



## Winnersh Parish Council

Winnersh Community Centre  
New Road, Sindlesham, Wokingham  
Berkshire RG41 5DU  
Phone/Fax 0118 978 0244  
e-mail [parish@winnersh.gov.uk](mailto:parish@winnersh.gov.uk)  
[www.Winnersh.gov.uk](http://www.Winnersh.gov.uk)

### MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 9 JUNE 2009 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllr J Southgate (Chairman), P Bray, E Cooke, J Grimson, D Hunt,  
D Jupp, J Plant and J Wakefield

**In attendance:** Clive Hudson (WPC Clerk) , plus 1 member of the public.

#### 1 APOLOGIES

1.1 **Apologies for absence** – Cllrs M Armstrong, W Clark, J Peffers.

1.2 **Apologies for lateness** – Cllr Wilkins

#### 1.3 **Resignation of Councillor**

Cllr Southgate reported that Cllr John Townsend, who had been on leave of absence, had tendered his resignation from the Council. The Council authorised Cllr Southgate to write to Cllr Townsend to thank him for the work he had put into the Council. **ACTION: Cllr Southgate**

The Clerk will put up a Notice of Vacancy form on all the parish notice boards and will notify the WBC Returning Officer of the vacancy. **ACTION: Clerk**

Cllr Wilkins joined the meeting.

Cllr Southgate explained that the Council now has 2 vacancies and asked the councillors to make any volunteers known to him or the Clerk.

**ACTION: All Councillors**

## 2 MINUTES OF THE PREVIOUS MEETING

- 2.1 Cllr Southgate informed the Council of an administrative error whereby 2 items of income had been omitted from the bank balance presented to the Council (item 20.2) at the May 2009 Council meeting. The Council discussed the omission and **RESOLVED**, for the sake of clarity and continuity, to delete the bank balance information from the minutes.  
The corrected May figures are shown below.

<u>Financial Position as at 30 April 2009</u>	Revised financial position as at 30 April 2009
Sub-total	55139.87
Less payments for year to date	13176.28
Sub-total	<u>£ 41,963.59</u>
Add balance carried forward 31/3/09	68,770.52
	<u>£110,734.11</u>

- 2.2 The minutes of the Council meeting of 12 May 2009, with the deletion specified in 2.1 above, were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.
- 2.3 Cllr Southgate asked for any comments regarding the minutes of the Annual Parish Meeting of 9 May 2009. The councillors were happy with the minutes. These minutes will be formally agreed at the APM in 2010.

## 3 MATTERS ARISING

- 3.1 None.

## 4 PUBLIC SESSION

- 4.1 Mr James Newman introduced himself as the new Community Development Worker at Rainbow Park. He is only 3 weeks into his new role and is getting to know people. His remit is to develop the community in Winnersh, primarily at the Rainbow Centre. The Council welcomed him to Winnersh.

## 5 COMPLAINTS AND FAULT TRACKING

- 5.1 The Clerk reported that one hirer had complained about the hall floor being unfit for dancing. He has offered her the opportunity to cancel her booking for next year, without loss of deposit, if the floor is still deemed unsuitable after the summer re-seal

## 6 CORRESPONDENCE

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

Item 8; The swine flu leaflet was confirmed as being the one which has been distributed to all households.

Item 18; Cllr Southgate confirmed that he will attend the Armed Forces Day Celebrations, 22 June 2009.

Item 25; The BALC training needs questionnaire was discussed. Cllr Bray asked whether a 2-hour personal Safety and Lone Working course (as run by WBC) would be appropriate for the office staff. Councillors were asked to hand any completed forms into the office.

**ACTION: All Councillors**

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

Item N4; The M4 sliproad closures were clarified.

Item N12; This email confirmed that PCSO Nellie Williams was investigating the parking problems in the vicinity of Cavendish Gardens. Cllr Bray has also contacted PCSO Williams regarding this matter.

Item N23; It was agreed that the Hurst Horse Show could place an advertising banner on the Bearwood Recreation Ground on the day of the fete.

## **7 BOROUGH COUNCIL MATTERS**

- 7.1** Cllr Bray reported that she would be attending the WBC Strategic Development meeting on 19 June to discuss the details of the plans. She will report back to the Council.
- 7.2** The Environment Agency has again been looking at the Hatch Farm flood mitigation plans. Indications are that they are not happy with the plans. This could have an adverse effect on the building of the relief road.
- 7.3** Part-Night Lighting Trial: The list of roads affected is on the WBC website. Cllr Bray will query why unadopted roads on Winnersh Triangle are included in the trial. She will also query why Robinhood Lane, with its late rail service, is being included in the trial.
- 7.4** The interviews for the WBC General Manager of Children's Services had taken place and an appointment would be announced later this week.

## **8 PARISH COUNCILLORS' QUESTIONS**

- 8.1** Cllr Southgate raised an issue on behalf on a parishioner regarding the regular sale of cars on the Reading Road. Cllr Bray said that the question is one of whether the sales are for 'business' purposes or private. She is raising this issue with WBC.

## **9 LAST PLANNING COMMITTEE MEETING**

- 9.1** The minutes of the meeting of 11 May 2009 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 9.1.1 Cllr Jupp reported that the meeting had discussed including the speed bumps on Chatsworth Drive on its wish list for Highways, but repairs had now been made.
- 9.2 The minutes of the meeting of 1 June 2009 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 9.3 Cllr Grimson reported that the meeting had discussed the proposal to extend the dental surgery at 410 Reading Road and had made no objections. Cllr Bray commented that WBC were reluctant to lose private housing in the area and that the application needed to be shown to be in the interest of the community. Cllr Southgate proposed and the meeting **RESOLVED** to strongly support the addition to the practice, but only to be used as a dental/medical practice. The Council would not support a retail shop on the premises. The Clerk was asked to pass on these comments to Hannah Wilson at WBC Planning as soon as possible. **ACTION: Clerk**
- 9.4 Cllr Grimson also reported that the Committee had objected to the back-land infill at 520 – 522 Reading Road and had expressed its concern about Robinhood Lane being included in the Part-Night Lighting Trial.

## 10 LAST R&A COMMITTEE MEETING

- 10.1 The minutes of the meeting of 2 June 2009 were agreed and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2 Cllr Plant reported that progress was being made towards the confirmation of S106 money being available for the Adult Exercise equipment and asked for the Reserved money for this project to be released. The Council **RESOLVED** to release £9000 of the money reserved for the Adult Exercise equipment.
- 10.3 The Clerk reported on the problems with the main hall roof. The first requirement is to get a report on the extent of the dry rot at the gable ends. The Council **RESOLVED** to authorise £350 towards the cost of this initial investigation.

## 11 LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING

- 11.1 Cllr Southgate explained that two changes to the figures presented to F&GP had been included in the figures distributed with the F&GP minutes. First, he had declined to accept the balance of the Parish Expenses for last year as had been the former practice to cover out of pocket expenses incurred by the Chairman on behalf of the Council. The actual amount is therefore £118. The F&GP Committee had also recommended that the £26.44 (inc vat) owed by Reeves Rangers be written off and this write-off had been included in the figures presented with the minutes.

The minutes of the meeting of 21 May 2009, taking account the two changes mentioned above, were agreed and the Parish Council **RESOLVED** to sign them as a true record.

- 11.2 The Committee **RECOMMENDED** and the Council **RESOLVED** to write-off the figure of £26.44 (inc vat) owed by Reeves Rangers.
- 11.3 The Committee **RECOMMENDED** and the Council **RESOLVED** to accept the figures for the 4<sup>th</sup> Quarter, to include the changes mentioned in 11.1 above.
- 11.4 The Committee **RECOMMENDED** and the Council **RESOLVED** to accept the figures for the Year 2008/9, to include the changes accepted in 11.3 above.

## 12 REVIEW OF THE ASSET REGISTER

- 12.1 Cllr Southgate reported that some adjustments had been made to the asset register to make the major items, such as rebuilding costs, consistent with the insurance valuations. A further review of the asset register will be undertaken by the F&GP Committee during the year. He confirmed that the Bearwood Recreation Ground is correctly reported as a commercial value of zero.

## 13 REVIEW OF THE INTERNAL AUDIT PROCESS

- 13.1 Cllr Southgate reported that a review of the internal audit process had taken place – see Appendix 2 of the F&GP minutes of 21 May 2009. The audit had been very thorough and had included extra items such as salaries. The Internal Auditor had submitted a report which was presented to the meeting.
- 13.2 The Council **RESOLVED** to accept the Internal Audit Report.
- 13.3 The F&GP Committee had **RECOMMENDED** and the Council **RESOLVED** to approve the report on the effectiveness of the Internal Audit process.
- 13.4 The Council asked for the qualifications of the Internal Auditor to be included on the report. **ACTION: Clerk**
- 13.5 The Council noted that the reason for an Intermediate Audit was that expenditure had exceeded £200,000 this year.

## 14 ANNUAL AUDIT RETURN 2008/9

- 14.1 The Council reviewed the Statement of Account and Annual Governance reports.
- 14.2 The Council **RESOLVED** to approve the Annual Audit Return for 2008/9. The RFO, Clerk and Chairman will complete and sign the relevant sections as appropriate. **ACTION: RFO, Clerk, Cllr Southgate**

## 15 STRATEGIC AIMS

- 15.1 The Council reviewed the Strategic Aims document, S01, version 0.1. The Council **RESOLVED** to adopt the document unchanged.

**15.2** The Council discussed the progress of the aims expressed in the document.

**15.2.1** Community leadership: All the items are progressing.

**15.2.2** Development & Infrastructure:

The extension of the dentist's surgery has been before the Planning Committee and has been supported by this Council meeting.

The Health Centre needs support from the professional health community. A councillor is needed to volunteer to take the ideas to the practices.

Support for Schools; Forest School may not get the rebuild it had planned for. But it may get sufficient funding to expand to a 1500 catchment. More news may be available in September. Cllrs Grimson and Bray will report back with any further news.

**ACTION: Cllrs Bray & Grimson**

Bearwood Primary School is still due to get a new school building according to the Local Education Authority but this is now in doubt. Repairs to the existing building are problematic because of the listed status of the building. Cllr Cooke will report with any ideas by which the Council can offer help.

**ACTION: Cllr Cooke**

**15.2.3** Commercial:

Post Office OK at the moment; Council will monitor the progress of the Post Office.

Sainsbury's recycling; there is more variety of waste being recycled, although tetrapacs are not listed as being accepted. Cllr Cooke will investigate why the full range of recycling is not available.

**ACTION: Cllr Cooke**

**15.2.4** Leisure:

The Council continues its support for the Winnersh Meadows project.

The Council hopes to be able to place an order soon for the Adult Exercise equipment to be installed on the Bearwood Recreation Ground.

**15.2.5** Other:

Two litter picks have taken place in the village.

The police are looking into siting a police post at Winnersh Triangle. There is insufficient room for a post in the region of the crossroads.

The development of Winnersh Triangle is creating a second 'centre' for Winnersh.

R&A will look into further 'green' efficiencies for the Council facilities.

Speed enforcement is being actively encouraged by the Council's NAG representatives.

## **16 WINNERSH FETE**

**16.1** The fete will take place on Saturday 20 June 2009. Over 30 organisations have booked stalls and the arena programme has been finalised. Parish Council volunteers are needed to run the 'Information Point'.

**ACTION: All Councillors**

- 16.2** The Saint Sebastian's Brass Band has now been booked to play two sessions near the start of the fete. The Mayor of WBC will attend and draw the raffle. There is a wide variety of prizes this year.
- 16.3** Advertising leaflets have been distributed to most homes in Winnersh and Sindlesham and banners erected. Details of the competitions have been distributed through the two primary schools.

## 17 APPROVAL OF THE JUNE ACCOUNTS FOR PAYMENT

17.2 It was **PROPOSED** by Cllr Grimson and **SECONDED** by Cllr Cooke and the Parish Council **RESOLVED** to pay the following accounts for June 2009.

### WINNERSH PARISH COUNCIL MEETING 9 June 2009 ACCOUNTS FOR PAYMENT - JUNE 2009

Payee	Description	Amount	Ch.No.
Sage (UK) Ltd.	Sage cover Instant Payroll	109.25	6069
Truvox	New buffer machine	763.65	6070
Zurich Insurance plc	Insurance renewal	6,412.13	6071
PHS Group	Toiletries	97.38	6072
ADT Fire and Security plc	Alarm repair	138.00	6073
Nick Robins Ltd.	Monthly ground maintenance	960.25	6074
Zurich Management Services	Local Council Advisory Services membership	166.75	6075
Clive Hudson	A Star Signs - Banner Fete	28.75	6076
Saint Sebastian Wokingham Band	Brass band for Winnersh Fete	350.00	6077
Biffa Waste Services Ltd.	Containers + Waste Services	972.23	6078
Clunkclick	Internet back up - monthly charge	17.19	6079
Kenneth R. Paul	Structural Inspection	287.50	6080
ABA (Construction) Ltd.	Monthly Inspection play area	77.28	6081
The Computer Doctor	Quarterly maintenance cover	43.13	6082
Zurich Insurance plc	Terrorism insurance renewal	82.22	6083
D. Knight Esq.	Window Cleaning	90.00	6084
Graham Hurst	Audit 2008/2009	400.00	6085
Wokingham Job Support Centre	Donation	100.00	6086
Relate Berkshire	Donation	100.00	6087
Citizens Advise Bureau	Donation	250.00	6088
Winnersh School Association	Donation	200.00	6089
Berkshire County Blind Society	Donation	100.00	6090
St. Catherine Church	Donation	150.00	6091
Readibus	Donation	2,200.00	6092
Homestart	Donation	250.00	6093
RBWM	Pension contribution	340.99	6094
All staff - CH, SDG, AB, PB	Salaries	3,029.05	6095-6098
HM Revenue & Customs	Tax & NI	776.42	6099
Southern Electric	Electricity supply	201.00	DD
Wokingham Borough Council	Rates	637.00	DD
Credit Card	Civic Award Flowers	17.50	DD
Total for the month		<u>19,347.67</u>	

#### Financial Position as at 31 May 2009

Sub-total	£	57,545.79
Less payments for year to date	£	28,196.10
Sub-total	£	29,349.69
Add balance carried forward 31/3/09	£	68,770.52
	£	<u>98,120.21</u>



## **18 REPRESENTATIVES ON OUTSIDE BODIES**

- 18.1** Cllrs Cooke, Peffers and Southgate attended the NAG meeting on 3 June. The police team in Winnersh is now up to full strength.
- 18.2** Cllrs Cooke and Southgate attended the Rainbow Park Project Partnership Board meeting. The money for the Children's Centre building work has been signed off.
- 18.3** Cllr Southgate attended a Police/Parish Liaison meeting on 19 May with Chief Inspector Denise Blackburn. Thames Valley Police has pledged that serious crimes will command a visit within 1 hour and less serious crimes a visit within 48 hours. Speeding is to become a higher priority.
- 18.4** Cllrs Armstrong and Southgate attended the Winnersh Community Partnership meeting the previous evening.

## **19 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

- 19.1** Councillors were asked to complete the Website Consent Form and return it to the Clerk. Councillors were asked to check their personal details on the Telephone List. Councillors were asked to respect each others privacy and to destroy unwanted copies of the list.
- 19.2** The Council has received confirmation that Sainsbury's are now working on the creation of a footpath with security fencing on the area behind the car park.

## **20 TIME AND DATE OF NEXT PARISH COUNCIL MEETING**

- 20.1** The next Meeting of the Parish Council will be held on **Tuesday 14 July 2009** at 7.45 in the John Grobler Room.

There being no further business, the meeting closed at 9.23 p.m.

## **APPENDIX 1**

### **Items of correspondence received prior to the issue of the 9 June 2009 Full Council Meeting Agenda**

- 1 WBC News, 14 May 2009
- 2 ABLE Community Care leaflet
- 3 SLCC; Playground Safety course, 9 June 2009
- 4 Readibus; thanks for invitation to APM
- 5 WBC; Licensing and Appeals Committee agenda, 20 May 2009
- 6 WBC; Standards Committee agenda, 18 May 2009
- 7 John Heggadon; draft WBSP structure April 2009
- 8 Swine Flu leaflet
- 9 WBC; invitation to Shaping Our Communities workshops, 19-20 June
- 10 CCB; Community Buildings Advice Service, £50 per annum
- 11 CCB; Membership Renewal, £30
- 12 TVP; open day Saturday 8 August, Sulhamstead
- 13 Zurich Insurance; Policy Schedule 2009-10
- 14 VAWB; newsletter 22 May 2009
- 15 BALC update, 22 May 2009
- 16 WBC Staff Bulletin; 15 May 2009
- 17 WBC; Meeting of the Executive agenda, 28 May 2009
- 18 WBC; invitation to Armed Forces Day Celebrations, 22 June 2009
- 19 WBC News, 21 May 2009
- 20 SLCC; Rights of Burial course, 25 June 2009
- 21 WBC; electoral list update, June 2009
- 22 NALC; comments requested on Farm Animal Welfare Council
- 23 NALC; Local Council Administration, 8<sup>th</sup> edition now available
- 24 CCB Annual Conference – Empowering Communities – 14 July 2009, Newbury
- 25 BALC; training needs questionnaire
- 26 BALC; Power of Well Being, training event, 28 July 2009 at Bracknell
- 27 Alison Munro, WBC; Marketing Your Community course, 21 July 2009, Faringdon

### **Items of correspondence received since the issue of the 9 June 2009 Full Council Meeting Agenda**

- N1 Berks County Blind Society; apologies for missing APM
- N2 BALC councillor training questionnaire
- N3 Yardley Builders; quote to investigate fascias/timbers in main hall
- N4 WBC; emergency road closures
- N5 NHS Thames Valley Primary Care Agency – determination of rurality of Finchampstead pharmacy – decision ‘Urban’
- N6 Keep Mobile; the Omnibus magazine, summer 2009
- N7 Kennet Paul Associates, structural report on hall roof
- N8 Sainsbury’s; work on vacant land to start on 8 June 2009
- N9 Wokingham LINK e-bulletin, 5 June 2009
- N10 BALC update, 7 June 2009
- N11 TVP Policing Team Sheet Briefings; 10-12 June in Winnersh
- N12 PCSO Nellie Williams; is looking into Winnersh Crossroads islands and Cavendish Gardens parking
- N13 CCB Action for All newsletter, 8 June 2009
- N14 WBC; meeting of the Personnel Board, agenda, 11 June 2009
- N15 Open Spaces Society, invitation to AGM, 30 June 2009
- N16 WADE; invitation to Summer Fayre, Saturday 18 July 2009
- N17 Sage; magazine summer 2009
- N18 Readibus; invitation to AGM, 2 July 2009
- N19 Berkshire Scouting; invitation to visit Wings 2009, 5 or 6 August 2009
- N20 SLCC; H&S course, Newport Pagnell, 7 July 2009
- N21 Office for National Statistics; quarterly vacancy inquiry
- N22 WBC Staff Bulletin, 29 May 2009
- N23 Hurst Horse Show, request to display an advertising banner
- N24 TVP; ‘have you seen this car’ poster
- N25 Winnersh Community Partnership; request to support planning application for extended dental surgery
- N26 WBC; meeting of the Overview and Scrutiny Management Committee, 15 June 2009