



## Winnersh Parish Council

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### MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 8 NOVEMBER 2016 IN THE JOHN GROBLER ROOM

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

**In attendance:** Clive Hudson (WPC Clerk), Andy Couldrick - WBC Chief  
Executive, WBC Cllr K Baker.

#### 1 APOLOGIES

1.1 **Apologies for absence** – Cllrs J Bray, F Breedlove, R Holdstock, F Obileye,  
C Taylor, WBC Cllr P Houldsworth.

#### 2 PUBLIC SESSION

2.1 Cllr Harper welcomed Andy Couldrick and Keith Baker of WBC, who spoke  
of the challenges facing WBC in the 21 century. Mr Couldrick explained that  
they were meeting individual parishes to explain the problems WBC faces  
now and for the future.

He gave a breakdown of the reduction in income which WBC faces in the  
coming years. WBC is therefore looking at new ways of delivering services,  
which include IT solutions and the best ways of using specialist and generalist  
staff effectively. He explained the relationship between the NHS and WBC's  
Community Care, in providing and funding Adult and Children's Social Care.  
He also explained the quotas for waste management and the resultant financial  
pressures.

(Cllr Kilby joined the meeting.)

Mr Couldrick reiterated that WBC will continue to try to provide additional  
services despite staffing cuts.

WBC Cllr Baker elaborated on the use of 'generalists', who would have a  
multi-disciplinary role and release specialists to concentrate on their key areas  
of expertise.

(WBC Cllr Baker gave his apologies and left the meeting.)

Q&A followed.

Mr Couldrick responded to the question of what does WBC want from us? He hoped for parish involvement in WBC plans and was interested in how WBC could help the parishes. A debate took place as to funding if WBC is to cascade services downwards. An open book of services will be required to encourage joint engagements. Clarification of the public estate and asset transfer programme was requested.

The practicalities of situating WBC generalist staff in parish buildings were discussed.

Congratulations were offered to WBC on the success of its peer to peer review. Long term funding rather than just year to year funding was discussed.

Cllr Harper thanked Mr Couldrick and suggested that he should visit the parish again in a year's time to give an update on progress.

(Mr Couldrick left the meeting.)

### **3 MINUTES OF THE PREVIOUS MEETING**

- 3.1** The minutes of the Council meeting of 11 October 2016 were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

### **4 MATTERS ARISING**

- 4.1** Receipt of Fete sponsorship money. The FAO has issued the final invoice.
- 4.2** The Clerk has followed up the comments on parking on Bearwood Road.
- 4.3** Winnersh Primary School has confirmed that they will attend the Christmas Lights event.
- 4.4** The Clerk gave a preliminary figure for the Feed in Tariff. Cllrs Southgate and Harper will check these against the original proposals.  
**ACTION: Cllrs Harper & Southgate**
- 4.5** Cllr P Bray expressed concern that she had encountered difficulties registering for Unity on-line banking. The Clerk will follow this up. **ACTION: Clerk**
- 4.6** Cllr P Bray reported that there is now a consultation taking place on the Saturday closure of Westfield Road doctors' surgery.

### **5 COMPLAINTS AND FAULT TRACKING**

- 5.1** None.

## **6 CORRESPONDENCE**

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

Item 5; The Clerk summarised the NALC response to the rates query. Concern was expressed at the delay in receiving the reply. Cllr Harper will speak with Jonathan Owen, the NALC CEO. **ACTION: Cllr Harper**

Item 10; The Council considered the background to the Earley TC Mayor's request to wear chains of office in Winnersh.

Item 9 & 19; the response from John Redwood MP and the Government regarding solar panels rates was discussed. It was noted that the example of Winnersh had been raised in the House of Lords.

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

Item N1; Cllr P Bray will put up information regarding the recycling of Christmas paper and cards on Facebook nearer to Christmas.

Item N8; The Council noted the response from WBC regarding this year's electricity billing. Further action is still awaited.

## **7 BOROUGH COUNCIL MATTERS**

### **7.1 Cllr R Shepherd-Dubey:**

- Reported on the possible opening of all of Phase 1 of the Relief Road later this year. Some houses are expected to be occupied this year
- Traffic Lights work at the Old Forest Road junction is delayed
- There is no further news on the progress of the Northern Distributor Road
- There is no change in the A329(M) lane layout
- The Environment Agency has been making checks on the Emm Brook
- There have been traveller incursions at Winnersh Triangle and Bracknell.

### **7.2 Cllr P Bray:**

- There have been further occurrences of lorries trying to use the King Street Lane access onto the HFD site
- She gave further information on the A329(M) works
- The Relief Road and Northern Distributor Road will be discussed at a WBC Executive meeting
- Reported that local people are raising money to plant trees at Woodward Close. The possibility of a WPC grant was discussed.
- Reported on concerns regarding the Winnersh Meadows bridge and other bridges with bases in standing water.

### **7.3 Cllr P Houldsworth had given his apologies.**

## 8 PARISH COUNCILLORS' QUESTIONS

### 8.1 Borough Council matters:

- 8.1.1 A question was raised regarding the maintenance of WBC play equipment at Bathurst Road. The equipment had been fenced off and no repairs were expected. The Council discussed the possibility of taking over WBC play areas. The Council **REFERRED** this matter to the R&A Committee.

**ACTION: Clerk**

### 8.2 Parish Council matters:

None

## 9 LAST PLANNING COMMITTEE MEETING

- 9.1 The minutes of the sub-Committee meeting of 10 October 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 9.2 The minutes of the Committee meeting of 31 October 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 9.3 Cllr Hanna reported on the decisions for access to HFD via 42-44 King Street Lane and the refusal of a boundary wall at 591 Reading Road.  
Cllr Hunt reported on the Flood Warden training at WBC. He has a feedback session booked with the WBC Flood Officer.

## 10 LAST R&A COMMITTEE MEETING

- 10.1 The minutes of the Committee meeting of 1 November 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2 Cllr Ray reported:
- The tenders for the Lintel work at the Pavilion have been reviewed and the order given to Allder Glass
  - Repairs to the play area gates and Mizar unit have been confirmed
  - Repairs to the Pavilion House patio doors have been confirmed
  - Investigations are under way regarding draught-proofing Pavilion House
  - The Miscellaneous budget is exceeded because of replacement boundary fencing works
  - There is now a surplus of plots available for allocation at the allotments
  - A plot-holder has accumulated 50 years on his plot
  - The next Borough Litter-Pick will take place on Sunday 2 April 2017.
- 10.3 Cllr Ray gave an update on preparations for the Christmas Lights event. (see also 11.3 below)  
The setting up of the lights is now to take place on Saturday 19 November. Sponsorship has been received from Bovis and Prospect.  
Help is required with car parking and the fireworks.  
Cllrs P Bray and R Shepherd-Dubey will meet the mayor at the car park. They will also take a collection for the Mayor's charity.

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

- 11.1** The minutes of the Committee meeting of 25 October 2016 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.2** Cllr Curtis reported on the meeting.  
The revised Corona invoices have been received since the meeting. The Clerk is cross-checking some anomalies. The electricity invoices are awaited. The first Feed in Tariff payments have been received since the meeting.  
The remaining computer problems are being checked. The Sage problems require a Sage upgrade which is not yet available. Concern was expressed that the computer support had not been able to resolve the other issues. The Clerk will discuss options with the Clerks' Forum. **ACTION: Clerk**  
The Committee had discussed the production of the next Winnersh Matters newsletter and had decided to defer it until the Spring of 2017.
- 11.3** Sponsorship for the Christmas Lights event was discussed and Cllr Kilby produced draft leaflets for distribution to the schools and putting on display in the parish. **ACTION: Clerk & Cllr Harper**
- 11.4** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital Projects accounts for Quarter 2 2016-17.

(Cllrs P Bray and J Curtis left the meeting)

## **12 RAINBOW CENTRE YOUTH WORKER**

- 12.1** Cllr Harper reported that the public liability insurance issue had been resolved. He would help to review the risk assessment for the project.  
The sticking point is now the availability of a Youth Worker. Cllr Harper will make further investigations. **ACTION: Cllr Harper**

## **13 FETE 2017**

- 13.1** Cllr Southgate reported that the kick-off meeting will take place on Tuesday 29 November. He confirmed that support is available for volunteers. Cllr Southgate will put the relevant information on social media.

## **14 COUNCIL MEETING DATES 2017**

- 14.1** The Clerk presented the proposed Council and Committee meeting dates for 2017. The Planning Committee dates had been reviewed and recommended by the Planning Committee.  
The Council **RESOLVED** to approve the meeting dates for 2017 as presented.

## **15 REPRESENTATIVES ON OUTSIDE BODIES**

- 15.1** Cllr Hunt had attended a Cleaner n Greener meeting at Smallmead. He reported on the percentages of waste being recycled and going to landfill. A discussion took place regarding fly-tipping and wider recycling.

- 15.2** Cllr Harper reported on the BALC AGM. The BALC subscriptions are due to go up again.  
Cllr Harper reported on the talk by Jonathan Owen, the NALC Chief Executive, regarding the devolution of powers downwards to Towns and Parishes.  
The Council discussed the benefits of membership of NALC and **REFERRED** the topic to the F&GP Committee. **ACTION: Clerk**

## **16 APPROVAL OF ACCOUNTS**

- 16.1** The Council considered the draft procedure for the approval of Unity Bank payments. Those councillors doing first-time approvals are asked to report back their experiences and suggestions. The procedure will be considered for approval at the next F&GP Committee meeting. **ACTION: Clerk**
- 16.2** The Clerk reported on the purchase of stamps and stationery.
- 16.3** The Council **RESOLVED** to authorise the raising of a deposit cheque for Dr Embers for the Christmas Lights event, once details have been received.  
**ACTION: Clerk & FAO**
- 16.4** It was **PROPOSED** by Cllr N Kilby and **SECONDED** by Cllr R Shepherd-Dubey to pay the cheque payments for November 2016.  
It was **PROPOSED** by Cllr N Kilby and **SECONDED** by Cllr G Harper to pay the on-line payments for November 2016.

The Parish Council **RESOLVED** to pay the following accounts for November 2016.

**WINNERSH PARISH COUNCIL MEETING 8 November 2016**  
**ACCOUNTS FOR PAYMENT - NOVEMBER 2016/17**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Ref</b>
Salaries (CH-AL-CF-CB)	Salaries	4,009.37	BACS
HM Revenue & Customs Only	Tax & NI - Month 8 Year 2016-17	924.03	300054
The Berkshire Pension Fund	Pension	1,106.94	300055
ABA (Construction) Limited	Play Area Inspection Oct16	114.00	237231322
ABA (Construction) Limited	Kompan Galazy Unit Repairs	139.20	144142685
Binfield Electrical (Services) Limited	PH repair to electric fault	230.98	406696413
Bin-it Dog Waste Solutions	Dog Waste Service 1 - 31 October	37.91	800248487
Chubb Fire & Security Limited	Annual Service/replacements	490.65	595357670
D. Knight Esq.	Window Cleaning Nov	90.00	326280106
Information Commissioner	Annual Registration	35.00	300057
Mark Ashley	Painting of Teenage Shelter / Office	924.20	807742802
Nick Robins Limited	Full Tree Survey	582.00	571654360
PumpMaster UK Limited	Annual Service to Sanitop	114.00	780251750
Sunshine Commercial Services Limited	Grounds Maintenance for October	1,019.94	300056
Viking	1st/2nd Class Stamps/diaries/planners/calendar	166.86	217641027
West Berkshire District Council	Annual Premises Licence	180.00	734679407
Easycopiers Limited	628278 Billing Period 1 - 31 Oct16	42.00	DD 1/11
Risc Group	59770 PC Back Ups	28.76	DD 15/11
<b>Total for the month</b>		<b>10,491.52</b>	

**Financial Position as at 31 October 2016**

Bank Balance	£	142,394.12
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**17 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

**17.1** none

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

**18.1** The next meeting of the Parish Council will be held on Tuesday 13 December 2016 at 7.45pm in the John Grobler Room.

There being no further business the Parish Council meeting closed at 10.22pm.

## APPENDIX 1

Items of correspondence received prior to the issue of the 8 November 2016 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 Bracknell & Wokingham College; newsletters
- 3 Involve; newsletters
- 4 WBC; news releases:
  - 4a) Warning about fake blue badge websites
  - 4b) Wokingham Borough librarian wins national award
  - 4c) Councils to discuss adult services partnership
  - 4d) WBC leads in One Public Estate programme
  - 4e) getting creative with play
  - 4f) Council Tax review of single person discounts
  - 4g) Green light for Woodley Shopping Centre plans
  - 4h) Views wanted on Leisure Strategy
- 5 NALC; response re solar panels rates
- 6 Came & Co; newsletter
- 7 WBC Libraries; October events
- 8 WBC; Carols in the Courts, 14 December 2016
- 9 Rt Hon John Redwood MP; response re solar panels issue
- 10 Earley TC; request for ETC Mayor to wear mayoral chains, 10 December 2016
- 11 BALC; Annual report for 2015-16
- 12 WBC; Borough Parish Liaison Forum, notes from 10 October 2016
- 13 BALC; autumn newsletter
- 14 WBC; slides from Infrastructure Project Delivery Workshop, 17 October
- 15 Healthwatch Wokingham Borough; question time 9 November
- 16 Adult Dyslexia Help; leaflets
- 17 WBC; Community Forum dates
- 18 WBC; recycle paper and Christmas cards campaign
- 19 Valuation Office Agency; business rates change, general circular
- 20 British Gas; Feed in Tariff payment
- 21 Clerks & Councils Direct; magazine November 2016
- 22 WBC Libraries; November events
- 23 Berkshire Youth; What's On, November 2016

Items of correspondence received following the issue of the 8 November 2016 Full Council Meeting Agenda

- N1 Re3; paper & cardboard recycling news release
- N2 WBC; Mayor's Reception, 16 November, Twyford
- N3 WBC Cllr P Houldsworth; apologies for meeting
- N4 The Berkshire Care Home; invitation to Christmas Event, 23 December 2016
- N5 SLCC; The Clerk magazine November 2016
- N6 Arborfield PC; Arborfield News magazine, October-November 2016
- N7 WBC; invitation to schools carol concert, 11 December 2016
- N8 WBC; update on Electricity billing