof. Minor alterations to permitted scheme shell including new and altered window positions. Amendments: - Altered window positions on 1 x front elevation, - 2 x new windows on front elevation, - Removal of sliding storage door on front elevation,- Altered rooflight positions,- Altered internal partitioning. Churchill Island Tidmarsh Road Pangbourne Reading RG8 7BB	Approval
22/00997/HOUSE	Two storey front extension Badgers, Riverview Road, Pangbourne, Reading, West Berkshire RG8 7AU	Approval
21/02060/HOUSE APPEAL: APP/W0340/D/21/3287655	Proposed rear dormer roof additions Blue Daws, Pangbourne Hill, Pangbourne, Reading RG8 7AS	Appeal dismissed
22/00513/TPW (not consulted)	T1- Yew: Fell and remove to ground level Sakura, Cedar Drive, Pangbourne, Reading, West Berkshire RG8 7BH	Refusal
22/00482/TPW (not consulted)	T1- Walnut: Fell and replace T6- Oak: Reduce crown by 1/2m to form an even canopy leaving a height of 6m and crown spread of 5m. Remove storm damaged secondary touching ground back to union at branch bark collar. T5- Oak: Deadwood T4- Lime: Removal of epicormic growth and deadwood and remove Ivy Hillcrest, Courtlands Hill, Pangbourne, Reading, West Berkshire RG8 7BE	Approval