

WOOLHAMPTON PARISH COUNCIL

c/o Juniper House, Aldermaston, RG7 4LJ

Email: woolhamptonclerk@gmail.com

Tel: 07877 122 127

Minutes

15th June 2026

7.45pm, Woolhampton Village Hall

This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in July 2017. All Councillors are reminded to acquaint themselves with these Standing Orders.

District Councillor: Chris Read

Councillors: Malcolm Large, Laurence Harwood, Brian Chick, Jack Lovell, Sean Garden

Members of Public: 2

1. To receive apologies

Cheryl Springer

Ben Holden-Crowther

2. To receive declarations of interest

Cllr Laurence Harwood declared an interest as Churchwarden

3. Confirmation of the accuracy of the minutes of the last meeting of the Council

The minutes were agreed and signed for records

4. Matters arising from previous meeting

Five Acres/Lear Site

It was confirmed that a letter has now been sent regarding the site.

A discussion was held regarding the use of drone imagery to support concerns relating to potential planning breaches and health and safety matters. District Cllr Read cautioned against the use of drone footage; however, councillors noted that guidance suggests imagery may be permissible where it is captured in the public interest, from an appropriate height, and does not identify individuals. It was also noted that an initial suggestion that such images would breach GDPR appears to be incorrect.

Councillors discussed that aerial images of the site are likely to exist in any event, as landowners are undertaking assessments of trees in the area. It was suggested that sharing relevant imagery with West Berkshire Council may encourage officers to visit the site and investigate matters further.

Whilst acknowledging that enforcement resources are limited, councillors commented that there may be opportunities for the authority to make greater use of available technology when assessing potential breaches.

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It was agreed that this item should remain on the agenda for future meetings to allow for updates and continued monitoring of the situation.

Lorry parking at Cods Hill

No further update was provided. It was noted that letter confirming the Council's position are still to be issued.

Footpaths

No further update was provided. It was noted that letter confirming the Council's position are still to be issued.

Standing orders

Members noted that the Council's Standing Orders require review. These have been circulated and should be looked at by councillors before the next meeting along with other policies.

Allotments

There was a discussion about people joining and leaving. One suggestion was to add some more fruit trees to vacant plots to create a community orchard.

Procurement of SID/VAS Devices

A brief update was provided regarding the procurement of SID/VAS devices. Councillors noted that no further information has been received at this stage.

It was confirmed that Cheryl Evans, Senior Road Safety Officer at West Berkshire Council, is the relevant contact for this matter.

ACTION – Clerk to follow up with WBC regarding the required licences

5. To receive/review and Planning Applications

5.1 26/01148/CERTP

District Cllr Read presented visual materials relating to the new application. Councillors discussed concerns regarding the proposal and noted that there are documented cases where similar applications have been approved by other councils.

Councillors questioned whether the structure could be considered a caravan, noting that it is of steel and oak frame construction and is larger than many residential dwellings. Concerns were also raised regarding access to the site, with particular reference to the difficulties that delivery vehicles may experience when using the surrounding narrow roads.

District Cllr Read advised that, as the application is submitted under a Certificate of Proposed Lawful Development (CERTP), it cannot be called in by a District Councillor. He confirmed that he has contacted the Case Officer, Michael Butler, regarding the application.

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In the absence of the Chair, councillors discussed whether Cllr Lovell could take the matter forward on behalf of the Parish Council. It was noted that the deadline for comments is 25 June 2026 and members were encouraged to submit any comments to the Clerk for collation and onward submission.

ACTION – Clerk to follow up regarding why notification of the application was not received via the Clerk email address.

6. District Councillor's Report

District Cllr Read gave his report which will be uploaded to the parish council website.

7. Bank Reconciliation

<u>Woolhampton Clerk's Report - 15/06/2026</u>		
Balance on 20 May 2026	£103,869.75	
	Payments	Receipts
Income		
Allotments		£67.50
Payments		
Bibby (Bins)	£47.94	
Brabazons (May)	£727.99	
Bridget Knight	£160.00	
	£935.93	£67.50
Balance on 15 June 2026	£103,001.32	

It was agreed that quotations will be obtained and presented at the next meeting. It was noted that the football field/dog walking area only requires cutting three times per year, as the Rotary Club do one ahead of the Duck Race.

ACTION – Cllr Lovell and Cllr Garden agreed to investigate the matter further and report back to Council.

8. Any Other Business

Water meter

Councillors discussed the water supply arrangements relating to the allotments. It was noted that if existing pipework does not meet current regulations, upgrades may be required which could result in significant costs.

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It was reported that Terry Vallis holds historical records that may assist in establishing whether the costs of any proposed changes would exceed the amount currently paid to the Village Hall each year.

Councillors also discussed the possibility of installing a separate private meter at the allotment end of the supply.

ACTION – Clerk to liaise with Emma

Minutes

It was agreed that, going forward, draft minutes should be circulated to all councillors within one week of the meeting, rather than solely to the Chairman.

Councillor meeting

It was noted that Cllr Garden will attend the forthcoming councillors' meeting on behalf of the Chair.

Parking Outside the Village Shop

Councillors were advised that West Berkshire Council has issued its formal response to the parking petition.

It was also noted that West Berkshire Council has indicated that a wider review of parking within Woolhampton will not be considered until the next financial year.

A discussion followed.

9. To record meeting closed

20:47