



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Annual Meeting of the Council held at Pangbourne Village Hall on Tuesday 12 July 2023 at 7.30pm.

PRESENT:

Cllrs: I. Walker (Chairman), J. Higgs (Vice Chairman), G. Child, N. Goodwin, A. Huddart,
B. Kerr-Muir,
Clerk: R. Elkin (Clerk, RFO),
District Cllr: Cllr M. Shakespeare sent apologies
Members of public: 2 Members of the public were present for part of the meeting

APOLOGIES / ABSENCE: C. Roberts

Section 1: Procedural

Action

1702 Apologies for Absence and Declarations of Interest relevant to Agenda Items

Apologies were received from C. Roberts.

NG and IW declared a personal non pecuniary interest in planning item 23/01620/FUL

NG declared an interest as a member of the fete committee and AH as a member of Adventure Dolphin in the Adventure Dolphin storage item

NG declared a non pecuniary interest in Oakingham House

1703 Minutes of the Parish Council Meeting held on 13 June 2023

It was **RESOLVED** unanimously that the Minutes of the Meeting of 13 June 2023, having been taken as read, were a true and accurate record and were duly signed by the Chairman

1704 Outstanding actions carried over from previous meetings

Cemetery Car Park – ONGOING – recent email from solicitors. Angela at Vistry Partnerships/
Countryside Properties to be contacted

CR

Adventure Dolphin Sub-lease – ONGOING

NG/AH
/Clerk

Tennis Club Lease – ONGOING – 21 year lease issue investigated

Clerk

Tennis Club Lighting Project/Electrical work – IW has met again with the Tennis club. IW now satisfied with the electrical arrangements which have been agreed by all parties

IW NG

Bowls Club Application – The main issue for the club is the failed concrete surround to the bowling green which will be expensive to repair at approx. £15k for the entire concrete gully system. Meeting tba – ONGOING

NG

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

IW

Rec Ground Bin Storage Area – Fencing and new pedestrian gate and vehicle gate has now been installed. Mulch still to be laid

IW NG LA

Recreation Ground Vision group – Work ready to be shared in the Autumn. Hall to be booked

NG IW

APT – next steps to be agreed and actioned between PPC and APT. Meeting in September

ALL

Commercial Exercise Hire at Rec – ongoing. NG and Clerk to re look at proposed contract

NG/Grd

Moors Street light – resident to be contacted

Clerk

Section 2: Decision Making

1705 To Receive an UPDATE on the Adventure Dolphin Proposal for the extension of the storage compound and agree any actions to take the matter forward

A Meeting has been arranged for the coming week with members of the Adventure Dolphin Committee, Councillors and Officers to re-look at the recent planning application for enlarging the storage compound which was recently withdrawn.

Councillors raised a few concerns that they wanted to discuss at the meeting namely that the application involves taking protected public open space which sits outside the settlement boundary and converting it to storage and as such it would require a change of use application even before the planning application was submitted. It was generally felt that this should be applied for by the Parish Council as the owner of the land and done as a pre-app to establish whether a change of use would be deemed acceptable for this space by the Local Planning Authority (WBC) in the first instance. Following that, it was suggested that there should be public consultation on the proposal and the submission of the full planning application.

Concerns were also expressed regarding the loss of trees/scrub which not only naturalises but also protects and shields the existing compound, although it was agreed that this could be re-established.

Councillors expressed their full support for the fantastic work that the Adventure Dolphin Charity do to provide youth and water sports activities and expressed a desire to work with the charity to come up with a suitable solution. It is, however, important that PPC, as the landowner of Pangbourne River Meadows, made sure that due diligence was undertaken as regards the change of use and that once/if the change of use was approved by the LPA, a public consultation took place to explain and publicise the proposals. Councillors have arranged to meet with representatives of ADC to get a better understanding of the proposals in order to be able to move forward, and will provide an update on the upcoming meeting to the next full council meeting in September.

1706 Planning:

i. To receive the list of planning recommendations 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:

23/01395/LBC	Bere Court, Bere Court, Pangbourne, Reading RG8 8HT	No Objection
23/01397/LBC	Bere Court, Bere Court, Pangbourne, Reading RG8 8HT	No Objection
23/01411/FUL (adjacent parish)	The Lodge, St Andrews School, Buckhold, Pangbourne, Reading RG8 8PX	No Objection
23/01451/LBC	Flat 1A, Reading Road, Pangbourne, Reading RG8 7LR	No Objection
23/01495/HOUSE	Lime Tree Cottage, Bowden Green, Pangbourne, Reading RG8 8JN	No Objection
23/01498/HOUSE	Oakingham House, Bere Court Road, Pangbourne, Reading RG8 8JU	No Objection
23/01620/FUL	75 Reading Road, Pangbourne, Reading RG8 7JA	No Objection

1707 Finance:

- i. TO RESOLVE to APPROVE accounts reconciliation as at 30 June 2023**
- ii. TO RESOLVE to APPROVE retrospectively the payment schedule as appended to the agenda for July 2023**
- iii. To RESOLVE to DELEGATE payments for August to the Clerk and Chairman as no meeting scheduled**

- i. The accounts reconciliation for 30 June 2023 was circulated outside of the meeting and approved
- ii. The payments due in July 2023 of £21,013.00 as appended to these minutes were approved
- iii. It was RESOLVED to delegate payments due in August to the Chairman and Clerk

1708 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

1709 Reports from Committees, Working Parties and individual Councillors

Village Hall

- The Community Garden proposal is progressing

Grounds Committee

- The installation of the Lychgate has finally commenced and it is hoped it will be completed over the summer. NG suggested that PPC commission a name plaque to sit across the top which will be looked into
- The area between the recreation ground and the meadow has been cleared and the new fencing and gates have been installed. The gate closure requires a firmer bolt fixing which needs to be looked into. Mulching will be put down over the summer
- The football storage project is being investigated with opportunities for grants
- Water is still leaking badly from the stopcocks at the Recreation Ground. Clerk to contact WBC as the water account is still in their name
- Vandalism at Toilets – the locking mechanisms have been broken once again and currently require manual locking
- The Tennis Club are progressing very well with fundraising for the court lighting project, and intend to go ahead with the installation in September now that the electrical arrangements have been agreed with Cllr IW. There will be an external control box to avoid siting this equipment inside the pavilion. In terms of accessing the lights, the system has been designed so that casual hirers will be able to access lighting per hour, coaches and club members for the duration of their activity and above both of those is an override shut-off at 10pm in accordance with the planning permission.

1710 To receive a brief report from the Chairman

The Chairman gave a brief report as follows:

- The recent water safety training event organised by RBFRS and attended by TVP, members of the public as well as reporters from ITV and BBC was a great success and was well attended. It is hoped that this may be repeated again in the future to help spread these important water safety messages.
- IW stated that he would get in touch with District Councillor MS regarding his offer to set up a co-ordinated speedwatch campaign
- IW raised the issue of a need for a proper 5 year plan and agreed priorities for the Council. He asked Councillors to use the summer recess to consider their thoughts in what these priorities should be and proposed that this be an agenda item for September to agree a list.
- He also flagged that budget season would begin again in the Autumn and that with ever expanding council activity and services being better delivered, ongoing day to day costs are increasing. Adding in proposals to undertake short, mid and long term capital improvements and the effects of inflation, this needed to be considered carefully as there would need to be a significant shift in the baseline of the precept.

1711 Clerk's Report:

- Officers at WBC have agreed to investigate re-surfacing possibilities at the Wharf Footpath with residents and the District Councillor. WBC has made clear their position that this must be done in partnership with all beneficial parties and that the PROW should be considered separately from the private vehicle access.
- Over 65s travel consultation – a meeting is scheduled for the end of July

- The Clerk stated that she had received a request for a Councillor to represent the Parish Council on the committee of the Pangbourne & District Volunteers. After discussion

The Council RESOLVED that Brenda Kerr-Muir should be appointed to the Committee of the Pangbourne and District Volunteers

This will take place with immediate effect.

1712 To receive a report from the District Councillor

District Cllr MS had sent apologies and a brief report:

1. WBC Local plan review – there is a lot of discussion around the local plan 2022-2039, which is considered flawed. The planning inspector has now given us an extension to early 2024 to consider the questions he has asked. This will give us a few months to carry out a limited review of aspects of the Reg 19 Plan submitted in March. In practice this is unlikely to impact on Pangbourne, as the focus is around proposed developments outside of the AONB.
2. Waste Strategy – We kicked off a review of waste strategy in response to future central government targets and the new administration's desire to improve recycling rates. Central government has been working on targets on
 - a. Extended produce responsibility – packaging producer pay to collect and recycle packaging
 - b. Deposit refund scheme – bottles & cans to have deposits and people can drop them into machines to recover the deposit like they have across most of N Europe (I'm so old I remember collecting bottles and taking them back to the corner shop)
 - c. Consistent collections – converging what each LA collects at curbside so everyone knows how to recycle
 - d. Environmental improvement plan – Targets for the amount of residual waste (landfill) per capita decreasing in the future

since 2018 and the dates for the plans to be in place are getting pretty close, some less than a year away, and there is limited visibility of the what the goals are supposed to be. WBC is obviously balancing a desire to get improvements in now vs cost vs risk of moving before central government decide what we have to do. Lots more work to do.
3. Members bids – Process is expected to begin in “next few weeks” with a funding round in September/October.
4. Case work and correspondence – I've had plenty of questions and queries. Some stand out
 - a. Dog poo bins – seems to have been a run on them being filled before they could be emptied, contract performance being checked but worth remembering that dog poo in bags is not considered hazardous and can be put in any bin, including your own
 - b. Demolition of pumping station by playgroup – good progress, all the asbestos has now been removed and should be all down early next month
 - c. Dentists – few worries that Dentalcare are no longer offering NHS treatments – they haven't stopped but they don't have a dentist with the correct admin set-up to do NHS work; so they can't do NHS work at present. The situation will be improved in the next couple of months but it does highlight the problems with recruitment generally and the profession's issues with the governments dental contract
 - d. Resolved a problem with the mowing of the WBC land on Chiltern walk
 - e. Reported a range of potholes, loose manholes, and faded road markings

1713 To answer questions from Councillors, request items for next meeting or receive any items for information only

None

1714 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.

- 1715** At 9.00pm it was proposed, seconded and resolved to suspend normal session and enter confidential session to discuss the below agenda items due to the commercially sensitive and as yet unconfirmed/scoping nature of the first item and due to the confidential staffing nature of the second item.

The two members of the public were asked to leave the meeting at this point and did not return.

- 1.** To further CONSIDER a recent proposal from WBC regarding services within the village and agree a response (deferred from last month pending further information)
 - After discussion it was agreed that the Clerk prepare a response to the proposed BSIP (Bus Service Improvement Plan) changes presented by WBC at a recent meeting including all of the points discussed this evening. It was further agreed that more information and clarification should be sought from WBC about the detail of these proposals and the specific impact they might have on related services as a matter of urgency. It was agreed to bring this back to Council again when more information was received and by working with the District Councillor to represent the interests of residents.
- 2.** To discuss the following roles – Allotment Manager and Hall Bookings Clerk and Hall Warden and agree any actions necessary
 - Both the long standing Hall Bookings Clerk/Hall Warden and the Allotment Manager have announced their intentions to retire. Discussion took place regarding a phased transition, handover, recruitment and terms and conditions as well as updated job descriptions. The Clerk and Councillors will commence work on recruitment over the summer with a view to interviews in the Autumn

At 9.34pm confidential session ended and normal session resumed.

Section 5: Closure

- 1716** There being no further business the Chairman closed the meeting at 9.35pm
The next scheduled meeting will be held on Weds 12 September 2023 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
12th July 2023**

APPLICATION NUMBER	PROPOSAL	Recommendation
23/01395/LBC	Relaying of flooring in Servant's Entrance, Servant's Stair and Lobby Area on Limecrete with underfloor heating, and new footing to C20th wall insertion built on top of existing paving slabs Bere Court, Bere Court, Pangbourne, Reading RG8 8HT	No objection
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	No objection
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	No objection
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	No objection
23/01495/HOUSE	Two storey rear extension Lime Tree Cottage, Bowden Green, Pangbourne, Reading RG8 8JN	No objection
23/01498/HOUSE	To create an additional entrance and an Orangery. Oakingham House, Bere Court Road, Pangbourne, Reading RG8 8JU	No objection
23/01620/FUL	Constructions of 3 houses, with associate parking, widened site entrance, new fences and drainage. 75 Reading Road, Pangbourne, Reading RG8 7JA	Comment
23/01539/TPW (not consulted)	T1 - Ash - Dieback, fell - Replace with Sycamore T2 - Ash - Dieback, fell - Replace with Sycamore 47 Shooters Hill, Pangbourne, Reading RG8 7EA	No comment
23/01482/TPW (not consulted)	T1 - Sycamore - Reduction of the northern and southern side lateral spread by approximately 1.5m, to suitable live growth points. Reduction of selective branches out of the crown profile on the Eastern aspect over 4 The Laurels by up to 1m. Reduction of selective branches out of the crown profile on the Western aspect over 6 Aston Close by up to 1m. Thin thicker foliage area as a result of previous pruning, (up to 10% volume) and light raise of regrowth on the Western aspect over 6 Aston Close. Remove 1 piece of deadwood. 6 Aston Close, Pangbourne, Reading RG8 7LG	No comment
23/01341/COND (not consulted)	Application for approval of details reserved by condition 3 (Written Scheme of Investigation) of approved 21/01726/LBC2 - Replacement of ceramic tiled flooring and cement/concrete base to entrance hall with Limecrete and stone tile flooring Bere Court, Bere Court, Pangbourne, Reading RG8 8HT	No comment
23/01378/TPW (not consulted)	Silver Birch - In front garden (10m tall). Reduce the crown back by 2m to previous pruning points, leaving a finished height of 8m. Beech - In side rear garden, southern boundary (13m tall). Reduce the crown back by 2m to previous pruning points, leaving a finished height of 11m. Winterbourne House, Cedar Drive, Pangbourne, Reading RG8 7BH	No comment

23/01236/CERTP (not consulted)	This proposal seeks lawful development approval for splitting of a single office unit into two at 21B Horseshoe Park. 21B Horseshoe Park, Pangbourne, Reading RG8 7JW	No comment
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PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 13th June 2023

APPLICATION NUMBER	PROPOSAL	Recommendation

WBC DECISIONS SINCE 13th June 2023

APPLICATION NUMBER	PROPOSAL	WBC Decision
LA2003 NEWPREM05 Application Ref: 21482 (licensing application)	New Premises Licence Application – Recorded Music 07:00 – 24:00 Supply of Alcohol 07:00 – 24:00 Late Night Refreshment 23:00 – 24:00 Nino's Italian Deli Ltd, 10 Reading Road, Pangbourne Berkshire RG8 7LY	Approval
23/00772/HOUSE	Proposed loft conversion with flat roof dormer, and proposed single storey rear extension to replace existing single storey extension. 87 Horseshoe Road, Pangbourne, Reading RG8 7JL	Approval
23/00802/HOUSE	Single storey rear extension and first floor rear extension with solar panels to each level. Addition of new rooflights at second floor level. Reduction in height of the existing front Living Room window. Oakhill House, Courtlands Hill, Pangbourne, Reading RG8 7BE	Approval
23/00923/FUL	Extend existing fence line of fenced compound by up to 15m. Open for comment icon Adventure Dolphin, Dolphin House, Whitchurch Road, Pangbourne, Reading RG8 7DA	Withdrawn
23/01341/COND (not consulted)	Application for approval of details reserved by condition 3 (Written Scheme of Investigation) of approved 21/01726/LBC2 - Replacement of ceramic tiled flooring and cement/concrete base to entrance hall with Limecrete and stone tile flooring Bere Court, Bere Court, Pangbourne, Reading RG8 8HT	Approval