# Pangbourne Parish Council Logo

MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Full Meeting of the Council held at Pangbourne Village Hall on Tuesday 9 January 2024 at 7.30pm.

PRESENT:

Cllrs: I. Walker (Chairman), J. Higgs (Vice Chairman), C. Brewer, G. Child, C. Ellis (arr 7.35pm),   
N. Goodwin, B. Kerr-Muir, M. Rimmer, C. Roberts

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

District Cllr: Cllr M. Shakespeare

Members of public: 8 Members of the public were present for all or part of the meeting

APOLOGIES/ABSENCE: None

# Section 1: Procedural

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|  |  | **Action** |
| **1798** | **Apologies for Absence and Declarations of Interest relevant to Agenda Items** |  |
|  | No Apologies were received.  No Declarations of Interest were made. |  |
| **1799** | **Minutes of the Parish Council Meeting held on 12 December 2023** |  |
|  | It was **RESOLVED** unanimously that the Minutes of the Meeting of 12 December 2023 having been taken as read, were a true and accurate record with one minor amendment and were duly signed and annotated by the Chairman. |  |
| **1800** | **Outstanding actions carried over from previous meetings** |  |
|  | Cemetery Car Park – ONGOING | CR |
|  | Adventure Dolphin sub-lease/Planning Application – ONGOING | NG/Clerk/ PM/AH |
|  | Bowls Club – Repairs to the green – ONGOING, awaiting further details from club who are looking in more detail at the work and costings required. | NG |
|  | Traffic/Pavements working group – Group to be set up and Speed Watch Group to be set up. | IW |
|  | Recreation Ground Vision group – Work ready to be shared. | NG IW |
|  | APT – Station Road Toilets – ONGOING | ALL |
|  | **COMPLETED ACTIONS**   * The new waste bins at the rear of the football changing block at the recreation ground have now been fitted, complete with bin locks and collections have begun. This completes the parish plan grant project. |  |

# Section 2: Decision Making

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|  |  | **Action** |
| **1801** | **To RECEIVE a presentation from Thames 21 regarding a potential clean water bathing application.** |  |
|  | Following a recent approach to the Parish Council by Thames 21, they were invited to present to the council (virtually) to give further details regarding the organisation, current projects, and their proposals for the Thames through Pangbourne.   * Thames 21’s mission is to work to improve bathing water quality throughout the Thames Valley through a variety of measures including river cleanups, wetland creation, bathing water designations, reporting and lobbying. * To date they have been awarded two “Bathing Water Designations” at Henley and Wallingford, with a further successful application placed for Oxford in 2021 which is still in process. They have identified the Thames at Pangbourne as the next potential site for an application in 2024 as it fits with the required criteria: * In order to lodge an application, the standard criteria include:  1. Public toilets, public car parking, public transport onsite or within easy reach 2. An average of 100+ bathers using the site (measured during the summer season – May-Sept) over 2 days. 3. Cafes and shops nearby 4. Safe access to the water 5. Support from local authorities 6. Support from local residents and stakeholders   In addition, it is desirable but not compulsory to have a group of volunteer “citizen scientists” undertaking weekly monitoring of the water and providing “live” updates via the ‘StoryMap‘ interactive website. This is desirable rather than essential as the bathing designation contract includes funding/obligations on the EA (Environment Agency) to monitor and test the water quality weekly as a legal duty, however further funding could provide additional analysis of the water quality.   * Water quality would be advertised by means of sign boards showing a rating of -POOR-SUFFICIENT-GOOD-EXCELLENT, however this board would only be updated by volunteers from the citizen scientist group or the land owner and would be the responsibility of the landowner. The EA would otherwise only update the board annually. The landowner would choose the board from a number of templates on DEFRA/EA sites. * A total of 8 potential sites have been identified between Pangbourne and South Stoke/Moulsford which meet some or all of the criteria. * An estimated timetable for application would be: * April 2024: Training begins * May 2024: Monitoring starts * May-Sept 2024: Public consultation begins * Oct 2024: Applications submitted * TBC 2025: DEFRA makes decision and awards Bathing Water Designation or rejects application. * The key input requested from the parish council at this stage is confirmation of support. |  |
|  | Following the presentation, several questions were asked by councillors regarding the obligations of the parish council as the main landowner with regards to public liability on the part of the Council as well as the requirement for volunteers from within the community.  Questions were also raised regarding the current position of the byelaws in relation to swimming at the meadows.  Underwater hazards can be present on site due to debris washed downstream and concerns were raised regarding being seen to be actively promoting swimming and the site as “safe to swim” and what thresholds would need to be met other than water quality. Thames 21’s position is that the signage advertises the water quality only rather than the safety of swimming which remains at the individual’s own risk and any signage chosen was at the landowner’s discretion. It was stated that Thames 21 chooses sites that are already popular with swimmers and water sports rather than specifically encouraging it as a new activity.  It was confirmed that the Thames 21 website shows the locations of nearby potential sewerage outfalls which may affect local water quality.  Supervision of children was also mentioned.  The member of Thames 21 was thanked for their time presenting to the Council and it was AGREED that this matter would be placed on the February agenda for further consideration and a formal decision as it was agreed that time was fairly limited if it was agreed to proceed with an application. |  |
| **1802** | As the time was now 8.04pm and a number of members of the public were present who wished to speak, it was **RESOLVED** to suspend Normal Session and Standing Orders in order that they were able to do so during Public Forum.   * 2 Members of the Public raised questions regarding the constant and increasing spate of anti-social behaviour around the village. Councillors thanked the MoP for raising this and responded that they were unfortunately very aware of many of the issues and understood the concerns of residents. This was a matter for Thames Valley Police (TVP) and the local neighbourhood team and the residents were asked to report any instances via 101 which can be easily be done online as well as by phone. This is important to create an accurate picture of incidents. Councillors also confirmed that they attend regular Neighbourhood Action Group (NAG) meetings with neighbouring parishes and TVP to discuss specific concerns and work closely with the local neighbourhood team more generally as well. Any incidents on parish council owned land will be reported and, where possible, actions taken to reduce any impact or potential for ASB. For example, crown lifting has recently been undertaken on a tree on parish council land in which ASB was taking place. * The remaining 6 members of the public in attendance wished to speak in relation to planning application 23/02878/FUL and spoke in turn to express their views. In summary, the views expressed were: * Concerns regarding impact on Heritage listings of nearby properties on Shooters Hill which are under individual and group listings and the impact on the “Village Gateway” as recognised in the adopted Village Plan. * Concerns regarding loss of views both of and from the river for the wider community. * Traffic and parking concerns with the proposed increased facility size and usage and the impact on nearby properties and flats. * Concerns regarding the scale of the proposed development outside the settlement boundary. * Once all Members of the Public had been able to speak, Public Forum closed and it was **RESOLVED** to re-enter Formal Session. * As so many members of the public were in attendance regarding one item, it was agreed to move Planning forward on the agenda as the next item. |  |
| **1803** | **Planning:**   1. **To receive the list of planning applications since the last meeting** | Comment |
|  | None |  |
|  | 1. **To discuss and agree responses not already resolved by Planning Committee plus any other urgent applications received before the meeting:** |  |
|  | **23/02852/ADV 6 - 7 The Square, Pangbourne, Reading, RG8 7AG** | **No Objection**  **but Comment** |
|  | **23/02878/FUL** **Pangbourne College Boathouse, Shooters Hill, Pangbourne,**  Councillors having previously been circulated the proposed planning application, considered various material aspects of the proposal. In summary the views of the council are expressed below:   * Concerns regarding the impact on local heritage properties as outlined in the Village Design Statement which has been adopted by WBC as a material planning consideration. In particular in relation to the listing of 27-31 Shooters Hill and the “Village Gateways” * Concerns regarding the scale and design of the development which, at well over 100% increase and being outside the settlement boundary was believed to be contrary to local planning policy. * The height of the proposed new development was also considered to be excessive and all but totally obscured the protected views of the river and from the river. * Concerns regarding parking and traffic impacts especially as regards the Masonic Lodge and Hartslock Court where issues are already present. There is insufficient additional parking in the new proposals and no scope for any overspill to use the already oversubscribed Station Road car park as parking in the village is already a significant issue. * Concerns regarding the use of the adjoining building which is owned by the applicant and, although outside the red line of the application, houses the current function room. * The proposal is outside the settlement boundary and on a site immediately adjacent to the River Thames, and although not directly on the Thames trail, it is a well walked area. * Concerns regarding visibility splays and highways design. * Councillors did support the need for improved facilities for the College, but felt it should be done in a sympathetic way with minimal impact to the local built and natural environment and hoped that alternative designs that could meet both briefs could be put forward.   It was **RESOLVED** to OBJECT to the application and for the Clerk to submit a response on these material grounds to WBC.  Following this item 6 members of the public left the meeting at 8.51pm. | **Objection** |
| **1804** | **To RECEIVE an update on the Mend The Gap project and agree any actions as necessary.** |  |
|  | * NG and the Clerk reported that the funding application had now been submitted and it is hoped that a decision/an update will be received in February. |  |
| **1805** | **To AGREE a date for the Spring Litter Pick and potential Autumn Litter Pick and agree a schedule of dates for events to share with PAWS (Pangbourne & Whitchurch Sustainability Group).** |  |
|  | * PAWS have requested that the Council agree dates for the Spring Litter Pick and also consider a second Autumn Litter Pick for the first time this year so that they can advertise these in their members’ diary. * It was agreed that the Spring Litter pick should be planned for **SUNDAY 28 APRIL 10am - 1pm** and that the Autumn pick should be planned for early-mid October TBC after the summer season but before leaf fall. * **\*Update\*** since meeting: the Autumn date was agreed as **SUNDAY 13 October 10am - 1pm**. |  |
| **1806** | **Finance:**   1. **TO RESOLVE to APPROVE accounts reconciliation as at 31 December 2023** 2. **TO RESOLVE to APPROVE the payment schedule as appended to the agenda for January 2024** |  |
|  | 1. The accounts reconciliation for 31 December as appended to these minutes was circulated outside of the meeting and approved. 2. The payments due in January 2024 totalling **£20,776.02** as appended to these minutes were approved. |  |
| **1807** | **Policies and Procedures**  **To consider to RESOLVE to approve the policies previously circulated and taken as read.** |  |
|  | STANDING ORDERS  It was **RESOLVED** that the current adopted Standing Orders having been previously circulated and considered by Councillors were re-adopted for the upcoming year with no amendments. |  |

# Section 3: Updates and Progress Reports

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|  |  | **Action** |
| **1808** | **Reports from Committees, Working Parties and individual Councillors** |  |
|  | Village Hall   * TENS Licence changes – it was reported that the issue with the maximum number of licences for groups has been resolved as this applies to the applicant and not the group and so different members of a group can apply for licences if they reach their individual limit. |  |
|  | Grounds Committee   * Fencing, allotments – awaiting update from Sulham Estate – tbc * Tree survey, allotments – update as above * A constructive meeting took place with members of the bowls and tennis clubs pre Christmas with a view to assessing and prioritising works for the sports pavilion. |  |
| **1809** | **To receive a brief report from the Chairman**   * The Chairman gave a short report regarding Christmas in the village and reported that the village Christmas tree has now been taken down and the Clerk reported that the festive street lighting is also removed. He thanked all involved including the volunteers who helped with placing and decorating and removing and disposing of the tree. * In the past few days, the village has seen some of the highest water levels in almost twenty years with flooding covering the entire river meadows, recreation ground (including the playground) and some low lying buildings. This included the Adventure Dolphin Building, which has some internal damage following water ingress, as well as some private and commercial properties. * He was thankful for the work of Pang Valley Flood Forum (PVFF) and Pangbourne Flood Wardens both in recent days to assist those affected by flooding but also in the months and years beforehand in ensuring rivers and trash screens were clear and free flowing, that sluices were operating and open correctly and that landscaping projects such as the leaky dams had been implemented. Whilst the village was relatively lucky this time, there is no doubt that without this effort and focus, the impact of the high water levels could have been far worse. * Thanks also to the current and past District Councillors and members of the Parish Council in assisting residents. * The Chairman also referenced the recent tragic events in the village and expressed sympathy for all of those involved. |  |
| **1810** | **Clerk’s Report**   * Correspondence regarding mooring – it was agreed to draft a letter * Rough sleeping * Correspondence regarding mink monitoring at the river meadows. |  |
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| **1811** | **To receive a report from the District Councillor**   * The District Councillor echoed the sentiments of the Chairman as regards the excellent work of Kay Lacey and the PVFF/Flood Wardens during the recent flood events and in the years beforehand. He also expressed his thanks to all involved, having had first hand experience helping carers reach residents in Waterside House and boats on the meadows. * MS reported that a Community Impact Assessment had begun in the light of the recent tragic events and asked that anyone affected be referred for support. * MS reported that WBC had been refused permission to withdraw the Local Plan in progress and submit a new one by the Secretary of State who had intervened in the withdrawal. He reported that WBC intend to push back on this. * MS gave a short summary of the 2024/25 Budget Consultation which has just ended. He stated that the budget cuts proposed have not been considered lightly and in light of the major financing issues faced by many local authorities at the current time and the much publicised cases of those councils who have already had to issue section 114 notices, this is something that WBC is doing everything it can to avoid. He reported that the Council had managed to reduce its funding gap significantly by shrinking its dependency on agency workers and employing more permanent social workers on better terms for example and would continue to do so. Despite this reduction in the funding gap, unfortunately some significant cuts still need to be found in front line services. * On this point the Clerk asked that if the 8 x waste bins at the recreation ground are withdrawn in April, that the Parish Council be offered the opportunity to cover the costs via a recharge for the service to continue as the current domestic arrangement is not available as an option for the parish and commercial services would be very difficult to operate at this site. |  |
| **1812** | **To answer questions from councillors, request items for next meeting or receive items for information only** |  |
|  | NG reported that he had attended the flood group walk around following the recent high waters and had a number of points to circulate via email with suggested actions that could be taken by the Parish Council to assist/better improve readiness.  GC suggested that signage be placed near the lychgate and the old road entrance/gates to direct people to park in the new car park.  The next full council meeting was confirmed as staying at 20 February 2024 having been moved back a week in the published schedule to avoid half term. |  |
| **1813** | **Correspondence:**  None not already previously circulated or discussed. |  |

At 9.50pm the remaining 2 members of the public left due to the meeting going into closed session. They were thanked for attending the meeting.

# Section 4: Confidential Session

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|  | **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.** |  |
| **1814** | * Update on recruitment for Hall Warden position. |  |

# Section 5: Closure

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| **1815** | There being no further business the Chairman closed the meeting at 9.50pm  The next scheduled meeting will be held on Tues 20th February 2024 at 9.55pm. |  |

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**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON   
9th January 2024**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***Recommendation*** |
| **23/02852/ADV** | Co-op Food Store refit, refreshing the old signage to new spec.  **6 - 7 The Square, Pangbourne, Reading, RG8 7AG** | ***Objection*** |
| **23/02878/FUL** | Erection of replacement boat sheds and boat club facilities together with associated access, parking and landscaping.  **Pangbourne College Boathouse, Shooters Hill, Pangbourne, Reading** | ***Objection*** |

**PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 12th December 2023**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***Recommendation*** |
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**WBC DECISIONS SINCE 12th December 2023**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***WBC Decision*** |
| **23/02529/AGRIC2**  **(not consulted)** | Application to determine if prior approval is required for a proposed: New Agricultural Barn  **Land North Of Pangbourne Road, Bowden Green, Pangbourne, Reading** | ***Prior Approval Granted*** |
| **23/02526/COND**  **(not consulted)** | Application for Approval of Details Reserved by Condition 9 (remediation) of planning permission 22/00344/FULD - Demolition of the existing Fire station and the construction of 4no town houses with associated landscaping and parking.  **Former Fire Station, Horseshoe Road, Pangbourne, Reading** | ***Approval*** |
| **23/01412/LBC**  **(adjacent parish)** | Removal of greenhouses, shed/garage and oil tank, installation of new LPG tank and associated fencing and installation of new internal boiler and flue.  **The Lodge, Buckhold, Pangbourne, Reading RG8 8PX** | ***Approval*** |
| **23/01411/FUL**  **(adjacent parish)** | Removal of greenhouses, shed/garage and oil tank, installation of new LPG tank and associated fencing and installation of new internal boiler and flue.  **The Lodge, St Andrews School, Buckhold, Pangbourne, Reading RG8 8PX** | ***Approval*** |