

MINUTES OF A MEETING OF STREATLEY PARISH COUNCIL HELD **Actions
BY VIDEO CALL ON 12 APRIL 2021 (start 7.30pm)**

Present – Mr J Spring (Chairman), Mr N Barnes, Mr M Robertson, Mr M Jubb, Mr C. Smith.

21/047 Preliminaries

- a. **Dispensations**
None.

21/048 Apologies

Mrs L Coyle, Ms J Ashmore, District Councillor A Law.

21/049 Open Forum

There were two members of the public present whose details are appended to these minutes.

The first person attended to report that the Goring Gap Boat Club are hoping to hold the Goring and Streatley Regatta in July 2021. He was seeking support from the Parish Council for this event to go ahead.

Both the lifting of lockdown restrictions and the British Rowing Association would allow events after 21st June. A full risk assessment will be undertaken which will be sent for approval to the Safety Advisory Group at WBC.

Fallback plans are in place should lifting of lockdown restrictions not happen as planned, to include an event without spectators, or moving the event to the area of river close to the club house.

Streatley Parish Council could see no reason for the event not to go ahead subject to the COVID restrictions at the time.

The second person attended to speak about Streatley footpaths. He requested that Matters Arising 18/125 g i. is now progressed. The completion of the WBC forms will be done by the Clerk once the annual external audit work has been completed. The member of the public offered his assistance with this if necessary.

He also wanted to ensure that Streatley Parish Council responds to the WBC survey on Public Rights of Way, including the Parish Council specific survey. He asked for support for a flat circular route including the Thames Path. Clerk to circulate respective emails to all Councillors.

Clerk

21/050 Minutes

- i. Council resolved that the minutes of the meeting held on 8th March 2021, having earlier been circulated, be agreed as the correct record. They will be signed by the Chairman at the next face to face meeting.

Clerk

21/051 Matters Arising from Previous Minutes

Note: Some items cannot be progressed during the period of lockdown. These items will be maintained but in a lesser font except where there has been an update.

- a. 18/125 g. i. WBC email regarding establishment of footpath from Hill Gardens to Green Hill. A Law has received some objections, including one from a resident who believes there is a covenant in place for the land. A section of woodland behind the pre-school/school is owned by WBC Education Department. No details of a covenant have been found by WBC Property or Education Departments.

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The remaining larger area is Open Access Land.

27 evidence forms sent to S Higgins, WBC, on 8 August 2018. The next step is to apply for a public footpath. S Higgins has supplied all forms and will assist with the process. Council instructed the Clerk to proceed with completion of the forms. Clarification received from WBC on 'evidence' required.

Clerk and Mr. Ashton to ask more people to complete evidence forms. 9 received so far - aiming for at least 10. 2 additional signed forms received from Mr. Ashton.

Clerk

- b. 19/026 iii. The Primary School Eco group is looking for projects. Councillor Coyle has two ideas which need further development:
- i. Scope for inclusion in the wildflower meadow project
 - ii. Plastic recycling. Collection of recyclables currently not collected by WBC.

Ideas put forward included a walking bus and giving assistance to elderly allotment owners. Councillor Coyle was due to meet with Mrs Dineen (School Governor responsible for Eco) but due to the lockdown this was delayed. Councillor Coyle in discussions with SAS.

LC

20/027 i. Councillor Ashmore referred Councillor Coyle to a scheme from TerraCycle whereby schools could receive money from collecting and recycling otherwise hard to recyclable products. School is currently closed. Ongoing.

LC

- c. 19/074 i. High Street traffic. WBC carried out a survey of High Street in October 2019. A further survey, including a weekend, was carried out in Spring 2020. District Councillor Alan Law met with the officers who analysed the data. The data volumes were comparable with the private survey carried out (for the Limeswell planning application) in November 2018. One point that came out was that when traffic travelling from Goring was held at the bottom of the High St. due to oncoming traffic, this affected the traffic detection loop and causing a shorter cycle at the lights for the traffic from the Goring direction. The lights can be changed to take this into account, but this may not make a great difference to traffic flows. A further video survey was carried out from Thursday 15th October to Sunday 18th October 2020.

Once the report is drafted, with its options and recommendations, it will be passed to District Councillor Alan Law and then to the Parish Council for consideration and discussion before consultation with residents. Meeting with officers postponed due to Covid situation.

19/141 xi. When plans are in place for Streatley High Street they will be discussed with Goring PC. Ongoing.

JS

JS

Councillor Spring to request an update from District Councillor Law.

- d. 19/081 f ii. Streatley Hill. People walk on the road to go up Streatley Hill and are apparently unaware of the footpath options.

The sign at the top of The Coombe is positioned along the footpath. A sign is required at the start of the gravelled area to point the way to the footpath. WBC will look to place an additional Public Footpath sign at the top of The Coombe. Councillors Jubb and Robertson have proposed wording for signs

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which has been approved by Council "Alternative Public Footpath to top of Streatley Hill avoiding the main road". Councillor Jubb suggested a series of dots highlighting the route up The Coombe.

A plastic sign, more suitable for external use, has been mounted and attached to the wooden fence, but it does not give clear indication of the route for those unfamiliar with the area. Councillor Barnes to look at an alternative sign.

NB

Repeater signs are required for the two grit bins in The Coombe once the weather improves.

NB/Clerk

- e. 19/108 d i. New SPC labels attached to 6 salt bins in Streatley. Remaining 4 (Stichens Green x 3, Wantage Road) to be done when weather is dry. The sticker on the bin at the top of The Coombe to be replaced as it is damaged.

Clerk

- f. 19/139 a ii. The process for listing The Bull public house as an Asset of Community Value is under way and Councillor Jubb sent the completed form to WBC.

The panel determined that The Bull did not meet the criteria for listing as the letting rooms brought it into the hotel category and most of the income is from the hotel business. There was also a comment that the submission did not include backing from individual members of the public.

District Councillor Law recommended that Council pursues the matter further and would like to be informed when the Council is ready to reapply.

21 letters of support have been received. Councillor Spring has written a thank you letter to GGN and has received useful information from CAMRA. He will collate the responses with the CAMRA guidance and pass to Councillor Jubb to work on the resubmission process.

JS/MJ

- g. 19/142 i. Replacement tree by the bus shelter was planted on 19 February. Mr Spencer has now received the plaque and arrangements will be made for a photo to be taken.

Clerk

Once the plaque is in place and Council has the photo, Councillor Spring to write an article for GGN.

JS

- h. 19/156 i. Councillor Robertson has been asked about life buoys on the footpath (STRE 24) along the eastern bank of The Thames. It was suggested that the lock keeper may be able to help with how this can be achieved.

**Action
Closed**

- i. 20/040 f ii. Clerk to obtain name badges for Councillors Jubb and Smith plus the Clerk. WBC can provide these.

Clerk

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- j. 20/104 xii Councillor Spring to raise issue of speeding traffic at next NAG meeting. **JS**
A NAG meeting (via Zoom) has been arranged for 21st April.
- k. 20/117 a. Councillor Barnes to investigate secure cloud storage as a document repository/sharing mechanism. **Action Completed**
- l. 20/120 iii. Councillor Jubb offered to pick up with WBC the Vehicle Activated Sign for the Wantage Road now that the building works are complete. It was agreed that Councillor Jubb should investigate devices that would also record speeds.
Councillor Jubb reported that the cost for signs range from £2,500 to £3,500 plus installation. The cost of installation depends on the work involved but may be up to £7,000. District Councillor Law reported that Upper Basildon had a recent quote for £2,500.
This is in WBC Highways programme for next financial year. Discussions ongoing.
It was agreed to 'reserve' £3,500 of CIL money for the sign and installation costs.
A Speed Indicator Device was installed on a post in Wantage Road, close to the Rectory Road junction. The sign was powered and left in place for approximately 3 weeks but has now been removed. **MJ**
- m. 20/135 ix. Clerk accepted an offer of trees for the Recreation Ground and possibly the Meadows. 20 small trees (oak, field maple and rowan) were delivered and the majority have now been planted.
The Allotment Society would like more trees behind the basketball area of the Recreation Ground, and it was suggested that some are planted along the western fence of the allotments as a screen. Councillor Barnes to discuss with HoSCT.
It was suggested that the oaks are planted behind the ball area of the Recreation Ground and be protected by fencing.
Four rowan trees have been planted along the fence by the car park and one rowan potted to be grown to replace the tree damaged in High Street.
The remaining maples and oaks were considered too small to plant and have also been potted to be planted next year.
The trees behind the ball games area are growing. It was suggested that additional protection is required. Councillor Barnes to investigate. **NB/Clerk**
- n. 20/136 iv. Additional footpath maps directing walkers up The Coombe.
Councillor Coyle has agreement in principle from the school to display one. Councillor Ashmore stated that The Bull were happy to display a map. Councillor Barnes provided contact details of R. Bridle to Councillor Jubb to enable him to ask for a copy of the map without advertisements.

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A response has been received from R Bridle with several map designs. Councillor Jubb to respond asking if the Streatley footpaths can be clearly shown.

The map producers are considering revising them as the advertisements are now out of date. SPC are waiting for the revised version.

MJ

- o. 20/148 a ii. HoSCT is looking for a new Trustee who could be a fund raiser for the rebuilding of the wall. Councillor Coyle has approached someone, but they are very busy due to lockdown. She will ask if they would consider in the future.

Action Completed

A skills matrix has been designed and completed by all Trustees. A copy to be sent to District Councillor Law for completion.

NB

- p. 20/149 xiv. Streatley on-street EV charging bollard - initial enquiry.

Clerk has responded regarding the 4 proposed sites and two potential alternative locations.

The Parish Council will also look at other alternatives. Marston's Brewery are implementing a scheme of EV charging points across their public houses in the UK.

JS

The Swan are willing to have a charging point in their car park. Councillor Spring is waiting on a date for a meeting to discuss this.

JS

It was suggested that SPC request electric charging points are added to all new homes when a planning application is received.

- q. 21/024 b. Councillor Ashmore has met with FoSR to discuss the issues raised in the Recreation Ground report. Temporary filling has been carried out by Councillor Barnes but the molehills are still appearing.

Clerk

The grass cutting contractor to be asked to level the mole hills and fill the rabbit holes when the molehills stop appearing.

- r. 21/039 e. A request has been received asking the Parish Council to support widening of the footpath from Place Manor to Elm Lodge. Councillor Jubb to email WBC Highways and seek support from MIGGS.

MJ

- s. 21/041 iv. Clerk to circulate draft vision statement for Streatley Youth Hostel for councillors to review.

Action Completed

- t. 21/041 v. Councillor Ashmore volunteered to be the point of liaison with the Youth Hostel campaign. Clerk to inform the campaign lead.

Action Completed

21/052 Report of the West Berkshire District Councillor

District Councillor Law did not submit a report.

21/053 Planning

- a. **Decisions made in between meetings (papers previously circulated)**

None.

- b. **Applications for planning permission**

None.

- c. **Planning matters received since the agenda was circulated (papers circulated prior to the meeting)**

None.

d. Decisions by WBC

- i. 21/00076/HOUSE Mad Hatters, Wantage Road.
Retrospective application for the erection of a lean-to carport at side of existing garage.
Council did not object to this application.
Approved 25 March.
- ii. 21/003C3/CERTP 5 Pound Cottages
Addition of 4 conservation rooflights.
Council was not aware of this application.
Approved 1 April.
- iii. 20/02776/HOUSE The Warren, Rectory Road
Remodelling and extension of west wing.
Council did not object to this application.
Approved 7 April.
- iv. 21/00292/COND1 West Streatley House.
Materials for kitchen vent.
Approved 7 April.

e. Applications debated at previous meetings still pending WBC consideration.

- i. 21/00363/HOUSE Oriel House, Townsend Road
Two storey front extension, new entrance porch and minor internal alterations.

Council do not object to this application.
- ii. 21/00410/HOUSE Rosewood House, The Coombe.
Erection of octagonal summerhouse to replace an existing permitted development greenhouse.

Council do not object to this application.
- iii. 21/00521/HOUSE Redwood, Townsend Road
Construction of a single storey garden office and gym.

Council do not object to this application but request conditions on approval to the effect that the building “cannot be used as residential accommodation” and “only to be used by the resident of the property as a home office and gym”.

f. Other planning (and licensing) matters

None.

21/054 Finance Matters

a. Payment of Accounts between meetings

- i. £88.72. SSE. Street lighting energy January (paid by direct debit).
- ii. £78.66. Q1 Foundation. Helpline apps and calls February (80% paid by GPC).
- iii. £126.00. Q1 Foundation. DBS checks (80% paid by GPC).

Council ratified payment of the above invoices.

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b. Payment of Accounts received by Council

- i. £14.39. H. Preston-Barnes. Zoom invoice April/May.
- ii. £12.99. N. Barnes. Helpline domain renewal.
- iii. £5.95. N. Barnes. Helpline email costs Dec-May (£0.99 per month).
- iv. £631.92. HMRC Q4 payment.
- v. £306.37. SSE. Street lighting maintenance Q1 2021.
- vi. £134.22. West Berkshire Council Grounds Maintenance. Annual bin emptying charge.
- vii. £11 81. N. Barnes. SERG database costs Feb-Mar.
- viii. £196.68. M&C Landscapes. Grass cutting (x2) in March.
- ix. £97.40. SSE. Street Lighting energy March (paid by direct debit).
- x. £145.00. Jane Olds. Internal audit.
- xi. £18.00 Q1 Foundation. DBS checks January 2021.
- xii. £36.00 Q1 Foundation. DBS checks March 2021.

Council resolved that the above invoices be approved for payment.

Clerk

c. Receipts

- i. £100.80. Goring Parish Council. Contribution to DBS checks.
- ii. £99.79. Goring Parish Council. Contribution to Helpline apps and calls January/February.
- iii. £746.93. Aviva Motor Insurance. Claim for October 2020 High Street incident (tree, salt bin, flower trough).

Council acknowledged receipt of these payments.

d. Other Finance Matters

- i. Council approved the bank reconciliation as of 31st March 2021 (previously circulated).
- ii. Council acknowledged payment of the Clerk's salary and one-off payment by direct debit on 1st April.
- iii. Council received Quarter 4 2020/21 budget comparison (previously circulated).
- iv. Council received 2020/21 reserves summary (previously circulated).
- v. Council acknowledged final 2020/21 HMRC submission for Income Tax and NI.
- vi. Council acknowledged Q4 VAT reclaim of £235.66.
- vii. Council received an update on insurance quotes for 2021/2 and beyond and, following discussion, agreed to proceed with the quotation from Aviva (via BHIB). **Clerk**
- viii. Council discussed and agreed the policy on grants and donations. To be placed on SPC web site. **NB**
- ix. Council received an update from the Clerk on the annual audit.
- x. Council acknowledged that Goring Parish Council will only fund Helpline costs incurred up to 14th April.

21/055 Specific Matters for Discussion/Decision:

a. Annual Parish Forum

As this will be a remote meeting Council will return to the more traditional style with presentations of performance and activities over the last two years (no forum in 2020).

The meeting will take place on 22 April at 7:30pm.

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Councillor Spring to provide a presentation on the main activities over the last two years, Councillor Barnes a report on SERG, Councillor Jubb on Highways and Traffic. **JS/NB/MJ**

Clerk to provide planning application statistics. **Clerk**

Clerk to tweet, inform GENIE and put a notice on the Notice Board. **Clerk**

Councillor Barnes to put a message on the SPC website. **NB**

Presentations and a Zoom recording to be put on the website after the event. **NB**

b. Graffiti – The Holies.

Councillor Spring had received photographs of offensive graffiti (in chalk) on a bench on National Trust land and had forwarded them to Thames Valley Police.
Clerk has removed graffiti and reported it to the National Trust.

c. Death of a National Figure

The Clerk attended a WBC briefing in late March. Clerk to send presentation to Councillor Spring. **Clerk**

It was agreed that SPC would accept the approach from the church for a combined plan. Councillor Spring to respond. **JS**
Although it is recommended that condolences are placed online, a book will be available in St Mary's church.

21/056 Reports on:

Note: Some regular items where there is nothing to report during the period of lockdown have been omitted from the agenda.

a. Heart of Streatley Charitable Trust

Councillor Barnes reported:

- i. The rebuilding of the wall by the church is complete and awaiting painting of metal plates. The total cost was £45,000. The fundraising letter drop raised £35,000 towards this with the remainder taken from reserves, which now need to be replenished.
- ii. The damaged area of wall has been repaired. The estate fencing is still to be repaired.
- iii. The next maintenance task is to look at the area covered in ivy to see if there is damage to the wall.
- iv. The charity is now being treated as a professional body with goals, processes for recruitment and onboarding etc.

b. Website/IT

Councillor Barnes had nothing to report.

c. Allotment Society.

Councillor Smith reported:

- i. The annual meeting will be held at the end of April.
- ii. The post for the chain that has been damaged has been referred to Thames Water.

Councillor Barnes reported that the trees behind the ball games area, which were thought to have died, are growing and need to be protected from further damage.

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Council recommends that a stile be installed to allow stray balls to be retrieved without the need to climb a fence.

d. Emergency Planning/SERG.

Councillor Barnes reported that there had been no need for a meeting in the last month. The next meeting would be on 13th April; this was expected to discuss actions for closing the group as lockdown ends.

e. Recreation Ground

No report was received from FoSR.

f. Neighbourhood Action Group

Councillor Spring reported that the driver of an overweight vehicle travelling through Streatley had recently been prosecuted.

At the next meeting on 21st April Councillor Spring will raise speeding, graffiti, parking on Streatley Hill and illegal gatherings at the Recreation Ground.

g. St Mary's Church

Councillor Spring reported that various repairs to the building had been done to reduce rainwater leaking into the church.

There is a student working in the church and the churchyard as part of the Duke of Edinburgh award scheme.

h. Traffic and Highways

The Bull Inn has been hit by a lorry once again with damage to the north east corner. Council agreed that further action is required to protect The Bull and Elm Lodge which are listed buildings. Councillor Jubb to write to WBC Highways informing them of the incident and ask that they formally review the HGV route into Streatley.

MJ

21/057 Correspondence (not dealt with elsewhere in the agenda)

- i. 9th March. WBC. West Berkshire Local Plan Review - Settlement Boundary Review.
- ii. 11th March. West Berkshire Countryside Society - Upstream newsletter Spring 21.
- iii. 11th March. WBC Press Release. WBC to provide for free school meals over Easter holiday period.
- iv. 12th March. Chilterns Classic Sportive.31st July - event plan.
- v. 15th March. WBC Press Release. WBC awards nearly £500,000 to successful bids for local community project investments.
- vi. 16th March. The Royal Berkshire NHS Foundation Trust. Health newsletter - March 2021.
- vii. 17th March. WBC Environment Strategy Draft Delivery Plan is launched.
- viii. 23rd March. WBC Press Release. Business reopening grants available from 1 April 2021.
- ix. 25th March. WBC Press Release. Increasing plastic recycling in West Berkshire.
- x. 30th March. WBC Press Release. West Berkshire Lottery celebrates second birthday and raising £124K for local good causes.
- xi. 31st March. WBC Lateral Flow Testing programme. Mobile distribution confirmation.
- xii. 1st April. Going Forward Buses. Spring service update.
- xiii. 1st April. Open Spaces Society. Easter update.
- xiv. 6th April. WBC Press Release. Have your say on public rights of way.

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- xv. 6th April. WBC Environment Department. Invitation to Local Climate Action Plan information evening - 7pm Tuesday 20th April.
- xvi. 7th April. WBC. Review of Rights of Way Improvement Plan- Parish Council survey. Clerk to forward to all Councillors. **Clerk**
- xvii. 8th April. WBC Press Release. WBC to launch Mobile Community Collect COVID test service.
- xviii. 8th April. WBC Press Release. Search begins for new Chief Executive.
- xix. 8th April. WBC Press Release. Libraries to welcome back visitors from 12 April.
- xx. 9th April. WBC Press Release. Council saddened by death of HRH The Duke of Edinburgh.
- xxi. 9th April. WBC. Proceeds of crime funding - open for bids.
- xxii. 9th April. WBC. Governance & Ethics Committee vacancies.
- xxiii. 9th April. WBC. HRH, the Duke of Edinburgh - guidance for Town and Parish Councils.

21/058 Items Raised by Councillors

None.

21/059 Open Forum

None.

21/060 End of Meeting

There being no further business, the Chairman confirmed that the next meeting would take place on Tuesday 4th May 2021 (note change of date to enable a remote meeting to be held). This will be a virtual meeting using Zoom technology. The meeting closed at 9.40 pm.

Future meetings: 2nd Monday of the month except August when there are no meetings.