



SPEEN PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD AT SPEEN PAVILION SPEEN RECREATION GROUND ON WEDNESDAY 11TH MARCH 2026 AT 7PM

Parish Councillors present	Charlotte Winton (Chair), Jaymie Pocock (Vice-Chair), Alan Booth, Alex Taylor, Will Russell, Alison Joules, Amy Miles, Steph Gardiner & Fiona Worby.
In Attendance	0 Members of the Public
Clerk/RFO	Becki Hannington

Resolution	Item	Action
------------	------	--------

	<p>1. Apologies for Absence – Cllr Amirtharaj, Cllr Gourley & Cllr Hunt.</p> <p>2. Declarations of Interests – None Declared.</p> <p>3. Open Session – No members of the public present.</p> <p>4. Minutes Proposal: To approve the minutes of the Full Council meeting held on 11-02-2026 (draft)</p> <p>The Council resolved to approve the minutes of the Full Council meeting held on 11-02-2026.</p> <p>Clerk to upload copy of approved minutes to website.</p> <p>5. Financial Report (Clerk as RFO)</p> <p>5.1 Bank Balance - To note the bank balance as at 28-02-2026</p> <p>The Clerk reported bank balance at 28/02/2026 as £170,850.02.</p> <p>This was duly noted by all Cllr's.</p> <p>5.2 February Payments - To retrospectively note payments for February 2026.</p> <p>All payments made were duly noted by all Cllr's.</p> <p>5.3 Finance Reports Proposal: To accept the Finance Reports to 28-02-2026.</p> <p>The Council resolved to approve the Finance Reports to 28-02-2026.</p> <p>6. Planning Applications - To consider the following applications and agree comments to be submitted to West Berkshire Council:</p> <p>6.1 26/00374/LBC – Watermill Theatre, Bagnor, Newbury, RG20 8AE Create two new internal door openings within the Mill House, plus the replacement of three existing external French doors.</p> <p>It was unanimously agreed to return comments of support to WBC:</p> <p>Clerk to compose and submit comments to WBC via the Planning Portal on behalf of SPC.</p> <p>6.2 25/02972/FUL - The Vineyard, Stockcross, Newbury, RG20 8JU</p>	
--	---	--

Page approved by (initials) & date:



Refurbishment and extension of existing spa facilities including conversion of existing conference room to spa treatment rooms, new female changing room and landscaping.

It was unanimously agreed to return comments of support to WBC.

Clerk to compose and submit comments to WBC via the Planning Portal on behalf of SPC.

6.3 26/00032/FUL – The Vineyard, Stockcross, Newbury, RG20 8JU

Form two new French Doors in existing external glazed screen.

It was unanimously agreed to return comments of support to WBC.

Clerk to compose and submit comments to WBC via the Planning Portal on behalf of SPC.

7. Planning Decisions - for information only

7.1 25/01938/HOUSE -14 Bagnor, Newbury, RG208AQ – GRANTED

7.2 25/02545/RESMAJ - Covered Reservoir, Bath Road, Speen – APPROVED

7.3 25/02764/LBC - Hare & Hounds Hotel, Bath Road, Speen, Newbury - WITHDRAWN

All Planning Decisions were duly noted by all councillors.

8. Licensing Applications - To consider the following applications and agree comments to be submitted to West Berkshire Council:

8.1 29442 - Benham Park Estate, Speen, Newbury, RG20 8LU
Application for a new premises license.

It was unanimously agreed to return comments of no objections to WBC.

Clerk to submit comments to WBC via return email.

9. Policies and Procedures

9.1 Risk Management Assessment

Proposal: To review and approve the latest Risk Management Assessment with revisions (subject to any amendments agreed by the Council).

The Council unanimously resolved to approve the latest Risk Management Assessment with the agreed revisions.

Clerk to make necessary changes to document.

10. Fixed Assets Register

Proposal: To review and approve Fixed Assets Register (subject to any amendments agreed by the council).

The Council unanimously resolved to approve the latest Fixed Assets Register for 2025/2026.

11. WBC Libraries Pop-Up Library SLA

Proposal: To review and approve the SLA with WBC Libraries for the Pop-Up Library.

The Council resolved to approve the SLA with WBC Libraries for the Pop-Up Library.

Clerk to sign SLA on behalf of the council and return to WBC Libraries.

12. Stockcross Hedge Cutting – Additional Works

Proposal: To review and approve the quote for additional hedge cutting required at



Stockcross Recreation Ground.

The Council resolved to approve the quote for the additional hedge cutting at Stockcross Recreation Ground at a cost of £85 + VAT per year.

Clerk to notify contractor of approval and instruct commencement of works and advise residents of the neighbouring property of this.

13. AFC Newbury Hire Charge Review

Proposal: To review current hire charges for Speen Recreation Ground and approve any increases.

The Council resolved not impose a hire charge increase for 2026/2027.

Clerk to invoice AFC Newbury for 2026/2027 fees as per current rates.

14. Streetlighting

Proposal: To agree the renewed contract for streetlighting maintenance and repairs with current provider for 2026/2027.

The Council resolved to approve the renewed contract for streetlighting maintenance and repairs with current provider for 2026/2027.

Clerk to sign SLA on behalf of the council and return to contractor.

15. Housing Needs Survey Distribution

Proposal: To review and approve distribution zones for the survey and allocate these to Councillors for distribution.

The Council allocated set distribution zones to appropriate councillors.

Cllr's to commence distribution of surveys in their allocated zones by 22/03/2026.

Clerk to share link to online survey to website and Facebook pages w/c: 16/03/2026.

16. WBC Members Bids 2026/2027

Proposal: To discuss and decide upon a suitable project for submission to WBC Members Bid application for 2026/2026 if applicable.

The Council resolved to submit a funding bid to WBC Members Bids for 2026/2027 for drainage services at Speen Recreation Ground.

Clerk to contact grounds maintenance contractor and obtain information on recommended treatments on an initial and annual basis for the whole of the recreation grounds at Speen and Stockcross.

The Council resolved that if costs for the initial treatment at Speen Recreation Ground are £4,000 or less, Clerk to complete application form and submit to WBC along with supporting evidence by the specified deadline. If initial costs exceed £4,000 Clerk to put total costs to Cllrs for approval before submitting the application.

Cllr Miles left the meeting 19:59.

17. Future Planning

17.1 Speen Pavilion Redevelopment - Update from Clerk.

Clerk advised that the pre-formed roof struts appear to be able to be removed but a structural survey will be required to confirm this as the roof struts may be resting on the internal walls.

The Council felt that the best way forward would be to look for a space designer



who could develop a plan for the recreation ground space as whole, including the redevelopment of the pavilion building and the grounds, incorporating other ideas such as a walking track and community orchard.

Clerk to begin looking for suitable design companies that can assist with this.

17.2 Stockcross Road Markings – Revised Quote

Proposal: To review and approve final quote for refresh of existing traffic calming measures.

The Council resolved to approve the quote for refresh of existing traffic calming measures at a cost of £6,354.47 + VAT.

Clerk to advise WBC of approval and initiate commencement of works.

Clerk to advise Stockcross residents & CSW group of works and keep Cllr's updated.

17.3 Other Projects – For discussion

Cllr's felt that additional benches at Speen Recreation Ground sited away from the children's play areas would be beneficial.

Clerk to obtain costs for supply and installation of replacement benches (recycled plastic).

18. Clerk & Councillor Updates - Updates for information only on current projects/enquiries.

Clerk Updates:

A4 Bath Road, Speeding – Clerk advised that they had shared concerns raised by member of public at the last meeting with WBC who sent out details of traffic survey undertaken in Nov 2025, showing overall evidence suggested safe speed environment. this was shared with resident.

DWH Lapwing Green Emergency Access Road: Clerk advised that they raised the same residents' concerns regarding motorbikes/moped's accessing the emergency access road with DWH who advised that removable bollards would be in place as this is emergency services preferred method as allows for quick access in emergency. They advised that there is space for motorbike/moped to pass through, but bollards will act as a deterrent. The bollards were part of approved planning application, and any antisocial behaviour should be monitored and reported to police. This has been shared with the resident.

DWH Lapwing Green Cherry Tree: Clerk advised that they raised the same residents' concerns with DWH who attended site and surveyed this and the tree has now been removed. The resident has requested DWH to remove the roots which have been left behind following the tree removal and have grown up to their fence/property. Resident liaising with DWH directly on this. Clerk is cc'd to all emails and will continue to monitor this and step in if necessary.

Grove Road VAS: WBC holding briefing on the new VAS/SID policy at Council Chambers on 2nd April 1-4pm. Cllr's Gardiner & Hunt will be attending for SPC and will report back on process for this at future full council meeting.

Newsletter: Clerk advised that no Cllr's had put forward content for the newsletter, but Cllr Worby and Clerk were working together to get this filled. Clerk suggested changing the format of the newsletter to digital only and adding pop-up to the website and Facebook page where residents can sign up to receive the newsletter. Clerk to contact current IT provider to see if any newsletter functionality is available within IT package.

Pop-Up Library/Community Café: Clerk advised that this due to open on Weds 1st April and Cllr's should be in attendance for the official opening and to take photographs for social media/newsletter. Cllr's Gardiner, Pocock & Joules will



	attend. Clerk to send email invitation to all. 19. Date of Next Meeting - Wednesday 13 th May 2026 – Annual Council Meeting. Cllr Winton closed the meeting.	
--	---	--

:

Signed:	Name (print):	Date:
	Position:	

DRAFT

Page approved by (initials) & date: