

Streatley Parish Council Minutes Of Meeting

Location: Morrell Room, Streatley
Date: 9th February 2026
Start Time: 7.50pm

Councillors Present: Mr C Smith, Mr A Lockwood, Mr N Barnes, Mrs E Jhita, Mrs J Carrington, Mr J Spring

In Attendance: Mrs A Crowson Parish Clerk, District Councillor Laura Coyle

Nr	Subject	Actionee
26/014	Preliminaries	
i.	Quorum: 6 Councillors were present, forming a quorum to enable the meeting.	
ii.	Declarations of Interest All attending Councillors declared that they held no Personal, Disclosable, Pecuniary or other interests regarding items on the agenda, in accordance with the Council's Code of Conduct.	
iii	Add DoI for Cllr Barnes to the onedrive	Clerk
26/015	Apologies for Absence	
	Mr M Davis	
26/016	Open Forum	
	1 member of public present raising issues regarding blocked drains	
26/017	Minutes of Previous Meeting	
	Council resolved that the minutes of the meeting held on 12 th January 2026, having earlier been circulated, be agreed as the correct record and were signed by Councillor Smith.	
26/018	Update on Matters from Previous Minutes	
a.	24/040 Enclosed play area	
	a) Play Equipment Upgrade Infinity installation of new equipment in the Rec Ground Play Area. Thanks to Mark, Emma and Laura for their help in efforts made for this project.	Closed
	b) Enclosed Play Area - Bark Topping Infinity installation to date is partially complete. Expediting ongoing to achieve completion.:-	MD
	c) Basketball Court Surface - Repair/Cleaning Prices reviewed from Slatter and 'Superior Jet Washing' for jet wash cleaning and biocide treatment. I. Slatter now to be contacted for repairs (£595 + VAT)	EJ

Nr	Subject	Actionee
	II. 'Superior Jet Washing' to be contacted for cleaning/biocide following repairs HoSCT gave permission to supply water from Meadows trough connection. d) See-Saw – Spindle Bearing Repair Further dismantling will be performed to expose the damaged rubber within the roster box. e) Broken fence posts 2Nr fenceposts between playpark gates in the Rec ground require replacing. Replacements are available. Date to be determined. f) RoSPA Inspection The 2026 RoSPA Inspection of the Play equipment is to be arranged	CS AL/CS CS EJ
b. i. ii.	24/054 Weight & Speed Limit on Streatley Hill The 40 mph speed limit was agreed for implementation within the 2025-26 financial year however, this has not happened. Dist.Cllr Coyle has raised the matter with the lead member for Highways, with a view to getting it in the budget for the 2026-27 financial year and will expedite written confirmation of the decision to postpone the matter. A proposed weight limit on Streatley Hill will be expedited with WBC as 18T+ trucks entering the village have no legal exit and no space to U-turn.	AL/LC AL/LC
c. i.	25/002 Parish Plan 2025-2026 Working Group update The Plan formulation schedule (as below) is now considered too ambitious and a revised, extended schedule will be proposed during the kick-off meeting: Feb '26: Parish Forum – kick-off meeting Tues 17th at 7pm. Dates to be determined: (Late) Draft Survey Questions following launch event Implement Survey, Collect and collate results 1st draft Parish Plan refresh issue for comment Final draft issued to WBC for approval. Declaration of completion and presentation	PPG
d. i.	25/006 SSE Monthly Estimated Supply Amount Recent invoices provided to Councillor Davis to facilitate discussions with SSE to commence to try and determine a more accurate tariff estimate. Access and SSE determined usage sent to Cllr Davis for the SPC streetlight SSE online account such that usage may be tracked more accurately.	MD
e. i. ii.	Overflowing bins in Rec ground Following review of bin options between meetings, Tactical quote is accepted for installation of triple bins (rubbish, recycling and dog waste) in place of the double bins, currently at the Rec. car park. The existing double bins are to be re-sited at the SE corner of the rec ground, in a location where accessible for emptying. Tactical are to be asked whether emptying frequency needs to be increased.	Clerk Clerk

Nr	Subject	Actionee
f.	Streetlight Failures	
i.	Wallingford Road P3: Temporary lamp in place. Pole replacement required. Reading Road P5: New lamp and pole installation authorised Streatley Hill P3: (Elm House bracket) replacement required High Street P2: Request permission from Snowdrop Cottage owner to allow replacement work to be performed	CS
ii.	Expedite Enerveo for installation dates.	Clerk
g.	Speed Indication Device (SID) signs Members Bid grants	
i.	Requested forms have been received by WBC regarding a grant covering SID provision in Reading Road and potentially Wantage Road.	LC/AL
ii.	SID positioning was determined as acceptable near the footpath entry from Reading Road.	
iii.	WBC determination, regarding replacement of removed SID on Wallingford Road is awaited	LC
iv.	The issues were discussed at the site meeting with WB Highways on 23 rd January '26 in Reading Road.	
h.	Recreation Ground Cinder Track Upgrade	
	Quotes, received from Butler and Proctor and WA Hine and Son., are in the region of £37-50k. for a tarmac surface and edgings. Quotes have been forwarded to Mend the Gap as a basis for funding enquiries. Discussions ongoing Clerk to speak to members of the public who raised the proposal in the Oct 25 meeting.	JS/JC
		Clerk
i.	Litter Picking	
i	Contact WBC for the availability of litter picking kits on 18 th April '26.	Clerk
ii	Advertise proposed date on social media now in March and April.	NB
iii	Cllr Coyle to advertise within school PTA	LC
iv	Cllr Lockwood to generate poster to place on notice board	AL
j.	Parish Assembly	
	The date has been set for 4 th June 6:00pm set up with doors open 6:30pm Book availability of Morrell Room to suit	Clerk
26/019	Report of the West Berkshire District Councillor	
	See Annex 1 Cllr Coyle left at 21:28	
26/020	Planning:	
a.	Decisions made in between meetings (papers previously circulated)	
	None	

Nr	Subject	Actionee
b.	Applications for planning permission	
	None	
c.	Planning matters received since the agenda was circulated (papers circulated prior to the meeting)	
	None	
d.	Decisions by WBC	
i.	25/02707/AGRIC High Holies Woodland, Streatley, Reading, Application to determine if prior approval is required for a proposed Forestry Building - Timber Frame Construction. Dimensions: length 16m, height to eaves 2.6m, breadth 5.4m, height to ridge 1.8m. Received Mon 24 Nov 2025 Refused 22 January 2026	Closed
ii.	25/02224/TPC Snowdrop Cottage, High Street, Streatley, Reading, RG8 9JD. Lime: Re-pollard Received Thu 25 Sep 2025 Approved 01 December 2025	Closed
iii.	25/02582/HOUSE Carramar, Wantage Road, Streatley, Reading RG8 9LB Alterations, front and side extensions to existing dwelling house Received Mon 10 Nov 2025 Approved 02 February 2026 Streatley Parish Council offered no objection but highlighted the concern raised in the 'Representation Objection' document described as "Details Supplied" regarding the Eastern extension.	Closed
e.	Applications debated at previous meetings still pending WBC consideration	
i.	25/01452/HOUSE Townsend Farm Bungalow, Wallingford Road, Streatley, Reading, RG8 9JX. Alterations and extensions. Received Thu 25 June 2025 Consultation Wed 10 Sept 2025 Called in - Decision awaited Council raised an objection due to the proposed dwelling location within the Conservation Area and SPC considers that its design is not in keeping with the character of the local area.	
ii.	25/02375/FUL Churn Lodge, Wantage Road, Streatley, RG8 9LA. Proposed new dwelling including new landscaping and parking. Received Tue 14 Oct 2025 Consultation Wed 12 Nov 2025 Called in - Decision awaited Streatley Parish Council offer a conditional 'no objection' based on consideration of the following: - Existing vegetation masks the views of the proposed dwelling from the Wantage Road. Such vegetation must be maintained to retain this situation as part of the consideration. In addition the view of the new building from the Wantage Road across the driveway must be masked with new planting. - The addition of the new property will intensify the density of buildings along Wantage Road, converting the country village ambiance to one of a suburban nature which is against the Parish Plan - Materials of construction conflict with the Parish Plan orientation towards maintaining the historic nature of the village	

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	From neighbours, some existing trees are reported to have not been shown on the block plans for removal and some trees had been removed before submission of the application. This requires confirmation as part of the WBC assessment.																																																				
iii.	25/02830/HOUSE High View, Wantage Road, Streatley, Reading RG8 9LD. Demolition of existing rear extensions, replacement with a new single storey extension and adjacent car port with solar panels. Works to rear garden including gate entrance and pergola. Received Mon 08 Dec 2025 SPC did not object	Consultation: 28 January 2026																																																			
iv.	25/02918/HOUSE New Dawn, The Coombe, Streatley, Reading RG8 9QL. Proposed single storey front and side extensions, other minor alterations, photovoltaic panels and air source heat pump to single family dwelling house. Received Thu 18 Dec 2025 SPC did not object but suggested a glare and noise study be conducted to ensure solar panel reflection and heat pump noise does not cause any issues.	Consultation Tues 17 Feb 2026																																																			
f.	Other planning (and licensing) matters																																																				
i.	Councillor Coyle has connected Councillor Carrington and Mrs Janet Tappin (Chilterns AONB) to look into grant for signage at the Bull Inn for the footpath previously installed.																																																				
26/021	Finance Matters																																																				
a.	Payments made between meetings, ratified by the Council: <table> <tr> <td>£4.25</td><td>Lloyds monthly bank charge</td><td></td></tr> <tr> <td>£320.63</td><td>SSE Energy supply for Dec 2025</td><td></td></tr> <tr> <td>£500</td><td>South Central First Response</td><td>Torchlight donation</td></tr> <tr> <td>£200</td><td>Goring Band</td><td>Torchlight donation</td></tr> <tr> <td>£100</td><td>Goring Scouts</td><td>Torchlight donation</td></tr> <tr> <td>£200</td><td>Goring Fire Brigade Charity</td><td>Torchlight donation</td></tr> <tr> <td>£500</td><td>HoSCT</td><td>Torchlight donation</td></tr> <tr> <td>£350</td><td>Morrell Room</td><td>Torchlight donation</td></tr> <tr> <td>£1,400</td><td>Streatley Pre-School</td><td>Torchlight donation</td></tr> <tr> <td>£1,400</td><td>Streatley Primary School</td><td>Torchlight donation</td></tr> <tr> <td>£1,400</td><td>Goring Primary School</td><td>Torchlight donation</td></tr> <tr> <td>£232.28</td><td>Henley Theatre Services (PA System cables)</td><td>Torchlight payment</td></tr> <tr> <td>£500</td><td>HoSCT</td><td>SPC donation</td></tr> <tr> <td>£100</td><td>North Wessex Downs Charity</td><td>SPC donation</td></tr> <tr> <td>£200</td><td>Goring/Streatley Festival</td><td>SPC donation</td></tr> <tr> <td>£120</td><td>Streatley Pre-School</td><td>SPC donation</td></tr> <tr> <td>£200</td><td>South Central First Response</td><td>SPC donation</td></tr> </table>	£4.25	Lloyds monthly bank charge		£320.63	SSE Energy supply for Dec 2025		£500	South Central First Response	Torchlight donation	£200	Goring Band	Torchlight donation	£100	Goring Scouts	Torchlight donation	£200	Goring Fire Brigade Charity	Torchlight donation	£500	HoSCT	Torchlight donation	£350	Morrell Room	Torchlight donation	£1,400	Streatley Pre-School	Torchlight donation	£1,400	Streatley Primary School	Torchlight donation	£1,400	Goring Primary School	Torchlight donation	£232.28	Henley Theatre Services (PA System cables)	Torchlight payment	£500	HoSCT	SPC donation	£100	North Wessex Downs Charity	SPC donation	£200	Goring/Streatley Festival	SPC donation	£120	Streatley Pre-School	SPC donation	£200	South Central First Response	SPC donation	
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b.	Payment of Invoices received by Council.																																																				
i.	£432.00 (£360.00 + VAT) M&C Landscapes, MC25-03817 Grass cutting in April and May 2025, invoice not previously submitted(Appendix 8 b i)																																																				
ii.	£65.16 (£54.30 + VAT) Tactical Facilities Ltd, Inv SI-5081, Bin emptying January 26. (Appendix 8 b ii)																																																				
iii.	£426.00 Thames Water, Inv 53765, Allotment rent for 2026. Forward invoice to Allotment society for reimbursement to SPC. (Appendix 8 b iii)																																																				

Nr	Subject	Actionee
iv.	£15.00 Subscription for Friends of the Ridgeway 2026 membership - Inv59 (Appendix 8 b iv)	Clerk
v.	£16,218.29 (£13,515.24 + VAT) Infinity – provision and installation of playpark seesaw and climbing frame. (Appendix 8 b v)	
v.	All payments are now to be prepared for authorisation on the Lloyds Bank website	
c.	Councillor Expenses Reimbursement	Clerk
i.	£14.39 (£11.99 + VAT) Net Nerd, Inv 462815, Domain Renewal - streatley.org, to N.Barnes	
ii.	Payment is now to be prepared for authorisation on the Lloyds Bank website	
d.	Receipts	
	£1,100 Goring Food & Drink Torchlight Collection	
	£2,571.29 Donations on evening Torchlight Collection	
e.	Other Finance Matters	Clerk Clerk Clerk Clerk
i.	Council approve the 31 st January 2026 bank reconciliation statement (previously made available and saved on Onedrive shared folders)	
ii	Councillors acknowledge the clerk's monthly salary payment for the next month will be transacted on 1st March 2026.	
iii.	VAT Q3 £325.41 is now to be reclaimed	
iii.	HMRC fines all successfully appealed, Clerk to expedite refunds	
iv.	Internal Auditor, Claire Lingard, with fixed price for this year, is to be appointed and a submission date confirmed.	
v.	Set up Lloyds 1Yr fixed rate A/C and transfer £30k from the Business A/C	
vi.	The following 31 st December 2025 documents were reviewed and accepted, forming the basis for 2026-7 precept/budget agreement: • Risk Register • Asset Register • Budget vs Actuals statement • Payments > £500 • Payments to entities >5Nr/year • Bank reconciliation statement • Bank account statements • CIL account status • Reserves 2026-27 Precept/Budget: The proposal for a 2026-27 precept application/budget of £49,116 – representing a 5% increase over current year, was duly considered and approved.	
26/022	Reports	
a.	Heart of Streatley Charitable Trust	Closed
i.	The 'Wild Woods' area is now abandoned. Potential public access restrictions are under consideration.	
b.	Website/IT	
i.		

Nr	Subject	Actionee
	Local Gov Practice Guide Assertion 10 - Digital and Data Compliance was reviewed during the meeting and the action list (see annex 3) accepted for completion. To be reviewed and actions completed by end of March prior to documents submission for Internal Audit.	NB / Clerk
ii.	Install up to date anti virus on Clerks' laptop. Price to be agreed from web search.	Clerk
c.	Allotment Society	
i.	Concerns on trespassing and damaging allotment plants/trees	EJ
d.	Recreation Ground	
i.	See Annex 2 for latest report.	EJ
e.	Neighbourhood Action Group	
i.	TV Police reported; 1Nr residential burglary and 1Nr theft from a vehicle	JS
ii.	Next meeting 23/4/26	
f.	St Mary's Church	
i.	No issues reported	JS
g.	Traffic and Highways	
i.	SGN potentially leaking pipe in Highstreet now receiving attention	AL
ii.	Starting from 19/2/26 highways resurfacing across the downs	
iii.	No 20mph speed limits are stated to be considered by WBC on A roads	
iv.	40mph speed and weight limits on Streatley Hill need expediting	
26/023	Correspondence (not dealt with elsewhere)	
	None	
26/024	Items Raised by Councillors	
i.	Investigation of accounting software, compliant with "Making tax digital", e.g. 'Scribe' and other programs may now be delayed until the next financial year as the SPC precept is under £50k.	NB
ii.	Insurance renewal, clerk to chase renewal quote	Clerk
iii.	Cllr Lockwood has written to WBC proposing input from a road traffic 'weight watchers' group to assist understanding as to heavy traffic through the village. Cllr Lockwood highlighted the presence of construction equipment on SPC leased land adjacent Little Shaw in the High Street. This is against the lease terms. A visit will be made to the property to discuss with the owner.	JS/AL
26/025	Open Forum	
i.	The member of the public left at 22:38	
26/026	Meetings	
i.	The next meeting will take place on Monday 9 th March 2026 in the Morrell Room at 7:50pm. Future meetings: 2nd Monday of each month except August when no meeting is convened.	

Nr	Subject	Actionee
	The meeting closed at 22:38hrs	

Members of the public in attendance:

John Rogers

Church Warden

07469939837

Annex 1**Report of the West Berkshire Councillor January 2026****Highways issues*****Speed Indicator Devices/Members' bid***

he forms are with the Council and locations have been agreed for the three SIDs devices, we are just waiting to hear on whether the Council will fund the Wallingford Road one so that the funds from the Members' bid can be used for Wantage and Reading Roads.

Footway on Reading Road

This has been cleared back as requested by residents.

Speeding issues on Reading Road

Adrian and Colin and I met with Gareth Downing, a senior Highways engineer, on 23 Jan 2026 to discuss location of the SID and we also discussed other possible measures for encouraging slower speeds. It was discussed that some form of gateway at the same location as the 30mph sign might help.

Streatley Hill speed limit

I am continuing to chase up with officers when the formal consultation on this will commence. Gareth confirmed in our meeting that this would be in the first quarter of 2026/27.

Streatley Hill Weight Limit

We raised this with Gareth Downing and he is going to have a think and get back to us as the issue is not straightforward with all the different weight limits already in place.

Resurfacing works

The draft Highway Improvement Programme for the next 3 years has been published and will go the Cabinet member for Highways at the end of March. This includes resurfacing of the A329 from the crossroads to the junction with Hook End Lane, the section from Hook End Lane is then due for resurfacing in 2027/28

Countryside/footpath issues***Placement of North Wessex Downs National Landscape signs***

This has created a bit of a stir as one was placed on the verge next to Childes Court and the residents complained that it was on their land. The sign was very large and unsightly. I am liaising with the Council rep on the NWNL board about where would be a better place to place a sign (if at all!) There is also an option for a smaller one.

Bull footpath signage

Jane and I met with Janet of the Chilterns AONB to discuss this. I now have a contact from Marstons with whom we can discuss placement and design of the signs, and I will continue to liaise with Jane over this.

Lardon Chase signage

I am continuing to try and improve signage to Lardon Chase and help prevent walkers ending up walking up Streatley Hill. I am chasing the NT for a response on this.

Utilities**Virgin Fibre Cabinets**

I am continuing to chase for these to be wrapped in green now that they have been moved, as promised.

Schools issues

I encouraged residents to provide feedback to the consultation by the Downs on changing its admissions policy if they had concerns about how this might impact on

I encouraged residents to respond to the consultation by the Downs on changing its admissions policy if they had concerns about how this might impact on Streatley children, and by extension the Primary School. I have been copied into a lot of emails to the school expressing concern. I have asked Mr Prosser the head for a meeting to discuss concerns but have so far not had any response. West Berks have also put in an objection to the proposals.

Planning and enforcement issues***The Grotto***

As you may recall, the Council was unable to use any enforcement powers in respect of the building because of a dispute over ownership which was the subject of court proceedings. The officer has chased up what is happening about those proceedings and has been told that the parties are trying to resolve matters outside of Court and she is waiting for an update.

Wider Council issues

Residents urged to respond to government consultation on opportunity to change local councils

The government has launched a consultation on options to reorganise local councils across Oxfordshire and West Berkshire. Local Government Reorganisation is a government-led reform to change how councils in two-tier area are structured, replacing county and district councils with single unitary structures responsible for local services.

The upcoming consultation asks residents for their views on each of the three proposals put forward for Oxfordshire – two of which would see West Berkshire joining a new 'Ridgway Council' covering West Berkshire, South Oxfordshire and Vale of White Horse.

This consultation will inform the government's decision later in the year on which proposal to implement. The change in council structures provides an opportunity to transform how councils work to deliver services, drive economic growth and support local communities.

In late 2025, a clear consensus emerged when five councils in Oxfordshire and West Berkshire formally supported a proposal for two new, innovative, responsive and locally accountable unitary authorities to address current inefficiencies, enhance services, and save millions.

These councils agreed that the two-unitary model offers the best outcomes for local residents and have urged the government to adopt it when making its decision later in the year.

The clear benefits of the two-unitary proposal put it ahead of the other options:

- Delivering better services: The proposal responds to what residents, businesses and public sector partners say needs improving, from highways and social care to planning. The best financial outcomes: Delivers significant potential savings (£59.8m annually) and carries the lowest financial risk of all three proposals, helping to protect key services, avoid cuts and ensure long-term stability across Oxfordshire and West Berkshire.

- Boosting both rural and urban economies: Drives fast-paced, sustainable growth across Oxford, market towns and rural areas, creating more jobs, better transport and the right homes in the right places.
- Creates councils more responsive to their communities: Keeps councils close to all local communities and tailored to their specific needs, ensuring strong local accountability and representation.

Forming two unitary councils has the potential to save money by re-imagining and redesigning services across a sensible geography, making use of scale and local delivery where it works best. The two-unitary approach would create authorities that are big enough to be efficient, stable, and reliable, but small enough to care for and be responsive to communities.

During decision-making last year, the councils raised concerns about the other proposals.

For the single-unitary proposal, they expressed concerns that it was too large and too remote from communities and that it did not show the ambition local communities and businesses deserved. Additional concerns have since been raised about whether services with a county-wide footprint, such as highways maintenance, are sustainable and can be funded at that scale, given cuts proposed in recent budgets.

For the three-unitary proposal, they expressed concerns that it would not create financially sustainable councils, would fail to meet the government criteria, and would negatively impact Oxford and damage the green belt.

The government intends to decide on which structure is implemented in Oxfordshire before the government's summer recess in July. The preferred model is expected to be fully operational in 2028, replacing the current councils.

Residents can [take part in the consultation by visiting the GOV.UK website](#). The consultation is open from 5 February to 26 March 2026. Respondents can either take part in an online survey or write directly to government with their views.

Residents can read the full two-unitary proposal or a shortened version on the website www.twocouncils.org. The proposal covers all the key points, including how services will be run, financial modelling, implementation plans, and the vision for the future.

The other two proposals can be found at:

- Single unitary proposal – www.oxfordshire.gov.uk/oneoxfordshire
- Three unitary proposal – www.oxford.gov.uk/three-councils

Annex 2

Recreation Ground Status Report\AA

Date of check:	09-Feb-26
Time of check:	08:00
Weather:	7 degrees Celsius, cloudy
Name/s:	Emma Jhita

1. Overall Site	✓ / o / x	Comments
1.1 - Is the site visually in good condition?	o	- Site is clean and tidy overall (minimal litter)
1.2 - Signs and notices all present/legible?	✓	- Signage, where used, is present and legible
1.3 - Access surfaces in good condition?	✓	- Paths are tidy, level and accessible
1.4 - Fencing and gates secure?	✓	- New, 5-bar gate installed at vehicle access point - New gatepost installed for gate to children's fenced play area.
1.5 - Seating in good condition?	✓	- Benches in good condition (four made-good with replacement timber). Loose plank repaired.
1.6 - Bins in good condition and tidy?	✓	- Repairs made to waste bins (wood cladding replaced)
2. Equipment - cabin storage / general(?)	✓	- Cabin safely removed
3. Area - Carpark		
3.1 - Are the entrance barriers safe and secure?	✓	- In good condition and clearly visible
3.2 - Is entry/exit visually clear and safe?	✓	- Visibility improved due to summer plant growth dying back.
3.3 - Is bin area clear of rubbish?	✓	- Area clear and tidy
3.4 - Is surface free of weeds and safe?	✓	- Minimal weeds and plant growth
3.5 - Is wooden fencing sturdy and safe?	✓	- All existing fencing is stable and secure
4. Area - Children's Play Area		
4.1 - Is fencing sturdy and safe?	o	- Fence posts rotting - require replacement
4.2 - Is gated access safe and secure?	✓	- Gates are safe - open and close effectively
4.3 - Is play equipment in good order?	o	- Wooden areas of slide structure degrading - Rope swing requires cleaning
4.4 - Is the surface tidy and weed-free?	o	- Woodchip requires top-up - Weed growth needs re-addressing
4.5 - Signs and notices all present/legible?	✓	- Legible and in good condition

Signed:

5. Area - Outdoor Gym		
5.1 - Is gym equipment in good order?	x	- Gym seesaw requires repair - hazard taped off.
5.2 - Are weed barriers/surfacing tidy?	✓	- Surfacing is tidy and in good repair
5.3 - Are instructions clear and legible?	✓	- Clear and legible on all equipment
6. Area - Jungle Climber, Log & Rope Course		
6.1 - Is play equipment in good order?	✓	- In good, solid order
6.2 - Are weed barriers/surfacing tidy?	o	- Damage from strimming to be monitored
7. Area - Swings		
7.1 - Seats in good repair	✓	- In good condition - no cracks or degradation
7.2 - Shackles and chains in good repair	✓	- In good condition
7.3 - Main frame secure	o	- Secure with no visible defects, however, rubber matting is starting to degrade. To be monitored.
8. Area - basketball court		
8.1 - Is structure and fencing sturdy and safe?	✓	- Loose panel at back of court secured
8.2 - Is basketball equipment in good order?	✓	- Backboard cleaned, new net
8.3 - Is the surface tidy and weed-free?	x	- Weed growth and grass encroaching on edges - Damage to NE corner of play surface
8.4 - Signs and notices all present/legible?	✓	- No signage required
Two-weekly check - date: 21/02/2026		
Two-weekly check - date: 07/03/2026		

Annex 3 Recreation Ground

Item Nr	Compliance Area	Requirement	Status	Actionee	Evidence/Notes
1	Email Management	Confirm an SPC-owned email account is in use (e.g. clerk@streatley.org)	Closed	NB	The Clerk and all councillors have a @streatley.org email address.
2	Email Management	Confirm SPC domain is owned by the authority	Open	NB	Although @streatley.org is owned by the council, unlike .gov.uk, anyone can register a .org domain, making it less secure and harder for the public to verify authenticity. Currently adoption of .gov.uk is not mandatory however, the 2025/26 Annual Governance and Accountability Return (AGAR) reinforces that while some older domains might still be used, the push is strongly towards .gov.uk for security and professionalism. SPC change required
3	Website Compliance	Confirm SPC website meets legal requirements	Open	Check	Accept as compliant when action list items 4, 5, 6, 7, and 8 below are completed.
4	Website Compliance	Adherence to Web Content Accessibility Guidelines (WCAG) 2.2 AA standards to be verified	Open	NB	“accessibility requirement” means the requirement to make a website or mobile application accessible by making it perceivable, operable, understandable and robust; See guidance Notes on Onedrive Government website guidance: Web Content Accessibility Guidelines (WCAG) - DWP Accessibility Manual Streatley website provider to confirm that the website template provided meets WCAG 2.2 AA
5	Website Compliance	Accessibility statement published and reviewed regularly. This must include	Open	NB	“accessibility statement” means a detailed, comprehensive and clear statement produced by a public sector body on the compliance of its website or mobile application with these Regulations. Accessibility statement to be generated by website provider.

Signed:

		contact, limitations, and alternatives			- Review statement for compliance. - Issue accessibility statement for by SPC.
6	Transparency & Freedom of Information (FOI)	Is the Information Commission Office (ICO) 'Model Publication Scheme' adopted, and documents published	Open	Clerk	A 'Model Publication Scheme' is to be developed Example: Transparency and Freedom of Information - Harberton Parish Council Check SPC complies in the required manner on the SPC website
7	Transparency & FOI	Confirm Local Government Transparency Code is followed As turnover > £25k)	Open	Clerk	The Local Government Transparency Code is to be reviewed to ensure that all the documentation listed in the code is displayed on the SPC website. NALC Reference: Transparency code Note –NALC requirements are stipulated for councils of turnover >£200k and for <£25k but councils with turnover between £25-£200k are simply 'urged' to follow the TO<£25k code
8	Data Protection	GDPR and DPA 2018 compliance confirmed	Open	Clerk	Analyse code to verify SPC actions meet these requirements – notably action list items 9, 10, 11, and 12 below.
9	Data Protection	Conduct a 'data audit' regarding records, lawful basis and retention	Open	Clerk	Schedule a Data Audit - now and annually The 'Freedom of Information' policy – concerning Data Protection and Retention Policy is published
10	Data Protection	Protection Policy implemented	Closed	N/A	The 'Freedom of Information' policy – concerning Data Protection and Retention is in place.
11	Data Protection	Staff and Councillor training requirements to be determined	Open	All	Consideration to be given as to whether Clerk and Councillors need to attend a 'Digital and Data Compliance' training session delivered by HALC. Check whether such training must be attended once per election term.
12	Data Protection	Confirm technical and organisational measures are in place to secure data	Open	NB	- Data is securely backed up to cloud storage. - Anti-virus and anti-malware software is installed on council machines. - Secure disposal of documentation is required. - Paper documentation stored in lockable filing cabinet or in a locked office/cupboard. - IT policy to be adopted.

					• Data protection training is to be completed by all. • Data audit to be adopted and regularly reviewed.
13	IT Policy	Publish an IT Policy to cover use of SPC and personal devices, and mandate the use of SPC-owned email accounts	Open	NB	Reference the Model IT Policy, provided by the Smaller Authorities Proper Practices Panel (SAPPP) as an example Guidance for policy topics: IT Policy no longer optional for Smaller Authorities in 2025 - Parish Council Websites
14	Internal Oversight	Internal auditor to review transparency and data compliance	Open	Clerk	Provide documentary evidence to the Internal Auditor for review, based on the Practitioners' Guide, regarding transparency and data compliance and gain compliance confirmation on the AGAR.