



## Winnersh Parish Council

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### MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 14 DECEMBER 2010 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs J Wakefield (Chairman), M Armstrong, P Bray, F Breedlove, E Cooke, D Green, 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 – none**

#### **2 MINUTES OF THE PREVIOUS MEETING**

**2.1** The Clerk reported an error in the minutes of 9 November 2010 in 14.2. The summary figure for the salaries should read 3578.70, the Tax & NI 998.00 and the total for the month 9080.50. The Clerk confirmed that the individual cheques for salaries and tax presented to the Council at the November meeting were correct.

**2.2** The minutes of the Council meeting of 9 November 2010, with the changes listed in 2.1 above, were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

#### **3 MATTERS ARISING**

**3.1** none.

#### **4 PUBLIC SESSION**

**4.1** none.

## **5 COMPLAINTS AND FAULT TRACKING**

**5.1** none.

## **6 CORRESPONDENCE**

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

Item 12: The Council asked the Clerk to distribute details of PCSO Williams' Have Your Say meetings to the councillors. **ACTION: Clerk**

Item 23: The Clerk confirmed the details of the TVP email.

Item 41: The Clerk summarised the Wokingham railway closures over the Christmas holidays.

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

Item N1; TVP Speed Limit Liaison; Cllr Hunt reported on his interest in mobile VAS cameras.

Item N14; The Clerk summarised Mr Hoult's comments regarding the hall floor.

## **7 BOROUGH COUNCIL MATTERS**

**7.1** Cllr Siggery reported that she had received confirmation from WBC that additional land would not be released for use as allotments.

**7.2** Cllr Bray reported that:

- 1) The decision on the planning application for 21-22 Allnatt Avenue has been deferred subject to a site visit.
- 2) The planning application for land adjacent to 212 Bearwood Road has been turned down.
- 3) There is a pre-planning exhibition of the Arborfield SDL for 2000 houses. Cllr Bray expressed concerns over the change of location of a proposed primary school and about the Arborfield by-pass and the impact the additional traffic will have on Winnersh
- 4) Cllr Bray explained the percentage cuts faced by WBC as outlined in the Localism proposals. She explained in broad terms the relative effect these measures would have upon the WBC area.

**7.3** Cllr Armstrong reported that:

- 1) He advised the Council to consider a debate regarding the Parish's attitude towards the effects of a township at Arborfield.
- 2) Uncertainties have been raised regarding the rules for the payment of care when children and families move between local authorities.
- 3) He expressed concerns locally about information regarding the demarcation of flood zones.

## 8 PARISH COUNCILLORS' QUESTIONS

- 8.1 Cllr Hunt asked a further question regarding clarification of the flood zones. A discussion followed regarding the problems faced by families with properties within the flood zones and the difficulties faced by individuals in planning for their own flood defences.

## 9 LAST PLANNING COMMITTEE MEETING

- 9.1 The minutes of the meeting of 16 November 2010 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

Cllr Grimson reported on the proposal for B&B at 4 Mayfields, the Variation to the application for 42 houses on Poplar Lane, and the proposals for the land adjacent to 212 Bearwood Road.

He also reported that he and Cllr Hunt were monitoring responses to Exercise Watermark.

- 9.2 The minutes of the meeting of 6 December 2010 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

Cllr Grimson reported that the Pine Tree at the entrance to the car park has had to be felled as an emergency measure. He reported that the Planning Committee has insufficient funds within its budget to pay for this emergency measure. The Council **RESOLVED** to authorise £1350 towards the payment of this work from the Contingency Budget.

## 10 LAST R&A COMMITTEE MEETING

- 10.1 The minutes of the meeting of 7 December 2010 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 10.2 Cllr Plant explained the deterioration of the hall floor and the recent problem of the lifting of many small sections of the floor. The Ceroc dance group's booking has been cancelled as a safety precaution and to help prevent further wear and tear on the floor.

Current indications are that the hall floor will have to be replaced. The Council is taking expert advice on any sub-floor problems in the hall. Information is also being gathered on options and costs for replacement floors.

The Council asked the Clerk to enquire of WBC whether any S106 money may be available for upgrading this community facility. **ACTION: Clerk**

- 10.3 Cllr Plant reported on the options of spending current S106 money in the current financial year. Initial investigations have been made into upgrading seats and picnic benches on the Bearwood Recreation Ground.

(1 member of the public joined the meeting)

The Council **RESOLVED** to spend £5200 on the upgrading of seats and picnic benches on the Recreation Ground.

**10.4** Cllr Plant reported on the need to create more cupboard space within the Community Centre and the costs involved.  
The Council **RESOLVED** to vire £500 from the Car Park Extension Budget to the Miscellaneous Budget for this project.

**10.5** Cllr Plant reported on the Christmas Lights event. The singing of the Bearwood Primary School choir and the fireworks were the highlights of the evening. The lights were switched on by the Mayor of WBC. A collection of £58.93 was raised for the Mayor's Charity.  
A discussion followed regarding the targeting and distribution of publicity for the event.  
Concerns were expressed about the variations in accuracy of information published in the Wokingham Times. The Clerk was asked to write to the Editor expressing these concerns. **ACTION: Clerk**

## **11 2011 FETE WORKING GROUP**

**11.1** Cllr Southgate reported on the initial meeting of the Working Group. It was reported that the 2011 fete will follow a similar format to previous fetes, with a slightly later starting time of 1.00pm. Some roles on the working group have been taken by members of the public. The next working group meeting will be on 3 February 2011 at 7.30pm and Cllr Southgate invited those interested in helping to attend.

## **12 BUSINESS LIAISON WORKING GROUP**

**12.1** Cllr Armstrong reported on the recent working group meeting and summarised the initial scope of the group. The group is looking into broadening its contacts within the community. The next meeting will take place around the 2<sup>nd</sup> week in January 2011. Cllr Armstrong will confirm the details at a later date.

Cllr Bray suggested that contact could be made with the Twyford Village Partnership. **ACTION: Cllr Armstrong**

## **13 REPRESENTATIVES ON OUTSIDE BODIES**

**13.1** Cllr Hunt reported on the Police Community Liaison meeting.  
Four topics were covered: cuts, speeding, crime statistics, and recruitment of special constables.  
Cllr Hunt is investigating further information regarding deploying a VAS device in the parish.

**13.2** Cllr Breedlove reported on a recent NAG meeting. The deadline for the Winnersh Meadows Lottery grant application has been extended. In response to a question Cllr Breedlove replied that the Battle of the Bands was no longer being organised by the NAG, but that he was given to believe that the project was not taking place because of the reduced level of interest shown in the competition.

**13.3** The Clerk reported on a recent meeting of BALC regarding Finance for Larger Councils.

**13.4** Four WPC councillors have recently attended a BALC employment workshop. Additional booklets are now available to councillors. Cllr Breedlove summarised information regarding 'reasonable steps' in relation to disability discrimination.

#### **14 APPROVAL OF ACCOUNTS**

**14.1** The Council **RESOLVED** to confirm Cllr Green as a signatory to the Council's bank accounts. The FAO was asked to arrange for the completion of the necessary paperwork. **ACTION: FAO**

**14.2** The Clerk confirmed that details for the creation of cupboard space in the disabled toilet.

**14.3** Cllr Armstrong reported that the invoice for the printing of Winnersh Matters was greater than for previous editions. The latest edition was larger than previous editions, but the increase in cost had been off-set by fees raised for the advertising.

**14.4** It was **PROPOSED** by Cllr Siggery and **SECONDED** by Cllr Plant and the Parish Council **RESOLVED** to pay the following accounts for December 2010.

**WINNERSH PARISH COUNCIL MEETING 14 December 2010  
ACCOUNTS FOR PAYMENT - DECEMBER 2010**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Ch.No.</b>
Pavilion Café	Goodwill	20.00	6507
Pavilion Café	Christmas lights event - mulled wine	36.00	6508
John Wakefield	Chairman's allowance Q3	50.00	6509
Malcolm Armstrong	Christmas lights event - fireworks and cables	112.49	6510
Bowak Ltd	Cleaning products	111.88	6511
Wokingham Borough Council	Licensing fee 2010-2011	180.00	6512
ABA (Construction) Ltd	Monthly playground inspection	108.43	6513
ADT Fire and Security plc	Maintenance intruder system	313.01	6514
PHS Group	Toiletries	99.50	6515
RBS Invoice Finance Limited	Installation of low energy lights in MH, office, JGR and Pa	1,393.20	6516
Nick Robins Ltd.	Monthly ground works	770.22	6517
Nick Robins Ltd.	Felling of pine tree + road closure fee	1,578.03	6518
Ruscombe Litho and Digital Printing Ltd.	Printing of Winnersh Matters	795.00	6519
The Computer Doctor	Computer support for Q3	44.69	6520
Clive Hudson	SLCC Membership 2011	128.35	6521
Holly Digital	Annual Service Contract	240.88	6522
Truvox International Limited	Service to hoovers and buffer machine	102.23	6523
D. Knight Esq.	Window cleaning	90.00	6524
SMS Environmental Limited	Bi-annual water inspection / disinfection	890.65	6525
Biffa Waste Services Ltd	Trade waste service from 01.01.11 to 01.04.11	857.23	6526
Peter Brealey	Fitting of cupboard under sink disabled toilet	275.00	6533
Wokingham Borough Council	Christmas lights - Mayor's collection	58.93	6535
Salaries (CH-SDG-AB-PB)	Salaries	3,263.63	6527-6530
The Berkshire Pension Fund	Pension	349.21	6531
HM Revenue & Customs Only	Tax & NI	741.35	6532
Southern Electric	Electricity supply	290.00	DD
Wokingham Borough Council	Rates	116.92	DD
Clunkclick	Internet back up storage	17.57	DD
Alan Hadley	Skip hire	176.25	CC
Paul Smith Computer Services	Annual telephone support	70.50	CC
Thames Water	Water bill	676.81	DD
Total for the month		<u>13,957.96</u>	

**Financial Position as at 30 November 2010**

Sub-total	£	150,530.96
Less payments for year to date	£	106,188.98
Sub-total	£	44,341.98
Add balance carried forward 31/3/10	£	38,957.81
	£	<u>83,299.79</u>

**Note**

Thames Water - DD of £775.07 taken out on 22nd of November 2010

British Gas - DD of £1053.70 taken out on 25th of November 2010

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

**15.1** The member of the public – a representative of Winnersh Ballroom Society – asked for confirmation regarding the urgency with which the Council would approach the replacement of the hall floor.

Cllr Southgate, as chairman of the F&GP Committee, assured him that funds were available, and that a decision regarding the future of the floor would be made as soon as independent reports and flooring options were available to the Council.

**15.2** Cllr Wakefield informed the Council that several councillors may not be standing in the May 2011 elections and that councillors should encourage local people to stand to take their place.

**15.3** Cllr Armstrong raised the question of continuity of expertise regarding the Christmas Lights. He explained the potential costs involved in maintaining and

replacing the current lights and the necessity of building up a team of volunteers to oversee the project.

The Council considered the fireworks, choir and lights to be the plus points of the evening. Communication with the schools, use of a PA system, and advertising were areas for further consideration.

- 15.4** The latest edition of *Winnersh Matters* has recently been published. Cllr Armstrong suggested that more advertising could be included in future editions. The production of the magazine is becoming more sophisticated and the purchase of specialist publishing software could be considered. He hopes that voluntary expertise may be available for future editions. The Council also discussed the distribution of the magazine. The Clerk reported on the latest news of distribution by the Scouts. The Council discussed the relative merits and benefits to the community of different methods of distribution. The next edition of *Winnersh Matters* will probably be published in April 2011.

## **16 TIME AND DATE OF NEXT PARISH COUNCIL MEETINGS**

- 16.1** The next meeting of the Parish Council will be held on **Tuesday 11 January 2011 at 7.45 p.m.** in the John Grobler Room.

The member of the public left the meeting.

## **PART 2**

### **17 CURRENT DEBTORS**

- 17.1** The Clerk reported on the current status of current debtors. The Council **RESOLVED** to reinstate court action against a debtor and to continue to pursue payment of this debt.

There being no further business, the meeting closed at 9.36 p.m.

## Appendix 1

- 1 James Newman; cancellation of Rainbow Multi-Agency meeting, new date  
Wednesday 12 January 2011
- 2 WBC Children's Services; re fostering and caring
- 3 John Halsall; re contact information for WDALC
- 4 TVP; details for Liaison Meeting, 6 December 2010
- 5 WBC; An Extraordinary Meeting of the Council, 18 November 2010, agenda
- 6 WBC; Meeting of the Council, 18 November 2010, agenda
- 7 WBC; minutes of Committee Meetings for the period 1 October to 1 November 2010
- 8 WBC; an Extraordinary Meeting of the Executive, 18 November 2010
- 9 Action For All; newsletter, 15 November 2010
- 10 WBC; venue for Meeting of Executive 25 November is Maiden Place, Earley
- 11 TVP; Winnersh Neighbourhood Update, 16 November 2010
- 12 PCSO Nellie Williams; Have Your Say dates
- 13 VAWB; invitation to VSF AGM and Fair, 16 December 2010
- 14 WBC; meeting of the Personnel Board, 24 November 2010, agenda
- 15 WBC; Meeting of the Executive, 25 November 2010, agenda
- 16 ICO; Data Protection Act registration; confirmation of renewal
- 17 WBC; Safer Places Scheme flyers
- 18 Action For All; newsletter, 22 November 2010
- 19 NHS Berks West; grants and community skills training
- 20 Bearwood Primary School; thanks for grant
- 21 WBC; confirmation of receipt of Cllr D Green's Acceptance of Office forms
- 22 Twyford & Ruscombe Theatre Group; leaflets
- 23 TVP; incident update, 25 November 2010
- 24 VAWB update 2010
- 25 TVP In Your Neighbourhood, 24 November 2010
- 26 WBC; Current Consultations, link to website
- 27 First Great Western; changes to rail services over Christmas and New Year
- 28 WBC; Meeting of the Corporate Services Overview and Scrutiny Panel, 6 December  
2010, agenda
- 29 WBC; Elm Road car park, free parking on 4,11,18 December 2010
- 30 RBFRS; Integrated Risk Management Action Plan (IRMP) 2011-12
- 31 WBC; an Extraordinary Meeting of the Executive, 30 November 2010
- 32 TVP; Winnersh Neighbourhood Update, 1 December 2010
- 33 WBC; copy of Register of Electors, 1 December 2010
- 34 Judy Norman; reference for Relief Caretaker
- 35 The Look Out Discovery Centre; posters
- 36 LCR; request for contributions on the topic 'Are you willing to work with a cluster of  
local councils for representation, service delivery and campaign purposes?'
- 37 SLCC; Practitioners Conference details; 25/26 February 2011
- 38 WBC; Precept and Casual Vacancy documentation 2011-12
- 39 WBC; further information re Casual Vacancy elections
- 40 University of Gloucester; Clerk's WWYC Certificate
- 41 Network Rail; Wokingham Station Christmas closures
- 42 RBFR Service; Integrated Risk Management Annual Action Plan (IRMP) 2011-12



Items of correspondence received since the issue of the 14 December 2010 Full Council Meeting Agenda

- N1 TVP Liaison; Speed Limit Policy Draft Amendment
- N2 Alexander Kitchin; reference for Relief Caretaker
- N3 WBC; Wokingham Biodiversity Forum minutes and details for next meeting
- N4 Action For All newsletter, 10 December 2010
- N5 BALC; Localism Bill, update to follow soon
- N6 TVP; Winnersh Neighbourhood Update, 13 December 2010
- N7 WBC; acknowledge receipt of Cllr Green's Register of Interests form
- N8 WBC; invitation to 'Carols in the Mall', 17 December, 2pm at Shute End
- N9 Keep Mobile; leaflet
- N10 WBC; An Extraordinary Meeting of the Overview and Scrutiny Management Committee, 20 December 2010, agenda
- N11 Arborfield News magazine, December 2010 – January 2011
- N12 TVP; Minutes of Liaison Group meeting, 6 December 2011
- N13 WBC Staff Bulletin; summary of topics
- N14 Nigel Hault; comments re closure of hall to Ceroc
- N15 WBC; invitation to Major Projects Meeting, 11 January 2011
- N16 SLCC; receipt for Clerk's SLCC subscription, 2011
- N17 WBC; notification of Consultation on Draft Affordable Housing Supplementary Planning Document (SPD)