



Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

Clerk's Written Report:

Monday 10th November 2025

Beansheaf Centre/Parish Office:

Office:

08/09/2025 WorkNest has been appointed and a lower rate of £2,985 + VAT was negotiated. Zurich has confirmed that it would accept the advice from WorkNest under the Council's existing insurance policy and, therefore, not additional insurance cover is required.

25/09/2025 Clerk attended Emergency Planning workshop

09/10/2025 Clerk attended ScribeFest

Staff appraisals were completed in October.

During October the Clerk has attended several meetings with WorkNest whilst we establish our working relationship with this company. Staff have been set several on-line training courses. Contracts and Handbook templates have been updated and need personalising before issue. A Health and Safety audit of the Beansheaf Centre is planned for mid-November.

21/10/2025 Clerk attended Martyn's Law training provided by Home Office, SLCC and NALC.

30/09/2025 Staff were not paid by the payroll company. After some effort, the monies were issued accordingly. Reportedly this was 'human error' on behalf of the payroll company.

03/11/2025 Mid-Year Internal Audit completed.

Centre:

23/10/2025 One of the roller blinds in the Linear Hall was damaged. A repair was attempted unsuccessfully by the roller blind company. Replacement may be required.

29/10/2025 Annual shutter service completed with no issues reported.

Parish:

Complaint received from resident regards the newly installed bus shelter on Pollards Way. It is stated that the shelter can be seen from the resident's lounge window and there is a concern over anti-social behaviour at the shelter.

- 04/09/2025 Following West Berkshire Council's (WBC) caddy liner give-away in September, the Parish Council received complaints from residents that Holybrook did not have a distribution point. The Clerk contracted WBC and the Parish Office has been added to the next distribution point list.
- 05/09/2025 Report made to Thames Valley Police, with CCTV evidence, of youths vandalising the lights in the Garage pergola and being abusive to staff of The Garage. Unfortunately, the youths were unable to be identified on this occasion.
- 15/09/2025 Gas cannisters removed from playground.
- 15/09/2025 Fly-tipping removed from next to one of the dog bins.
- 17/09/2025 Community Speed Watch sign, that was knocked down on Dorking Way, replaced.
- 25/09/2025 The youths who undertook the arson of the play equipment on the Holymead were captured on CCTV and a report was made to the Police. Unfortunately, the youths were unable to be identified on this occasion.
- 29/09/2025 The company originally selected to undertake the fence repair and foliage cutback at Rangewood Avenue did not complete the work within a satisfactory timeframe. Therefore, an alternative quote was sought with the condition of timely work completion. The work was completed to a good standard on Monday 28th October at a reduced cost of £323.00 + VAT.
- 29/09/2025 Bench re-oiling at Underwood playground completed. One bench has been reported as damaged. Replacement or removal may need to be considered. Clerk to investigate.
- 02/10/2025 A fire call was made to the Linear Park after a large pile of woodchips, stored in the overflow car park, was starting to self-combust.
- 02/10/2025 Several reports of red crosses on the mini-roundabouts in Holybrook have been made. The roundabouts are the responsibility of West Berkshire Council.
- 08/10/2025 Report received that the tree planted by the Scouts in July was vandalised and had to be removed.
- 10/10/2025 Lighting issues on the A4 Bath Road reported to WBC. Repair complete.
- 22/10/2025 Following a visit to the Parish Office from concerned residents, a report was made to West Berkshire Council regards possible food and garden waste dumping. West Berkshire Council has completed an inspection and a formal response is expected imminently.
- 24/10/2025 A complaint was received regards e-bikes around the bottom of Langley Hill/Royal Avenue shops/Charrington Road. This was onward reported to the Local Policing Team that advised the following:

'We are aware of the issues with e-bikes in Calcot, but unfortunately, these issues are everywhere as you can imagine.'

We patrol Royal Avenue and Langley Hill on a regular basis. The problem we have is e-bikes and scooters don't stop for us and we aren't allowed to pursue them.

We will continue to keep an eye on the area over the coming weeks.'

31/10/2025 Several issues reported to WBC's Report a Problem including fly-tipped waste on Charrington Road, fallen branches and road signs on the A4, over-grown trees on the A4, directional signage facing the wrong direction on Charrington Road and over-grown foliage on Charrington Road.

Memorial park sign and tree have been ordered.

03/11/2025 Report received of a damaged fence surrounding the Palmera Avenue playground. This has been onward reported to West Berkshire Council who has organised a repair.

04/11/2025 Complaint received regards the condition of the Holymead playground. Clerk investigated and the complaint is upheld. The contractor has been contacted and immediate rectification is expected on 06/11/2025.

Finance:

The Parish Council received no Community Infrastructure Levy monies for the period 1st April 2025 – 30th September 2025.

West Berkshire Council Planning Decisions:

Application Number	Location	Application Proposal	Decision
25/01749/HOUSE	24 Sweet Briar Drive, Calcot, Reading, RG31 7AD	Alterations to existing fenestration	Granted
25/01671/COND	Farm House, Old Grange Close, Calcot, Reading	Application for Approval of Details Reserved by Condition 3 'Roof tiles' of planning permission 18/02936/LBC2: S19 Variation/removal of condition 2 approved plans of approved application 16/02331/LBC2 - Change of use/conversion of 5 buildings from offices to residential use for 27 units. Internal and external alterations.	Approved
25/00583/HOUSE	The Old Granary, Mill Lane, Calcot, Reading RG31 7RS	Alter the existing stairwell and add an additional storey to allow better access to the loft. Extend the existing gym and floor above and form a new internal staircase.	Granted
25/02074/CERTP	28 Hatfield Court, Calcot, Reading. RG31 7AN	Garage conversion to habitable room	Lawful
25/01580/PASSHE	49 Narromine Drive, Calcot, Reading, RG31 7ZL	Single Storey Rear Extension 6.00m beyond rear wall x 2.45m maximum height from ground x 2.45m at eaves.	Refuses prior approval

25/02061/CERTP	57 Calbourne Drive Calcot Reading RG31 7DB	Conversion of existing garage.	Lawful
25/01935/HOUSE	10 Goodwin Close, Calcot, Reading, RG31 7ZW	Rebuild roof to steeper pitch for better storage and accessibility. Addition of a dormer to the rear elevation and 14 solar panels to the front elevation.	Grants

West Berkshire Council– information only

A resident reached out to West Berkshire Council regards speeding on the Bath Road and the difficulty with exiting the golf course.

West Berkshire Council provided the following reply:

'... I am sorry to hear of your observations in Bath Road.

*I have used a Speed Compliance Tool to see what the speeds were over the 12-month period of 2024 in the 40mph restriction I have attached the report to this email. This shows that the average speed compliance is good at and **34.7mph** (-5.3mph) in the 40 restriction.*

No doubt you are seeing those antisocial BMW M3 drivers and motorcyclists that are at the extreme end of the average figures. It is the responsibility of Thames Valley Police (TVP) to enforce the speed restriction. As I understand the situation, new deployments of Speed Cameras at any location within TVP are unlikely. I do know that there is a TVP Mobile Speed Camera site just to the west of West Drive that is indicated by a red dot on the report map which would cover your area of concern. This location has received regular enforcement over the last twelve months. You might like to inform TVP of your concerns at NeighbourhoodSpeedSolutions@thamesvalley.pnn.police.uk . And they may be able to take your observations into account when deploying future resources. As a side note, there is a Red-Light (not speed) camera being installed imminently at the traffic light controlled pedestrian crossing, 1 km to the west near to Calcot Infant School. This has been proposed since 2015 due to the data supporting a high amount of non-compliance with the automated signals.

Another possible avenue to explore is Community Speed Watch (CSW) <https://www.communityspeedwatch.org/> . This is a volunteer scheme which deploys at the roadside and records the speed of offending vehicles so that Thames Valley Police (TVP) can contact the drivers, again to try and educate the offenders. I'm sure the CSW group would welcome any offers of help from other residents. CSW is a police initiative. I have copied in the parish council, who would have also received a copy of your original email. They may be able to advise you directly of any planned CSW activity. I can assist with supplying data as to the best times of day that CSW would be most effective.

I disagree with your description of the road layout here. When exiting West Drive a driver has a view of at least 250 meters to the east, towards Mill Lane which is not obstructed by a bend. There is a similar view to the west. If the view is obstructed by overgrown vegetation, please report this to West Berkshire council at this link <https://westberks.highway-iams.uk/live/PBLC/PIP/?cq=Grass%20Hedges%20and%20Shrubs> . In relation to any change of speed limit. This would require a speed limit review process. [Setting local speed limits - GOV.UK](#). However, the data supports the existing 40mph restriction.'