

# WALTHAM ST LAWRENCE PARISH COUNCIL Parish Clerk

Neville Hall, Milley Road, Waltham St Lawrence, RG10 0JP

Clerk to the Council: Mrs MJ Streater  
 Telephone: 07956 217783  
 Email: [parishclerk@wslpc.uk](mailto:parishclerk@wslpc.uk)



## Minutes of a meeting of Waltham St Lawrence Parish Council held on Tuesday, 14<sup>th</sup> April 2026 in Neville Hall, Waltham St Lawrence.

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

*Also present: 2 Members of the public*

	<p>The 2 members of the public informed the Parish Council with the facts that all 33 plots on School Road have now been sold. Most of these are for long-term planning intent (most purchasers have some link to developers). The next project is to develop an access road to the various plots.</p> <p>There appears to be a recent increase in activity on the plots, so there is an expectation that a Planning Application will be forthcoming soon.</p> <p>Enforcement continues to be kept abreast of the activity, but to date, no action has been taken.</p> <p>All were requested to keep a watchful eye and notify of any significant changes.</p>	All
FC/1/4/2026	<b>APOLOGIES:</b> Noted from Cllr Goodchild and Borough Cllr Hunt	
FC/2/4/2026	<p><b>MINUTES:</b></p> <p>The minutes of the Extraordinary Parish Council meeting held on 7<sup>th</sup> March 2026 were approved by the Council and signed by the Chairman.</p> <p>The minutes of the Parish Council meeting held on Tuesday, 10<sup>th</sup> March 2026, were approved by the Council and signed by the Chairman.</p>	Clerk
FC/3/4/2026	<p><b>DECLARATIONS OF INTEREST:</b></p> <p>Reference 26/00591/FULL 4 Church Farm Cottages - Cllr Kay, Cllr Hipgrave</p> <p>Reference 26/00833/FULL, Reference 26/00832/FULL The Coach House – Cllr Williams</p>	
FC/4/2026	<b>SIGNIFICANT MATTERS ARISING FROM THE PREVIOUS MINUTES:</b> None	
FC/5/4/2026	<p><b>PLANNING APPLICATIONS:</b></p> <p><b>Reference: 26/00619/CPD</b></p> <p>Address: Brook Place, Brook Lane, Waltham St Lawrence, RG10 ONX</p> <p>Proposal: Certificate of lawfulness to determine whether the proposed garage conversion is lawful.</p> <p><b>Parish Council Comments:</b> Noted</p> <p>Cllr Kay and Cllr Hipgrave left the discussion.</p> <p><b>Reference: 26/00591/FULL</b></p> <p>Address: 4 Church Farm Cottages, Halls Lane, Waltham St Lawrence RG10 0JG</p>	Clerk

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	<p>Proposal: Change of use of the outbuilding to short-term holiday lets (Retrospective).  <b>Parish Council Comments:</b> The Parish Council notes that the application is for a change of use of the outbuilding to short-term holiday let, and there is no increase in the scale of the existing buildings. However, it is noted that plans include separate access and an additional parking space.                  Cllr Kay and Cllr Hipgrave rejoined the discussion.  <b>Reference</b> 26/00792/CONDIT                  Address The Oaks Martins Lane Shurlock Row Reading RG10 OPP                  Proposal Details required by Condition 3 (Biodiversity gain plan) of planning permission 26/00258/FULL for a new track.  <b>Parish Council Comments:</b> Noted                  Cllr Williams left the discussion.  <b>Reference:</b> 26/00833/FULL  <b>Address:</b> The Coach House, Beenhams Heath, Shurlock Row RG10 0QE                  Proposal: Construction of a new stable block and hardstanding following the demolition of the existing stables and storage building.  <b>Parish Council Comments:</b> No Objection.  <b>Reference:</b> 26/00832/FULL                  Address: The Coach House, Beenhams Heath, Shurlock Row RG10 0QE                  Proposal: Construction of a machinery storage building and new hardstanding.  <b>Parish Council Comments:</b> The Parish Council believe this to be excessive for the plot it supports and that it appears to be inappropriate development in the green belt.                  Cllr Williams rejoined the discussion.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
FC/6/4/2026	<p><b>TREES IN A CONSERVATION AREA:</b>  <b>Reference:</b> 26/00621/TPO                  Address: Hilarion Shurlock Road, Waltham St Lawrence RG10 OHP                  Proposal: Tree works as per the supporting document (013/2010/TPO)  <b>Parish Council Comments:</b> The Parish Council would ask the Arboricultural Officer to consider this application carefully as it has a TPO.</p>	<p>Clerk</p>
FC/7/4/2026	<p><b>MATTERS DEALT WITH UNDER DELEGATED AUTHORITY OR PLANS THAT HAVE ARRIVED IN THE LAST COUPLE OF DAYS</b>                  Reference 26/00861/CPD                  Address Oak Tree Farm, Twyford Road, Binfield, Bracknell, RG42 5QD                  Proposal Certificate of lawfulness to determine whether the proposed single-storey rear extension, single-storey side extension and removal of the first-floor side window are lawful.  <b>Parish Council Comments:</b> Noted</p>	

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		<i>Clerk</i>
<i>FC/8/4/2026</i>	<p><b>OTHER PLANNING MATTERS:</b></p> <ul style="list-style-type: none"> <li>To determine whether to request an enforcement review of the Andrews Yard wall – update from Cllr Goodchild at the May meeting</li> <li>Update on CIL query re 2 new houses on Milley Road - update from Cllr Hunt</li> <li>The Oaks - New premises licence application; dissemination of information update: Information was circulated, hearing will take place on 30<sup>th</sup> April 2026.</li> <li>Request from Cllr Patel to liaise with Connecting Communities in Berkshire Ltd - Rural housing enabler. Cllr Patel to contact Maria Kelly to ensure the channel of communication is kept open.</li> </ul>	<p><i>Cllr Goodchild</i> <i>Cllr Hunt</i></p> <p><i>Cllr Patel</i></p>
<i>FC/9/4/2026</i>	<p><b>ENFORCEMENT NOTICES &amp; APPEALS:</b></p> <p><b>Reference: 25/50068/ENF</b>                  Address: Street Record School Road, Waltham St Lawrence RG10 ONU                  Type: Unauthorised Change of Use                  New: Addition of proposed Roads connecting plots. Ongoing.</p> <p><b>Reference: 26/50051/ENF</b>                  Address: The Oaks, Martins Lane, Shurlock Row RG10 OPP                  Type: Non-compliance with Condition</p> <p><b>Reference: 26/50018/ENF</b>                  Address: Pool Lane Farm, Broadmoor Road, Waltham St Lawrence RG10 OJA                  Type: Unauthorised Construction</p>	
<i>FC/10/4/2026</i>	<p><b>FINANCE</b></p> <ul style="list-style-type: none"> <li>Online Payments of £1220.29 (R Patel Leaflets, ICB Padlocks, Clerk Salary and NI March) were approved by the Council and signed by the Chairman.</li> </ul>	<i>Clerk</i>

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<p>FC/11/4/2026</p>	<p><b>REPORTS FROM REPRESENTATIVES:</b></p> <p><b>Report from the Clerk:</b></p> <ul style="list-style-type: none"> <li>• Clerk confirmed that Silver Band have their own insurance re property in the Neville Hall.</li> <li>• Clerk liaising with Simon Shaw re Website compliance and other issues; training completed with Creativeworks. Meeting likely w/c 13.4.26</li> <li>• Annual Parish Meeting confirmed attendees: All have responded positively.</li> </ul> <p>Clerk to share agenda with Cllr Goodchild to ensure maximum publicity if given</p> <ul style="list-style-type: none"> <li>• Draft parish documents for approval will be shared for review before sign-off at the May meeting.</li> </ul> <p><b>Reports from Borough Councillors:</b> Nothing to report</p> <p><b>Allotments:</b></p> <ul style="list-style-type: none"> <li>• New terms issued to tenants with new contracts sent out. Most tenants have paid, the last 3 to be encouraged by Cllr Crawley-Boevey.</li> </ul> <p><b>Communications:</b></p> <ul style="list-style-type: none"> <li>• Digital file storage update date required for training</li> </ul> <p><b>Highways:</b></p> <ul style="list-style-type: none"> <li>• Twyford Road proposed safety measures update – disappointingly, no further progress on this project, though it was highlighted as urgent. Cllr Crawley-Boevey to continue to chase.</li> </ul> <p><b>Speedwatch</b></p> <ul style="list-style-type: none"> <li>• Cllr Yarnton to re-engage the speed watch teams now weather has improved.</li> <li>• Ensure risk assessment for new Speedwatch volunteers is adhered to.</li> <li>• Key topic for Annual Parish Meeting</li> </ul> <p><b>Burial Ground:</b></p> <ul style="list-style-type: none"> <li>• Revised Terms and Conditions circulated for comment. For signoff may meeting. (New terms are generally in line with neighbouring burial authorities)</li> <li>• Tidy up virtually complete, new driveway potholes eliminated, spoil awaited from Neil Curtis. Possible next delivery 14.5.2026</li> <li>• Memorial Garden tidy up and grave top up – when spoil arrives.</li> <li>• The Council approved to use JS G&amp;G for Memorial Garden maintenance. Cllr Patel to request Risk Assessment.</li> <li>• Cllr Patel and Cllr Kay are investigating a digital package for burials as used by other Parish Councils.</li> </ul> <p><b>Bridleways &amp; Footpaths:</b></p> <ul style="list-style-type: none"> <li>• Generally, footpaths are well maintained by RBWM, though there appears to be some confusion over 2 footpaths not in our Parish</li> <li>• Brook Lane hedge update – A very poor attempt has been made to cut back the hedge. Cllr Crawley-Boevey to discuss with RBWM next action.</li> </ul>	<p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Cllr Crawley-Boevey</i> <i>Cllr Goodchild</i></p> <p><i>Cllr Crawley-Boevey</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Clerk/Cllr Patel</i></p> <p><i>Cllr Patel</i></p> <p><i>Cllr Crawley-Boevey</i> <i>Cllr Crawley-Boevey</i></p>
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	<p><b>Ditches:</b></p> <ul style="list-style-type: none"> <li>• Cllr Yarnton to assume responsibility for this area, working initially in conjunction with Cllr Kay.</li> <li>• Flood liaison update - summary of meeting held with RBWM Flood Management team (document circulated with agenda), watercourse factsheet (document circulated with agenda). Whilst the Parish is not considered to be a high-risk flood area, RBWM are open to working with us on our specific issues. This could be pertinent where we believe there are collapsed culverts under the roads.</li> <li>• Cllr Yarnton to liaise closely with Alastair Brooker, in particular about Plough Lane request from a resident for ditch clearance.</li> </ul> <p><b>Parish Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Broadmoor Road bin – has been purchased. 3 flagstones need to be purchased and the bin installed.</li> </ul>	<p><i>Cllr Yarnton</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Cllr Yarnton</i></p> <p><i>Cllr Patel</i></p>
<i>FC/12/4/2026</i>	<b>Reports from Representatives who attended meetings representing the Parish Council:</b> None	
<i>FC/13/4/2026</i>	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>• Increased activity on School Lane</li> <li>• Notification of new fence in Gunsbrook</li> <li>• Request from the developers of Morland House for a meeting</li> <li>• Request from Connecting Communities in Berkshire Ltd - Rural Housing Enabler (see above)</li> </ul>	
	<b>AOB:</b> None	
<i>FC/14/4/2026</i>	<p>Date of next site visits: Meeting 9 am Saturday 9<sup>th</sup> May 2026</p> <p><b>DATE OF NEXT MEETING:</b> 7 pm Tuesday 12<sup>th</sup> May 2026, Neville Hall</p>	

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