# Pangbourne Parish Council Logo

MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Full Meeting of the Council held at Pangbourne Village Hall on Tuesday 20 February 2024 at 7.30pm.

PRESENT:

Cllrs: J. Higgs (Acting Chairman), C. Brewer, C. Ellis, N. Goodwin, B. Kerr-Muir, M. Rimmer,

Clerk: R. Elkin (Clerk, RFO)

District Cllr: Cllr M. Shakespeare was not present

Members of public: 1 Member of the public were present for all or part of the meeting

APOLOGIES / ABSENCE: G. Child, C. Roberts, I. Walker,

# Section 1: Procedural

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|  |  | **Action** |
| **1816** | **Apologies for Absence and Declarations of Interest relevant to Agenda Items** |  |
|  | Apologies were received from G. Child, C. Roberts, I. Walker,  Apologies were received from District Councillor M. Shakespeare  A declaration of interest was made by Cllr N. Goodwin regarding planning item 23/02775/HOUSE and he took no part in the discussion. |  |
| **1817** | **Minutes of the Parish Council Meeting held on 9 January 2024** |  |
|  | It was **RESOLVED** unanimously that the minutes of the meeting of 9 January 2024 having been taken as read, were a true and accurate record and were duly signed and annotated by the Chairman. |  |
| **1818** | **Outstanding actions carried over from previous meetings** |  |
|  | Cemetery Car Park – ONGOING | CR |
|  | Adventure Dolphin Sub-lease/Planning Application – ONGOING | NG/AH /Clerk /PM |
|  | 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**   * All actions ongoing |  |

# Section 2: Decision Making

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|  |  | **Action** |
| **1819** | **To RECEIVE an update from Kay Lacey, Pangbourne Flood Warden regarding the recent flooding in Pangbourne** |  |
|  | Pangbourne Flood Warden and Chair of PVFF, Kay Lacey, attended the meeting to give an update on the recent flooding events in the village at the start of January. She stated that she has circulated an updated Flood Plan and appendices which the Clerk will circulate to Councillors.  The Village was very lucky with the recent flooding compared to other villages in West Berkshire and despite the highest water levels since 2003, only four properties had internal flooding. Two of these were residential with the Adventure Dolphin Centre and the Swan public house also suffering. The Adventure Dolphin centre in particular suffered damage to its lift mechanism. Sympathies were sent to all those affected.  A national flood compensation scheme is in place for those affected by the recent flooding, however in order for payments to trigger, each local authority (ie West Berkshire) needs to hit a threshold of 50 affected properties before any compensation is due. This is being challenged and the outcome is awaited. Finally, KL reported that the impact of the spillway on the corner of the Reading Road/Sulham Lane should not be underestimated as a vast amount of water was re-directed into the farmer’s field instead of towards properties along Sulham Brook. It is hoped that this may be adopted by WBC and become a recorded asset on their register. KL’s summary report detailing the recent flooding is as below:  *“****Storm Henk – A review***  *Well - 2024 arrived with a deluge rather than a bang! On the 4th January we had a rude welcome to the New Year. Storm Henk arrived and with it some 34mm of rain recorded at the rain gauge in Yattendon!*  *Much of West Berkshire was badly affected by flooding following this downpour. Pangbourne, however, has been very lucky in comparison with other areas of the county, with only 4 properties internally flooded - although I would like to think that all the hard work that has been done on improving our flood resilience since the floods of 2007 and 2013/2014, has also contributed to this.*  ***Sulham Brook***  *The Sulham Brook rose dramatically and reached above the level of the bottom girder of the A329 bridge. This is a key point for the Floodwardens as it means the water cannot flow freely under the bridge and starts to back up, getting higher and higher.*  *Ed and Stephen opened the sluices at Purley Hall canal (with permission of the landowner) and the spillway into the field north of the A329 (see photo) was further cut by Ed, which allowed the water levels to drop somewhat and to flow away safely and keep below the critical level. This meant the eastern end of Pangbourne avoided any property flooding.*  *Being able to lower the water in the Purley Hall canal gives additional capacity for water coming downstream, and takes some of the pressure off the branch of Sulham Brook alongside Sulham Lane. In effect we are splitting the Sulham Brook in two which is helping to keep the levels in the main stream by Sulham Lane below the top of the bank. We are very grateful to the owners of Purley Hall for allowing us to operate the sluices in this way to the benefit of local residents.*  *Ensuring that the Sulham Brook is able to get away freely once it has flowed north of the A329 is also very important and keeping debris/litter and other rubbish out of the channel to the east of Bourne Road is vital.*  ***River Pang***  *The Pang rose to a very high level as well but the works in the Thames Water site at the western end of Pangbourne also helped to prevent flooding of the Moors this time around. The Natural Flood Management projects we (the Pang Valley Flood Forum) have implemented further upstream on the Englefield, Marlston and Bucklebury Estates may have helped to slow the flow of the Pang this time too. See https://www.floodalleviation.uk/projects/*  *The level was high behind Willows Court, with water lapping near to one ground floor property, but no actual internal flooding. Some of the garages did get flooded, but this flooding was due more to the rainfall and surface water that would normally collect in the area in front of the garages and then be discharged into the Pang, being unable to flow away due to the already high level of the Pang.*  *The road bridge over the Pang, that connects Waterside Court to the main A329 Shooters Hill, was flooded and flowing quite quickly across into the Thames, which caused issues for a few days for the residents of the properties on the eastern side of the bridge. This is where the Pang joins the Thames, but when the Thames gets really high, it backs up here and prevents the Pang from flowing away, causing flooding of the wharf bridge.*  ***River Thames***  *The Thames reached very high levels this time and went on “Flood Warning” on the 5th Jan which lasted for 4 days.*  *Unfortunately, the Swan Inn has been flooded internally from groundwater coming up from the Thames, as have two adjacent properties. We extend our sympathies to them all. Adventure Dolphin also had water ingress on the ground floor, seeping past their flood door.*  *We are now working with West Berkshire Council to see if we can secure the newly announced government Flood Resilience grants for these properties which will go towards their clean up and reparation costs.*  *So, looking back, I think all the hard work done in terms of trying to reduce our flood risk since the previous floods has definitely helped to make a difference. We understand the flooding mechanisms much better and are, to a degree, able to have a bit of control over the flow of water.*  *However, every flood is different. You just don’t know if you are going to get something that throws a spanner in the works – like a fallen tree or two in just the wrong place – which causes the waters to flow where they shouldn’t or overtop due to the obstruction.*  *We are also facing the situation where we* ***WILL HAVE MORE INTENSE RAINFALL EVENTS and MORE FLOODING*** *and we need to be prepared:*  *1. Advance warning is key – Sign up for flood alerts with the EA’s Floodline 0345 9881188 or https://www.gov.uk/sign-up-for-flood-warnings*  *2. Prepare your own flood plan https://www.gov.uk/government/publications/personal-flood-plan*  *3. Have property protection measures in place BEFORE it looks like it’s going to flood. https://www.gov.uk/prepare-for-flooding/protect-your-property*  *4. Check what is happening with the levels on the rivers by looking at the dashboard on the PVFF website https://www.floodalleviation.uk/dashboard/*  *Finally, I would like to thank my other two Flood Wardens, Stephen Billyeald and Ed Penney, for their hours of sterling work on your behalf.”* |  |
| **1820** | **To CONSIDER the previous presentation from Thames 21 regarding a potential clean water bathing application and AGREE any actions** |  |
|  | * Following on from last month’s informative presentation by a member of Thames 21, Councillors considered the proposal that they give formal support to a potential application to DEFRA to give Pangbourne River Meadows a Bathing Water Designation (full details of this proposal in January 2024 Minutes). * Councillors considered the positive merits of such an application, namely that it would: * Require Thames Water to regularly test and monitor water quality at the site, placing it under greater scrutiny and better hold water company sewerage discharge activity to account * Potentially result in improved water quality at the site * Give better more informed information to those wishing to swim in or enter the water at the site * Wild swimming is an increasingly popular activity * Councillors also considered the risks and liabilities of such an application, namely that: * The designation would require PPC to install and update signage advertising the water quality. This would place additional monitoring burden on the PPC when water quality could change daily and there was concern that whatever was advertised could. therefore, be misleading on a day to day basis. * There was concern that even if the water quality was on average improved and was designated “safe” to bathe, this did not mean per se that the site itself was suitable to be advertised as “safe” to bathe and further professional assessments would need to be undertaken before any such public assertion was made. Thames 21’s position is that it advertises water quality at sites where bathing already takes place and only speaks to water quality, however PPC is concerned with being seen to actively promote the activity. It is acknowledged that bathing currently takes place at Pangbourne Meadows but this is at individuals’ own assessment. * There are already concerns regarding the level of bridge jumping which takes place and which PPC are working with other statutory bodies to deter. Again it is concerned at doing anything that may be seen to encourage this dangerous behaviour. * The stretch of water identified is also heavily used by motor craft and for water sports and so on during the bathing season. * The area is not specifically designed for swimming and has covenants placed on it requiring it to be maintained in a “natural aspect”. * If the site was advertised online/nationally as a designated bathing site, it would likely lead to even greater pressures on the meadows and surrounding areas with increased visitor numbers, and exacerbate existing traffic and potentially anti-social behaviour issues the area already faces. * More detail would need to be obtained regarding safe/unsafe currents and flows on site and at nearby water entry points on land not owned by the Parish Council * The Parish Council already work with the relevant statutory bodies to promote water safety at the site |  |
|  | It was agreed that given the serious nature of water safety at the site, greater consideration should be given to this matter before any public support be given to a potential application. It was therefore AGREED to defer a final decision on this matter and for the Clerk to contact the town councils at the other sites currently making applications for such a designation (Wallingford and Henley) to seek further information. Also for the Clerk to contact the Water Safety Team at the Royal Berkshire Fire and Rescue Service (RBFRS), the Water Safety Partnership (WSP) and the Water Safety Advisory Contact at the EA as well as Thames Valley Police who are all already familiar with the site to seek professional advice. It was also agreed that more specific detail should be provided formally by Thames 21 into obligations and liabilities. Once all of the above is received, the matter will be brought back to Full Council for further consideration. | Clerk |
| **1821** | **To CONSIDER the request to run Rugby Tots classes at the Recreation Ground and AGREE any actions** |  |
|  | * A request has been received to permit rugby tots (commercial) classes to take place at Pangbourne Recreation Ground during the summer months. These had previously been permitted FOC during periods of indoor restriction during covid. After discussion it was agreed to permit this use provided all public liability documents etc were supplied. Clerk to follow up. | Clerk |
| **1822** | **To RECEIVE an update on the proposed bus turning circle in Pangbourne** |  |
|  | * The Clerk noted that a formal update has been received from public transport officers at West Berkshire Council to the effect that they will not now be pursuing the proposed bus turning circle in Pangbourne and the associated changes to the 143/BB3 bus service as *“This project has not received local authority support; therefore, we will not be progressing any further with this project”.* * The proposed changes would, although improving the frequency of buses to and from Reading, have likely seen significant changes to the Station Road Car Park with the loss of parking spaces, the loss of the layby, changes to pedestrian access to the village hall and the loss of the BB3 service which serves Langtree secondary school as well as the 143 service no longer serving the neighbouring villages of Upper Basildon and Goring. * PPC councillors noted that they were glad that their sustained and determined opposition to this proposal as well as the equally strong opposition of the District Councillor had been listened to and that the project would not now go ahead. They also expressed a desire to still see improvements to the current two hourly service and perhaps even a service that linked up the shops and buses at Calcot being proposed without the detriments listed above and hoped that WBC would now work towards a revised scheme. |  |
| **1823** | **To CONSIDER and agree plans for the Annual Parish Meeting and Millennium Award** |  |
|  | * The Clerk reminded Councillors that the Annual Parish Meeting is scheduled for Tuesday April 23 2024. * It was agreed to remain with existing format and for local groups and organisations to be invited to speak or to display information. The Clerk will advertise the date via social media, website and notice boards and wherever possible locally. It was agreed that this would be difficult this year due to the demise of the Pangbourne Magazine which has always been a great communication method for the parish council. The Clerk will also advertise the Millennium Award and the opening of voting. |  |
| **1824** | **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:** |  |
|  | **24/00046/FUL** Site Of 75 Reading Road, Pangbourne, RG8 7JA | **Comment** |
|  | **24/00207/HOUSE** 4 Breedons Hill, Pangbourne, RG8 7AT | **Comment** |
|  | **23/02868/FUL** Land at Rear Of Hillcrest, Courtlands Hill, via Green Lane, Pangbourne | **No Objection** |
|  | **24/00250/HOUSE** 40 Reading Road, Pangbourne, RG8 7JF | **No Objection** |
|  | **23/02775/HOUSE** 4 Meadowside Road, Pangbourne, Reading, RG8 7NQ  (additional documents) | **No Further Comment** |
|  | In addition, Pangbourne Parish Council has received correspondence relating to the Saltney Mead Footpath Orders as below:  *“West Berkshire Council is due to make a revised decision on the claimed public rights of way Orders that were quashed in 2023 (WB061 & WB062 quashed orders). We have to decide whether or not to re-make the orders following their quashing by the High Court in 2023.*  *The Orders had been confirmed by the Planning Inspectorate following a 2022 Public Inquiry but there was an appeal from the landowner and the High Court quashed both orders in 2023, as the Planning Inspectorate decision was agreed to be legally flawed.*  *The issue partly stemmed from the 2001 Foot and Mouth Disease outbreak land closures, and how they affect claimed public rights of way cases that rely on uninterrupted public use. The Planning Inspectorate revised their guidance on how FMD closures affect claimed public rights of way issues after the quashing of the two attached orders, in August 2023: Rights of Way Section Advice Note 15 - Breaks in Use Caused by Foot and Mouth Disease - GOV.UK (www.gov.uk)”*  It was RESOLVED that Pangbourne Parish Council notify WBC that they remain of the same opinion on their original position as regards these footpaths. Clerk to formally respond. |  |
| **1825** | **Finance:**   1. **TO RESOLVE to APPROVE accounts reconciliation as at 31 January 2024** 2. **TO RESOLVE to APPROVE the payment schedule as appended to the agenda for January 2024** |  |
|  | 1. The accounts reconciliation for 31 January as appended to these minutes was circulated outside of the meeting and approved. 2. The payments due in February 2024 totalling **£19,016.04** as appended to these minutes were approved. |  |
| **1826** | **Policies and Procedures**  **To consider to RESOLVE to approve the policies previously circulated and taken as read.** |  |
|  | EQUALITY AND DIVERSITY POLICY  PRIVACY NOTICE  It was **RESOLVED** that the previously circulated Equality and Diversity Policy and the updated Privacy Notice also previously circulated and considered by Councillors be adopted immediately with no amendments . |  |

# Section 3: Updates and Progress Reports

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|  |  | **Action** |
| **1827** | **Reports from Committees, Working Parties and individual Councillors** |  |
|  | Village Hall   * There are no major updates from the village hall this month other than that the clock/clock tower will be inspected by a specialist contractor as it is losing time. |  |
|  | Grounds Committee   * A response has been received from Mend the Gap regarding potential funding asking for further information. * The funding for the youth football storage container has been approved. The Licence to Occupy needs to be agreed and formalised * ADC pre-application still in work but progressing * There is a dangerous tree on the footpath by Horseshoe Park. The Clerk said she would report this to the management company at Horseshoe Park as it is their responsibility * Following communication with Sulham Estates, it has been agreed that the PC has responsibility for the hedge line at the allotments and so a tree survey has been instructed. |  |
| **1828** | **To receive a brief report from the Chairman**   * As the Chairman was absent there was no report this month |  |
| **1829** | **Clerk’s Report**   * The Clerk noted that she had received communications from two of the three boats moored over the winter which needed to be reviewed with Councillors. The Clerk will circulate the correspondence. * Following the recent flooding, the Clerk stated that the “road closed due to flooding” signs could be larger and this would be looked into. * A first draft of a licence for the container storage at the recreation ground has been drawn up. |  |
| **1830** | **To receive a report from the District Councillor**   * As the District Councillor was not present there was no report |  |
| **1831** | **To answer questions from councillors, request items for next meeting or receive items for information only** |  |
|  | * Cllr CB has drawn up a first draft of a letter to the District Councillor regarding the recent Budget Proposals for 2024-25 at West Berkshire Council. These were reviewed by Cllrs and it was agreed that the Clerk will send these on as the official parish council response in addition to the responses made directly on the online consultation. |  |
| **1832** | **Correspondence:**  None not already previously circulated or discussed. |  |

# 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.** |  |
| **1833** | * None |  |

# Section 5: Closure

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| **1834** | There being no further business the Chairman closed the meeting at 9.45pm  The next scheduled meeting will be held on Tues 12th March 2024 at 7.30pm. |  |

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**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON   
20th February 2024**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***Recommendation*** |
| **24/00046/FUL** | Section 73 application to vary conditions 2 (Plans), 4 (CMS), 8 (FFL) and 9 (Materials) of approved 22/01616/FULD - Demolition of existing bungalow, brick outbuilding and garage; construction of 4 flats, with associated parking, widened site entrance, new fences and drainage.  **Site Of 75 Reading Road, Pangbourne, Reading RG8 7JA** | ***Comments*** |
| **24/00207/HOUSE** | First floor side extension and two storey side extension  **4 Breedons Hill, Pangbourne, Reading, RG8 7AT** | ***Comments*** |
| **23/02868/FUL** | Erection of a single detached dwelling  **Land at Rear Of Hillcrest, Courtlands Hill, Accessed by Green Lane, Pangbourne, Reading** | ***No objection*** |
| **24/00250/HOUSE** | Proposed rear dormer extension  **40 Reading Road, Pangbourne, Reading, RG8 7JF** | ***No objection*** |
| **23/02775/HOUSE**  **(additional documents)** | Two storey side and rear extension and single storey rear extension  **4 Meadowside Road, Pangbourne, Reading, RG8 7NQ** | ***No further comment*** |

**PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 9th January 2024**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***Recommendation*** |
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**WBC DECISIONS SINCE 9th January 2024**

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| ***APPLICATION NUMBER*** | ***PROPOSAL*** | ***WBC Decision*** |
| **23/00960/FUL** | Section 73: Variation of Condition 5 (Lighting) of previously approved application 23/00023/FUL: Carefully designed Lighting system to three existing tennis courts  **Pangbourne Tennis Club, Recreation Ground, Thames Avenue, Pangbourne, Reading** | ***Approval*** |
| **23/01397/LBC** | Changes to previously approved 20/01504/LBC2 First floor layout to amend Master Bathroom suite (RG03-05)  **Bere Court, Bere Court, Pangbourne, Reading RG8 8HT** | ***Approval*** |
| **23/01451/LBC** | Replacement of 6no. rotten timber sliding sash windows to the front elevation at first floor level, with new timber sliding sash windows all to match existing.  **Flat 1A, Reading Road, Pangbourne, Reading RG8 7LR** | ***Approval*** |
| **23/01693/FUL** | Conversion of B1 premises to B1 office and A1 retail use and to two flats at first floor with alterations to rear and addition of escape stair.  **St James House, 4 Church Road, Pangbourne, Reading RG8 7AR** | ***Approval*** |
| **23/02176/FUL** | Erection of a replacement dwelling following the demolition of the existing dwelling; associated private amenity and erection of front gates.  **Bowden Hill, Pangbourne, Reading RG8 8PT** | ***Approval*** |
| **23/02030/HOUSE** | Proposed Rear Extension With Dormer Extension Above & Front Porch Extension  **33 Bourne Road, Pangbourne, Reading, RG8 7JT** | ***Approval*** |
| **23/02429/FUL**  **(adjacent parish)** | Section 73 - Variation of condition 2 (approved plans) of approved application 22/02996/FUL: 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** | ***Approval*** |
| **23/02636/HOUSE** | New Porch Canopy over existing porch to be infilled with new front door.  **12B Horseshoe Road, Pangbourne, Reading, RG8 7JQ** | ***Approval*** |
| **23/02670/HOUSE** | Proposed single storey extension to rear of existing workshop and new pitched roof over existing workshop.  **33 Bourne Road, Pangbourne, Reading, RG8 7JT** | ***Approval*** |
| **24/00082/COND**  **(not consulted)** | Application for Approval of Details Reserved by Condition 3 (Cladding) of planning permission 21/00430/HOUSE - Conversion of loft space including change from hipped roof  **22 Horseshoe Road, Pangbourne, Reading RG8 7JQ** | ***Approval*** |