



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the full meeting of the Council held at Pangbourne Village Hall on Tuesday 14 July 2026 at 7.30pm.

PRESENT:

Cllrs:	I.Walker (Chairman), T. Batten, C. Brewer, G. Child, C. Ellis, N. Goodwin, B. Kerr-Muir, M. Rimmer, C. Roberts
Clerk:	R. Elkin (Clerk, RFO),
Members of public:	13 Members of the Public were present for all or part of the meeting
Apologies Received:	J. Higgs (Vice Chairman), M.Male,
Absent (no Apologies):	None
District Cllr:	Cllr M. Shakespeare was present

Section 1: Procedural

2348 To receive apologies for absence and declarations of interest relevant to agenda items

- Apologies for absence were received from J. Higgs (Vice Chairman) and M.Male,
- No Declarations of Interest were declared

2349 To RESOLVE to adopt the minutes of the full council meeting held on 14 July 2026 as a true and accurate record

Having been previously circulated and taken as read, the minutes of the meeting of 14 July 2026 were approved and signed as an accurate record

Section 2: Decision Making

2350 To RECEIVE a brief representation from residents of Thames Avenue related to security at Parish Open Spaces

Action

- Several residents of Thames Avenue who assist the Council with a voluntary locking rota for both the Track Gate and the Recreation Ground Gate, were in attendance to discuss the behaviour of other users of the track gate particularly.
- They reported that they frequently lock the gate, only for it be to be re-opened and left open by other users with rights of access.
- They also noted that the council had spent public funds earlier this summer to make the locking mechanism far easier to use, however it was noted that this had not improved the frequency of locking.
- Thames Valley Police have stated that the gate being regularly closed significantly helps protect against the types of ASB at the Meadows and Rec seen earlier in the summer.
- It was suggested that the Parish Council try to establish locking hours /days/months with agreement from the other users by way of a compromise and to properly communicate this to members of the public with detailed signage. Some months are more critical than others. Also to write to other users to outline again the impact of ASB on those living nearby and most affected.
- NG responded that this was a long standing issue which has been difficult to resolve. He also stated that PPC as a priority are looking into an electronic gate with an automatic closing barrier which cannot be left open but which is also no burden to users. This needs to be considered carefully for a number of reasons, not least the multiple legitimate users who all require different types of access but also the ongoing maintenance and liability implications of such a gate in a publicly owned space /flood zone.
- It would need consultation with residents with access rights but the ideal location would be at the very start of the track after the car park.
- PPC was also asked about enforcement of overstaying moorings and was able to update that an enforcement visit with the EA had taken place at the beginning of the holiday season.

- The volunteers were thanked by the Council for all their dedicated efforts to secure the public spaces which had made a real difference and helped contribute hugely towards a calmer summer period.

2351 To CONSIDER and AGREE plans for the upcoming Remembrance Day Event incl a new muster site now that the former Police Station is no longer available- Traffic Order Application to be submitted as a priority

- Since this agenda item was proposed, agreement has been secured from the new owners to use the old police station forecourt for one more year which means the event can continue in its usual form for 2026, although a new site will still need to be found for the future. Several options were mentioned as alternatives and these will need to be explored and landowner permission sought.
- As a result, the traffic order application has been submitted. All timings are to remain the same and the Clerk will contact all relevant partners to make arrangements for the event.
- Councillors were requested to make themselves available to attend.

As the time was now 8pm, Standing Orders were suspended to allow Members of the Public to speak as there was a significant public presence. Having been asked by the Chairman if anyone wished to speak, and no one having requested to do so, normal session resumed.

2352 To APPROVE the Bathing Water Status designation signage

- The final amended version of the Bathing Water Designation signage was approved as per the received quotation at £1213.56 +vat including installation which was agreed due to the size of the sign. It was noted that DEFRA will provide a grant towards this cost.
- The Clerk will place the order and make the necessary arrangements

2353 To CONSIDER developments at the Pavilion:

i.UPDATE on septic tank and drainage and AGREE any actions and expenditure

ii.UPDATE on toilet refurbishment

ii.CONSIDER Plans submitted by the Tennis and Bowls Clubs re improvement works for submission to planning and agree next steps

Septic Tank Update

- NG stated that following an emergency septic tank empty at the start of the summer, it had become clear that this was no longer functioning as it should and the council had been seeking advice. There could be several different reasons for the issue, however it was felt by the council following this advice that, although investigation and repair may be possible, it could be as costly as putting in a new modern, fully up to date, compliant system such as a digester. It was also noted that the septic tank was never intended for the levels of use that the pavilion is now seeing, particularly with the growth of tennis club members. As the site is located in a flood plain with heavy clay soil, it may be that such a system is the only real option and, although percolation tests may need to undertaken first to test this hypothesis, this would be the likely way forward. Careful understanding of "peak use" needs to be obtained to ensure the system is fit for purpose long into the future.
- This will be a significant expense for the parish council as landlords at an estimated cost that could be as high as 20-25k.
- In the short term, it was stated that there are a number of options open to all parties, one of which may be full closure of the building. The preferred option would be to continue activities with more regular emptying of the septic tank (with associated costs) until the issue can be resolved. It was noted that this option could only be considered if all clubs agreed to ensure members were aware of the issue and restricted water use wherever possible and immediately monitored chemical and dishwasher use.

Update on Gents Toilets refurbishment

- Members of the tennis and bowls clubs provided an update on the recent project to re tile and modernise the gents loos at the pavilion. These works are now complete and have been the result of many hours of volunteer work.

- PPC will pay the cost of the plumbing works
- The Tennis and Bowls clubs were thanked for their hard work

Tennis and Bowls Clubs proposals for improvement works

- The Clubs have been working on plans for cladding , door and window improvements at the pavilion and gave a short presentation on progress to date in preparation for submitting a planning application in the coming weeks.
- The clubs confirmed that they are now obtaining quotations for security grilles for the windows and doors.
- It was stated that the plans need to specifically mention the roof treatment proposed as well as details of the approved sample of cladding that was agreed. Alternatively, any reference to the roof needs to be removed entirely. If any reference to the roof is made, it should be anticipated that a bat survey may be requested by planning officers.

2354 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:

26/01462/FUL 2 The Square, Pangbourne, RG8 7AH
26/01463/LBC (reconsultation with additional documents)

Unable to
Comment

26/01846/FUL Thames Cottage, 16 Shooters Hill, Pangbourne RG8 7DX

Unable to
Comment

As there were members of the public present in relation to a planning application on the agenda, it was agreed to move planning up to become the next item at 8.35pm.

26/01462/FUL 2 The Square, Pangbourne, RG8 7AH
26/01463/LBC (reconsultation with additional documents)

A member of the public spoke in relation to concerns regarding application 26/01462 and 26/01463 and a lack of detail /clarity in the plans publicly available on the WBC planning portal as well as expressing concern about details that were listed.

Members stated that they were also unable to comment on the application due to lack of further available information which they knew had been supplied by the applicant (also in attendance) in July and which had not yet been published on the portal after several weeks despite this being a reconsultation as no new documents had been posted. As the District Councillor was in attendance, it was requested that he urgently follow this up with the planning department as it was noted that this was both unacceptable and unhelpful. As a significant potential development within the village centre, it was especially important that attention was paid to both the detail including highways, noise and environmental health concerns and to ensuring proper consultation takes place. It was further agreed that the Clerk would contact the planning authority to reiterate the same concerns.

As the consultation deadline was before the next meeting, it was agreed that either an extension would be requested or an extraordinary planning committee meeting would be held and that both the applicant and the member of the public would be advised of any such meeting.

Following this item, 3 MOPS left the meeting

26/01846/FUL Thames Cottage, 16 Shooters Hill, Pangbourne RG8 7DX

Councillors were unable to comment on this application due to errors and discrepancies in the application. This was namely that the application states that the ONLY amendments were to parking and vehicle access arrangements, however the external elevations and uses of several of the buildings appear to have been altered since the original approved application. Councillors felt that as a result, this new application should not have been validated without this discrepancy having been resolved. It was again requested that the District Councillor raise this with the planning authority for urgent clarification and that the Clerk do the same.

It was noted by the District Councillor that a certp application had come in 26/01946/Certp which the Parish Council have not yet been consulted on.

3 Members of the public left after this agenda item

2355 UPDATE on Mend the Gap second phase grant and AGREE actions and timelines incl planning

- It was noted that PPC have received confirmation that they have been awarded the next grant phase from Mend the Gap to enable the vehicle cut through to the recreation ground for event storage and blue badge parking and to enable the treatment of the far end of the meadows as floodplain restoration.
- The next steps will be to begin work on the associated management plan and planning application
- It was also reported by the Clerk that there has been a proposal for fully funded tree planting by Mend the Gap at the Meadows, Rec Ground and Chiltern Walk and that this shall be approved and taken forward

2356 To CONSIDER the project costings and proposals sent by West Berkshire Council following the village walk about meeting and AGREE any actions necessary

- Following the village “walkabout” between the Leader of West Berkshire Council and senior members and officers and members and staff from the Parish Council, a number of projects were requested for costing and feasibility from WBC. Initial costings have now been received and these were considered by the council. These include:
 - Access gate /bollards for track at meadows
 - Paid parking arrangements for recreation ground
 - Bollards and street lighting column movements near Costas /Garlands.

It was felt that the access gate arrangements were too costly in the form proposed at 50k+
The paid parking arrangements could be explored but could mean loss of control by PPC over the ground

Bollards and street lighting columns in the village centre should be further explored

- It was further noted that another request from this walkabout has now been completed namely that the front entrance to the Moors has been fully resurfaced after many years of lobbying for this to be done. This is a vast improvement for safe. level access through the village.

2357 To NOTE a summary of upcoming potential project costs in work and AGREE priorities and phasing

- With a number of major projects under discussion and budgets on the horizon, the Clerk presented a long list of projects for Councillors to consider as they will need to be prioritised in the remaining 26/27 budget and the new 27/28 budget.
- It was noted that a number of significant and costly issues had arisen during the current year, namely the septic tank difficulties and also the developing bank erosion at the river meadows both of which were not budgeted for and will be costly to resolve. Finances will need to be managed carefully to ensure that these do not impact on other planned works.

2358 Finance:

- To RESOLVE to APPROVE accounts reconciliation at 30 July 2026 and 31 Aug 2026**
- To RESOLVE to APPROVE the payment schedule as appended to the agenda for Sept 26.**
- To NOTE the status of the annual audit**

- It was RESOLVED to APPROVE accounts reconciliation at 30 July 2026 and 31 Aug 2026
- It was RESOLVED to APPROVE the payment schedule as appended to the agenda for Aug and Sep 26 totalling **£20,719.73 and £27,850.73**
- It was NOTED that the NOTICE of CONCLUSION of the annual audit has been received with no significant issues raised . The status of the charity is to be resolved.

2359 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

Action

2360 Reports from committees, working parties and individual councillors

VILLAGE HALL

- Water Leak-car park-ongoing
- Drain repair -car park-complete and re-tarmacked
- Air conditioning -office- complete
- Smart heating -hall-ongoing

GROUNDS

- Water use-Allotments -ongoing
- Timer override keys -Toilets at Rec complete
- Tree Inspection update- booked Oct
- Gates and locking updates

2361 To receive a brief report from the Chairman

- The Chairman stated that he had been in conversation with Thames Water regarding the leak and had been unable to secure any change in their position regarding the leak being PPC responsibility

2362 Clerk's Report

- District Parish Conference 13 Oct
- Sept 20 Hasler at Meadows and Sept 5 She Paddles Event
- Resurfacing of Moors/ Recent Roadworks in village – complete and huge improvement
- ADC requested meeting re lease
- MTG – Update on grant and UPDATE on possible grant to resurface Moors footpath
- PSPO and Meadows Update
- Update on Food Trading on Meadows
- SSEN compensation for failed supply to streetlight Tidmarsh Road
- LGR announcement
- Mend the Gap Trees- grant request submitted
- July 23 PAWS meeting - feedback
- Storage for Rugby Tots
- Lowlands Search and Rescue- August event
- 2 x filming at Meadows over summer
- Printer issues office- request to replace if necessary
- Re -meandering River Pang feedback
- Purley OT Chairmans Evening
- Update on speedwatch- MM has been making progress

2363 To receive a report from the District Councillor

- MS gave a short report as follows:
- Local Government Reorganisation and the proposed creation of a new Ridgeway Council has been paused by central government following the recent change of Prime Minister and incoming Secretaries of State. WBC were only notified a few hours before it became public knowledge and do not have any detailed information as yet as to what the future will now look like. It is likely that the creation of new Mayors may now be prioritised ahead of reorganisation of local councils.
- Due to the well-publicised drop in the birth rate, WBC saw only approx. 1,600 reception class places out of the 1,900 available filled this September which is of concern across the district.

- Work is progressing on the proposed (TRO) Traffic Road Order for Thames Avenue permit parking and the consultation should soon be live
- The District Parish Conference on 13 Oct will be discussing the major planning changes being brought in by the government which will see applications being marked as Category 1 – assumed to be accepted and which the Local Planning Authority and its members cannot “call in” or Category 2 -which would only include very controversial applications
- Thames Water are attending the upcoming scrutiny committee at West Berkshire Council on 15th September. After 3 years and 850k assigned to the project to clear up the river Pang, there is little sign of improvement with it still being rated “poor”

2364 To answer questions from councillors, request items for next meeting or receive items for information only

- None

2365 Correspondence:

- None not already circulated

Clerk

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.

- 2366**
- Updates from legal advice and solicitors and next steps to exchange
 - To AGREE recruitment and Job Specification for MTG grant additional staffing
 - To CONSIDER and AGREE the proposed contract for Haycutting at Meadows

Section 5: Closure

- 2367** There being no further business the Chairman closed the meeting at 10.23pm
The next scheduled meeting will be held on Tuesday 13 October 2026 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL MEETING ON
8 September 2026**

APPLICATION NUMBER	PROPOSAL	Recommendation
26/01846/FUL	Redevelopment of existing boatsheds and boat club facilities together with associated access, parking and landscaping. Section 73 application to vary Condition 2 (Approved Plans) of planning permission 25/00885/FUL Thames Cottage, 16 Shooters Hill, Pangbourne, Reading RG8 7DX	Unable to comment
26/01462/FUL 26/01463/LBC (reconsultation with additional documents)	Proposed internal and external alterations to Grade II listed commercial premises, including removal of modern internal partitions, doors, screens and sanitary fittings; installation of new kitchen, staff, customer and office facilities. Repairs to existing windows, rainwater goods and internal finishes. Shopfront alterations and replacement entrance door; replacement rooflight; and associated drainage, gas and ventilation works. 2 The Square, Pangbourne, Reading, RG8 7AH	Unable to comment

PLANNING APPLICATIONS REVIEWED SINCE COUNCIL MEETING ON 14 July 2026

APPLICATION NUMBER	PROPOSAL	Recommendation
26/01462/FUL 26/01463/LBC	Proposed internal and external alterations to Grade II listed commercial premises, including removal of modern internal partitions, doors, screens and sanitary fittings; installation of new kitchen, staff, customer and office facilities. Repairs to existing windows, rainwater goods and internal finishes. Shopfront alterations and replacement entrance door; replacement rooflight; and associated drainage, gas and ventilation works. 2 The Square, Pangbourne, Reading, RG8 7AH	Comment
26/01505/HOUSE	Single story front and side extension to include porch, kitchen extension, utility and shower room. 36 Kennedy Drive, Pangbourne, Reading RG8 7LB	No objection

WBC DECISIONS SINCE 14 July 2026

APPLICATION NUMBER	PROPOSAL	WBC Decision
Licensing: 26/29983	Street Trader Consultation - Rolling Bites - Pangbourne Working Mens Club Pangbourne Working Mens Club, 1 Whitchurch Road, Pangbourne, Berkshire, RG8 7BS	Granted
Licensing: 26/30292	Street Trader Consultation - Nino's - Pangbourne Recreation Ground Recreation Ground, Thames Avenue, Pangbourne, Reading, West Berkshire	Granted
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	Granted

26/01398/COND (not consulted)	Application for Approval of Details Reserved by Condition 3 'CEMP' and 9 'CMS' of planning permission 25/00885/FUL: Redevelopment of existing boatsheds and boat club facilities together with associated access, parking and landscaping. Thames Cottage, 16 Shooters Hill, Pangbourne, Reading	<i>Granted</i>
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