

MINUTES OF A MEETING OF STREATLEY PARISH COUNCIL HELD **Actions**
BY VIDEO CALL ON 13 JULY 2020 (start 7.30pm)

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

20/094 Preliminaries

- a. **Dispensations**
None.

20/095 Apologies
Mr M Jubb.

20/096 Open Forum

There were no members of the public present, therefore no Open Forum.

20/097 Minutes

- i. Council resolved that the minutes of the meeting held on 8th June, 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**

20/098 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 and Mr. Ashton to ask more people to complete evidence forms. 9 received so far - aiming for at least 10. Mr. Ashton to try to collect more signatures.

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 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

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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 and they have re-presented the draft lease. Advice requested from lawyers regarding issues with the boundary fence of leased land. **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.

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

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- 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 Brisco 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

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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. A quote was received from IJ Fencing for posts and a galvanised gate with a hidden lock mechanism. All agreed to proceed with this work.

NB/Clerk

It was also agreed that we should enquire about a facility with our current solicitors to enable fast access to eviction advice should we have an illegal encampment.

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 member's bids, with matched funding, available from WBC; the deadline for submission was 20th March. District Councillor Law indicated that if we can provide a quote for Children's Play Equipment by 14th July he would be able to submit as a Member's bid. Clerk to seek revised quotation from Fresh Air Fitness and submit.

Clerk

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.

Action Completed

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

NB

n. 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

o. 20/069 c i. Circulate list of recommended RoSPA actions, investigate the amount of work required and who circulated. Clerk instructed to obtain quotes for the repairs.

Clerk

Removal of ivy from trees can be done after August. Clerk to seek quote for work.

Clerk

p. 20/071 xxiv. All to respond to survey on Speed Management Framework consultation by 06/07/2020. Councillor Spring has responded.

Action Completed

q. 20/072 iv. Clerk to purchase hanging basket for the bus shelter. Councillor Ashmore volunteered to water them once in place.

Action Completed

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- r. 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. **Action Completed**
- s. 20/080. Councillor Spring to draft and circulate the response for The Bottle Opener Licence application. Clerk to respond when agreed. **Action Completed**
- t. 20/084 f ii. Councillor Spring to respond regarding request to change settlement boundary. **Action Completed**
- u. 20/085 d vii. Clerk to process donation to Streatley Hill Pre-school. **Action Completed**
- v. 20/086 c i. 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.
A Give Way sign and double white lines have been installed at the exit. Councillor Spring to write a letter of thanks. **JS**
- w. 20/086 c ii. 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. **Action Completed**
- x. 20/088 xiii. Clerk to write to owner of Wayside regarding overgrown hedge. Hedge has been cut back. Councillor Barnes trimmed verge on opposite corner. **Action Completed**

20/099 Report of the West Berkshire District Councillor

- a. District Councillor Law reported on the District Parish Conference held earlier that evening. Dr. N. Swan attended on behalf of the Parish Council & SERG. There were two main topics:
1. The Recovery Plan, details of which had already been circulated. There were no questions posed from Parish Councils.
 2. The Outbreak Plan. Dr Swan posed a question regarding help for the 'hidden vulnerable' and what can be done, working with WBC, to cover this gap. The question resonated with other parishes and will be looked at by WBC. Nick Carter, WBC Chief Executive, and Matt Pearce will visit some parishes later this summer to find out what parishes have been doing to assist the community during the Covid pandemic.
- b. The member's bid. See item 20/098 j above. A request for grants may be submitted this week. If SPC are interested in funding for children's gym equipment District Councillor Law must have the details by close of business on 14th July.
- c. Covid money from Government. WBC have allocated each member £1,000 from this fund. District Councillor Law will split this between his 4 parishes (£250 per parish). The money can be spent on anything and must tie into a category heading, but need not be Covid related. Councillor Spring suggested getting views from SERG of items requiring funding. Ideas from Councillors included the Helpline and the re-opening of the Morrell Room.

- d. WBC are trialling wildflowers along the verges of the A4. District Councillor Law asked the Parish Council's views on wildflower planting along both verges of the Wallingford Road between Rectory Road and Townsend Road. All in agreement.

20/100 Emergency Planning/SERG.

- i. Councillor Barnes reported that:
- surveys are being organised for participants (users and volunteers) of the services provided during the pandemic. These have a page on the SPC website and will go live shortly.
 - a £10,000 lottery grant has been awarded to Q1 Foundation which will assist with funding for keeping the Helpline and other services going in case of a second spike or local lockdown. District Councillor Law had some questions regarding the handling of the funds which would be raised by Councillor Barnes at the SERG meeting on 14th July. **NB**
 - the number of calls is tailing off but some of those that are received are significant.
- ii. Local lockdown actions. Councillor Spring spoke about how this might be handled. As we have close links with Goring it would involve two Councils at both Parish and District level. Any decisions on local lockdown would be taken at a national level although putting it into operation would be the responsibility of the District Councils. Whilst the likelihood is low for a total lockdown, WBC have plans in place.
- iii. When SERG was set up in April 2020 the MOU was for 3 months. All agreed that this should be extended for another 3 months. **Clerk**
- iv. District Councillor Law reported that he had agreement for extracts from an article on the work of SERG to be published in the WBC Community Hub newsletter. This will link to the full article which will be on put the SPC website.
- v. District Councillor Law also reported that he has been given an introduction to BBC Radio Berkshire and will be speaking to them to see if they are interested in covering the work of SERG.

District Councillor Law left the meeting at 20:15.

20/101 Planning

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

- i. 20/01313/HOUSE. Kiddington Cottage, Aldworth Road.
New pool building and pool with associated landscaping.
The Clerk, in consultation with Councillors Spring, Coyle, Robertson and Ashmore, determined that Streatley Parish Council object to this application on the grounds that the pool house is unnecessarily large and does not conserve or enhance the surrounding AONB.

Council resolved that: Streatley Parish Council ratify this decision.

b. Applications for planning permission

- i. 20/01449/HOUSE. The Brambles, Wantage Road.
Rear extension up to existing retaining wall and roof alterations to existing house.
Following discussion Council resolved that: Streatley Parish Council object to this application on the grounds that the extension is disproportionate to the existing building and that the materials do not complement the existing building or comply with the village design statement for that area (Zone 3) of the village.

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

None.

d. Decisions by WBC

- i. 20/01112/COND1 The Lodge, Rectory Road.
Demolition of garage, erection of a 2 storey extension linked to the existing dwelling.
Streatley Parish Council did not object to this application
Approved 6 July.

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.
- ii. 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.
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.
New Premises Licence. Supply of Alcohol Monday to Sunday from 08:00 to 23:00.
Streatley Parish Council had no objection to this application subject to conditions that were not initially accepted by the applicant. The applicant's solicitor proposed rewording of one clause which was accepted by the Council. Mediation has resolved all other objections.

20/102 Finance Matters

a. Payment of Accounts between meetings

- i. £95.33. SSE. Street Lighting Energy May (by Direct Debit).

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

b. Payment of Accounts received by Council

- i. £14.39. H Preston-Barnes. Zoom Invoice July.
ii. £374.40. HMRC. Quarter 1 payment.
iii. £49.98. N. Barnes. Hanging baskets x 2 for bus shelter.
iv. £35.00. CCB annual subscription.
v. £36.00. CPRE annual subscription.
vi. £306.37. SSE. Street Lighting maintenance June quarter.
vii. £31.44. N. Barnes. SERG Database usage April/May.
viii. £13.09. N. Barnes. SERG Database usage May/June.
ix. £103.34. M&C Landscapes. Grass cutting in June.
x. £92.54. SSE. Street Lighting Energy June (by Direct Debit).

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Council resolved that the above invoices be approved for payment.

Clerk

c. Receipts

- i. £14.88 Goring Parish Council. 80% Helpline calls for April.
- ii. £399.50. HMRC. Q1 2020/21 VAT reimbursement.

d. Other Finance Matters

- i. Council approved a bank reconciliation as of 30th June 2020 (previously circulated).
- ii. Council approved the Q1 budget comparison as of 30th June 2020 (previously circulated).
- iii. Council acknowledged payment of the Clerk's salary by direct debit on 1st July.
- iv. Council acknowledged the document pack sent to external auditors on 23rd June.
- v. Council agreed the renewal of SSE contract for 2 years.
- vi. Council acknowledged the Q1 VAT return of £399.50.

20/102 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. Website/IT

- i. Councillor Barnes had nothing further to report. He is still working on the 'accessibility' requirements. **NB**

20/103 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 were meeting on 14th July. He will summarise and circulate details of the meeting. **NB**

The Chairman of HoSCT is moving away from the village and has therefore resigned. The committee have received three expressions of interest to become trustees.

The mowing of certain areas of the meadows with a lawnmower is continuing and volunteers have been removing weeds and thistles.

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

20/104 Correspondence (not dealt with elsewhere in the agenda)

- i. 15th June. Open Spaces Society. Summer magazine.
- ii. 15th June. South Central Ambulance Service Resources.
- iii. 18th June. WBC. Lockdown Wood project.
- iv. 22nd June. Highways England. M4 Junctions 12 (Theale) to 15 (Swindon) – weekend closures.
- v. 22nd June. CCB Annual Review.
- vi. 23rd June. Going Forward Buses. Coming out of hibernation.
- vii. 24th June. E. Cox WBC. Rights of Way codes of behaviour.
- viii. 24th June. H. Gates. Streatley Balloon Glow 2020.
- ix. 26th June. Citizens Advice Bureau AGM and Annual Report.

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- x. 2nd July. Healthwatch West Berkshire. July briefing.
- xi. 2nd July. I. Helmschrott-Bowden regarding bridle path concerns.
- xii. 7th July. G. Smith. Letter to TVP re speeding traffic. Councillor Spring to respond. **JS**
- xiii. 9th July. WBC Press Release. Health, Education and the Economy central to local recovery.

20/105 Items Raised by Councillors

- i. Councillor Robertson mentioned that the reflectors on the traffic island on the Wallingford Road, by the entrance to the road to Cleeve Court, had been flattened. **Clerk**
- ii. Councillor Robertson suggested a larger bin at the Recreation Ground. Clerk to investigate. **Clerk**
- iii. Councillor Spring had nothing to report from NAG.
- iv. Councillor Spring reported that church services had resumed with a maximum of 30 people. There is still a lot of litter in the churchyard and people are still using it as a toilet.
- v. Councillor Spring suggested a socially distanced, social evening in August. 19th August at 19:30 was agreed. Councillor Barnes to see if tables need to be booked at The Swan bar/garden. **NB**
- vi. Councillor Spring reported a large group of mothers and children in the Recreation Ground. The children were talking about using the hedges as toilets.

20/106 Open Forum

None.

20/091 End of Meeting

There being no further business, the Chairman confirmed that the next meeting would take place on 14th September 2020. A decision will be taken nearer the time as to whether this is a physical or virtual meeting. The meeting closed at 8.45 pm.

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