



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Meeting held at Pangbourne Village Hall on Tuesday 10th January 2023 at 7.30pm.

PRESENT:

Cllrs: J. Higgs (Chairman), G. Child, N. Goodwin, A. Huddart, B. Kerr-Muir, C. Roberts, S. Taylor, I. Walker,
Clerk: R. Elkin (Clerk, RFO)
District Cllr: G. Hurley was not present
Members of public: 0 MOP were in attendance during the meeting

APOLOGIES / ABSENCE: P. MacIver, Z. Moosa

Action

Section 1: Procedural

1586 Apologies for Absence and Declarations of Interest relevant to Agenda Items

P. MacIver and Z. Moosa sent apologies.

No interests were declared in any items on the agenda

1587 Minutes of the Parish Council Meeting held on 8th November 2022

It was **RESOLVED** unanimously that the Minutes of the Meeting of 13th December 2022, having been taken as read, were a true and accurate record and were duly signed by the Chairman

1588 Outstanding actions carried over from previous meetings

Second copse on meadows – Remaining stump grinding will be undertaken in the new year as the ground was too waterlogged when crown lifting done clerk

Cemetery Car Park – ONGOING CR

Mural project – ONGOING ZM

Pharmacy provision in Village – PM to follow up on previous email to the Regional Lead for Community PM

Pharmacy at the NHS – ONGOING

Adventure Dolphin sub-lease – ONGOING PM

Tennis Club Lease – meeting to be arranged Clerk

Tennis Club Lighting Project /Electrical work -IW to arrange a meeting with the Tennis club IW

Bowls Club Application – meeting on site to be arranged by NG. Bowls club have been contacted NG

Traffic/Pavements working group – several interested residents. Clerk to pass on details to IW IW

It was noted that a tree had fallen across the footpath that runs from Horseshoe Park to the Allotments

Recreation Ground Vision group- no update and work not yet ready to be shared NG IW

Meeting with APT (action Pangbourne Toilets)-PM to arrange ZM

PM

ACTIONS COMPLETED:

- Crown Lifting of Trees by bin store at Meadows – this has now been completed

Section 2: Decision Making

1589 To receive an UPDATE on the Lychgate Project and AGREE any actions necessary to take the matter forward

The Asst Clerk provided an update on the work she has done to revisit and simplify the design in an effort to reduce costs which had come out far higher than anticipated. She has asked contractors to re-quote and was able to present two different designs much nearer to the original expenditure approved. Following discussion, Councillors chose the 4 posted staddle stone design as appended to the minutes.

It was agreed that the lychgate will provide a proper entrance in the newly created opening which leads from along the recently installed path from the new carpark site. It is hoped that this will create an area for notices in the long term and in any event, will provide a point of separation from the new housing development and mark this out as a special area /burial ground. It should also provide shelter for those accessing the site from the car park. The provision of a gate also enables the area to be locked overnight should this ever be required.

It was **RESOLVED** to approve expenditure of £13,247 (ex vat) which, less the grant contribution from the Members Bid of £5,000 (ex vat) would mean expenditure of £8,247 (ex vat) by the Parish Council. It was further **RESOLVED** that a planning application to be submitted asap for certificate of lawfulness in the first instance.

Asst
Clrk
Clerk
IW
CR

1590 To receive an UPDATE on the playground resurfacing project and agree next actions necessary to take this forward

An update on the playground resurfacing project was presented .

NG, RE and LA recently met with the council's playground inspectors /contractors onsite to discuss options for resistograph measuring or more specialist assessment of the underground condition of the existing wooden equipment before re-surfacing is undertaken due to the age of the equipment. This will provide a more specialist and detailed survey of the condition than is provided by the monthly inspections. The Clerk has been provided with companies who can provide this specialist service and it was agreed to contact ROSPA for a quotation in the first instance and to arrange for the testing to be done as soon as possible.

It was further agreed to request a quotation from the playground contractors for "digging out" and installing metal "shoes" to one piece of equipment at the site as a test with a view to potentially installing metal shoes to all the wooden uprights when the surfacing work is undertaken. This has become standard practice since the playground was installed and will provide further longevity to the equipment especially due to its location in an area prone to flooding and with a high water table. It will also make equipment repairs easier, cheaper and with less disruption to the new surface in the future.

No further quotations for the resurfacing work have been received since the last meeting and disappointingly the second playground provider we met with has still failed to provide a costing so will be eliminated from the process. Further quotations will continue to be sought.

Grounds
Cmttee

Clerk

Asst
Clrk

1591 To receive an UPDATE on the Parish Plan Grant and agree actions

A proposal was presented to Councillors to undertake grounds clearance work, remove old metal fencing and install new secure fencing , a secure storage shed and further bin provision and access for waste contractors to the rear of the recreation ground toilet block and alongside the track. The storage shed would provide a space for the Open Spaces Warden to keep supplies onsite .

The draft cost of the proposal is £7,089 in total and it is hoped that £5,000 of this would come from the PPG with £2,089 required from Parish funds. Councillors were in general agreement with the proposal and it was **RESOLVED** that a Parish Plan Grant application be made on the basis of the draft proposal and that if this was successful some minor amendments to the plan could be made if necessary at that point. The grant application needs to be submitted before the end of the financial year as there are still some limited funds available at WBC.

Officers will submit the grant application

Asst
Clerk

Clerk

1592 To CONSIDER and AGREE a course of action in regards to moorings at Pangbourne Meadows

The Clerk shared correspondence from a member of the public requesting a long term mooring at the meadows and asked Councillors how they wished to respond to the request. It was noted that there is a 24 /48 hour policy for free moorings and that anyone overstaying should be spoken to by the Open Spaces warden in the first instance and then should be formally written to by the Council if they do not agree to move on. Anyone still overstaying may face further action

1593 To receive an UPDATE on the proposed Gigaclear , City Fibre and BT works in the village

The Clerk reported both that there will be some major planned utility works affecting Station Road , Church Road and Tidmarsh Road over the February half term which will be controlled by three ways lights and also that several fibre providers are looking to return to the village to undertake connection works over the coming weeks and months.

The Clerk reported that she was working closely with Highways to try to help schedule these works in the least disruptive way possible and that she had been approached by several of the providers who wanted to make presentations to Councillors. Details of these will be shared with Councillors in due course. The status of fibre connection projects for the area has now been updated to “commercial” and many of the providers will be keen to get good coverage across the village. Where possible the Council and Highways will push for new fibre cables to be pulled through existing ducting, for shared cables to be used or via telecom poles to minimize disruption.

The recent traffic disruption caused by Thames Water not abiding by the conditions of their approved weekend permit was also discussed and a letter has been written by the Chairman and sent to Alok Sharma MP and Nigel Lynn Chief Executive at West Berkshire Council to express extreme frustration on behalf of those who both live and work in the village. It was noted that on the Monday morning several school buses were severely disrupted affecting at least four secondary schools , with buses arriving over an hour late and well into the start of lessons. Local primary schools were also affected as well as residents, businesses and commuters throughout the local area with traffic extending as far as the motorway at times and through Purley and with the average time to pass through the village at about an hour.

The Parish Council is very keen to work with Highways to do its best to ensure that fibre works are properly managed and do not create similar disruption.

1594 To REVIEW the Council Strategy Document and receive an update on agreed actions

The Parish Council Strategy Document was reviewed and progress against the key objectives measured with councillors providing updates on their specific projects.

1595 Planning:

- i. To receive the list of planning applications since the last meeting

Comment

None

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

22/02996/FUL St Andrews School, Buckhold, Pangbourne, RG8 8QA

No
Objection
Comment

22/03068/HOUSE 21 Thames Avenue, Pangbourne, Reading RG8 7BY

22/03062/HOUSE/02755/FUL Hawksbill Cottage, Newtown, Upper Basildon, RG8 8JG

No
Objection

23/00023/FUL Recreation Ground Thames Avenue Pangbourne Reading

No
Objection

23/00008/LBC Bere Court Bere Court Pangbourne RG8 8HT

No
Objection

23/00007/FUL

1596 Finance:

- i.To RESOLVE to APPROVE Accounts reconciliation as at 31st December 2022

- ii.TO RESOLVE to APPROVE the payment schedule as appended to the agenda for January 2023

- The accounts reconciliation for 31st December 2022 was approved as appended to these minutes
- The payments due in January 2023 of £22,655.19 as appended to these minutes were unanimously approved by the Council

1597 Policies and Procedures

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

None this month

Section 3: Updates and Progress Reports

1598 Reports from Committees, Working Parties and individual Councillors

Village Hall

- An Energy Efficiency Survey has just been carried out by ACRE /CBAS – the community halls charity for Berkshire on the village hall. A formal report will follow shortly but it has already identified areas for improvements – namely better insulation for the glass entrance doors at the front of the building , conversion of all remaining lighting to LED (in particular the strip lighting in the offices) and improvements in the heating controls. Improved roof insulation is already being investigated , although this is proving difficult due to the nature of the suspended ceiling tiles and the need for access to electrics etc. Grants may be available for some of this work.
- The five yearly full electrical check for the building has been conducted at the end of December and again the full report will follow shortly. No causes of concern were found, however there are a few recommendations for improvements and efficiencies.
- The small water leak in the attic store above the small hall caused by the combi-mate in the boiler has now been repaired.
- Hall hire charges are being reviewed and will be presented to the next Village Hall Committee meeting for sign off. Charges have not been reviewed since 2018 and this is now essential , especially in light of the upwards inflationary pressures on the building's overheads. New charges will commence from April 2023
- AH reported that she had received a provisional quotation of approx. £12,000 for solar panels at the hall and would continue to seek further information and alternative quotes.

Grounds Committee

- The speed bump and bollard at the entrance to the recreation ground car park have now been removed which should finally resolve this matter. Upgrading of the gates will be investigated.
- Crown lifting of both the second copse at the meadows and at the entrance to the meadows has now taken place . This has made a massive difference to visibility at the entrance and the bin store is now much more visible and ready for the new signage highlighting the store which should hopefully encourage more people to use it. The entrance is now much more open, welcoming and less “dingy” than previously and it is also hoped that this should help reduce the fly tipping and unpleasant littering that took place in the scrub around the entrance. Further improvements to the bin store are being planned.
- There has been vandalism to the disabled toilets at the recreation ground with pipework smashed from the walls, dispensers broken and sinks flooded. Unfortunately the toilet was taken out of service for a few days while Healthmatic made repairs.

1599 To receive a brief report from the Chairman

- There was no report from the Chairman this month as he was unable to attend the meeting for personal reasons.

1600 Clerk's Report:

- The Clerk reported to the Council that sadly there had been a traffic incident on the pedestrian crossing outside the primary school very early this morning involving injury to members of the school community. She reported that the District Councillor is aware as are Highways at the

District who will be asked to look at whether any improvements can be made at this location.
Councillors agreed that a letter should be sent to the District asking what could be done.

- ii. The Clerk reported that tomorrow the email system will be switching over to .gov accounts for all members . She asked Councillors to ensure that they had completed the set up required in order for this to activate.
- iii. Councillors were also asked to consider any activities that they may wish the Council to plan for the upcoming Coronation in May and said that this would be an item on the next agenda.
- iv. Councillors were also reminded of the upcoming Local Elections in May and requested to start thinking about what they needed to do now. They were also reminded that this meant that the both the Annual Parish Council meeting (the “May Meeting” of the Council) and the Annual Parish Meeting (the public meeting of the Electors of the Parish) would be later this year due to legal timeframes related to the elections on May 4th. Councillors were asked to make sure they had these dates in their diaries.
- v. The Clerk also reminded Councillors of the upcoming District Parish Conference and asked for volunteers to attend on behalf of the Council

1601 To receive a report from the District Councillor

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

1602 To answer questions from Councillors, request items for next meeting or receive any items for information only

- BKM noted that there is a NAG (Neighbourhood Action Group) meeting coming up and asked for Councillors and Officers to send any relevant information to her before then.
- There were no other questions or information from Councillors

1603 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.

1604 None

1605 Section 5: Closure

There being no further business the Chairman closed the meeting at 9.07pm
The next scheduled meeting will be held on Tues 14th February 2023 at 7.30pm.

_____Chairman

_____Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
10th January 2023**

APPLICATION NUMBER	PROPOSAL	Recommendation
22/02996/FUL (adjacent parish)	External alterations to Old Hall including installation of solar panels, blocking up existing first floor windows, installation of rooflights, single storey timber canopy, air source heat pump and new external steps. St Andrews School, Buckhold, Pangbourne, Reading RG8 8QA	No objection
22/03068/HOUSE	Part two storey, part first floor rear extension. New roof dormer window and 2no. front roof windows 21 Thames Avenue, Pangbourne, Reading RG8 7BY	Comment
22/03062/HOUSE (Adjacent Parish)	Revised proposals for garage with storage above Hawksbill Cottage, Newtown, Upper Basildon, Reading, West Berkshire RG8 8JG	No objection
23/00023/FUL	Carefully designed Lighting system to three existing tennis courts Recreation Ground Thames Avenue Pangbourne Reading	No Objection
23/00008/LBC	Alterations to Existing Coach House/ Garage building to provide new Boiler Room for Bere Court, Gardener's Room and Ancillary Accommodation on First Floor. Bere Court Bere Court Pangbourne Reading West Berkshire RG8 8HT	No objection
23/00007/FUL	Alterations to Existing Coach House/ Garage building to provide new Boiler Room for Bere Court, Gardener's Room and Ancillary Accommodation on First Floor. Bere Court Bere Court Pangbourne Reading West Berkshire RG8 8HT	No objection

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 8th November 2022

APPLICATION NUMBER	PROPOSAL	Recommendation

WBC DECISIONS SINCE 13th December 2022

APPLICATION NUMBER	PROPOSAL	WBC Decision
22/02368/TPW	T1 - Mature London Plane - Sited beside Pangbourne Village Hall and adjacent to the Elephant Hotel. Has some decay and hollowing of the centre, and is within close proximity / falling distance of both buildings. It is proposed to reduce the crown height by approx. 20%. The work will result in an overall 3m height reduction. The tree height following the work will be 25m. Pangbourne Village Hall, Station Road, Pangbourne, Reading, West Berkshire	Approval

22/02417/HOUSE	Installation of a ground mounted solar PV array to provide electricity to be used in the home. Woodland Manor, Pangbourne Road, Pangbourne, Reading, West Berkshire RG8 8AW	<i>Cannot be determined</i>
22/02597/FUL (adjacent parish)	Reroofing, window and door repairs, installation of new rooflight, internal alterations to move bathroom to first floor level and installation of air source heat pump. The Lodge, Buckhold, Pangbourne, Reading, RG8 8PX	<i>Approval</i>
22/02598/LBC (adjacent parish – not consulted)	Reroofing, window and door repairs, installation of new rooflight, internal alterations to move bathroom to first floor level and installation of air source heat pump. The Lodge, Buckhold, Pangbourne, Reading, RG8 8PX	<i>Approval</i>
22/02979/TPW (not consulted)	T5 - Oak - Fell to ground level and replace with standard Oak within ownership Hillcrest, Courtlands Hill, Pangbourne, Reading, West Berkshire RG8 7BE	<i>Approval</i>
23/00003/TPC (not consulted)	G1 - Group of 3 Silver Birch - Planted by the current owner to shield building works. Trees are now causing issues to the new built houses and need to be removed. Hayfield, Tidmarsh Road, Pangbourne, Reading, West Berkshire	<i>No objection raised</i>