



MINUTES OF PANGBOURNE PARISH COUNCIL

Minutes of the Meeting held at Pangbourne Village Hall on Tuesday 9th April 2019.

Present:

Cllrs: C. Hartley, G. Hurley, J. Higgs, J. Jamieson, P. MacIver, J. Pearce, C. Rennison,

Clerk: R. Elkin

Members of the public: None

Apologies:

Cllrs: G. Child, R. Holden (Chairman), T. Saunders,

District Cllr: P. Bale

Several members of the public were in attendance for the Planning Meeting immediately prior to the Council meeting but left before the full Council Meeting commenced

Action

791. It was proposed and agreed unanimously that as Chairman RH was absent, GH would act as Chairman for this meeting

792. Declarations of Interest relevant to Agenda Items

None

793. Minutes of the Parish Council Meeting Held on 12th March 2019

It was RESOLVED that the Minutes of the Meeting of 12th March 2019, having been taken as read, were a true and accurate record and duly signed by the Chairman with no amendments

794. Outstanding actions carried over from previous meetings.

- **738 JAN** Actions to progress the acquisition of a defibrillator for Kennedy Drive. GH has struggled to find suppliers that will work with local authorities but will continue to investigate. GH will speak to Kay Lacey GH
- **743 MARCH Update** JP has taken over the parking project and met with the businesses. JP and businesses to progress the questionnaire. 24 volunteers are needed to help conduct the survey. Cllrs JJ, CH, PM, CR, GH, JP said they were prepared to help. JP to contact landowners to seek permission JP
- **747 JAN** PPC Xmas Tree lights need to be returned to PPC. RH to action. GH to follow up. RH GH

795. To discuss and agree to RESOLVE to accept one of the quotations for fencing sections A and B at the allotments and agree any outstanding matters required to take the matter forward

Quotations have been sought from Arrow Fencing, Fox Fencing and Sulham Estates' own fencing contractor, those received having been circulated previously. JP proposed, PM seconded that the quotation from Arrow Fencing at £3,970 + VAT be approved, and this was RESOLVED unanimously. The Clerk is to formally accept the quotation from Arrow Fencing and get a start date for the work.

Clerk

796. To discuss all nominations received and agree a winner for the 2019 Millennium Award. Agree any outstanding matters required to take the matter forward.

The Clerk presented a summary of the nominations received and reported that she had received a very healthy number of nominations with several strong candidates. After a brief discussion and based on the nominations received, a winner for the 2019 Millennium Award was agreed. The Clerk will make the necessary arrangements for the award to be presented at the APM in May.

Clerk

797. To discuss and approve a list of invitees for the Annual Parish Meeting in May and agree any outstanding actions to organise the Meeting.

The Clerk presented the previous year's invitees for discussion and a number of further groups and businesses were proposed. The Clerk and Vice Chair to finalise the list and send out the invitations. GH Clerk

The format of the Council presentation was discussed, and PM and CH will progress. PM CH

The Agenda for the meeting to be agreed. Vice Chair and Clerk to progress. GH

Refreshments to be arranged.

Microphone to be arranged.

Posters to go on noticeboards.

798. To provide an update on Parish Council Elections if appropriate at this time

The Clerk reported that the Parish Council elections had been uncontested, and that 10 Councillors were deemed duly elected unopposed and will take their seats in May (subject to signing Declarations of Acceptance of Office and Registered Interests). There will be one remaining casual vacancy. The Parish Council can opt to fill the vacancy without the necessary 14-day statutory notice period as notice was served by the elections and can go ahead and advertise immediately after May 7th.

The Clerk drew the Councillors' attention to the legal requirement to return their election expenses papers (even with zero expenditure) by the due date. This is the responsibility of individual Councillors. ALL
CLLRS

799. To discuss and agree actions relating to the appointment of a River Warden for 2019

The Clerk reported to the Council that she and PM had met with a potential applicant for the River Warden role.

It was agreed that the Clerk would contact the outgoing River Warden to see if he might assist in some joint patrols and also to contact DG to see if she could offer assistance. Clerk

Councillors to agree a way forward. ALL

800. Planning:

- i. **To receive the list of Planning recommendations**
- ii. **To discuss and agree responses not already resolved by Planning Committee (see attached) - These were agreed in the Planning Meeting immediately prior to the council meeting and the council were updated on the agreed responses as below:**

19/00730/HOUSE 8 St James Close, Pangbourne RG8 7AP
RESOLVED – NO OBJECTION

19/00713/COMIND Bere Court Farm Bungalow, Bere Court, Pang RG8 8HT
RESOLVED – OBJECTION

19/00704/HOUSE 40 Reading Road, Pangbourne, Reading Berkshire RG8 7JF
RESOLVED – NO OBJECTION

19/00564/ADV Ground Floor 19 Reading Road, Pangbourne RG8 7LR
RESOLVED – COMMENT

19/00563/FUL Ground Floor 19 Reading Rd, Pangbourne RG8 7LR
RESOLVED – NO OBJECTION

19/00624/FUL 8 - 10 Station Road, Pangbourne, Berkshire RG8 7AN
RESOLVED – NO OBJECTION

19/00664/FUL Land North of Pangbourne Hill, Pangbourne, Berkshire
RESOLVED – OBJECTION

NB: Further information regarding individual Pangbourne Parish Council Planning Consultation responses can be found on West Berkshire Council's Website under the Planning Portal and address/application number

801. Finance

- i. The purchase of a new office printer (Brother) was approved at approx. £600 VAT inc. Clerk
The Clerk to action. (Clerk also to look into standalone hard drive.)
- i. Accounts reconciliation as at 31st March 2019 (Year End) was proposed by GH,
seconded by JH and approved by all.
- ii. **RESOLVED** - that the list of items appended to the minutes be authorised for payment,
such sums, amounting to **£14,323.28** to be debited to the accounts of the Parish
Council, proposed by GH, seconded by CH and agreed by all

802. To receive a report from the Chairman and agree any actions necessary to take the matter forward

There was no Chairman's Report this month

803. Clerk's Report

- i. Clerk gave an update on the very successful 2019 Litter Pick. More litter pickers are
needed, more bags and gloves and equipment for children. A discussion took place as
to whether a second litter pick in September could be set up. This needs to be looked
into. Clerk/Asst
Clerk
- ii. Audit timetable outlined - dates received from PKF Littlejohn/JPAG received
- iii. Update on Parking Survey
- iv. Allotment Rents have been issued and are being collected. Contracts being re-signed
- v. Following a meeting with the editor, the PC Website will have links to Pangbourne
Magazine
- vi. Magazine article on council for next edition was agreed - focussing on APM
- vii. The Clerk also reported that she will be circulating a first draft Risk Assessment to
Cllrs for approval at next month's meeting. Cllrs need to familiarise themselves with it
before then and send in amendments in advance of the meeting. ALL/Clerk

804. To receive a report from the District Councillor

GH read out the short report from the District Councillor as she had sent apologies

805. Reports from Committees and Working Parties

Grounds

- Leases and Licences work ongoing
- Trees at Recreation Ground Pavilion near tennis courts need attention - meet with Tennis Club
- GH suggested that the next Grounds Committee meeting or alternatively an informal working group meeting is held at The Pavilion to look at issues on the ground.
- Meeting with Sovereign Playgrounds re zipwire.

Cemetery

- No report.

Village Hall

- CR working on the Notice Boards.

F&C

- Risk Assessment to be done and signed off before year end. Almost complete. F&C meeting to be booked in.

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

- JJ offered to create a shared diary for councillors to co-ordinate meetings.
- CR mentioned that she had reported bill posting to WBC again and is awaiting a response.
- CR reported that she had met with Commander Jim Weave from TVP.
- CR offered to paint the bar area in the main hall with a fresh coat of paint.
- JH reported that he and CR had attended the Parish Conference and reported back on a number of matters raised.

JJ
CR
CR
CR
JH

At 9.10pm it was proposed that due to the nature of the business to be conducted the meeting went into PII session. This was agreed unanimously.

807. Confidential Matters

- i. To provide an update on legal matters relating to the Dolphin Centre
- ii. To discuss and agree any actions necessary related to legal matters outstanding with FSP
- iii. Temporary Staffing update, discuss progress and agree timescales

PII ended at 9.45pm and normal session resumed.

808. Correspondence:

1. The original letter sent to the previous Clerk was returned (undelivered) via Royal Mail. An additional post-script had been added by the Chairman.
2. 2 Requests to allow tuk-tuk/ice cream/drinks sellers on Meadows and Rec received.
3. Correspondence from D Griffiths regarding security measures affecting the track at the meadows.
4. Various correspondence from residents neighbouring the allotments regarding the proposed fence renewal project.
5. Correspondence relating to a footpath order consultation at Saltney Mead and Purley from WBC.

809. Closure

There being no further business the Chairman closed the meeting at 9.50pm.

The next meeting will be held on Tues 14th May 2019 at 7.30pm.

_____ Chairman

_____ Date

**PLANNING APPLICATIONS TO BE REVIEWED AT OR BEFORE PARISH COUNCIL
MEETING ON 9th April 2019**

<i>APPLICATION NO:</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
19/00730/HOUSE	Erection of two-storey front extension (west). Erection of single storey rear extension (east). Erection of single storey side extension (south) 8 St James Close Pangbourne RG8 7AP	NO OBJECTION
19/00713/COMIND	Section 73A: Variation of condition 2: Approved plans, of planning permission 16/01419/COMIND Bere Court Farm Bungalow Bere Court Pangbourne RG8 8HT	OBJECTION
19/00704/HOUSE	Single storey side extension to form store 40 Reading Road Pangbourne Reading Berkshire RG8 7JF	NO OBJECTION
19/00564/ADV	Company branded signs to advertise Formula Health Consultancy Ltd. One elevated on (or behind) brick wall by roadside. Ground Floor 19 Reading Road only, access to the rear Ground Floor 19 Reading Road Pangbourne RG8 7LR	COMMENT
19/00563/FUL	Change of use from offices to D1 for the entire ground floor access to the rear of 19 Reading Road. Application for approval of details reserved by conditions (3) Ground Floor 19 Reading Rd Pangbourne RG8 7LR	NO OBJECTION
19/00624/FUL	Removal of an existing canopy and erection of a new fascia. 8 - 10 Station Road Pangbourne Berkshire RG8 7AN	NO OBJECTION
19/00664/FUL	Erection of detached triple garage plus residential accommodation above to Plot 7. Land North of Pangbourne Hill Pangbourne Berkshire	OBJECTION

**PLANNING APPLICATIONS REVIEWED SINCE OR AT COUNCIL MEETING ON
12th March 2019**

<i>APPLICATION NO:</i>	<i>PROPOSAL</i>	<i>Recommendation</i>
None		

WBC DECISIONS SINCE 12th March 2019

<i>APPLICATION NO:</i>	<i>PROPOSAL</i>	<i>WBC Decision</i>
19/00231/HOUSE	Single storey rear and side extension. 7 Meadowside Road Pangbourne Berkshire RG8 7AN	Approval
19/00163/ADV	Removal of existing advertisements to Lamborghini dealership. Installation of new fascia and advertisement and installation of new forecourt advertisement totem (pylon). 8-10 Station Road Pangbourne Berkshire RG8 7AN	Approval