

**MINUTES OF A MEETING OF STREATLEY PARISH COUNCIL HELD      **Actions****  
**BY VIDEO CALL ON 8 JUNE 2020 (start 7.30pm)**

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

**20/077 Preliminaries**

a.     **Dispensations**

Councillor Barnes declared an interest in the licensing application (7 f i) 20/00442/LQN The Bottle Opener.

**20/078 Apologies**

None.

**20/079 Open Forum**

There were 5 members of the public present. Their names are appended to these minutes.

The first attended to present an overview of the business of the Bottle Opener and answer any questions or concerns regarding the licence application. She explained the reasons behind the licensing hours and was amenable to splitting the hours for on and off sales if they met with her business requirements. She reassured the Council and members of the public that deliveries would be in small vans and no more than 1-2 times per week. She did not envisage parking problems as she expected most visitors to travel on foot or by taxi, but would request clients with cars to seek parking further away. She also stated that Thames Valley Police have stipulated a maximum of 3 events per month. Following debate, she agreed that she would surrender the licence should she move away. She also agreed to frequent licence reviews but stated that any limit on the number of Temporary Event licences per year would be too restrictive for this option to be viable. She assured the Council that her children would not be impacted and would always be looked after by an adult who was not involved in the serving of alcohol.

The second attended to listen to the debate for the licence application. She was satisfied with what she had heard and had no objection to the application.

The third questioned the 8am start for the Bottle Opener business each day and expressed concerns regarding the additional traffic from deliveries and clients.

The fourth had concerns about the Bottle Opener business with children in the house while adults are drinking, the lack of available parking for clients and the late finishing time for events which could have the potential to be a nuisance.

The fifth attended to answer any questions relating to recent events at the Swan and Coppa Club.

Councillor Barnes left the meeting at 20:15.

**20/080 Other Planning (and Licensing) Matters (brought forward)**

- i.     20/00442/LQN The Bottle Opener, 9 The Bull Meadow.

The Chairman read out written comments received from 4 members of the public. He also explained the four valid reasons for objecting to a licence application which had been provided by WBC.

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Councillor Ashmore asked what would happen if the applicant moves from the current home as she would have concerns if the licence remained with the premises.

Councillor Jubb explained that he had an in-depth knowledge of licensing laws. He thought that the business idea was an excellent one but had 2 concerns:

1. Parking/comings and goings could cause a public nuisance.
2. Protection of children in the house when clients are drinking.

He thought that the licence application hours were excessive, and he could not support the application unless these were trimmed. He stated that a premise licence was not required for deliveries. He suggested other ways of running the business where a premise licence would not be required, by use of Temporary Event licences. He also suggested that the hours for on and off sales could be split and still accommodate the objectives of the business.

Councillor Coyle said that misunderstandings about the business intent would be eased if the operating hours were tailored to suit the requirements.

Councillor Robertson had no objections.

District Councillor Law said that he had received concerns from several people. He suggested that the Council might consider supporting the application with specific conditions.

Councillor Spring proposed that the Council offer no objections to the application, subject to 3 conditions:

1. Surrender of the licence if the applicant vacates the property for any reason.
2. There is a licence review after 6 months.
3. Hours for the serving of alcohol are limited to between 12 noon and 22:00.

Councillor Jubb suggested restricting the number of events to 1 per month for the first 6 months and then, if there were no issues, extend this to 3 per month (limited to 24 per year). The applicant stated that this would restrict her business. Her forecast is for 2 events per month.

Councillor Coyle agreed with the proposal but not with Councillor Jubb's suggestion.

Councillor Robertson seconded Councillor Spring's proposal. Councillors Coyle and Ashmore agreed. Councillor Jubb objected.

Councillor Spring to draft and circulate the response before submission.

**JS/Clerk**

3 attendees left the meeting at 20.34.

Councillor Barnes re-joined the meeting at 20:35.

**Open Forum** (continued)

The fifth attendee said that he was happy with the application.

Councillor Spring explained that he had received several complaints about the takeaway trading at the Coppa Club and The Swan which he had referred to WBC Trading Standards

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and the Police. The fifth attendee stated that Goring Parish Council had done the same. He assured the Council that all issues had been resolved and he was happy to field any questions, now or in the future, by phone or email.

The Open Forum closed at 20:45 and the fourth left the meeting.

**20/081 Minutes**

- i. Council resolved that the minutes of the meetings held on 11<sup>th</sup> May, 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**

**20/082 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 assistance to elderly allotment owners. Councillor Coyle to meet with Mrs Dineen on 14<sup>th</sup> 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.

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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 17<sup>th</sup> March to find a way forward. Following the meeting a response has been forward to Ms Parratt's solicitors and they have re-presented the draft lease. Advice from the PC's lawyer was discussed as a Part 2 item.

**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 17-19<sup>th</sup> 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 17<sup>th</sup> & Friday 18<sup>th</sup> 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.

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

- 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.

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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. Ongoing.

**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. 19/139 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**

h. 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.

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**

i. 19/153 c ii. Councillors Barnes and Jubb to investigate a line of benches along the fence by the Recreation Ground car park. Following the recent illegal encampment in Goring the Clerk and Councillor Barnes are investigating other methods of protecting the fence and the recreation area. All Councillors agreed in principle to the idea of a series of posts on the car park side of the fence. **NB/Clerk**

j. 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 **MR**

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member's bids, with matched funding, available from WBC; the deadline for submission is 20<sup>th</sup> March.

- k. 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**
- l. 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.  
Following relaxation in lockdown the fitness instructor has asked for permission to start one-to-one sessions. Agreed. **Clerk**
- m. 20/024 e i. Councillor Barnes noted the September 2020 deadline for accessibility changes to the website. Ongoing. **NB**
- n. 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 removed this. **Action Completed**
- o. 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**
- p. 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. Response received 13 May that this will be investigated. **Action Completed**
- q. 20/068 d xii. Approach the Morrell Room to see if they would like the annual donation, normally paid in January, to be paid now. A message of thanks for the early payment received from I. Judd on 3<sup>rd</sup> June. **Action Completed**
- r. 20/069 c i. Circulate list of recommended RoSPA actions, investigate the amount of work required and who might be able to do it. Recommended repairs inspected. Email of findings to be circulated. **NB/Clerk**
- s. 20/070 a ii. Chairman to respond to Mrs King regarding HoSCT email. **Action Completed**
- t. 20/071 xxiv. All to respond to survey on Speed Management Framework consultation by 06/07/2020. Councillor Spring has responded. **ALL**
- u. 20/072 iv. Clerk to purchase hanging basket for the bus shelter. Councillor Ashmore volunteered to water them once in place. **Clerk/JA**
- v. 20/072 vi. Councillor Barnes will investigate the email from The Good Exchange to see if this is relevant to the Council. This relates to previous fund raising and is no longer relevant. **Action Completed**

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- w. 20/076. Councillor Spring to respond to the Brownlees suggesting they consult with WBC Planning Department to see if planning permission is required for the proposed temporary mooring. WBC replied that planning permission is not required. The Brownlees require a letter of consent from the Parish Council to enable them to obtain permission from the Environment Agency and obtain the necessary licence.

**JS/Clerk**

**20/083 Report of the West Berkshire District Councillor**

1. WBC are holding a cross-party meeting on 9<sup>th</sup> June to determine arrangements for getting staff back to work.
2. WBC are in the middle stages of developing the Local Plan. All 3 proposed sites in Streatley have been assessed as 'not deliverable'.
3. Government now require strategic policies and sub-policies for areas such as Environment and Housing. All WBC policies require review with the aim of public consultation in the autumn of this year.
4. WBC residents' survey finished on 7<sup>th</sup> June.
5. WBC bulk waste collection is operational again. Recycling centres are open with a booking system in place.
6. District Councillor Law has received some complaints about verge cutting. WBC does not pick up cut grass cuttings. This year the early cut (March) did not take place due to excessive rainfall and the next cut was missed due to Covid. Some residents have suggested wildflower verges. WBC are trialling this along the A4.

District Councillor Law left the meeting at 20:55.

**20/084 Planning**

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

None.

**b. Applications for planning permission**

- i. 20/01182/COMIND. Streatley Farmhouse, Wallingford Road.

Outbuilding: Upgrading of former farm office building to improve thermal insulation, replace the windows, install a third and build a new partition. Stable Kitchen: Create a new ground floor kitchen in the existing flat.

Council resolved that: Streatley Parish Council do not object to this application

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

None.

**d. Decisions by WBC**

- i. 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 did not object to this application.

'Cannot be Determined' 14 May.

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- ii. 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 did not object to this application with the caveat that 'The Parish Council leaves the decision as to whether this is suitable development for a listed building to the Planning Department'.  
Council noted that there were more than 10 objections to this application therefore it was expected to go to committee.  
Approved 18 May.
- iii. 20/01158/HOUSE. 11 The Coombe.  
Single storey residential rear extension with flat roof.  
Withdrawn 2 June.
- iv. 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 objected 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.  
Refused 4<sup>th</sup> June.
- e. Applications debated at previous meetings still pending WBC consideration.**
  - i. 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**
  - i. 20/00442/LQN The Bottle Opener, 9 The Bull Meadow.  
Discussed in Open Forum 20/079 above.
  - ii. Settlement Boundary change request for Vicarage Lane.  
Council discussed and agreed that there was insufficient justification to approach West Berkshire Council with a boundary change request. Councillor Spring to respond.      **JS**

**20/085 Finance Matters**

**a. Payment of Accounts between meetings**

- i. £22.32. Q1 Care. Helpline telephone calls April (80% reclaimed from Goring PC).
- ii. £92.54. SSE. Street Lighting Energy April (by Direct Debit).

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

**b. Payment of Accounts received by Council**

- i. £14.39. H. Preston-Barnes. Zoom invoice June.
- ii. £247.37. BALC. Annual subscription BALC and NALC.
- iii. £208.68. M&C Landscapes. Grass cutting May x 2.

Council resolved that the above invoices be approved for payment.

**Clerk**

**c. Receipts**

None.

**d. Other Finance Matters**

- i. Council approved the bank reconciliation as at 31<sup>st</sup> May 2020 (previously circulated).
- ii. Council acknowledged payment of the Clerk's salary by direct debit on 1<sup>st</sup> June.
- iii. Council received and approved the accounts for the year ending 31<sup>st</sup> March 2019.
- iv. Council received and approved the 2019/20 End of Year Bank Reconciliation to accompany the Annual Return.
- v. Council received and approved the Annual Governance statement for 2019/10.
- vi. Council received and approved the Accounting Statements for 2019/20.
- vii. Council discussed the request for donations to Streatley Pre-School and agreed to donate £200, the sum previously set aside for the cancelled Gap Festival.

**Clerk**

**20/086 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 running smoothly and there is now only one meeting per week.

The helpline calls have gone down significantly but Track and Trace may reverse this trend with calls from people not accustomed to isolating.

A visitor's map has been generated with information about available facilities, where to walk safely and the pinch points. There is a map for both Goring and Streatley replacing the existing visitors' maps in Goring, and a Streatley specific map to be installed on the wall of the bus shelter (see below).

- ii. Council agreed that the old Parish Council Noticeboard, now refurbished, should be used to house the visitors' map.

**b. Website/IT**

- i. Councillor Barnes reported that the web site is being updated and maintained with Covid related information. The work to make the web site accessible is a background task.

**c. Traffic and Highways**

- i. Council has received a report of a traffic collision In Rectory Road where a car leaving the Golf Club appeared not to stop and collided with a car travelling along the road. Residents of Rectory Road report that this is a frequent occurrence with several near misses. The residents involved in this collision have written to the Golf Club Manager and received an unsatisfactory response.

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Council agreed to write to the Golf Club suggesting a Give Way sign and double white lines at the exit as well as sending a note to all members reminding them of the road priority. **JS/MJ**

- ii. Councillor Spring has received correspondence from Mr. McGahan with ideas for resolving the parking issues on the High Street. Councillor Ashmore was concerned about speeding traffic if no parking is permitted. Councillor Spring to respond reminding Mr. McGahan of the traffic survey (due later in the year) and that West Berkshire Highways would make recommendations from the results which would then be put out for public consultation. **JS**

**20/087 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 are investigating buttresses to reinforce the wall in Church Lane.

The mowing of certain areas of the meadows with a lawnmower is continuing. This is part of the management of the area and to control specific weeds.

There was an incident with a broken water pipe that was swiftly repaired.

**20/088 Correspondence (not dealt with elsewhere in the agenda)**

- i. 15<sup>th</sup> May. WBC. Community involvement in the production of Conservation Area Appraisals.  
ii. 18<sup>th</sup> May. North Wessex Downs Landscape Trust. Spring newsletter.  
iii. 19<sup>th</sup> May. West Berkshire Countryside Society. Upstream Summer newsletter.  
iv. 19<sup>th</sup> May. West Berkshire Youth. Launch of Youth Hub.  
v. 19<sup>th</sup> May. West Berkshire Council. Age UK Berkshire Befriending & Buddying contract launched.  
vi. 22<sup>nd</sup> May. K. Morton. Message from the Morrell Room to regular users.  
vii. 26<sup>th</sup> May. T. Mann. Kerb clearance Streatley (see 20/083 item 6 above).  
viii. 27<sup>th</sup> May. P. Cox. MTBs on footpaths. Councillor Jubb commented that there have been many incidents with cyclists on the bridleway by his house.  
ix. 28<sup>th</sup> May. WBC. Heatwave and Summer Preparedness - Alert Level 1, 2020.  
x. 28<sup>th</sup> May. WBC Press Release. Gigaclear Finalising Rollout in West Berkshire.  
xi. 28<sup>th</sup> May. WBC Press Release. West Berkshire Wildflower Verge Trial Spring/Summer 2020.  
xii. 29<sup>th</sup> May. NALC. Open letter to all Councillors.  
xiii. 6<sup>th</sup> June. H. Johnson. Report of hedge requiring cutting back (Streatley Hill & The Coombe). Clerk to write to the owner. **Clerk**

**20/089 Items Raised by Councillors**

- i. Councillor Spring mentioned correspondence with John Rogers regarding an enquiry from the vicar about open air services in either the Recreation Ground or the Meadows. It was decided that since public gatherings are limited to 6 people this was not appropriate at the current stage of lockdown.  
ii. Councillor Spring has received an offer of a photocopier from the church. Council agreed that it is a kind offer but it was decided that the Parish Council has no need for it.

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- iii. Councillor Spring has advised NAG of the illegal encampment on Goring's cricket field.
- iv. SERG had reported people walking down to Cleeve Court and across a sown field to access the river. Councillors Spring and Barnes were asked whether signs or maps could be placed in the Recreation Ground car park directing people to the river path. Council agreed this was a good idea.

**20/090      Open Forum**

None.

**20/091      End of Meeting**

There being no further business, the Chairman confirmed that the next meeting would take place by Zoom call on 13<sup>th</sup> July 2020 at 7.30pm and the meeting closed at 9.45 pm.

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