Minutes of a meeting of
ENGLEFIELD PARISH COUNCIL
held on Thursday 16 July 2026 at 6.30pm
at Englefield Village Hall

Present: Cllr Edward Crookes (Chairman), Cllr James Goodwin, Cllr Paul Myles and Cllr Richard Smith

In attendance: Mel Taylor (Parish Clerk)

07-2026-01 Apologies for absence
An apology for absence was received from Cllr Lynn Dennison.

07-2026-02 Declarations of Interest
Cllr Crookes declared a non-pecuniary interest in agenda item number 5 (minute reference 07-2026-05), application 26/01213/FULMAJ, as an employee of Englefield Estate who own the land used by Theale Golf Centre.

07-2026-03 Minutes
RESOLVED to approve the Minutes of the meeting held on 12 May 2026 as a true and accurate record.

07-2026-04 Open Forum for members of the public
There were no members of public present, and no questions had been received.

07-2026-05 Planning
Council considered the following planning applications:

Application No.	Address	Details	RESOLVED
26/00587/FUL	The Mile House Therapeutic School Bath Road Sulhamstead	Installation of a modular building to be used as additional classroom space to accommodate primary age SEND students	**No Comment**
26/01213/FULMAJ	Theale Golf Centre North Street Theale	Following the closure of the existing driving range outfield due to Health and Safety concerns, it is proposed that in its place a Golf 'POD' is constructed which will feature covered practices bays and a short outfield that will be fully netted (including the roof). To complement the Golf 'Pod' it is also proposed that a new short game practice area is built, while on the site of the old outfield a dedicated junior practice area, irrigation storage pond and rainwater harvesting basin are constructed. Having declared an interest in this agenda item, Cllr Crookes abstained from voting	**To support and echo the comments of Theale Parish Council and to highlight concern regarding construction traffic clashing with school traffic**

07-2026-06 Financial

a) Financial Report

A financial report for the period 01 April 2026 to 30 June 2026 was noted.

b) Payments

RESOLVED to approve the following payments due and payments made since the last meeting:

Payee	Amount	Invoice ref / date	Due date	Paid date	Description
Autela Payroll Services	£91.20	17316 07.07.2026	07.08.2026		Payroll services 01 April – 31 July 2026
Thomas Landscape Services Ltd	£28.60	INV-2367 01.07.2026	31.07.2026		Dog Bins – June 2026
HMRC	£43.20	-	-	05.05.2026	PAYE – April 2026
Lloyds Bank	£4.25	-	-	11.05.2026	Service Charge
Englefield Village Hall	£45.00	INV6 12.05.2026	Not stated	18.05.2026	Hall hire for Annual Parish Assembly
HALC	£66.13	INV-8355 16.04.2026	16.05.2026	18.05.2026	BALC/NALC subscription 2026/27
Claire Connell	£140.00	INV 2220 12.05.2026	12.06.2026	19.05.2026	Internal Audit 2025/26
Englefield Stores	£55.28	INV 0270 13.05.2026	20.05.2026	21.05.2026	Refreshments for Annual Parish Assembly
Thomas Landscape Services Ltd	£28.60	INV 2267 01.05.2026	31.05.2026	21.05.2026	Dog Bins – April 2026
Zurich Insurance	£214.00	554848253 06.04.2026	31.05.2026	21.05.2026	Insurance 2026/27
M Taylor	£189.53	-	31.05.2026	01.06.2026	Parish Clerk's Salary – May 2026
Thomas Landscape Services Ltd	£28.60	INV 2310 01.06.2026	01.07.2026	04.06.2026	Dog Bins – May 2026
Lloyds Bank	£4.25	-	-	08.06.2026	Service Charge
HMRC	£43.20	-	-	22.06.2026	PAYE – May 2026

07-2026-07 Risk Management

Council reviewed a draft Risk Register 2026/27.

RESOLVED to adopt the Risk Register 2026/27, as presented.

07-2026-08 Speeding & Highways Matters

a) Speed monitoring – The Street

The following summary of the results of traffic monitoring on The Street, carried out by West Berkshire Council during the period 24 June 2026 and 06 July 2026, was noted:

Traffic volumes on The Street are considered moderate, averaging around 780 vehicles per day.

Traffic is dominated by cars and light vehicles, with very limited heavy vehicle traffic.

The busiest periods coincide with normal commuter movements.

Vehicle speeds are generally well controlled, with average, median and 85th percentile speeds all below the 30mph limit.

The survey indicates a high level of compliance with the speed limit, with only a small proportion of drivers exceeding 30mph.

b) 20mph Zones

Following a report to Council in March 2026 that Englefield was scheduled for assessment for proposed 20mph zones in the financial year 2027/28, West Berkshire Council has changed its approach to the scheme and instead invites parishes who wish to be considered for 20mph zone/s to develop and submit their own proposals for consideration.

Cllr Stuart Gourley, West Berkshire Council Portfolio Holder for Environment and Highways, advised that initially parishes identify what roads they would like to see at 20mph, and complement this with evidence of community support, such as a parish petition, along with a motion or vote at a Parish Council meeting to support a proposal. Following this, West Berkshire Council Officers review the proposal/s and discuss as necessary before moving to formal processes.

RESOLVED that, based on the evidence gathered through West Berkshire Council's recent speed monitoring on The Street (as reported in item 07-2026-08a), the Parish Council does not believe there is a case to be made to pursue a 20mph limit and the associated resources required.

07-2026-09 West Berkshire Council – updated Service Delivery Offers

It was noted that West Berkshire Council has issued updated Service Delivery Offers for Town and Parish Councils, outlining a range of services that local councils may choose to take on or fund enhancements to, including: installation of Vehicle Activated Signs, Speed Indicator Devices and school flashing signs; cycle shelters and cycle parking; additional library opening hours and pop-up library provision; installation and maintenance of bus shelters; gully cleansing and ditch clearance above statutory levels; LED street-light conversions and street-light adoption; highway sign cleaning; improvements to footways; CCTV for fly-tipping deterrence; transfer of playgrounds, open spaces and dog waste bins; visual tree surveys (subject to a minimum of 20 parishes); and rural verge management.

07-2026-10 West Berkshire Council – Winter Service Plan 2026/27

It was noted that West Berkshire Council was consulting on its Winter Service Plan for 2026/27. There were no proposed amendments to the 2025/26 Plan. It was agreed to query that The Street was included on the Contingency Route, but not the Primary or Secondary routes.

07-2026-11 Updates

The following updates to matters discussed at previous meetings were noted:

i. North Street – 'Slow Down' signage

There was no update on installation of 3 x 20mph speed limit signage on North Street.

ii. Common Hill Road Safety

The Chairman advised of the following update from West Berkshire Council following a request for incident data for Common Hill; Two incidents were recorded on the road itself, with most occurring at the A340 junction, which was being considered separately. While no particular issue is highlighted along Common Hill, the installation of vehicle-activated bend warning signs on both approaches to Parkers Corner could be beneficial. The estimated cost being approximately £12,000 for a pair.

Action: Chairman to respond to WBC confirming that the Parish Council would like West Berkshire Council to assess the suitability of Vehicle Activated Signs at Parkers Corner and to seek clarity on what an offer of "working with the Parish Council" would entail.

07-2026-12 Items for next meeting
No specific matters at this time.

07-2026-13 Date of next meeting
Tuesday 13 October 2026[1], 6.30pm at Englefield Village Hall.

The Chairman closed the meeting at 7.22pm.

Chairman: …… Date: ……..

[1] post meeting note: date of next meeting changed to Thursday 15 October 2026