



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the full meeting of the Council held at Pangbourne Village Hall on Tuesday 9 June 2026 at 7.30pm.

PRESENT:

Cllrs: I. Walker, J. Higgs, T. Batten, C. Brewer, N. Goodwin, B. Kerr-Muir,
M. Male, M. Rimmer,
Clerk: R. Elkin (Clerk, RFO),
Members of public: 3 Members of the Public were present for all or part of the meeting
Apologies Received: G. Child, C. Ellis (next day)
Absent (no Apologies): C. Roberts
District Cllr: Cllr M. Shakespeare was not present

Section 1: Procedural

2312 To receive apologies for absence and declarations of interest relevant to agenda items

None

2313 To RESOLVE to adopt the minutes of the full council meeting held on 12 May 2026 as a true and accurate record

Having been previously circulated and taken as read, the minutes of the meeting of 12 May 2026 were approved and signed as an accurate record

Section 2: Decision Making

Action

2314 Annual Governance and Accountability Return (AGAR)

- i. To RECEIVE AN UPDATE on Pangbourne Parish Council's annual accounts audit
 - ii. To RESOLVE to adopt the internal auditor's report for 2025/26
 - iii. To RESOLVE to approve the Annual Governance Statement for 2025/26
 - iv. To RESOLVE to approve the Annual Accounts for year ending 31 March 2026
 - v. To RESOLVE to re-appoint Claire Connell as internal auditor for 2026/27 year
 - vi. To APPROVE the proposed dates of public rights of inspection
 - vii. To RECEIVE AN UPDATE on the upcoming dates for External Audit and Notice of Conclusion of Audit
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- i. The Clerk gave an update on the two internal audit visits and any recommendations
 - ii. It was RESOLVED to adopt the internal auditor's report for 2025/26 which had previously been circulated
 - iii. It was RESOLVED to approve the Annual Governance Statement for 2025/26 after each of the assertions were considered in turn by Councillors. The Statement was signed by the Chairman and the Clerk
 - iv. It was RESOLVED to approve the Annual Accounts for year ending 31 March 2026 after the AGAR Accounting Statement and supporting financial documents were presented by the Clerk. The Statement was signed by the Chairman and the Clerk
 - v. It was RESOLVED to re-appoint Claire Connell as internal auditor for 2026/27 year and her independence as an internal auditor was considered as detailed in the T&Cs and Letter of Engagement.
 - vi. The proposed dates of Public Rights of Inspection (22 June to 31 July) were approved
 - vii. The Clerk gave AN UPDATE on the upcoming dates for External Audit (from now) and the expected date for receipt of the Notice of Conclusion of Audit (September). She reminded Councillors that members of the public are permitted to inspect the accounts at any point during the Period of Public Rights as above, but that the External Auditor (PKF Littlejohn) can ask further questions any time between now and when they issue the Notice of Conclusion.

2315 To RECEIVE AN UPDATE on Bathing Water Status designation and AGREE any actions necessary

- The summer bathing season has now begun (15 May). A designation has been made for Pangbourne Meadows giving it bathing water status. This means that there is an obligation on the water company and EA to regularly inspect the water quality and work to improve it.
- PPC need to design and instruct signage which would be funded by DEFRA.

As the time was now 8pm, Standing Orders were suspended to allow any Members of the Public present to speak.

2 MOPS were in attendance from Thames Ave along with one other MOP.

Feedback was given regarding the high level of ASB at Pangbourne Meadows and Recreation Ground over the May half term when colleges and schools/exams were out and the UK had a week long heatwave.

Questions were asked as to whether this was exacerbated by the announcement one week previously of the Bathing Designation and whether this would provide any additional policing.

At 8.11pm Public Forum ended and normal session resumed. All members of the public remained present for the duration of the public section of the meeting.

2316 To CONSIDER options for improving hoop bins at Meadows

- The Open Spaces Warden has reported that the plastic bin sacks in the bin hoops at the meadows are suffering from unknown wildlife tearing and shredding them to get to discarded food with litter then scattered across the ground. Several of the hoops are also weakened and starting to fail.
- The Clerk gave a brief presentation on possible options for replacement, however whatever is found needs to be waterproof/floodproof/off the ground and vandal proof as well as being visually pleasing and in keeping with the meadows. As about 8 are required, cost will also be a factor.
- It was agreed that the Clerk should look at this further and bring it back to the next meeting as a priority.

2317 To RECEIVE an UPDATE and AGREE the new plan for fete parking

- Cllr NG stated that the Mend the Gap biodiversity project to restore the flood plain hay meadow, was progressing far quicker than expected due to being able to get an early cut in during January. Species are already beginning to return and it was felt that it would be a real shame to do the traditional "fete parking" grass cut now just as the flowers and grasses are beginning to bloom and seed.
- As a result a last minute decision was taken to plan alternative car parking on the Recreation Ground, with cars coming along the track and diverting through the wooden gates. Pangbourne Rotary would mark out the route for cars with tape and cones as well as providing marshalls as usual and the playground gate nearest the cars would be sealed for the day in the interests of safety. In order to facilitate this, some emergency expenditure had taken place, namely resurfacing of the first stretch of the track and also hire of some vehicle protection mats to protect the rec path installed last year.
- Councillors were made aware of the proposal and the costs and it was agreed that this was the correct course of action to avoid jeopardising the project and also as a "trial" for some of the proposals in the rec vision.
- Feedback will be sought after the fete

2318 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:

26/01031/HOUSE 3 The Laurels, Woodview Road, Pangbourne, RG8 7JZ

No Objection

26/01077/HOUSE Coppinger, Riverview Road, Pangbourne, RG8 7AU

No Objection

26/01109/HOUSE Nutshell Cottage, Riverview Road, Pangbourne, Reading RG8 7AU

No Objection

iii. To DISCUSS and RESOLVE to APPROVE a response to the Food Licensing Application received and Alcohol Licence request

A long debate took place as Councillors considered the proposal to approve a food license for a trader sited on Pangbourne Recreation Ground facing out towards the meadows particularly as regards alcohol sales. Having previously discussed and agreed the proposal for ice creams, drinks and light snacks in principle at a previous meeting, Councillors were in support of the food trading licence which has now been submitted. No alcohol licence has been applied for yet at the site but the applicant has stated a desire to do so. Councillors were divided on this proposal due to implications for the PSPO and whether this would send the wrong message, impact on nearby residents or alternatively prove a positive influence on the area. After much discussion it was RESOLVED to allow the trader for apply for a licence should he wish to do so with the knowledge that he would withdraw should we request it and not start until the Council feel it is right.

NB subsequent to the meeting the applicant agreed not to apply for the alcohol licence and to re-assess over the summer.

2319 Finance:

- i. **To RESOLVE to APPROVE accounts reconciliation at 31 May 2026**
- ii. **To RESOLVE to APPROVE the payment schedule as appended to the agenda for June 2026**

- i. It was RESOLVED to APPROVE accounts reconciliation at 31 May 2026
- ii. It was RESOLVED to APPROVE the payment schedule as appended to the agenda for June 2026 totalling £43,504.76

2320 Policies and Procedures

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

- None

Section 3: Updates and Progress Reports

Action

2321 Reports from committees, working parties and individual councillors

VILLAGE HALL

- Water leak, car park – it was agreed that the council could cover the cost of the works if required
- Drain repair, car park – work date tbc (likely quiet summer period)
- Fire door, hall – date booked for June
- Air conditioning, office – date booked for July
- Smart heating, hall – ongoing

GROUNDS

- Water meter, allotments – resolved and billing reset
- Car park fence, recreation ground – work has commenced and is looking good
- Toilets, gents door – now complete and replaced so the gents can re-open
- Works at football building – hook up for the foot trader and lighting
- Tree works – dangerous branches removed at meadows
- TVP – half term week meadows. As previously mentioned there was a very high level of ASB due to the heatwave and schools and colleges finishing exams. For various reasons there was a very low police presence and residents reported being unable to enjoy their homes peacefully. Meetings have taken place with residents and the police.

2322 To receive a brief report from the Chairman

- Meeting to take place with WBC (Leader, Cllr with responsibility for highways and Officer in charge of place) re accessibility – 16 June. Areas to consider are those with parking issues in village

centre, particularly near Costa, including street lighting column placement, surfacing at the Moors entrance but also the village car parks and open spaces more generally.

- Speedwatch – IW to pursue with C Evans at WBC

2323 Clerk's Report

- June 11 meadows walk-about MTG PAWS JN
- Insurance policy renewals complete (Year 2 of 3 yr LTA)
- Fly-tipping, Sulham Lane – 5 or 6 incidents of commercial waste tipping now
- EV charging, Thames Avenue – many residents have written to WBC to object
- Meeting with WBC re accessibility – 16 June

2324 To receive a report from the District Councillor

- None – not present, apologies received

2325 To answer questions from councillors, request items for next meeting or receive items for information only

- None

2326 Correspondence:

- None not already circulated

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.

- 2327**
- Matter Related to ALC – re-mapping and agree to the land as re-drawn
 - Matter related to Solicitors Instructions – ongoing
 - Matter related to land – discuss a course of action for the council. Engage Land Agent.

Section 5: Closure

- 2328** There being no further business the Chairman closed the meeting at 9.51pm
The next scheduled meeting will be held on Tuesday 14 July 2026 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
9 June 2026**

APPLICATION NUMBER	PROPOSAL	Recommendation
26/01031/HOUSE	Single storey rear extension 3 The Laurels, Woodview Road, Pangbourne, Reading RG8 7JZ	No objection
26/01077/HOUSE	Proposed extension and alterations - Proposed exterior cladding in brick and timber, roofing in grey material with extended dormer windows, additional roof lights and solar PV panels, small infill extensions to rear and front porch, demolition of conservatory, conversion and re-roofing of existing garage with 1.5 storey side extension, front gates, rear garden building. Section 73 application to vary condition 2 'Approved plans' of Planning Permission 25/00774/HOUSE Coppinger, Riverview Road, Pangbourne, Reading RG8 7AU	No objection
26/01109/HOUSE	Erection of first floor extension and new flat roof porch to existing house. Erection of a single storey detached garage. Installation of solar panels to existing flat roof. Nutshell Cottage, Riverview Road, Pangbourne, Reading RG8 7AU	No objection
26/01111/HOUSE	Single-storey rear extension and partial garage conversion to provide ancillary accommodation associated with the main dwelling. 2 Orchard Place, Horseshoe Road, Pangbourne, Reading RG8 7JQ	No objection
Licensing: 26/30292	Street Trader Consultation - Nino's - Pangbourne Recreation Ground Recreation Ground, Thames Avenue, Pangbourne, Reading, West Berkshire	Support
26/01151/HOUSE	Demolition of outbuilding; Double-storey rear extension; Internal reconfigurations. 26 Bourne Road, Pangbourne, Reading RG8 7JS	Objection
26/01188/HOUSE	2 storey side extension, minor changes to existing windows and porch roof and new gates to driveway. Section 73 application to vary Condition 2 (approved plans) of Planning Permission 25/02550/HOUSE. 8 Croft Drive, Pangbourne, Reading RG8 8AN	No objection

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 12 May 2026

APPLICATION NUMBER	PROPOSAL	Recommendation

WBC DECISIONS SINCE 12 May 2026

APPLICATION NUMBER	PROPOSAL	WBC Decision