



**Widdersh Parish  
Council**

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**MINUTES OF THE MEETING OF WIDDESH PARISH COUNCIL  
HELD AT 7.45 p.m. ON TUESDAY 9 FEBRUARY 2016  
IN THE JOHN GROBLER ROOM**

**PRESENT:** Cllrs G Harper (Chairman), J Bray, P Bray, F Breedlove, J Curtis,  
S Hanna, R Holdstock, D Hunt, N Kilby, R Shepherd-Dubey.

**In attendance:** Clive Hudson (WPC Clerk).

**1 APOLOGIES**

**1.1 Apologies for absence** – Cllrs D Green, J Southgate, C Taylor, WBC Cllr P Houldsworth.

**2 MINUTES OF THE PREVIOUS MEETING**

**2.1** The minutes of the Council meeting of 12 January 2016 were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

**3 MATTERS ARISING**

**3.1** none

**4 PUBLIC SESSION**

**4.1** none

**5 COMPLAINTS AND FAULT TRACKING**

**5.1** none

## **6 CORRESPONDENCE**

### **6.1 Correspondence received prior to the issue of the agenda**

Item 2a; WBC car park charges were discussed.

Items 2j & 20; Cllr R Shepherd-Dubey will attend the N Wokingham SDL meeting.

Item 7; The Clerk reported on the Courteny Buses fare zone changes.

Items 13&14; The Council asked the Clerk to get some copies of The Good Councillor Guide. **ACTION: Clerk**

Item 16; the CIL agreement is to be signed by the Chairman of the Council. **ACTION: Cllr Southgate**

Item 23; Cllr R Shepherd-Dubey is liaising with Guidedogs.

Item 25; Cllr P Bray explained the principles of the library consultation.

Item 26; Cllr Southgate will attend the Local Plan meeting.

### **6.2 Correspondence received since the issue of the agenda**

Item N3; the Council noted the WBC blue-bag rollout dates.

## **7 BOROUGH COUNCIL MATTERS**

**7.1** The Clerk reported Cllr Houldsworth's comments on the funding of the Relief Road.

**7.2** Cllr R Shepherd-Dubey reported:

- Concerns about the Emmbrook football stadium application
- Concerns about the implementation of the A329 cycleway
- The implications of the Housing Bill
- Aspects of WBC Planning are being taken over by central government
- A brown-field site register is to be created

**7.2** Cllr P Bray reported:

- A meeting between Ian Gough and the Clerk has been arranged to discuss the Community Centre gas meters.
- WBC will get additional money for Care Act provision
- The variations to the Hatch Farm Dairies application were summarised

## **8 PARISH COUNCILLORS' QUESTIONS**

### **8.1 Borough Council matters:**

Cllr P Bray reported that Hatch Farm Dairies monies from previous housing projects had been spent on the feasibility studies.

The Council discussed the location of WW2 dumps. Cllr D Hunt will investigate. **ACTION: Cllr Hunt**

## **8.2 Parish Council matters:**

None

## **9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the Committee meeting of 11 January 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.2** The minutes of the Committee meeting of 1 February 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.3** Cllr Hanna reported on the meeting of 1 February 2016. He reported on the Emergency Planning meeting with WBC's Ali Malvern. Cllr Hunt reported on the progress of flood management meetings with WBC's Fran Hobson. Cllr R Shepherd-Dubey informed the meeting that she is on the WBC Flood Working Group. Cllr Hanna gave an update on the Wokingham Cricket Club and Emmbrook Football Club applications.

## **10 LAST R&A COMMITTEE MEETING**

**10.1** The minutes of the Committee meeting of 2 February 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**10.2** Cllr Harper reported;

- The internal decoration is complete
- A commercial company is covering Thursday cleaning
- A relief caretaker has been interviewed and will start on a probationary basis
- The Community Centre security lights will be replaced
- Paper towels will be removed from the Community Centre toilets on a trial basis
- There has been an incidence of vandalism at the allotments
- Casual and Regular hirer charges have been increased by 1%
- Terms & Conditions and Bar Procedure have been reviewed
- The Litter Pick will be hosted by St Mary's Church, 11.00am Sunday 20 March 2016

**10.3** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to vire £2000 from the hall lobby project to the office window project.

**10.4** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to vire the £1000 from the 2016-17 R&A Business project to a Planning Committee new project, the Paperless Planning project.

## **11 LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

- 11.1** The minutes of the Committee meeting of 26 January 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.2** Cllr Breedlove reported on pre-authorisation of grants, external audit charges, review of the Internal Auditor's report, review of Policies & Procedures and Risk Assessments.  
A review of the Council's Strategic Aims will take place at the next Full Council meeting. The Clerk will distribute a copy of the document.  
**ACTION: Clerk**
- 11.3** The Council reviewed the accounts for Q3 2015-16.  
The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital & Special Projects accounts for Q3 2015-16.

## **12 BUDGET AND PRECEPT 2016-17**

- 12.1** Cllr Breedlove presented the 2016-17 Budget recommendations from the F&GP Committee. He reported on further minor changes proposed to the budget affecting the office window, Winnersh Historical and paperless planning projects.
- 12.2** The F&GP Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital & Special Projects budgets for 2016-17, with the changes specified in 12.1 above.
- 12.3** The Parish Council discussed the precept for 2016-17.  
The Parish Council **RESOLVED** to approve the Budget Summary attached to and forming part of these minutes (Appendix 2) and set the precept for 2016-17 as £107,801.  
This figure is unchanged from 2015-16.

## **13 SOLAR PANELS PROJECT**

- 13.1** Cllr Harper presented the latest proposal from SPS Energy regarding installation of solar panels at the Community Centre.  
The Council noted with concern the repeated delays in the project and the reduction in the financial benefits of the project. The Council noted the WBC tendering process already undertaken and discussed the practicalities of receiving further quotes. The Council noted the reduction in installation costs and the guaranteed tariff for electricity downloaded to the Grid. The Council considered that best value was being received from the current supplier. The Council noted the environmental benefits of the project and the potential for a speedy installation.
- 13.2** The Council **RESOLVED** to accept SPS Energy's revised quotation for the installation of solar panelling on the two roofs at the Winnersh Community Centre.
- 13.3** The Council asked the F&GP Committee to review the process of undertaking major capital projects in the future.  
**ACTION: Clerk**

## 14 REPRESENTATIVES ON OUTSIDE BODIES

- 14.1 Cllr Harper reported on the meeting with WBC Planning Department regarding paperless planning.
- 14.2 Cllr Harper reported on the BPLF (formerly BPWG) meeting. He reported on Flood Action Groups, long term housing provision, and the Local Plan update.

## 15 APPROVAL OF ACCOUNTS

- 15.1 The Clerk asked all councillors to complete their registration for Unity Bank online banking asap. **ACTION: All Councillors**
- 15.2 It was **PROPOSED** by Cllr R Holdstock and **SECONDED** by Cllr D Hunt and the Parish Council **RESOLVED** to pay the following accounts for February 2016.

### WINNERSH PARISH COUNCIL MEETING 9 February 2016

#### ACCOUNTS FOR PAYMENT - FEBRUARY 2016

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF)	Salaries	3,381.88	SO/7889-91
HM Revenue & Customs Only	Tax & NI - Month 11 Year 2015-16	638.12	7892
The Berkshire Pension Fund	Pension	987.25	7893
Bethan Osborne	Consultancy Work on HR Matters	350.00	7894
Bowak Limited	Bulbs / Neutraliser / Urinal Blocks	39.55	7895
British Gas	AP - Elec Charges 16 Dec15 - 16 Jan16 £42.77	232.20	7896
	CC - Elec Charges 30 Dec15 - 2 Feb16 £189.43		
Clive Hudson	85% of SLCC Annual Membership	158.95	7897
Corona Energy Retail 4 Limited	CC - Gas Charges 1 Dec15 - 1 Jan16 - £53.90	81.36	7898
	AP - Gas Charges 1 Dec15 - 1 Jan16 - £27.46		
Nick Robins Limited	Groundworks January 2016	444.00	7899
PRS for Music	Charges for 6 Jan16 - 5 Jan17	471.44	7900
Traditional Local Cleaning	2 days January Cleaning / Locking up	198.00	7901
Tina Walsh	Over paid on booking	12.00	7902
Viking	Copier / Printing Papers & date stamp	120.35	7903
Easycopiers Limited	616719 Billing Period 1 - 31 Jan16	52.59	DD 29/2
NatWest OneCard	www.logmein.com - £109.00	248.10	DD 10/2
	DRI*Trend Software - £109.90 to query		
	Allotment Water Taps - £29.20		
Risc Group	52233 PC Back Ups	25.88	DD 15/2
<b>Total for the month</b>		<b>7,441.67</b>	

#### Financial Position as at 29 January 2016

Bank Balance	£	130,664.50
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## 16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

- 16.1 none

**17 TIME AND DATE OF NEXT PARISH COUNCIL MEETING**

- 17.1** The next meeting of the Parish Council will be held on Tuesday 8 March 2016 at 7.45pm in the John Grobler Room.

There being no further business the Parish Council meeting closed at 9.34pm

## APPENDIX 1

### Items of correspondence received prior to the issue of the 9 February 2016 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 WBC Newsletters:
  - a. Car Park charges consultation
  - b. Grass cutting proposals
  - c. Peach Place update
  - d. Interested in starting your own business
  - e. Changes to Courtney Buses routes and fares
  - f. New parking charges at Dinton Pastures and California country parks
  - g. Exciting plans for Borough's libraries
  - h. Join the drive and register to vote
  - i. Give us your views on exciting library proposals
  - j. Latest news on Wokingham Distributor Road meeting
- 3 Involve; Voluntary Service updates
- 4 NALC; Chairman's new year letter
- 5 Reading BC; invitation to Mayor's Masked Ball, 12 February
- 6 CCB; Action For All newsletters
- 7 WBC; Courtney Buses update
- 8 RBFRS; Integrated Risk Management Plan – public consultation
- 9 Girlguiding; invitation to evening reception, 26 February 2016, Bracknell
- 10 WBC; introduction to Select Business Services
- 11 WBC Libraries; February news and events
- 12 Reddam House; 5k & 10k runs, 6 March 2016
- 13 NALC; Good Councillor Guide
- 14 BALC; Good Councillor Guide
- 15 Keep Mobile; invitation to AGM, 16 April 2016
- 16 WBC; terms of reference for CIL agreement
- 17 Berkshire Youth; What's On, February 2016
- 18 NHS Berkshire Health; dates of meetings
- 19 Bracknell & Wokingham College; news release
- 20 WBC; N Wokingham SDL Community Forum, agenda 17 February
- 21 Unity Bank; update on levels of access
- 22 WBC; consultation on draft Library Offer
- 23 Guidedogs; request for help with Dinton parking charges
- 24 Round & About Wokingham/Winnersh; magazine February 2016
- 25 WBC; Library Offer consultation
- 26 WBC; Local Plan update meeting, 17 March, venue tbc

### Items of correspondence received following the issue of the 9 February 2016 Full Council Meeting Agenda

- N1 WBC Cllr P Houldsworth; apologies for meeting 9 February 2016
- N2 Arborfield PC; Arborfield News magazine, Feb-March 2016
- N3 WBC; Blue bag roll-out 2016
- N4 WBC; Mayor's engagements 8-12 February
- N5 WBC; road closures 8 Feb for 5 days, includes Mill Lane
- N6 WBC; online services down, 5-8 February
- N7 NALC; Direct Access scheme update
- N8 NALC; Briefing on Housing and Planning Bill
- N9 SPS Energy; revised solar panelling quotation
- N10 WBC; BPWG (BPLF); slides from recent meeting

## APPENDIX 2

**WINNERSH PARISH COUNCIL**  
**BUDGET SUMMARY 2016/17**  
**Resolved at Full Council Meeting**  
**held on 9th February 2016**

	2016/17 £	2015/16 £
Expenditure excluding Capital/Special Projects	130,940	125,567
Income excluding Precept	58,800	54,400
<b>Excess of Expenditure over Income</b>	<b>72,140</b>	<b>71,167</b>
Contingency	35,000	35,000
Balance Brought Forward	90,000	66,000
<b>Balance to be Funded excluding Projects</b>	<b>17,140</b>	<b>40,167</b>
Capital / Special Projects (see below)	76,900	49,900
Other Projects	16,221	20,810
Council Tax Support Scheme grant	2,460	3,076
<b>Total for Funding by Precept</b>	<b>107,801</b>	<b>107,801</b>
<i>Change from Previous Year [incl grant -0.6%]</i>	<i>0%</i>	<i>0%</i>
<i>Tax Base (nominal number of Band D properties)</i>	<i>3,801.3</i>	<i>3,800.7</i>
<b>Council Tax Charge for Band D Property</b>	<b>28.36</b>	<b>28.36</b>
<i>Change from Previous Year</i>	<i>0%</i>	<i>0%</i>
<b>CAPITAL / SPECIAL PROJECTS</b>		
<b>F&amp;GP</b>		
Winnersh Matters newsletter	1,000	
Winnersh Parish Fete	3,500	
Winnersh History Project	2,400	
Miscellaneous	500	
<b>Total</b>	<b>7,400</b>	<b>5,000</b>
<b>Planning</b>		
Tree husbandry / replacement	2,000	
Equipment for paperless planning	1,000	
Miscellaneous	200	
<b>Total</b>	<b>3,200</b>	<b>2,200</b>
<b>R&amp;A</b>		
Community Centre external decoration	5,000	
Community Centre fire door replacement	2,000	
Community Centre street lights upgrade	3,000	
Community Centre kitchen/lobby upgrade	5,000	
Pavilion House repairs	3,000	
Play area maintenance	2,000	
Christmas lights	500	
Warm air hand dryers	1,500	
Miscellaneous	2,000	
New benches	1,700	
Teenage equipment refurbishment	600	
Car park upgrade	20,000	
Pavilion flat roof replacement	20,000	
<b>Total</b>	<b>66,300</b>	<b>42,700</b>
<b>Total Capital / Special Projects</b>	<b>76,900</b>	<b>49,900</b>



