

# WALTHAM ST LAWRENCE PARISH COUNCIL



## Minutes of a meeting of Waltham St Lawrence Parish Council held on Tuesday, 9<sup>th</sup> December 2025 in the Neville Hall, Waltham St Lawrence.

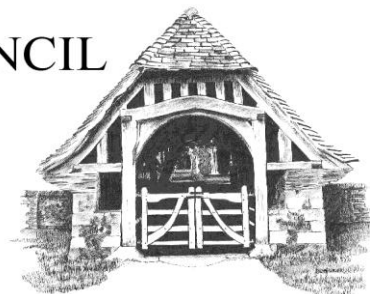
*Present: Mike Kay (Chairman), Mark Hipgrave, Isabelle Crawley-Boevey, David Yarnton, Rupe Patel, Charles Williams, Sarah Goodchild, MJ Streater (Clerk).*

*Also present: Borough Cllr Hunt and 3 members of the public*

	<b>PUBLIC QUESTION TIME:</b> A member of the public queried whether the Parish Council or Cllr Hunt had any further update regarding the 'Article 4' relating to School Road. The Chairman confirmed that the understanding remained as in November; Article 4 has been published, the consultation period is now finished, and it remains for RBWM to notify all landowners that this is the case. (It was noted that nothing can be imposed retrospectively). A member of the public asked whether there was any view on the reinstatement of the hedge. Given comments by RBWM that this was covered by the Hedgerows Act, this is a subject that should continue to be raised with RBWM; realistically, confidence of a successful reinstatement is not high. The member of the public is to continue to liaise with Cllr Hunt and the Clerk to apply pressure to RBWM.	Clerk/Cllr Hunt
FC/111/12/2025	<b>APOLOGIES:</b> Noted from Borough Cllr Blundell	
FC/112/12/2025	<b>MINUTES:</b> The minutes of the last Parish Council meeting held on Tuesday, 4 <sup>th</sup> November 2025, were approved by the Council and signed by the Chairman	
FC/113/12/2025	<b>DECLARATIONS OF INTERESTS:</b> Cllr Kay and Cllr Goodchild declared an interest in 25/02998/TCA Dingley Cottage and the Gables	
FC/114/12/2025	<b>SIGNIFICANT MATTERS ARISING FROM THE PREVIOUS MINUTES:</b> There were none	
FC/115/12/2025	<b>PLANNING APPLICATIONS:</b> <b>Reference</b> 25/02824/CONDIT <b>Address</b> Land to The South of Valentines The Straight Mile, Shurlock Row <b>Proposal</b> Details required by Condition 6 (External Lighting); Condition 11 (Gates); Condition 12 (Bonded Surface Access); Condition 14 (Visibility Splays) and Condition 16 (Substation Colour) of planning permission 22/02820/FULL for the installation of a solar energy park comprising ground mounted photovoltaic solar panels, power stations, a substation, ancillary buildings and associated plant and equipment, a new access from The Straight	

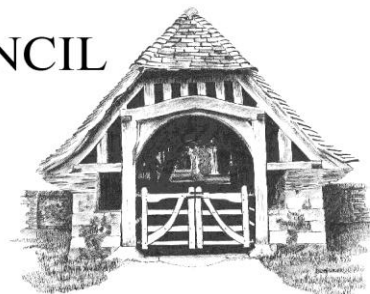
[https://wslpc-my.sharepoint.com/personal/parishclerk\\_wslpc\\_uk/Documents/Parish Council Meetings/2026 PC Meetings/Draft Minutes December 2025.docx](https://wslpc-my.sharepoint.com/personal/parishclerk_wslpc_uk/Documents/Parish Council Meetings/2026 PC Meetings/Draft Minutes December 2025.docx)[Type here]

[Type here]



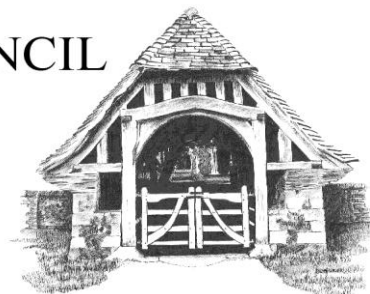
	<p>Mile (B3018), the installation of hardstanding, fencing, CCTV apparatus, landscaping and biodiversity enhancement for a period of 35 years.</p> <p><b>Parish Council Comments:</b> The Parish has dark skies with no streetlighting and therefore it is requested that animal-friendly optimised Fresnel lenses with detection zones should be used to minimise nuisance to local residents. In addition, the 6m high lampposts are excessive and should be significantly reduced in height.</p> <p><b>Reference</b>      <b>25/03056/CONDIT</b></p> <p><b>Address</b>          Bellman Hanger Shurlock Row RG10 OPL</p> <p><b>Proposal</b>          Details required by Condition 8 (Surface Water Drainage Scheme) of planning permission 22/00270/FULL (allowed on appeal) for the erection of 12no. dwellings with associated parking and landscaping and the retention of the existing access road following the demolition of the existing buildings, warehouse, external storage areas and hardstanding.</p> <p><b>Parish Council Comments:</b> Noted</p>	Clerk
	<p><b>Reference</b>      <b>25/02937/CONDIT</b></p> <p><b>Address</b>          Diligent Cottage Hungerford Lane Shurlock Row RG10 ONY</p> <p><b>Proposal</b>          Details required by Condition 2 (Slate Tiles), 3 (Lime Mortar and Plaster), 4 (Timber Frame Repair Schedule), 5 (Bat Licence) and 6 (External lighting) of Listed Building Consent 24/03121/LBC for a Consent for repairs to the internal and external fabric, re-roofing of front elevation and replacement of rainwater goods.</p> <p><b>Parish Council Comments:</b> Noted</p>	Clerk
	<p><b>Reference</b>      <b>25/02918/LBC</b></p> <p><b>Address</b>          Callins Cottage Beenhams Heath Shurlock Row RG10 OQD</p> <p><b>Proposal</b>          Consent for the conversion and extension of former implement shed (Building H) to a dwelling.</p> <p><b>Parish Council Comments:</b> No Objection, subject to approval by both the Listed Buildings and Conservation teams.</p>	Clerk
	<p><b>Reference</b>      <b>25/02917/FULL</b></p> <p><b>Address</b>          Callins Cottage, Beenhams Heath, Shurlock Row RG10 OQD</p> <p><b>Proposal</b>          Conversion and extension of the former implement shed (building H) to a dwelling.</p> <p><b>Parish Council Comments:</b> No Objection, subject to approval by both the Listed Buildings and Conservation teams.</p>	Clerk
	<p><b>Reference</b>      <b>25/03102/CPD</b></p> <p><b>Address</b>          Wedgewood Sill Bridge Lane Waltham St Lawrence Reading RG10 ONT</p> <p><b>Proposal</b>          Certificate of lawfulness to determine whether the proposed alterations to fenestration and the formation of new openings at ground floor level is lawful.</p> <p><b>Parish Council Comments:</b> Predetermined by RBWM</p>	Clerk
	<p><b>Reference</b>      <b>25/03093/FULL</b></p> <p><b>Address</b>          The Oaks Martins Lane Shurlock Row Reading RG10 OPP</p> <p><b>Proposal</b>          Replacement track.</p>	Clerk

# WALTHAM ST LAWRENCE PARISH COUNCIL



	<b>Parish Council Comments:</b> No Objection	<i>Clerk</i>
<i>FC/116/12/2025</i>	<p><b>TREES IN A CONSERVATION AREA:</b></p> <p><b>Reference</b>      <b>25/03048/TCA</b>  <b>Address</b>        The Cottage The Straight Mile Shurlock Row RG10 0QN  <b>Proposal</b>        T1 - Ash and T2 Ash - fell.</p> <p><b>Parish Council Comments:</b> No Objection, subject to approval by the Arboricultural Officer  Cllr Kay and Cllr Goodchild left the discussion</p> <p><b>Reference</b>      <b>25/02998/TCA</b>  <b>Address</b>        Dingley Cottage and The Gables, Halls Lane, Waltham St Lawrence  <b>Proposal</b>        G1 - x2 Hazel , Holly and Yew - re-coppice Hazel, remove lowest growth from base to leave clear stem towards outhouse, fell dead Yew, T1 - Silver birch - remove lowest limb over garden back to source, G2 - Beech and Sycamore - remove crossing limb on Beech at crown break back to source, prune back lower canopy over garden by 1.5m, remove stem growth on Sycamore back to source up to crown break and prune back canopy over garden by 1m, T2 - Oak - remove major deadwood, G3 - Apple and Cherry - fell, T3 - Neighbouring Apple - prune lowest 3-4 branches back to fence line by 1.5m over garden to a final spread of 4.5-5m, T4 - Oak - remove lowest limb and dead limb back to source, T5 - Lime - prune lower canopy up to 8m back from drive by 1.5m, reduce over extended limb towards Oak by 2m, T6 - Beech - remove lowest limb over road back to source and lowest stem growth to crown break, crown reduction by 1.5m over road and towards lime tree as per photographs.</p> <p><b>Parish Council Comments:</b> The Parish Council has concerns over the severity of the proposed work on T4, T5 and T6, as this will have a major impact on the street scene. Otherwise has No Objection subject to the approval of the Arboricultural Officer.  Cllr Kay and Cllr Goodchild rejoined the discussion</p> <p><b>Reference</b>      <b>25/02975/TCA</b>  <b>Address</b>        2 Cherry Tree Cottage, Neville Close, Waltham St Lawrence RG10 0JZ  <b>Proposal</b>        T1 Apple - Repollard at previous pollard knuckles, leaving 25mm stubs. T2 - Small Pollard - Crown reduction by 20% of leaf area as per photograph.</p> <p><b>Parish Council Comments:</b> No Objection, subject to the approval of the Arboricultural Officer</p>	<p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p>
<i>FC/117/12/2025</i>	<p><b>PLANS THAT HAVE ARRIVED IN THE LAST COUPLE OF DAYS:</b></p> <p><b>Reference</b>      <b>25/02990/TCA</b>  <b>Address</b>        Holly Cottage Halls Lane Waltham St Lawrence RG10 0JB  <b>Proposal</b>        Apple tree - reduce by 1-2m.</p>	<i>Clerk</i>

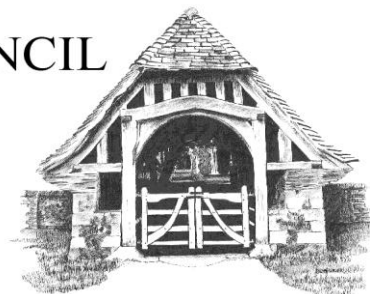
# WALTHAM ST LAWRENCE PARISH COUNCIL



	<b>Parish Council Comments:</b> No Objection subject to the approval of the Arboricultural Officer	
<i>FC/118/12/2025</i>	<b>OTHER PLANNING MATTERS:</b> <ul style="list-style-type: none"> <li>• Cllr Goodchild confirmed she is in discussion with the contractor at Andrews Yard, and the request to lower/remove the wall is part of the discussion</li> <li>• Cllr Hunt confirmed an Officer is investigating if CIL monies are owed on 2 new properties on Milley Road</li> <li>• The Clerk was requested to engage with the relevant Councillor(s) before investigating issues at the request of residents. The tree felling on Callins Lane seems to have spared valuable Oaks</li> <li>• Oak Tree Farm and Barn, Twyford Road, Binfield. The height of the mound is of increasing concern. Photographic evidence to be obtained to supply to the enforcement team to try to encourage some reaction.</li> </ul>	<i>Cllr Goodchild</i>  <i>Cllr Hunt</i>  <i>Clerk</i>  <i>Clerk</i>
<i>FC/119/12/2025</i>	<b>ENFORCEMENT NOTICES &amp; APPEALS:</b> <b>Reference: 25/50173/ENF</b> 4 Church Farm Cottages, Type: Unauthorised Change of Use No further update <b>Reference: 25/50068/ENF</b> Street Record School Road Type: Unauthorised Change of Use See Public Question Time	
<i>FC/120/12/2025</i>	<b>FINANCE:</b> <ul style="list-style-type: none"> <li>• Online payments of £2,134.02 (Clerk salary Nov, NI Nov, Braywick Heath, new printer approved under Chairman's authority) were approved by the Council and signed by the Chairman.</li> <li>• Input from Councillors to draft 2026/27 budget, including financial estimates, to be supplied to the Chairman prior to the end of the month to be included in the draft budget for the next meeting (January)</li> </ul>	<i>Clerk</i>  <i>All</i>
<i>FC/121/12/2025</i>	<b>MATTERS DEALT WITH UNDER DELEGATED AUTHORITY</b> To note and approve the late received planning applications and other matters between meetings: None	
<i>FC/122/12/2025</i>	<b>REPORTS FROM REPRESENTATIVES:</b> <b>Report from the Clerk:</b> <ul style="list-style-type: none"> <li>• Request submitted to clear drains in Neville Close due to leaves. Cllr Patel to raise with Braywick Heath (to be JS Grounds &amp; Gardens)</li> <li>• Clerk booked on Assertion 10 training Feb 2026. The Chairman confirmed his understanding that the email requirements for the future are satisfied by <a href="mailto:parishclerk@wslpc.uk">parishclerk@wslpc.uk</a> as the domain is</li> </ul>	<i>Cllr Patel</i>

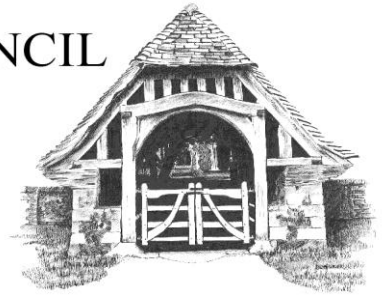


	<p>owned by the Parish Council. The Chairman asked Cllr Goodchild to look at the slides obtained from AN Other Council.</p> <ul style="list-style-type: none"> <li>Investigations as to waste burning and lorry importation on Pool Lane, this is an ongoing issue and appears to be burning of commercial waste.</li> </ul> <p><b>Reports from Borough Councillors:</b> Nothing to report</p> <p><b>Communications:</b></p> <ul style="list-style-type: none"> <li>IT file storage – Cllr Goodchild to liaise with Simon Shaw for training session with all Councillors, before year end March.</li> <li>Cllr Goodchild to obtain a quote from Creativworks regarding updating specific parts of the website.</li> <li>All Councillors are to review their areas of responsibility on the website to determine any updates required. The Chairman highlighted that information should be evergreen (eg we have 11 allotment plots) rather than current (eg we currently have 8 allotments occupied). References should be to contact the Clerk rather than Mrs Streather.</li> </ul> <p><b>Highways:</b></p> <ul style="list-style-type: none"> <li>Removal of posts on Twyford Road update. This has yet to be actioned, although it was felt to be a safety issue. Clerk to chase new chevrons and SLOW on Twyford Road</li> <li>Other village signs update: An excellent start has been made on cleaning signs around the village - thanks to volunteers and working groups.</li> <li>RBWM have replaced certain signs that were decaying; further work is required to turn around some signs on The Street, Shurlock Row.</li> </ul> <p><b>Speedwatch:</b></p> <ul style="list-style-type: none"> <li>SID signs are to be moved w/c 15th December. Cllr Yarnton is working with a member of the public in the Parish who has great data analysis skills. The plan is to be able to publish helpful, actionable statistics.</li> </ul> <p><b>Burial Ground:</b></p> <ul style="list-style-type: none"> <li>Internal meeting held 27.11.25 – Processes and controls are being updated to prevent any future issues. Matters discussed included: <ul style="list-style-type: none"> <li>5 different computer packages have been suggested as possible future solutions</li> <li>Parking by non-BG visitors: 'A' Board to be used on days of burials</li> <li>Pot hole in car park driveway is to be filled by builders working on a neighbouring property – thanks to be conveyed</li> <li>Burial Ground tidy up to be done over the winter period</li> <li>Memorial Garden tidy up: Cllr Patel to meet with DCB and JS G&amp;G to discuss the overall requirements of a 'tidy up'. Costs to be determined and then a decision made regarding whether this is done by volunteers or JS G&amp;G.</li> </ul> </li> </ul> <p><b>Bridleways &amp; Footpaths:</b></p>	<p><i>Cllr Goodchild</i></p> <p><i>Cllr Goodchild</i></p> <p><i>All</i></p> <p><i>Clerk</i></p> <p><i>Cllr Crawley Boevey</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Cllr Patel</i></p> <p><i>Clerk</i></p> <p><i>Cllr Patel</i></p> <p><i>Cllr Patel</i></p>
--	--	---



	<ul style="list-style-type: none"> <li>FP 23 meets Pool Lane: Cllr Crawley-Boevey to discuss with Sharon Wootten how much can be done by RBWM. ANB have provided an indication of costs to clear around the stile, which appears to be the area of concern.</li> </ul>	<i>Cllr Crawley-Boevey</i>
	<ul style="list-style-type: none"> <li>No response on request to reduce the hedge adjacent to Brook Lane. Cllr Crawley-Boevey to endeavour to get Highways to react.</li> </ul>	<i>Cllr Crawley-Boevey</i>
	<p><b>Ditches:</b></p> <ul style="list-style-type: none"> <li>Balancing Pond dig out and growth cutback: ANB have given the project thought and come up with 2 options.                             <ol style="list-style-type: none"> <li>Cut back growth in February, then dig out the pond in Aug/Sept. This option requires 2 sets of traffic control and 5 ways</li> <li>Do the whole job in Aug/Sept with 1 set of traffic control.</li> </ol>                             It was suggested that it may be able to collaborate with Simon Muir or ANO, who have diggers. These options to be considered as part of the Budget planning process.                         </li> <li>Shurlock Row pond update: Work is almost complete on clearing the culvert at Shurlock Row pond. This should address the flooding, which is rotting the bench and the notice board. The aim is to complete on Thursday, 11th December 2025.</li> <li>Simon Muir is being liased with regard to a small additional area requiring digging out</li> </ul>	<i>Chairman/All</i>
	<p><b>Allotments:</b></p> <ul style="list-style-type: none"> <li>Polite requests have been made and rejected by a small minority to control dogs and to stop unwanted dog fouling amongst the cultivated allotments (where residents grow food). Dog lack of control by the minority is spoiling things for the majority. Individual allotment holders are investigating netting and fencing. If the whole area has to be fenced, this could potentially incur a spend of circa £10k, which the Parish Council is loath to do but will need to consider if necessary. Dog walkers to again be requested to be considerate and pick up after their dog and use the bins provided. Notices are potential penalties are being researched.</li> <li>Braywick Heath have given a good trim to the hedge and are clearing the final trimmings. A final trim of the hedge roadside will look to be done in 2026</li> <li>The Chairman and Cllr Crawley-Boevey have reviewed and will update a standardised set of rules and regulations in line with neighbouring allotment sites</li> </ul>	<i>Cllr Goodchild</i> <i>Cllr Goodchild</i>
	<p><b>Parish Maintenance:</b></p> <ul style="list-style-type: none"> <li>2026 Contract update: Braywick Heath will cease trading on 31.12.2025, and their business will transfer to JS Grounds and Gardens.</li> <li>Darvills Lane dog bins will now be emptied on a 4-weekly basis</li> </ul>	<i>Cllr Crawley-Boevey</i>  <i>Chairman</i>  <i>Cllr Goodchild</i>

# WALTHAM ST LAWRENCE PARISH COUNCIL



	<ul style="list-style-type: none"> <li>Shurlock Row Xmas lights – a practical solution was not found for 2025 but Cllr Goodchild will continue to try to find a solution for 2026.</li> <li>ANB have suggested that the WSL Xmas lights at the Pound be taken down each year and stored. All agreed this was a good thing to do.</li> </ul>	
FC/123/12/2025	<b>Reports from Representatives who attended meetings representing the Parish Council:</b> None	
FC/124/12/2025	<b>Correspondence:</b> <ul style="list-style-type: none"> <li>Pothole at Burial Ground x 2</li> <li>RBWM Flood Risk Strategy – advised we would like to be kept informed</li> </ul>	
FC/125/12/2025	<b>AOB:</b> None	
FC/126/12/2025	Date of next site visit: Meeting 9 am Saturday, 3 <sup>rd</sup> January 2026 Date of next Meeting: Tuesday, 7 pm Tuesday 6 <sup>th</sup> January 2026 The meeting closed at 9 pm	

# WALTHAM ST LAWRENCE PARISH COUNCIL



## Outstanding Actions December

Public Question Time	The member of the public is to continue to liaise with Cllr Hunt and the Clerk to apply pressure to RBWM.	Cllr Hunt/Clerk/
Planning	Planning Comments	Clerk
Other Planning Matters	Liaise with Andrews Yard re wall Chase RBWM re CIL payment on new properties Milley Rd Oak Tree Farm obtain photos re height of spoil	Cllr Goodchild Cllr Hunt  Clerk
Finance	Administer payments Submit Budget requests to Chairman	Clerk/Chairman All
Reports on areas of responsibility	Raise with JS Grounds and Gardens leaf-blowing issue Review slides from AN Other Council tr Assertion 10 Obtain quote from Creativworks re updating Website Review areas of responsibility on website Chase removal of posts, chevrons and SLOW on Twyford Road Continue with cleaning program for street signs SID data -publish actionable reports Evaluate the Cemetery computer packages supplied Obtain A Board for BG carpark Arrange for pot hole to be filled in BG drive Arrange for BG tidy up Arrange meeting with DCB and JS G&G to determine action required costs and proposed plan Encourage RBWM to clear Footpath 23 Consider overall plan for Balancing Pond as part of Budget process Finish Shurlock Row Pond/Culvert work Continue to look for a solution to dog waste in Allotments Look to revise Allotments Rules and Regulations Establish a solution for Shurlock Row Xmas lights	Cllr Patel  Cllr Goodchild Cllr Goodchild  All Clerk  Cllr Crawley-Boevey Cllr Yarnton Cllr Patel Clerk Cllr Patel Cllr Patel Cllr Patel  Cllr Crawley- Boevey  All Cllr Goodchild Cllr Crawley-Boevey  Chairman Cllr Goodchild