The Old School, The Street, Shurlock Row, Berkshire RG10 0PR

Mrs MJ Streather Clerk to the Council: Telephone: 07956 217783

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#### Minutes of the Waltham St Lawrence Parish Council Meeting held on Tuesday 5th August 2025

Present: Cllr Kay (Chairman), Cllr Hipgrave, Cllr Patel, Cllr Goodchild, and MJ Streather (Clerk). Also present: 8 Members of the Public.

Summons	ed to attend: Cllr Kay, Cllr Hipgrave, Cllr Patel, Cllr Goodchild, Cllr Williams, Cllr Crawley-E	Boevey.
	Public Question Time:	
	Residents of School Lane updated the Council of continued activities on the plots beside School Lane including further plots sold, also indications of access improvements (a new gate has been installed). In the absence of Cllr Hunt, the Chairman requested residents to continue to keep a close eye on proceedings, and to notify the Clerk of any activities felt to be untoward. It is understood that the gate replaces an existing access and therefore is unlikely to be considered a planning issue but the Chairman recommended ensuring that there are not further works which would appear to require planning approvable the laying of hardcore etc. Article 4 is still awaited. The resident flagged that there were issues with the field being in the flood plain.	
	A member of the public from Binfield Parish came to share his concerns regarding the activity at Oak Tree Farm which has not had a planning application submitted.  Although a shared Parish issue, in this instance RBWM appear to be taking the lead.  Despite the most recent deadline issued, no planning application has been received (Received late 5.8.2025 by the Clerk).  Until the Planning Application is received no further action can be taken by either Parish due to Enforcement waiting on this, but the record of spoil loads is noted.	
FC/56/8/2025	Apologies: Were noted from Cllr Williams, Cllr Crawley-Boevey.	
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FC/57/8/2025	Minutes: The minutes of the previous meeting held on Tuesday 5 <sup>th</sup> July 2025 were approved by the Council and signed by the Chairman.	Clerk
FC/58/8/2025	Declaration of Interests: Cllr Patel declared an interest in Temple Grove.	
FC/59/8/2025	Significant Matters Arising from the Previous Minutes: There were none.	
FC/60/8/2025	Planning Applications: PLANNING APPLICATIONS: Reference 25/01698/FULL Address Bentleys Shurlock Row Reading RG10 0PL Proposal Part single part two storey side/rear extension and 1 no. detached garage, following demolition of existing elements. Parish Council Comments: No Objection provided it is not considered over development. Cllr Patel withdrew from the discussions Reference 25/01712/FULL Address Temple Grove Brook Lane Waltham St Lawrence Reading RG10 0NX Proposal 1no. detached outbuilding ancillary to the main dwelling following demolition of 2no. existing outbuildings. Parish Council Comments: The Parish Council has No Objection but is concerned that it may be over development and/or inappropriate development in the Green Belt Cllr Patel returned to the meeting	Clerk

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	Tree Planning Applications: Reference 25/01863/TCA Address Holly Cottage Halls Lane Waltham St Lawrence Reading RG10 0JB Proposal (1) Oak - fell; (2) Beech - fell and (3) Grey Willow - fell. Parish Council Comments: The Parish Council has No Objection to reducing the trees (which should require input from the Arboricultural Officer ort eam) but would have objection to any trees being felled. It is strongly requested that the Arboricultural Team visit the site as there are significant anomalies in the application re reducing/felling.	Clerk
FC/61/8/2025	Plans that have arrived in the last couple of days: There were none.	
FC/62/8/2025	Other Planning Matters: There were none.	
FC/63/8/2025	ENFORCEMENT NOTICES & APPEALS: Reference: 25/50027/ENF Address: Oak Tree Farm Twyford Road Binfield Bracknell RG42 5QD Status: Pending Consideration Type: Unauthorised Construction Still no planning application received.  Reference: 25/50068/ENF sub division and sale of plots of land Address: Street Record School Road Waltham St Lawrence Reading RG10 0NU	
	Status: Pending Consideration Type: Unauthorised Change of Use  Reference: 25/50127/ENF installation of a new drive and removal of tree in a Conservation Area Address: 3 Church Farm Cottages Halls Lane Waltham St Lawrence Reading RG10 0JG Status: Pending Consideration Type: In conservation area	
	Reference: 25/50173/ENF Address: 4 Church Farm Cottages Halls Lane Waltham St Lawrence Reading RG10 0JG outbuilding in rear garden used as separate residential dwelling, Air B&B Status: Pending Consideration	
	Reference: 25/60024/REF FOR INFORMATION ONLY NEIGHBOURING PARISH Address: John Torrid Farm Beenhams Heath Shurlock Row Reading RG10 0QQ Nature: Material change of use of the existing land to create a permanent caravan holiday park with siting of 5no. caravans. Status: Appeal In Progress Appeal Type: Refusal (For information only, neighbouring Parish)	
	Andrews Yard Wall: No response from Enforcement re removal of wall. Cllr Goodchild to highlight the goodwill that would be gained in lowering the wall.	Cllr Goodchild
FC/64/8/2025	Finance	

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. 5. 5. 7. 5. 2020	AOB: None	
FC/67/8/2025	Council: None  Correspondence: Issues covered above.	
FC/66/8/2025	Reports from Representatives who attended meetings representing the Parish	
	replaced as they have reached end of life.  • Milley Road Gate to be replaced approved £375.  Other:  • Charlie Belcher memorial to be unveiled 23.8.2025. All parties are happy with location.	Cllr Patel
	New dog bin for Church Farm approved. Plan is to reduce Darvills Lane collection to every 4 weeks. Cllr Goodchild to discuss with Bronwen at ANB. Cllr Goodchild to investigate if Church Farm will purchase the bin.  • All posts around the pound and outside the Church and Neville Hall are to be	Cllr Goodchild Cllr Crawley- Boevey
	<ul> <li>Drains/Ditches:         <ul> <li>Ditch clearance on Broadmoor Road complete. Some culverts are blocked</li> </ul> </li> <li>Parish Maintenance:         <ul> <li>New person required for Shurlock Row defibrillator. Cllr Goodchild volunteered</li> </ul> </li> </ul>	Cllr Goodchild
	<ul> <li>6.30pm Neville Hall. Clerk to book Neville Hall. Desire would be to appoint at the meeting of 9th September.</li> <li>Allotments:</li> <li>Gate and bridge to be repaired by RBWM (materials supplied by Parish Council). Materials have been supplied.</li> </ul>	
	<ul> <li>CIL returns for March have been done.</li> <li>Communications:</li> <li>New Councillor Recruitment: look to conduct interviews September. 4th at</li> </ul>	Clerk
	Clerks Appraisal 30.8.2025. Clerk to book Neville Hall.	Clerk to book
	<ul> <li>ANB to attend September meeting to update full Council.</li> <li>Clerk requested to do an action points document following each meeting.</li> </ul>	Clerk Clerk
	<ul> <li>The Clerk reported that Flood Manager has introduced his key culvert individual to ANB and they seem to be working well together.</li> <li>Chairman to discuss with ANB ref ditch work to date and future requirements.</li> </ul>	Chairman
FC/65/8/2025	Reports from Representatives: Urgent matters only Clerk:	
	pad replacements.  Clerk to detail to Cllr Hipgrave expiry dates by Defibrillator.  Separate meeting offline Cllr Patel/Clerk to discuss moving water supplier account.  Clerk requested to always quote costs net (excluding VAT)	Clerk Cllr Patel/Clerk
	<ul> <li>May, ANB bins June, Accordis Microsoft licences, Castle Water IN DISPUTE re late payments, MJS Malwarebytes renewal)</li> <li>In addition, DD Bank Mandate signed for Castle Water to avoid late payment charges due to their sporadic billing</li> <li>2 overdue invoices for Community Heatbeat were authorised Total £292.68</li> </ul>	Clerk
	Online payments of £3,441.82 were approved (R Patel SID and bench installation equipment, IC-B sleepers for allotments, MJS ink, Braywick cut	Clerk

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3

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FC/68/8/2025	Date of Next Site Visits: 9am Saturday 6 <sup>th</sup> September 2025; Venue: Neville Hall Date of Next Parish Council Meeting: 7pm Tuesday 9 <sup>th</sup> September 2025; Neville Hall.	
	Date of Next Parish Council Meeting. 7pm Tuesday 9 September 2025, Neville Hall.	
	The meeting closed at 8.45pm	