



## Widdersh Parish Council

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### MINUTES OF THE MEETING OF WIDDERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 14 NOVEMBER 2017 IN THE SINDLESHAM ROOM

**PRESENT:** Cllrs G Harper (Chairman), P Bray, F Breedlove, P Fishwick, S Hanna,  
R Holdstock, B Krauze, J Southgate.

**In attendance:** Clive Hudson (WPC Clerk), Mrs L Wooldridge.

#### 1 APOLOGIES

1.1 **Apologies for absence** – Cllrs V Bagha, D Hunt, R Shepherd-Dubey, C Taylor, WBC Cllr P Houldsworth.

#### 2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 10 October 2017 were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

#### 3 MATTERS ARISING

3.1 The Fete start-up meeting was confirmed for Wednesday 22 November at 7.45pm. See also item 17.1 below.

3.2 The Clerk reported that there is a problem with the registration details for the hall gas supply. Npower is investigating.

#### 4 PUBLIC SESSION

4.1 None

## **5 CO-OPTION OF COUNCILLORS**

- 5.1** Cllr Harper reported that Mrs N Fakeye had withdrawn from the co-option process.

(Mrs Wooldridge left the meeting whilst the vote took place)

- 5.2** The Council discussed the application of Mrs L Wooldridge for co-option to the Council.
- 5.3** The Parish Council **RESOLVED** to co-opt Mrs L Wooldridge to the Winnersh Parish Council.
- 5.4** Mrs Wooldridge returned to the meeting. She signed the Declaration of Acceptance of Office forms and joined the meeting as a councillor.

## **6 COMPLAINTS AND FAULT TRACKING**

- 6.1** none

## **7 CORRESPONDENCE**

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

Item 3a; The Clerk will send a copy to Cllr Holdstock. **ACTION: Clerk**

Item 3c; A discussion took place regarding the fining of individuals for fly-tipping.

Item 4; The Council noted the enhanced service of the Brookside Group practice within Winnersh.

Items 9&34; see Cllr Bray's report under item 8 below.

Item 28; see Item 15.1 below.

Item 33; Cllr Harper will attend the BALC AGM.

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

Item N3; Cllr Harper has accepted the invitation to the Early TC Christmas event.

Item N8; Youth Worker. See item 8 below.

## **8 BOROUGH COUNCIL MATTERS**

- 8.1** Cllr P Bray reported:
- There has been some improvement to the pedestrian route at Longdon Road
  - Has met with WSP. Improvements outside Bearwood School are being investigated.

- The application for the Premier Inn/Costa has been approved by the Planning Committee
- Reported on the Multi-Agency meeting at the Rainbow Centre. The need for a Youth Worker is being re-assessed before further developments can be progressed
- Reported on an assault locally
- Reported on the Barkham and Arborfield responses to the housing needs assessment, the 5 year land supply and the problem of the banking of land with planning permission. The Council considered that it should support Barkham and Arborfield in principle and **REFERRED** the matter to the Planning Committee to compose a letter of support. **ACTION: Clerk**
- There is a new Director of People at WBC
- CPE has been implemented. There have been some issues regarding Blue Badge use. No problems have been raised within Winnersh.

8.2 Cllr R Shepherd-Dubey and Cllr P Houldsworth sent their apologies.

## 9 PARISH COUNCILLORS' QUESTIONS

### 9.1 Borough Council matters:

The problem with tree growth near the play area on Danywern Drive was raised. Some repair work has been done. Cllr Bray will re-investigate.

**ACTION: Cllr P Bray**

### 9.2 Parish Council matters:

none

## 10 LAST PLANNING COMMITTEE MEETING

10.1 The minutes of the Committee meeting of 9 October 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.1 The minutes of the Committee meeting of 30 October 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Fishwick reported on the meeting of 30 October 2017.

The internet access had been poor in the Pavilion.

The Committee has requested a new Road Safety Audit for the King Street Lane traffic lights and zebra crossing. The Clerk will follow up this request again with WBC.

**ACTION: Clerk**

## 11 LAST R&A COMMITTEE MEETING

11.1 The minutes of the Committee meeting of 7 November 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

11.2 Cllr Hanna reported that replacement matting had been recommended at the play areas because of wear and tear over the years. Repairs to two spicas are also necessary.

He reported that preliminary discussions had been started with Wokingham Town Council over the administration of the new allotments. The Council asked Cllr Harper and Cllr Hanna to meet with WTC (Cllr Southgate to act as reserve).

He reported on the drilling work undertaken by WBC's contractors at the allotments. Remedial work is to be undertaken by WBC.

The Christmas Lights event will take place on Friday 8 December. Cllr Hanna asked for volunteers to help put up the lights on Saturday 2 December. Cllrs Holdstock and Southgate volunteered.

- 11.3** The R&A Committee had recommended the viring of additional money to the Kitchen /Lobby budget to enable a full refurbishment to take place. See also Item 12.6 below.

## **12 LAST F&GP COMMITTEE MEETING**

- 12.1** The minutes of the Committee meeting of 31 October 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 12.2** Cllr Breedlove reported that the FAO and Clerk will be reviewing the RBS system next week. The Clerk is on a GDPR course next week. Policies & Procedures and Risk Assessments had been reviewed. The Computer upgrade had taken place and would result in an overspend on the IT budget. A new photocopier had been purchased. The costs of the computer upgrade start-up and the photocopier purchase have now been included in the 'Other Projects' budget.
- 12.3** Cllr Breedlove reported on the Q2 accounts, which were on target for the year. He reported on some problems still to be resolved with utility accounts. All other costs are in line with budgets.
- 12.4** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the accounts for Q2 2017-18.
- 12.5** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to increase the budget for grants 2017-18 from £3000 to £4000.
- 12.6** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to vire £2000 from the Allotment Transition budget and £3000 from the Play Area Feasibility budget to the Kitchen/Lobby budget.
- 12.7** The Council had asked the F&GP Committee to review the security of the CCLA account, which it had done. The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to open a Deposit account with CCLA. The Council **RESOLVED** to make an initial deposit of £25000.

**ACTION: FAO & Clerk**

## **13 POLICIES AND PROCEDURES**

- 13.1** The Council discussed the S01 Strategic Aims policy. Minor changes were suggested regarding air quality, traffic congestion and highways & transport.
- 13.2** The Council **RESOLVED** to adopt the S01 Strategic Aims policy, with the changes specified in 13.1 above.

## **14 COMMITTEE MEMBERSHIP**

- 14.1** Cllr Harper invited the new members of Council to join the Council's committees.

The Council **RESOLVED** to appoint Cllr B Krauze to the F&GP Committee.  
The Council **RESOLVED** to appoint Cllr L Wooldridge to the R&A Committee.

## **15 REPRESENTATIVES ON OUTSIDE BODIES**

- 15.1** Cllr Fishwick reported on the Local Plan meeting with WBC.  
The Council **REFERRED** the matter to the Planning Committee for full consideration.
- 15.2** Cllr Hanna reported on the BPLF meeting. The main topic of concern had been the banking of building land. See also 8.1 above.
- 15.3** Cllr Harper reported on the Home Start AGM.
- 15.4** Cllr Fishwick reported on the Minerals & Waste briefing. He indicated the schedule for the progress of the consultation.  
The Council noted his report and asked the Clerk to send out his summary paper to all councillors. **ACTION: Clerk**

## **16 APPROVAL OF ACCOUNTS**

- 16.1** The Council **RESOLVED** that the 5 new councillors should be made signatories on the Unity bank account. The Clerk will distribute the relevant paperwork. **ACTION: Clerk**
- 16.2** The Clerk explained the minor repairs necessary to the intruder alarm system.
- 16.3** It was **PROPOSED** by Cllr S Hanna and **SECONDED** by Cllr F Breedlove and the Parish Council **RESOLVED** to pay the following accounts for November 2017.

**WINNERSH PARISH COUNCIL MEETING 14 NOVEMBER 2017**  
**ACCOUNTS FOR PAYMENT - November 2017/18**

| <b>Payee</b>                           | <b>Description</b>                                   | <b>Amount</b>   | <b>Ref</b> |
|--|--|-----------------|------------|
| Salaries (CH-AL-CF-CB)                 | Salaries   | 4,207.41        | BACS       |
| HMCTS                                  | Attachment of Earnings                               | 54.39           | 516878126  |
| HM Revenue & Customs Only              | Tax & NI - Month 8 Year 2017-18                      | 964.57          | 136648950  |
| The Berkshire Pension Fund             | Pension  | 1,227.97        | 205057117  |
| <hr/>                                  |  |                 |            |
| ABA (Construction) Limited             | Play Area Inspection - October 2017                  | 114.00          | 350233890  |
| ARC                                    | Grant  | 300.00          | 300113     |
| A Solo Security                        | Call out faulty reed contact / replacement batteries | 238.80          | 550416629  |
| Bin-it Dog Waste Solutions             | Dog Waste Service 1 - 31 October                     | 56.94           | 646850080  |
| CASH                                   | Petty Cash   | 57.25           | 300112     |
| Chubb Fire & Security Limited          | Annual Service/replacements                          | 415.66          | 225531177  |
| Dave Kinght                            | Window Cleaning / Gutters Cleared Nov17              | 100.00          | 595572348  |
| Home Smart                             | Grant  | 400.00          | 300114     |
| Information Commissioner               | Annual Registration                                  | 35.00           | 300115     |
| itQED Business Solutions               | Monthly Support                                      | 205.72          | 9865638    |
| SSE Contracting Limited                | Q2 Street Light Maintenance - 2017/18                | 91.93           | 765325557  |
| Sunshine Commercial Services Limited   | Grounds Maintenance for Oct17                        | 1,019.94        | 731194192  |
| <hr/>                                  |  |                 |            |
| Easycopiers Limited                    | 643028 Billing Period 1 - 31 Oct17                   | 42.00           | DD 30/11   |
| Plusnet                                | 93087227 Telecoms Charges to 9 Dec17                 | 54.14           | DD 13/11   |
| <b>Total Expenditure for the month</b> |  | <b>9,585.72</b> |            |

**Payments made after last meeting**

|                     |                              |          |              |          |
|---------------------|------------------------------|----------|--------------|----------|
| npower Business Gas | 7551241 - AP to 30 June17    | £30.12   | 25.59        | DD 24/10 |
| npower Business Gas | 7551244 - AP to 30 Sept17    | £62.93   |              |          |
| npower Business Gas | 9965887 - CR AP to 30 June17 | (£67.46) |              |          |
|                     |                              |          | <b>25.59</b> |          |

**Financial Position as at 31 October 2017**

|              |   |            |
|--------------|---|------------|
| Bank Balance | £ | 151,976.14 |
|--------------|---|------------|

**17 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

**17.1** Cllr Southgate reiterated the importance of the Fete start-up meeting on 22 August. Without volunteers for certain posts the 2018 Fete may not go ahead.

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

**18.1** The next meeting of the Parish Council will be held on Tuesday 12 December 2017 at 7.45pm in the Sindlesham Room.  
 Councillor Harper invited councillors to stay after the meeting for Christmas nibbles.

There being no further business the Parish Council meeting closed at 9.47pm.

## APPENDIX 1

Items of correspondence received prior to the issue of the 14 November 2017 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 Involve; newsletters
- 3 WBC; news release
  - a) Eastern gateway Planning Application submitted
  - b) Gibraltar; The greatest siege in British History, Library talk
  - c) Woman fined £1100 for illegally dumping household waste
  - d) Council to launch two major consultations on the big issues in the borough
  - e) Regeneration proposal to be considered by the Planning Committee
  - f) Young people look forward to new supported accommodation
  - g) A great move for Wokingham Town's Community
  - h) Alternative therapies and pamper evening returns to Woodley library
- 4 Brookside Practice; opening up of Winnersh area boundary
- 5 Reading BC; launch of Re3 glass recycling campaign
- 6 Lou Barker; Multi-Agency meeting, 31 October 2017
- 7 ICO; Data protection registration renewal
- 8 WBC; new CIL contact details
- 9 Barkham PC; copy letter to Government re Housing Policy
- 10 Cllr V Bagha; information re GDPR
- 11 WDVTA; 10 year report
- 12 Healthwatch; Prospect Park update
- 13 WBC; LPU meeting 13 November 2017
- 14 Cllr R Shepherd-Dubey; copy of CPE presentation
- 15 WBC; Minerals & Waste training presentation
- 16 WBC; message from Manjeet Gill, CEO
- 17 Arborfield PC; copy of Arborfield news magazine Oct-Nov 2017
- 18 TVERC; summer newsletter
- 19 WBC; BPLF notes for 10 October meeting
- 20 Healthwatch; newsletter
- 21 Round & About Wokingham/Winnersh; magazine November 2017
- 22 Clerks & Councils Direct; magazine November 2017
- 23 WBC; Launch of consultations on Budget; Transport & Highways
- 24 WBC Libraries; news and events November 2017
- 25 CCB; Action For All e-bulletin
- 26 Victim Support; thanks for grant
- 27 Cllr P Fishwick; briefing paper on Minerals & Waste planning in Wokingham Borough
- 28 WBC; LPU, draft site assessments for Winnersh
- 29 Bracknell & Wokingham College; posters for Open Event, 20 November 2017
- 30 WBC; relief road works 6 November 2017, multiple traffic lights in place
- 31 WBC; Public Protection Community Fund, for crime prevention
- 32 Get Reading online newspaper; request for information about news & events
- 33 BALC; invitation to AGM, 28 November, Woodley
- 34 Arborfield PC; copy letter to Government re Housing Policy

Items of correspondence received following the issue of the 14 November 2017 Full Council Meeting Agenda

- N1 TVP; 'I Hate Crime' posters
- N2 WBC Libraries; Lower Earley library 30<sup>th</sup> anniversary celebrations
- N3 Early TC; Invitation to Mayor's Christmas reception, 6 December 2017
- N4 N Fakeye; withdrawal of application for co-option to Council
- N5 Cllr S Hanna; comments re 'I Hate Crime' campaign
- N6 Lou Barker; minutes of Rainbow Multi-Agency meeting
- N7 Involve; WBC Mayor's Magical Fundraising Ball, 17 February 2018
- N8 WBC; acknowledgement of receipt of concerns re King Street Lane zebra crossing