



**Winnersh Parish
Council**

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**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 13 SEPTEMBER 2016
IN THE JOHN GROBLER ROOM**

PRESENT: Cllrs G Harper (Chairman), J Bray, P Bray, F Breedlove, J Curtis, D Green, S Hanna, D Hunt, N Kilby, P Ray, R Shepherd-Dubey, J Southgate, C Taylor.

In attendance: Clive Hudson (WPC Clerk).

A presentation of £500 from the Fete takings was made to Reading Family Aid.

1 APOLOGIES

1.1 Apologies for absence – Cllr R Holdstock, WBC Cllr P Houldsworth.

2 MINUTES OF THE PREVIOUS MEETING

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

3 MATTERS ARISING

3.1 The Marvellous Festival was a success.

3.2 The Clerk was asked to check that all Fete sponsorship money had been received. **ACTION: Clerk & FAO**
Some sponsors have shown an interest in sponsoring other events.

3.3 New Road hedge and Bearwood Road ditch have been cut over the summer.

4 PUBLIC SESSION

4.1 None

5 COMPLAINTS AND FAULT TRACKING

5.1 The roundabout is very stiff. See item 10c below.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 4j; the changes to California Country Park were noted.

Item 8; The visit of the WBC Chief Executive was noted.

Item 13; The Council asked the Clerk to arrange the visit from WBC Cllr Ross. **ACTION: Clerk**

Item 22; This topic is an agenda item below.

Item 25; The recycling information wheels were noted.

Item 32; Cllrs Ray and Harper volunteered to attend the Infrastructure Project Delivery and Traded Services workshop. **ACTION: Clerk**

Item 37; Cllrs Harper and Southgate will attend the Abbeyfield opening.

Item 41; The completion of the External Audit was noted. The relevant sections will be displayed on the website and notice boards.

Item 44; Councillors were asked to forward ideas for the Borough Parish Liaison Forum agenda to the Clerk. **ACTION: all Councillors**

Item 46; The nearest WBC engagement sessions on budgets are at Wokingham and Earley.

Item 49; WBC's small increase in the replacement cost per street light was noted.

6.2 Correspondence received since the issue of the agenda

Items N3 & N8; Cllr R Shepherd-Dubey explained the problems with the dog waste bin near Robin Hood Way.

7 BOROUGH COUNCIL MATTERS

7.1 Cllr R Shepherd-Dubey reported:

- She has asked for the design documents for the relief road.
- There have been delays in the Woodward Close to Woosehill section of the A329 cycleway.
- There have been some problems with vehicles accessing the King Street Lane entrance to Hatch Farm Dairies.

- Bovis hopes to have some homes occupied before Christmas. The supply of amenities such as schools is unclear.
- Keep Clear markings are to be put on the road at the exit of the Winnersh Triangle Park N Ride.
- Winnersh is being offered about 90 minutes CPE cover per week. She is trying to get that cover increased.
- Winnersh is about 5th in the WBC league for anti-social behaviour
- She gave a progress report on the supply of a Centre Forward youth worker. (see also item 12 below.)

7.2 Cllr P Houldsworth's report was read to the Council:

- There are problems with the allocation of doctors to residents of care homes. Cllr P Bray is to raise this at the next Health & Wellbeing board meeting.
- The Call for Sites is to be completed on 21 September

7.3 Cllr P Bray reported:

- On the Local Plan sites
- Charges are to be introduced at Smallmead for DIY waste from October
- On gypsy and traveller incursions over the summer. She reported on the option of Transit Pitches.

8 PARISH COUNCILLORS' QUESTIONS

8.1 Borough Council matters:

8.1.1 Cllr Bray confirmed that the first refugee family arrived in the Borough last week. A maximum of 5 families are expected. The families will be Government funded.

8.1.2 Fly-tipping on Churchill Drive was discussed. Cllr Bray will take this matter up with WBC. **ACTION: Cllr P Bray**

8.2 Parish Council matters:

None

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the Committee meeting of 18 July 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.1.1 Cllr Southgate reported on the application at 9 Winnersh Gate.

9.2 The minutes of the Committee meeting of 9 August 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.2.1 Cllr Harper reported on the refusal of 2 Arbor Lane.

9.3 The minutes of the Committee meeting of 30 August 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.3.1 Cllr Taylor reported on the objection to 42 Simons Lane.

9.4 The Planning Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to approve the WBC SUDS report.

10 LAST R&A COMMITTEE MEETING

10.1 The meeting of 6 September 2016 was inquorate and did not take place.

10.2 The Council **RESOLVED** to keep the allotment fees for 2016-17 at £35 per full-plot and £20 per half-plot.

The Council discussed the provision of the new allotment site. WBC have appointed a full-time officer to oversee land issues.

10.3 The Council discussed the repairs to the Pavilion House patio door. The Clerk will discuss the possibility of an insurance claim. **ACTION: Clerk**
Cllrs Ray & Harper will visit Pavilion House.

ACTION: Cllrs Ray & Harper

This item will be an agenda item for the next R&A Committee meeting.

ACTION: Clerk

10.4 The Council discussed repairs to the Play Equipment.

The Council **RESOLVED** to accept the quotations from ARD for the repair of the roundabout underground mechanism and minor repairs to 2 swings.

ACTION: Clerk

10.5 Cllr Harper reported on the completion of the installation of the office window and the replacement of the pavilion flat roof. The Council observed that the Recreation Ground was looking in good condition.

11 LAST FINANCE & GENERAL PURPOSE COMMITTEE MEETING

11.1 The minutes of the Committee meeting of 19 July 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

11.2 Cllr Breedlove reported that Cllr Curtis had been appointed as the Committee Vice-Chairman.

11.3 Cllr Breedlove reported that the Financial Regulations had been updated, the taking of Damage Deposits had been reviewed, the payment of invoices within 30 days had been reviewed and that 1 extra day's holiday had been allocated to some staff for 2016-17.

11.4 Cllr Breedlove explained the main items of the Qtr 1 accounts.

The Community Centre takings were down due to cancellations by 2 regular hirers.

The Expenditure items included payments for caretaking and scheduled maintenance and repairs to a Pavilion House door. Insurance expenditure was down.

11.5 The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital Projects accounts for Qtr 1 2016-17.

12 RAINBOW CENTRE YOUTH WORKER

12.1 Cllr Harper gave an update on the progress of discussions, which had first been raised at the APM in May. The Parish Council had agreed financial provision could be made for a youth worker to start in September. However, a sticking point had been met on the point of public liability insurance. Cllr Harper was asked to contact Rose Green to try to confirm the suitability of either the Centre Forward or WBC insurance. **ACTION: Cllr Harper**

13 SOLAR PANELS PROJECT UPDATE

13.1 An Energy Performance Certificate has been received and the Clerk can now complete the registration of the solar panels.

13.2 The Clerk reported that the rateable value of the hall had been reviewed as a consequence of installing the panels and a revised rate demand had been received from WBC. The rate increase makes the installation commercially un-viable. Concern was expressed at the hidden nature of the re-valuation. The Council discussed ways of appealing against the re-valuation. The Clerk was asked to contact NALC, John Redwood MP and Andrew Ricketts of the Valuation Office Agency. He will also seek out a business rates surveyor with a view to an appeal. **ACTION: Clerk**
Cllr P Bray will take up the matter with the WBC Chief Executive Officer. **ACTION: Cllr P Bray**

14 REPRESENTATIVES ON OUTSIDE BODIES

14.1 none

15 APPROVAL OF ACCOUNTS

15.1 The Clerk explained a one-off payment to SCS for the clearance of the Bearwood Road ditch.

15.2 The completion of the EPC certification process was confirmed.

15.3 The structural engineering work for the Pavilion roof was reported.

15.4 It was **PROPOSED** by Cllr P Ray and **SECONDED** by Cllr F Breedlove and the Parish Council **RESOLVED** to pay the following accounts for September 2016.

**WINNERSH PARISH COUNCIL MEETING 13 SEPTEMBER 2016
ACCOUNTS FOR PAYMENT - SEPTEMBER 2016/17**

Payee	Description	Amount	Ref
Salaries (CH-AL-CF-CB)	Salaries	3,781.35	BACS
HM Revenue & Customs Only	Tax & NI - Month 6 Year 2016-17	816.71	300043
The Berkshire Pension Fund	Pension	1,048.55	300044
ABA (Construction) Limited	Play Area Inspection August16	114.00	
Biffa Waste Services Limited	Trade Waste Service 24/9 - 23/12	1,184.35	300045
Bin-it Dog Waste Solutions	Dog Waste Service 1 - 31 July & 1 - 31 August	75.82	
CASH	Petty Cash Top Up	43.86	300046
D. Knight Esq.	Window Cleaning August	90.00	
Geoff Harper	Q2 Chairmans Allowance	40.00	300047
OCS Group UK Limited	Removal of large tractor tyre	102.00	
Ridd Wood Partnership Limited	Investigation of AP flat roof	676.80	
Sunshine Commercial Services Limited	Grounds Maintenance for July & August	3,755.88	300048
Thrower Signs	Signwork on Chairman's Board	103.20	
Vital Property Solutions Limited	Survey and prep of Energy Performance Certificate	528.00	
De Lage Landen	Copier Lease Charge for 3 Oct - 3 Jan17	162.00	DD 3/10
Easycopiers Limited	625677 Billing Period 1 - 31 August16	42.00	DD 31/8
NatWest OneCard	Plusnet UK Domain Renewal - £52.88	138.00	DD 12/9
	Plusnet 181792434 Domain - £85.12		
Plusnet	76124993 Telecoms Charges to 9 Sept16	45.00	DD 14/9
Risc Group	58091 PC Back Ups	25.88	DD 15/8
Thames Water	Summary 8th June - 8th Sept 2016	-34.78	
Wokingham Borough Council	Month 6 Council Tax (includes revised demand)	1,243.80	DD 1/9
Total for the month		13,982.42	

Payments made after last meeting

Plusnet	75056663 Telecoms Charges to 9 Aug16	45.00	DD 16/8
		45.00	

Financial Position as at 31 August 2016

Bank Balance	£	76,303.95
	Business Reserve Balance Not Included	

16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

16.1 Cllr Southgate reported that additional volunteers were needed if the fete is to go on in 2017.

Cllr Ray will post a request for volunteers on social media.

ACTION: Cllr P Ray

16.2 The Council discussed the recent problems acquiring a forum at recent Planning and R&A meetings. Cllr Harper asked councillors to advise the Clerk of their absence as early as possible in advance of the meetings.

17 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

17.1 The next meeting of the Parish Council will be held on Tuesday 11 October 2016 at 7.45pm in the John Grobler Room.

There being no further business the Parish Council meeting closed at 10.04pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 13 September 2016 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 Bracknell & Wokingham College; newsletters
- 3 Involve; newsletters
- 4 WBC; news releases:
 - a) Family Friendly Festival at Dinton Pastures
 - b) Further Views on Future of Bulmershe Leisure Centre
 - c) Review of SDL Community Forums launched
 - d) Daytime parking increase in Woodley from September
 - e) Hearing Impaired Unit for Wokingham Pupils is saved
 - f) Work going well to reduce reoffending in Wokingham Borough
 - g) Wokingham Borough A-level results above the national average
 - h) Loddon Viaduct work finishes early
 - i) Air Quality areas declared in Wokingham & Twyford – chance to have your say
 - j) Changes set to come to California Country Park
 - k) Successful bike bonanza comes to Finchampstead
 - l) Piling foundation installed at new Carnival Pool car park site
 - m) Congratulations to our national busting GCSE students
 - n) WBC challenges commuters not to drive this September
 - o) Help celebrate National Recycling Week by tackling those ‘Unusual Suspects’
 - p) First New Secondary School in Wokingham Borough for half a century welcomes its students
- 5 CCB; Action For All newsletter
- 6 WBC/ Cllr R Shepherd-Dubey; update on Jersey Drive ditch
- 7 NHS Berks; have your say on NHS 111
- 8 WBC; confirmation of visit of Andy Couldrick & Keith Baker, Tuesday 8 November
- 9 WBC; Borough/Parish Liaison Forum, minutes 4 July 2016
- 10 Rainbow Centre; summer activities
- 11 Jonah McCafferty; update on sporting progress
- 12 WBC; request for nominees for Sports Awards
- 13 WBC; Cllr Ross offers to visit to discuss Environment portfolio
- 14 Berkshire Youth; newsletters & activities
- 15 WBC; children & families leaflets
- 16 Pensions Regulator; Acknowledgement of declaration of compliance
- 17 NHS Blood & Transfusion; posters
- 18 WBC; request for information for winter Wokingham Borough News
- 19 Wokingham Volunteer Centre; fair poster, 8 October
- 20 WBC; SUDS consultation
- 21 CAB; invitation to AGM, 16 September
- 22 WBC; revised rates demand 2016-17
- 23 Plusnet; domain renewal confirmation
- 24 WTC/Rotary; 6 million crocuses ordered
- 25 WBC; recycling wheels
- 26 BALC; summer newsletter
- 27 WBC; libraries updates
- 28 Rainbow Centre; MALG meeting 8 September
- 29 Reading BC; Re3 update on commercial waste
- 30 Rainbow Centre; Cultural Awareness course 30 September
- 31 WBC; CIL information between WBC and councils x 2
- 32 WBC; Infrastructure Project Delivery and Traded Services workshop, 17 October
- 33 Healthwatch health care; Community Cash Funds up to £500
- 34 Cllr D Hunt; link to WBC SUDS information
- 35 WBC; black box recycling information
- 36 Berkshire Vision; thanks for grant
- 37 Abbeyfield; invitations to opening, 22 September 2016

- 38 WBC traffic; level crossing Wokingham closure 4-6 September, early hours only
- 39 Reading Family Aid; presentation of cheque, 13 September
- 40 WBC; Transport map & Guide
- 41 Mazars; completion of audit for 2015-16
- 42 Clerks & Councils Direct; magazine September 2016
- 43 SLCC; The Clerk magazine, September 2016
- 44 WBC; request for agenda items for Borough Parish Liaison Forum 10 October
- 45 WBC; Major Projects coordination meeting, 20 September 2016
- 46 WBC; Andy Couldrick & Keith Baker, public engagement sessions
- 47 HOCHTIEF; traffic plan 7 September at Shinfield
- 48 Planning Inspectorate; consent for M4 Smart motorway
- 49 WBC; amendment to Street Light Upgrade costs

Items of correspondence received following the issue of the 13 September 2016 Full Council Meeting Agenda

- N1 NALC; LCR magazine, autumn 2016
- N2 Marie Curie; campaign poster
- N3 Cllr R Shepherd-Dubey; overfull waste bin, Robinhood Way/Merryhill Green
- N4 Came & Co; change of office address
- N5 Berkshire Pensions; request nominations for Pensions Board Employer Representative
- N6 Cllr F Breedlove; comments re change in rateable value
- N7 WBC Francesca Hobson; WBC sandbags policy
- N8 WBC; response to N3 overfull waste bin, Robinhood Way/Merryhill Green