



Winnersh Parish Council

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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 8 JUNE 2010 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs J Wakefield (Chairman), P Bray, F Breedlove, E Cooke, J Grimson, D Hunt, D Jupp, J Peffers, J Plant, E Siggery, J Southgate

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Apologies for absence – Cllr M Armstrong.

1.2 Apologies for lateness – Cllr E Siggery

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 11 May 2010 were agreed and the Parish Council **RESOLVED** to sign the minutes as a true record.

2.2 The Council expressed no concerns regarding the accuracy of the minutes of the Annual Parish Meeting of 11 May 2010. These minutes will be formally approved at the next APM in May 2011.

3 MATTERS ARISING

3.1 None..

4 PUBLIC SESSION

4.1 None.

5 COMPLAINTS AND FAULT TRACKING

- 5.1** Comments had been passed on from members of the public via the café regarding the cutting of the grass on the field during half-term. The inconvenience to the café and public was noted, as was the fact that grass cutting routinely takes place every week during the summer months. The Clerk and Café proprietors will liaise regarding special events.

ACTION: Clerk

Cllr Siggery joined the meeting.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 3; Cllr Southgate confirmed that he will attend the Wokingham CAB AGM.

ACTION: Clerk

Item 25; The WBC Mayor and Leader of the Council for 2010-11 are Cllr Dianne King and Cllr David Lee.

6.2 Correspondence received since the issue of the agenda

Item N1; Cllr Bray will be meeting with Mr Holland next week to discuss the parking in Danywern Drive.

Item N16; The Clerk will forward the information regarding wind turbines to any councillors interested.

ACTION: Clerk

Item N20: Cllr Grimson will attend the meeting regarding the A329M Road Bridge Stabilisation on 30 June 2010.

ACTION: Clerk

Item N21; The Council asked the Clerk to tender its invitation to the WBC Mayor, Cllr Dianne King, to attend the fete.

ACTION: Clerk

7 BOROUGH COUNCIL MATTERS

- 7.1** Cllr Armstrong sent a written report to the Council.

Cllr Armstrong reported that:

1) The first meeting of the new WBC Council took place on 20 May 2010. It is acknowledged that future financial decisions will be influenced by the new government in Whitehall.

2) He has been appointed to the Management Overview Scrutiny Committee, the Health Overview Scrutiny Committee and the WVCMI.

- 7.2** Cllr Siggery summarised the improvements to Wokingham Direct. The Call Centre is now taking on Service Information, including Revenue & Benefits. WBC is trying to encourage electronic interactive contact with the public.

- 7.3 WBC is waiting for the emergency budget of 23 June 2010. There may be changes affecting Government Regional Housing targets and schools/academies.

8 PARISH COUNCILLORS' QUESTIONS

- 8.1 Cllr Siggery confirmed that the WVCMI still exists, although it is not funded. It appears to be the responsibility of the current WVCMI vice-chairman and treasurer to call a meeting.
- 8.2 The Borough councillors confirmed that RIPA are little used within WBC.

9 LAST PLANNING COMMITTEE MEETING

- 9.1 The minutes of the meetings of 10 May and 2 June 2010 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 9.2 Cllr Grimson reported on the meeting with Peter Stuart, the WBC Resilience Officer. Mr Stuart has forwarded to WPC skeleton Parish Emergency Plans. It was observed that local knowledge could be important during emergencies. The Clerk was asked to gain sight of the WBC Generic Plans.

ACTION: Clerk

Cllr Grimson reported that the first plans for the SDL at Kentwood Farm had been received. These included an outline application for 357 dwellings and plans for noise abatement / flood management features.

Indications are that the hole in the pavement at the corner of Mole Road / Bearwood Road will remain for about 3 weeks.

10 LAST R&A COMMITTEE MEETING

- 10.1 The minutes of the meeting of 1 June 2010 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2 Cllr Plant reported that the date for the Christmas Lights event was confirmed as Friday 10 December 2010. The Council asked the Clerk to invite the Mayor of WBC to open the event. **ACTION: Clerk**
- 10.3 The re-siting of some of the benches is in progress.
- 10.4 Cllr Cooke reported a request for both toilets to be used by the public in the Pavilion during café opening hours. The Clerk will discuss this with the proprietors, particularly in relation to the Food Hygiene regulations. **ACTION: Clerk**
- 10.5 After discussion the Council **RESOLVED** to approve £200 for the repair of the Allnatt Pavilion clock.

11 LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING

- 11.1** Two minor amendments were suggested to the minutes:
1) section 7.2, table of grants; Homestart should not appear in the Paid/To pay column and therefore the total Paid/to pay should read £600.
2) section 13.1; WRFC should read RVFC.
- 11.2** The minutes of the meeting of 18 May 2010, with the amendments as specified in 11.1 above, were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.3** Cllr Siggery tendered her apologies for failing to apologise for her absence from this meeting.
- 11.4** The Committee **RECOMMENDED** and the Council **RESOLVED** to write-off the debt owed by Rifle Volunteer Football Club.
- 11.5** The Committee **RECOMMENDED** and the Council **RESOLVED** to accept the accounts for the 4th quarter 2009-10.
- 11.6** Cllr Southgate reported that the Clerk is investigating suggestions for energy efficiency savings.

12 INTERNAL AUDIT PROCESS

- 12.1** The Council **RESOLVED** to accept the Internal Audit Report for 2009-10.
- 12.2** The F&GP Committee had **RECOMMENDED** and the Council **RESOLVED** to approve the effectiveness of the Internal Audit Process.

13 ANNUAL ACCOUNTS AND AUDIT RETURN 2009-10

- 13.1** The F&GP Committee had **RECOMMENDED** and the Council **RESOLVED** to accept the accounts for the Year 2009-10.
- 13.2** The Council **RESOLVED** to accept the Audit Statement of Accounts for 2009-10. The Chairman will complete and sign the relevant sections as appropriate.
- 13.3** The Council **RESOLVED** to accept the Audit Annual Governance Statement for 2009-10. The Chairman and Clerk will complete and sign the relevant sections as appropriate.

14 VILLAGE FETE 2010

- 14.1** Cllr Southgate reported on the progress of the Fete Working Group. Its next meeting will be on Tuesday 15 June at 7.00pm. Preparations are moving forward. He summarised the progress regarding stalls, static attractions, arena, competitions, sponsorship and publicity.

Discussions took place regarding the distribution of Winnersh Matters and the fete flyer.

The Council suggested a provisional date of Saturday 18 June 2011, if a fete is to take place next year.

15 REPRESENTATIVES ON OUTSIDE BODIES

13.1 Several councillors had attended the visit to the wind turbine at Green Park.

13.2 Cllr Grimson had attended a SDL Masterplan briefing. There had been much discussion about the sites near the M4, but little about the Wokingham N & S sites.

16 APPROVAL OF THE JUNE ACCOUNTS FOR PAYMENT

16.1 It was **PROPOSED** by Cllr Southgate and **SECONDED** by Cllr Hunt and the Parish Council **RESOLVED** to pay the following accounts for June 2010.

**WINNERSH PARISH COUNCIL MEETING 8 June 2010
ACCOUNTS FOR PAYMENT - JUNE 2010**

Payee	Description	Amount	Ch.No.
National Association of Local Councils	DIS Subscription	105.75	6357
James Scott	Repairs cistern miser	75.00	6358
PumpMaster UK Limited	Repairs to pump appliance	150.15	6359
Sage (UK) Limited	SageCover - Instant Payroll	111.63	6360
Wokingham Borough Council	Pathway link - crossing	1,194.72	6361
David Reed	return booking deposit 23.07.10	50.00	6362
Knockout Entertainments	Obstacle course Fete	810.63	6363
Binfield Electrical Limited	Additional sockets Pavilion	273.15	6364
Graham Hurst	Internal audit 2009-2010	450.00	6365
Feathers and Fur	Birds of Prey demonstration Fete	300.00	6366
Allder Glass Limited	excess for claim replacement window Pavilion	250.00	6367
Clive Hudson	Banners fete	117.50	6368
Ruscombe Litho and Digital Printing Ltd.	Winnersh Matters + fete programmes	770.12	6369
HSS Hire Service Group plc.	Deposit hire generator fete	385.50	6370
Viking Direct	Stationery	134.01	6371
PHS Group plc	Toiletries	99.50	6372
Biffa Waste Services Ltd.	Waste Service from 03.07.10 to 01.10.10	982.80	6373
SMS Environmental	1 Sample - legionella	56.40	6374
The Computer Doctor	Quarterly Maintenance June/July/Aug 2010	44.06	6375
D. Knight Esq.	Window cleaning June 10	90.00	6376
Nick Robins Ltd.	Ground maintenance May 10	923.55	6377
Wokingham Job Support Centre	Donation	100.00	6378
Wokingham & District Citizens Advice Bureau	Donation	250.00	6379
St. Catherine's Church	Donation	150.00	6380
Berkshire County Blind Society	Donation	100.00	6381
Readibus	Donation	2,200.00	6382
Keep Mobile	Donation	2,200.00	6383
Reading Broadcasting Company Ltd.	Reading 107fm - fete	117.50	6384
John Wakefield	Chairmans allowance for Q1	50.00	6385
Salaries (CH-SDG-AB-PB-KB)	Salaries	4,057.61	6386-6390
The Berkshire Pension Fund	Pension	349.21	6391
HM Revenue & Customs Only	Tax & NI	399.12	6392
Southern Electric	Electricity supply	290.00	DD
Wokingham Borough Council	Rates	318.00	DD
Clunkclick	Internet back up storage	17.57	DD
British Gas Business	Gas bill 6 Feb - 17 May 2010	2,931.78	DD
Registry trust org.	Credit check	16.00	CC
Total for the month		<u>20,921.26</u>	

Financial Position as at 31 May 2010

Sub-total	£	60,616.38
Less payments for year to date	£	17,972.64
Sub-total	£	42,643.74
Add balance carried forward 31/3/10	£	38,957.81
	£	<u>81,601.55</u>

Note: Payments taken out in May 2010

DD payment VAT element for BT telephone charges	41.94
CC payment Galleon Supplies for toilet roll holders for the Pavilion	66.72
CC payment - Natwest credit card fee	32.00

17 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE 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 July 2010** at 7.45pm in the John Grobler Room.
There being no further business the meeting closed at 8.54pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 8 June 2010 Full Council Meeting Agenda

- 1 TVP Community Messaging; 11 May 2010
- 2 Wokingham & District CAB; invitation to become a member
- 3 Wokingham & District CAB; invitation to AGM, 30 July 2010
- 4 Pat Rowell; apologies for missing APM
- 5 CCB newsletter; 13 May 2010
- 6 WBC; Meeting of the Audit Committee, 20 May 2010, agenda
- 7 WBC; Annual Meeting of the Council, 20 May 2010, agenda
- 8 TVP; photofit re incident in Bracknell
- 9 TVP; In Your Neighbourhood, 13 May 2010
- 10 WBC Town & Parish News, May 2010
- 11 NALC events bulletin 2010
- 12 Action For All newsletter, 17 May 2010
- 13 WBC; SDL – Supplementary Planning Documents Consultation, Exec meeting, 27 May 2010
- 14 WBC Mayor's office; thanks from Barrie Patman
- 15 Tom Conlin, Berks County Blind Society; apologies for missing APM
- 16 Pat Rowell; apologies for missing APM
- 17 Katie Cuthbert, Sue Ryder Care; apologies for missing APM
- 18 TVP Authority and Local Police Liaison Meeting, 15 June 2010
- 19 CCB; The Power of Community Relations conference, 8 July 2010
- 20 WBC; Meeting of the Executive, 27 May 2010, agenda
- 21 WBC; Meeting of the Planning Committee, 26 May 2010, agenda
- 22 TVP; In Your Neighbourhood, 20 May 2010
- 23 Mid & West Berkshire Local Access Forum; Rolling out our RoWIPS, 2 June
- 24 Action For All newsletter, 24 May 2010
- 25 WBC; notification of Mayor and Leader of the Council, 2010-11
- 26 WBC; Community Hub Workshop, 19 June, Finchampstead
- 27 WBC; invitation to armed forces flag waving ceremony, 21 June 2010
- 28 WBC; Extraordinary Meeting of the Executive, 3 June 2010, agenda
- 29 Pipex will become Opel newsletter
- 30 WBC; Extraordinary Meeting of the Executive, 3 June 2010, **now 24 June**
- 31 WBC News; 27 May 2010
- 32 WBC; WPC Casual Vacancy may be filled by co-option
- 33 Action For All newsletter, 29 May 2010
- 34 WBC; update to Electoral Register, June 2010

Items of correspondence received since the issue of the 8 June 2010 Full Council Meeting Agenda

- N1 Peter Holland; request for update on Parking in Danywern Drive
- N2 Wokingham LINK; Annual Report and e-Bulletin
- N3 VAWB; link to 'The Volunteer' June 2010
- N4 WBC; link to Staff Bulletin issue 10
- N5 NALC; e-Bulletin, June 2010
- N6 TVP Neighbourhood Update, June 2010
- N7 WBC; Meeting of the Personnel Board, agenda, 15 June 2010
- N8 WBC; notification of Licensing Policy Review
- N9 WBC; Meeting of the Licensing and Appeals Committee, agenda, 3 June 2010
- N10 WBC; Meeting of the Overview and Scrutiny Committee, agenda, 7 June 2010
- N11 WBC; Meeting of the Standards Committee, agenda, 8 June 2010
- N12 Diabetes Event poster, 1 July 2010, Wokingham Town Hall
- N13 WBC; Temporary Events Notice approval for Fete
- N14 Readibus AGM, 1 July 2010, invitation to
- N15 VAWB; invitation to 'Building a Thriving 3rd Sector', 28 June 2010, Shute End
- N16 The Carbon Trust; links to information on Wind Turbines
- N17 Action For All Newsletter, 7 June 2010
- N18 Swallowfield 10k Run, 5 September 2010, poster
- N19 Open Spaces Society; Annual Report and magazine – summer 2010
- N20 WBC; Major Projects briefing, 30 June 2010, 6.30pm, Shute End
Re; B3030 / A329M Road Bridge stabilisation
- N21 WBC; request for WBC Mayor to attend Fete