

MINUTES OF A MEETING OF STREATLEY PARISH COUNCIL HELD **Actions**
BY VIDEO CALL ON 11 MAY 2020 (start 7.30pm)

Present – Mr J Spring (Chairman), Mr N Barnes, Mr M Robertson, Mr M Jubb, Ms J Ashmore, Mrs L Coyle.

20/061 Preliminaries

a. **Postponement of Annual Parish meeting**

In the absence of the Annual Parish Meeting, Streatley Parish Council unanimously agreed that the Chairman, Mr J Spring, and Vice Chairman, Mr N Barnes, continue in their roles for another year (until May 2021).

b. **Dispensations**

None.

20/062 Apologies

District Councillor A Law.

20/063 Open Forum

There were no members of the public present.

20/064 Minutes

- i. Council resolved that the minutes of the meetings held on 9th March, 26th March and 23rd April, 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**

20/065 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.

The remaining larger area is Open Access Land.

27 evidence forms sent to S Higgins, WBC, on 8 August. 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

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

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.

Councillor Coyle to discuss directly with Mrs Dineen (School Governor responsible for Eco). Ideas put forward included a walking bus and

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assistance to elderly allotment owners. Councillor Coyle to meet with Mrs Dineen on 14th January. Due to sick leave of the headteacher, and the additional duties for the Governors, this has been delayed. Councillor Coyle in discussions with SAS. Ongoing.

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 product.

LC

- c. 19/039 iii. Additional lease and permission for gate for West Streatley House. Councillors Spring and Barnes visited the property. Letter received from solicitors informing of proposed development at West Streatley House.

Council agreed that the lease should be updated subject to all costs being met by the leaseholder. Leaseholder's solicitors have confirmed costs will be met provided lease is agreed. Engagement letter agreed with FSP. A clause in the existing lease prevents use of the leased land as a primary access. This has been pointed out to the leaseholder's solicitor. No response received.

The Council's response regarding access in the new lease has been passed to the solicitor. He has satisfactorily reworded the clause in the lease and sent it off. The Council's amendments to the lease have been rejected. Clerk to relay decision not to grant the lease to the solicitor. Invoice received for legal costs.

Response received from Ms Parratt's solicitor and reply sent. Ms Parratt has agreed to meet with Councillors Spring and Barnes on 17th March to find a way forward. Following the meeting a response has been forward to Ms Parratt's solicitors.

Clerk

- d. 19/074 i. High Street parking. District Councillor Alan Law has arranged with WBC to undertake a traffic survey of High Street. This took place on 17-19th October. Cameras will be placed at the traffic lights and at the bottom of High Street, to provide firm evidence of volume of vehicles and direction of travel. This will be compared with previous traffic surveys. WBC will analyse the data and suggest options for improvement as required. Views on these options can then be sought from the public. The survey took place on Thursday 17th & Friday 18th October. A further survey, including a weekend, will be carried out in Spring 2020. District Councillor Alan Law met with the officers who are analysing the data and drafting the report. The data volumes are comparable with the private survey carried out (for the Limeswell planning application) in November 2018. One point that has come out is that when traffic travelling from Goring is held at the bottom of the High St. due to oncoming traffic, this is affecting 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.

Once the reported 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 local residents. Ongoing.

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

The Council received a report and photographs of an illegally parked vehicle. Reported to TVP who said to report to WBC. WBC cannot do anything from 3rd party photographs. It must be witnessed by one of their Enforcement Officers.

**Action
Completed**

- e. 19/081 f ii. Streatley Hill. People walk on the road to go up Streatley Hill and are apparently unaware of the footpath options. Councillor Robertson to look at options for signage of available footpaths.

The owners of the property at the bottom of The Coombe have agreed that a sign can be placed on their wall. The Clerk to ask advice of Elaine Cox regarding the detail for the sign.

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. A response has been received from E Cox. WBC will look to place an additional Public Footpath sign at the top of The Coombe. Wording for the sign at the bottom can be composed by the Parish Council.

Suggestion for wording '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. E Cox could not make a recommendation, but they often use Brissco Signs & Graphics (Bristol). Councillors Jubb and Robertson to propose and gain agreement to wording and requirements ahead of obtaining a quotation.

**MJ, MR,
Clerk**

- f. 19/108 d i. New SPC labels attached to 6 salt bins in Streatley. Remaining 4 to be done when weather is dry.

Clerk

- g. 19/123 c i. Councillor Barnes to seek advice on repair of the existing Astroturf surface. A representative of S&C Slatter (original installer) visited 10 February at 2pm and said that the surface has a few years left in it but needs a good clean in drier weather. The estimate to weed & moss kill, then sweep and fill any dips is £850 + VAT. Council approved the quotation. Clerk to arrange with S&C Slatter for a date when the weather is suitable. Provided weather is right the first treatment will be administered on 2nd March with remedial work carried out on 16th March.

**Action
Completed**

- h. 19/139 a ii. The process for listing The Bull public house as an Asset of Community Value to be investigated. Councillor Jubb has the information. Council agreed that we should proceed with the listing of The Bull. Councillor Jubb has sent the completed form to WBC. They may not be able to progress this during the crisis as some of the records are still in paper format therefore not accessible.

MJ

- i. 19/142 i. Replacement for the Rowan Tree. Advice sought from Woodland Trust and another source on the type of tree and when to plant. Response received on 6 February giving lists of suitable trees. Clerk wrote to Mr Spencer to seek his preference and he has expressed his preference for a Field Maple and has provided a budget for this. He also asked if he could install a plaque (which he would fund). Council to discuss.

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A few organisations were contacted for supply and planting. The ideal planting season is November to February. There is no reason not to plant outside of this time, but stock may not be available. The usual size for public places is 2-2.5m tall. One supplier, Tree Solutions, is speaking with their preferred suppliers to see if there is a good specimen available now. No response so far.

Clerk

Council agreed to a plaque subject to approval of wording. Clerk has updated Mr Spencer.

When we have a confirmed plan for planting Councillor Spring to write an article for GGN.

JS

j. 19/153 c ii. Councillors Barnes and Jubb to investigate a line of benches along the fence by the Recreation Ground car park. Ongoing

NB/MJ

k. 19/153 c iii. The Parish Forum suggested gym equipment for children. Councillor Robertson to investigate. Fresh Air Fitness can supply monkey bars and chin-up bars. District Councillor Law said that there are some member's bids, with matched funding, available from WBC; the deadline for submission is 20th March.

MR

l. 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. The recent flooding has delayed action on this. Ongoing.

MR

m. 20/009 c ii. Request to use Recreation Ground for fitness training sessions. Clerk to respond stating that a donation towards the upkeep and maintenance of the grounds would be appreciated. This was agreed subject to the first, free session being well attended. First session had 4 attendees. To be reviewed monthly. Poster placed in Bus Shelter and looking to advertise in GGN. Councillors feel that it is good to see the Recreation Ground being used for such activities.

Clerk

n. 20/024 c ii. A complaint has been received that the cabin used by the football club is looking like an eyesore. Clerk to remind the football club of their responsibility for received alternative contact details for football club representatives from a previous councillor. The contact has agreed to 'see what he can do'.

Action Completed

o. 20/024 e i. Councillor Barnes noted the September 2020 deadline for accessibility changes to the website.

NB

p. 20/037 i. Clerk to inform Karen Morton regarding tree funding allocation in WBC budget.

Action Completed

q. 20/037 iv. Councillor Spring to complete a draft of the Strategic Housing Allocation 2026-36 and circulate. Response sent ahead of due date of 27 March.

Action Completed

r. 20/038 d ii. Land adjacent to Sunfield, Townsend Road. Councillor Jubb has noticed that there are diggers clearing the site and he was concerned about the trees. Clerk to inform WBC Tree Officer.

Action Completed

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- s. 20/040 c i. tree fallen in Recreation ground and on footpath to the east of the Recreation Ground. Clerk to ask T' Jocelyn if he can remove them. Tree over the footpath has already been removed. Councillor Barnes volunteered to remove the other tree. M&C Landscapes have volunteered to remove this when they next cut the grass. **NB/Clerk**
- t. 20/040 d iii. Council received an email regarding an overhanging hedge in The Coombe. This should be reported to Sovereign Housing and the complainant informed of this action. No response from Sovereign Housing. **Action Completed**
- u. 20/040 e i. Photograph and bio required from Councillor Ashmore for web site. **Action Completed**
- v. 20/040 f ii. Clerk to obtain name badges for Councillors Jubb and Ashmore, plus the Clerk. WBC can provide these. Photo required from Councillor Ashmore. **Clerk**
- w. 20/040 g i. VE Day. Councillor Barnes to represent the Parish Council at any church service. **Action Closed**
Councillor Spring to ask Goring PC if they have anything planned.
- x. 20/040 h ii. Council agreed to accept WBC's offer of a free Litter Picking Kit. Kit received and now in Clerk's garage. **Action Completed**
- y. 20/041 a ii. Councillor Spring to seek advice from TVP at the next NAG meeting about the abandoned car by the allotments. **Action Completed**
Thames Water have now acknowledged that it is their responsibility and will arrange to have it removed.
- z. 20/041 d i. Councillor Barnes to check whether the wall between Church Lane and the meadows is listed. The wall is not listed. **Action Completed**
- aa. 20/041 f i. Councillor Jubb mentioned the fence encroaching on the tow path, a Streatley footpath, at the bottom of the garden of Friar's Ford. He will contact WBC Rights of Way. Clerk to supply email address. Councillor Jubb has not received a response to his emails. **Action Completed**
- bb. 20/043 i. Councillor Spring mentioned the beech tree in The Coombe that the owners want to take down because of issues with the roots. Clerk to follow up with WBC Tree Officer. No response to date. **Action Completed**

20/066 Report of the West Berkshire District Councillor

No report received from District Councillor Alan Law however the following update regarding the Youth Hostel was received.

The YHA board has agreed to give an extension of the deadline for finding a solution. The new deadline is February 2021. The option to sell has been withdrawn whilst other funding options are investigated.

20/067 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

None.

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

i. 20/00221/HOUSE, 20/00222/LBC2 West Streatley House, High Street.

The demolition of the side extension (utility room) and the rebuilding of the extension to be more in keeping with the architectural style of the main house.

Streatley Parish Council do not object to this application but added the following caveat 'The Parish Council leaves the decision as to whether this is suitable development for a listed building' when responding to the Planning Department.

Council noted that this application will be discussed at a planning committee meeting on 13th May and that it is recommended for approval.

ii. 20/00584/FULMAJ 20/00585/LBC2 Streatley Farmhouse, Wallingford Road.

Upgrading of former farm office outbuilding to improve thermal insulation, replace two windows, install a third and build a new partition. Create a new ground floor kitchen in existing staff flat in stable building.

Streatley Parish Council do not object to this application.

iii. 20/00835/FULD The Old Golf House, Rectory Road

Subdivision of The Old Golf House and annex into two separate residential dwellings. Streatley Parish Council object to this application on the grounds that:

1. The development site sits outside the village settlement boundary and as such would amount to a new dwelling in the countryside.

2. The existing annex building has permission to be used as ancillary accommodation. Just because the existing owners do not use the main house does not, in our opinion, make it redundant.

3. We sympathise with the applicants who find the property large and are not currently using the main house. However, the Parish Council feels that to convert an existing annex into a separate dwelling, when permission for the annex was granted with conditions explicitly preventing it from being used as separate dwelling and forming its own curtilage, would set a precedent.

iv. 20/00795/HOUSE The Lodge, Rectory Road.

New gates and gate posts (car and pedestrian) to the front of the property.

Streatley Parish Council do not object to this application.

f. Other Planning (and Licensing) Matters

See Part 2.

20/068 Finance Matters

a. Payment of Accounts between meetings

- i. £86.84. SSE. Street Lighting Energy February (by Direct Debit).

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- ii. £780.00. Reading Borough Council. Tree work on Leased land/removal of Rowan Tree.
- iii. £1140.00. Reading Borough Council. Removal of Hornbeam, Vicarage Lane.
- iv. £12.60. M. Jubb. Expense Claim – travel for Training in Reading.
- v. £9.49. N. Barnes. Barrier Tape to block off Playground Equipment.
- vi. £9.45. J. Spring. Expense Claim – Travel Local Plan Review.
- vii. £44.99. H. Preston-Barnes. Mobile phone & top up for PC use.
- viii. £8.82. L. Coyle. Expense Claim – Travel Local Plan Review.
- ix. £500.00. Q1 Foundation. DBS Checks for SERG Volunteers (80% to be claimed back from GPC).
- x. £253.00. Arrow Accounting. Internal Audit charge for 2019/20.
- xi. £132.10. West Berkshire Council. Annual re-charge for grounds maintenance services (bin emptying).
- xii. £1020.00. S&C Slatter. Astro turf Maintenance.
- xiii. £290.12. SSE. Street Lighting Maintenance March Quarter.
- xiv. £65.22. SSE. Street Lighting Repairs March Quarter.
- xv. £333.80. HMRC. Q4 Payment.
- xvi. £104.34. M&C Landscapes. Grass cutting March.
- xvii. £36.95. B Urbick. SERG Leaflet printing.
- xviii. £92.54. SSE. Street Lighting Energy March.
- xix. £36.95. Dr N H Swan. SERG Leaflet printing round 2.
- xx. £14.39. H. Preston-Barnes. Zoom account April – May.
- xxi. £13.98. N. Barnes. Helpline email and domain registration.
- xxii. £121.10. Q1Care. Helpline Telephone Apps April & May (80% - £80.74 claimed back from GPC).
- xxiii. £200. Q1Foundation. Further Volunteer DBS checks. (80% to be claimed back from GPC).

Council resolved that: Streatley Parish Council ratify approval of payment of the above invoices.

b. Payment of Accounts received by Council

- i. £744.13. Zurich Municipal Insurance. Annual insurance June 2020 – May 2021.
- ii. £115.80. Play Safety Ltd. Annual Inspection of Recreation Ground play equipment.
- iii. £208.68. M&C Landscapes. Grass cutting April x 2.
- iv. £75.00. WBC. Re-charge – uncontested election May 2019.
- v. £300.00. The Morrell Room. Room hire 2020/21.

c. Receipts

- i. £651.81. HMRC Q4 VAT reclaim.

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- ii. £500.00. WBC. Float for Street Champion Volunteers.
- iii. £15,435.50. WBC. First half of Precept 2020/21.
- iv. £80.74. Goring Parish Council. 80% of Helpline telephone apps Apr-May).

d. Other Finance Matters

- i. Council approved the bank reconciliation as at 31st March 2020 (previously circulated).
- ii. Council approved the bank reconciliation as at 30th April 2020 (previously circulated).
- iii. Council acknowledged payment of the Clerk's salary by direct debit on 1st April.
- iv. Council acknowledged payment of the Clerk's salary by direct debit on 1st May.
- v. Council approved Quarter 4 2019/20 budget comparison (previously circulated).
- vi. Council approved 2019/20 Reserves Summary (previously circulated).
- vii. Council acknowledged final 2019/20 HMRC submission for Income Tax and NI.
- viii. Council approved renewal of Street Lighting Maintenance Contract with SSE.
- ix. Council approved 2019/20 Reserves Summary (previously circulated).
- x. Council noted the PWLB half yearly loan repayment of £4,977.75 will be paid by direct debit on 26th May.
- xi. Council acknowledged the Internal Audit Report for 2019/20.
- xii. Council agreed the request from the Morrell Room to pay now for the whole year from April 2020 as they have little income due to the current crisis. To assist with finances for the Morrell Room, Council also agreed to pay the £500 Annual donation now (normally paid in January). **Clerk**
- xiii. Council agreed to support for the rearranged Gap Festival (2021).

20/069 Specific Matters for Discussion/Decision:

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

a. Emergency Planning/SERG

- i. Councillor Barnes reported that things are now set up and running smoothly. Issue with queues at the Pharmacy has now been resolved.

The SPC web site has been changed to point to Covid-19 information and contains social media links.

The Risks Register has been completed and to be signed off on 12th May.

District Councillor Law has written an article for the Newbury Weekly News about the progress made.

b. Website/IT

- i. Councillor Barnes had nothing further to report.

c. Recreation Ground

- i. The annual inspection of the play area was completed in April. This has thrown up several issues requiring attention. Mrs Gates (FoSR) has listed the items. It was suggested that, rather than pay for extensive repairs, it might be an opportunity to use the money to replace with more modern items. Clerk to circulate list, investigate the amount of work required and who might be able to do it. **Clerk**

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- ii. It was also noted that, because of lack of use during lockdown, there is a significant problem with weeds in the enclosed play area.

20/070 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

- i. Councillor Barnes reported that HoSCT have received a quote for repair of the wall that could be met from available funds. There is a risk that, with the landing sliding down the hill, other areas of the wall may collapse in the future therefore other options are to be investigated.

There will be someone mowing areas of the meadows with a lawnmower. This is part of the management of the area and to control specific weeds.

- ii. Council discussed the correspondence from Mrs P King and concluded that management of the meadows is not the responsibility of the Parish Council. Councillor Spring to respond accordingly. **JS**

20/071 Correspondence (not dealt with elsewhere in the agenda)

- i. 11th March. West Berk Countryside Society. Spring issue of Upstream. 13th March.
- ii. WBC. Conservation Area Appraisals.
- iii. 14th March. CPRE. Spring Campaigns update.
- iv. 27th March. P. Cox. Complaint about amount of barbed wire, hassle and private signs along boardwalk adjacent to The Swan.
- v. 31st March. P. Cox. Report of 4 youths on MTBs emerging from footpath at top of The Coombe.
- vi. 2nd April. North Wessex Downs. Spring newsletter.
- vii. 6th April. WBC. Streatley Hill closure 25th October National cycle time trial.
- viii. 6th April. Berkshire Community Foundation. Coronavirus Appeal.
- ix. 19th April. Friends of the Ridgeway. AGM minutes.
- x. 29th April. The Big small shop. Save Your High Street and Small Independent Businesses.
- xi. 1st May. WBC Press Release. Council gives green light to UK's first Community Municipal Investment.
- xii. 4th May. Marie Curie - Emergency Appeal.
- xiii. 6th May. West Berkshire Council working to reopen recycling centres.
- xiv. 7th May. Cheryl Evans WBC. Speed Management Framework consultation - feedback required by 06/07/2020. All to respond to survey. **ALL**

20/072 Items Raised by Councillors

- i. Councillor Spring mentioned the changes to rules for lockdown now allowing people to travel to exercise. This may lead to issues with social distancing as there are more people around. Council agreed not to do anything other than monitor now. Councillor Spring will monitor the car park at the end of Rectory Road. Councillor Ashmore noted that the High Street was busier with parked cars at the weekend.
- ii. Councillor Jubb has had discussions with the National Trust. Most staff are currently furloughed. The cattle will be brought back soon as they are the best way of managing the land. Some residents are disappointed as they are nervous of the cows.

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- iii. Councillor Coyle has had an email from the Allotment Society with minutes of a recent meeting. The AGM will be held virtually on 1st June.
- iv. Council agreed purchase of hanging basket for the bus shelter by the Clerk. Councillor Ashmore volunteered to water them once in place. **Clerk/JA**
- v. Councillor Ashmore will check bank and invoice records once face to face contact is allowed.
- vi. Councillor Barnes will investigate the email from The Good Exchange to see if this is relevant to the Council. **NB**

20/073 Open Forum

None.

20/074 End of Meeting

There being no further business, the Chairman confirmed that the next meeting would take place by Zoom call on 11th June 2020 at 7.30pm and the meeting closed at 20.48 pm.

Future meetings: 2nd Monday of the month except each August when there is no meeting.

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