

**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL  
HELD AT 7.45pm ON TUESDAY 11<sup>th</sup> DECEMBER 2018 IN THE  
SINDLESHAM ROOM**

**PRESENT:** Cllrs G Harper (Chairman), P Fishwick, P Bray, F Breedlove, S Hanna, R Holdstock, D Hunt, R Shepherd-DuBey, J Southgate and L Wooldridge.

**In attendance:** Philip Stoneman (WPC Clerk)  
Louise Steele (WPC Locum Clerk)  
Philip Houldsworth (Wokingham Borough Councillor)

**1 APOLOGIES FOR ABSENCE**

**1.1** Apologies for absence were received from Cllrs B Krauze, F Obileye, C Taylor. K Ross

**2 MINUTES OF THE PREVIOUS MEETING**

**2.1** The minutes of the Council Meeting held on 13<sup>th</sup> November 2018 were **AGREED** and the Parish Council **RESOLVED** that the Chairman should sign them as a true record.

**3 DECLARATIONS OF INTEREST**

**3.1** Cllr Harper declared a non-pecuniary interest in Agenda Item 10, matters that might refer to allotments, on the grounds that he is an allotment holder. Cllr Harper announced that it was not his intention to participate in any discussion of the new allotments.

**4 APPOINTMENT OF CLERK TO PARISH COUNCIL**

**4.1** The appointment of Mr Philip Stoneman as Clerk to the Parish Council with immediate effect was confirmed.

**5 MATTERS ARISING**

**5.1** The Locum Clerk reported that she had not yet contacted the South-Central Ambulance Service to obtain information about the location of public access defibrillators in the parish and the Clerk agreed to take this action forward.

**ACTION: Clerk**

**5.2** Cllr Harper and Cllr Bray reported that Cllr Taylor had progressed the installation of the software for the solar panels.

**6 PUBLIC SESSION**

**6.1** There were no members of the public present.

## **7 CORRESPONDENCE**

- 7.1** A list of correspondence received was tabled at the meeting – this list may be found at Appendix 2 below.
- 7.2** Members considered the request for feedback on the Wokingham Town Centre regeneration scheme and agreed that members should send their observations to the Clerk who would co-ordinate a response. **ACTION: Clerk**

## **8 BOROUGH COUNCIL MATTERS**

- 8.1** Cllr Houldsworth gave an oral report, explaining that Wokingham Borough Council has appointed a new Chief Executive, Susan Parsonage, whose appointment will be formally confirmed at an extraordinary meeting of the Borough Council to be held on Friday 14 December 2018. Also, at that meeting Julian Sumner will be confirmed as Leader of the Council.
- 8.2** Cllr Shepherd-DuBey reported that the officer in charge of the Winnersh Relief Road will be leaving WBC on 24 December and reported on progress on the Winnersh Relief Road and the North Wokingham Distributor Road projects
- 8.3** Cllr Bray reported on the closure of Bathurst Road, thanked Cllr Fishwick for dealing with the issue of the Sainsbury's tanks (as recorded at minute 5.2 from 13 November 2018) and apologised for the absence of WBC Councillors from the planned Christmas Lights switch-on on 14 December. Cllr Bray also informed the meeting of a motion that she has put forward that will be discussed at WBC's extraordinary Council meeting on 14 December. The motion is about publishing information about the financing of the Wokingham Town Centre regeneration project since it is not clear how much the project has cost.
- 8.4** Cllr Shepherd-DuBey added that a motion had been recently passed at WBC to require all new schools and certain other buildings to be built with sprinkler systems.

## **9 PARISH COUNCILLORS QUESTIONS**

- 9.1** Cllr Hanna asked about the position of WBC's Reserves and was informed by Cllr Bray that these were in the region of £5m to £5.5m.

## **10 PLANNING COMMITTEE MEETING**

- 10.1** The minutes of the meetings of 10<sup>th</sup> December 2018 were received and approved as an accurate record of that meeting and signed as such by Cllr Fishwick.
- 10.2** Cllr Fishwick reported briefly and there were no questions from Members.

## **11 RECREATION AND AMENITIES COMMITTEE MEETING**

- 11.1** The minutes of the meeting of 4<sup>th</sup> December 2018 were received and approved as an accurate record of that meetings and signed as such by Cllr Hanna.

**11.2** Cllr Hanna reported that the Committee had considered a provisional booking of the Community Centre and recreation ground by the Provincial Grand Lodge of Berkshire (whose premises are located opposite the recreation ground on the other side of Mole Road) for a classic car show and picnic in the park event aimed at the local community to be held on 29 June 2019. The Committee had heard how the event was a flagship event for 2019 raising funds for the Masonic Charitable Foundation and had considered the special relationship between the Parish Council and its near neighbour and the support often granted by the Lodge in terms of making car parking available for events at the recreation ground. The Committee had then considered a request for permission to apply for a temporary event notice to sell alcohol on the recreation ground as a contribution to the fund raising planned and recommended to Full Council that permission be granted. Council noted that the bar franchise was granted for sale of alcohol and soft drinks for consumption in the Hall and **RESOLVED** to grant permission to apply for a Temporary Event Notice (TEN) for 29 June 2019 on condition the drinks sold on the recreation field were not consumed in any of the buildings.

**11.3** Cllr Breedlove requested that out of courtesy the operator of the bar should be informed of the decision. **ACTION: Clerk**

**11.4** Cllr Fishwick requested that Mr Riches (electrical contractor) be thanked for providing the electrics for the Christmas lights. **ACTION: Clerk**

## **12 FINANCE & GENERAL PURPOSES (F&GP) COMMITTEE MEETING**

**12.1** Cllr Breedlove indicated that there was nothing substantive to report.

## **13 REPRESENTATIVES ON OUTSIDE BODIES**

**13.1** Cllr Harper reported that he had attended a meeting of the Hurst Charity Board of Trustees which had considered and rejected the terms of bank loan.

## **14 ACCOUNTS**

**14.1** A schedule of payments for payment in December 2018 was considered. Upon the proposal of Cllr Breedlove seconded by Cllr Bray the Parish Council **RESOLVED** to make payments totalling £22,290.59 and those payments are shown in Appendix 1.

**14.2** Bank balances at 30 November 2018 were: -

NatWest Current Account £2,500  
NatWest Business Reserve £29,462.07  
Unity Bank £45,734.61

## **15 WOKINGHAM BC - NEW LOCALITIES SERVICE**

**15.1** Members noted correspondence received from Wokingham Borough Council about its new Localities Service. Members agreed that Cllrs Harper and Wooldridge would meet with WBC on one of the Tuesdays in January with the Clerk to set up the meeting. **ACTION: Clerk**

**16 WBC – DETAILS ABOUT PRECEPTS AND COUNCIL TAX FOR 2019-20**

- 16.1** Members received and noted a letter received from Wokingham Borough Council explaining the details about precepts and council tax for 2019-20 with Appendix A setting out the estimated costs for Parish Tax Base and Election Costs 2019/20; Appendix B giving a breakdown of the Parish Grant and Appendix C being the form to be filled out and returned to WBC by the 4th February 2019. The Clerk was asked to notify WBC that the precept will not be confirmed until the Full Council meeting to be held on 12 February 2019.

**ACTION: Clerk**

**17 INTERIM INTERNAL AUDIT**

- 17.1** Members received the recent letter from the Council's Internal Auditor and referred it to the next meeting of the Finance & General Purposes Committee.

**ACTION: Clerk**

**18 ANY OTHER MATTERS CONSIDERED URGENT BY THE CHAIRMAN**

- 18.1** The Chairman expressed his thanks to Miss Lambourne for all her work over the last eleven months in keeping the Council going, to Cllrs Southgate and Bray in assisting him in the recruitment of the new Clerk, to Cllr Breedlove for his support with HR matters in the last year and for his work on special projects, and to Mrs Steele for her work in the last six months.

**19 NEXT PARISH COUNCIL MEETING**

- 19.1** The next meeting of the Parish Council will be held on Tuesday 8th January at 7.45 p.m. in the Allnatt Pavilion.

There being no further business the meeting closed at 9.02pm

## Appendix 1

<b>SCHEDULE OF PAYMENTS - December 2018/19</b>			
<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Ref</b>
Biffa Waste Services Limited	Trade Waste Service 29/12/18 - 29/03/19 (91 days)	1,305.72	300146 Q
Dave Knight	Window Cleaning Dec18	90.00	B
Geoff Harper	Christmas Lights 2 boxes - £60	93.99	B
	New Keys for JG/Office - £14.50		
	Refreshments for Interview Panel - £13.30		
	Postage for recruitment of Parish Clerk - £6.19		
Geoff Harper	Q3 Chairman's Allowance	40.00	B
Information Commissioner	Annual Registration	40.00	300147 Q
itQED Business Solutions	Monthly Services - Oct/Nov 2018	182.56	B
John Young & Sons	PavHse fascias, soffits, guttering, front gable end, moss	3,120.00	B
	Pavilion House Replacement Flat Roof	600.00	B
	CC Front & Rear Roof Adjustment/Repair, moss removal	2,220.00	B
	Allnatt Pavilion Downpipes/Main Building Downpipes	636.00	B
	Pavilion House Rear Gable End / Cladding	1,152.00	B
Kingfisher Direct Limited	Grit bin and winter pack	277.19	B
LGRC Associates Limited	Locum Clerk Services 1/10 - 30/11 & Travel Expenses	7,574.17	B
Mrs Meeta Mistry	Refund of Deposit for Plot 35A	35.00	300145 Q
Nick Robins Limited	Putting up Christmas lights in trees	102.00	B
SLCC Enterprises Limited	11th Edition Local Council Administration	108.79	B
SLCC Enterprises Limited	Job Advert - Bronze	210.00	B
Southern Maintenance Solutions UK Ltd	WH Annual Boiler Service / Gas Safety Certificate	330.00	B
Solarsense UK Limited	Site visit & desktop PV*SQL report on solar panels	756.00	B
SSE Contracting Limited	Q2 - 844196 Street Lighting Maintenance Charge	91.93	B
Star Fireworks Limited	Fireworks for Christmas Lights Event	240.00	B
Sunshine Commercial Services Limited	Grounds Maintenance for Oct/Nov18	2,039.88	B
Surrey Hills Solicitors	Services in relation to lease of allotment	634.80	B
Viking	Paper / Diaries / Stamps / Batteries & general items	149.18	B
	Salt Spreader & Snow Shovel	159.05	B
NatWest OneCard	New mobile phone for caretakers	59.95	DD 10/12
Plusnet	1718336-008 Telecoms Charges to 9 January 2019	42.38	DD 17/12
<b>Total Expenditure for the month</b>		<b>22,290.59</b>	
<b>Payments made after last meeting</b>			
NatWest One Card	Replacement locks for JG / Office	186.00	DD 12/11

**Correspondence received prior to the Meeting 11 December 2018**

- 15 November 2018 WBC - Details of waste collection schedule for Christmas (amended)
- 21 November 2018 – NALC Newsletter
- 23 November 2018 – DIS 934 and Funding Bulletin
- 23 November 2018 – NALC Chief Executive’s bulletin
- 23 November 2018 – WBC - Joint Minerals & Waste Plan: Further Call for Sites
- 29 November 2018 – West Berks CCG Consultation with Voluntary & Community Organisations
- 29 November 2018 – WBC Highway Maintenance Management Plan Volume 4 Winter Service 2018/19
- 30 November 2018 – NALC Chief Executive’s bulletin
- 6 December 2018 – WBC Removal of Property name - Maxwell House, Reading Road Winnersh
- 6 December 2018 – WBC News Release - Council Launches New Traffic and Travel Facebook Page to Keep Residents Up To Speed
- 7 December 2018 – WBC Wokingham Town Centre Regeneration Scrutiny - response required
- 7 December 2018 – NALC Chief Executive’s bulletin
- 10 December 2018 – Balfour Beatty - Weekly Update Winnersh Relief Road
- 10 December 2018 – Balfour Beatty - Weekly Update N Wokingham Distributor Road
- 10 December 2018 – Wokingham Volunteer Centre – Charity Volunteer Recruitment Fair