



**Winnersh Parish
Council**

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**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 8 MARCH 2011
IN THE JOHN GROBLER ROOM**

PRESENT: Cllrs J Wakefield (Chairman), M Armstrong, P Bray, E Cooke, D Green, J Grimson, D Hunt, D Jupp, L Lainsbury, J Peffers, J Plant, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Apologies for absence – Cllrs F Breedlove, E Siggery.

2 MINUTES OF THE PREVIOUS MEETING

2.2 The minutes of the Council meeting of 8 February 2011 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 17: The Council briefly discussed personal and prejudicial interests.

Item 38: The Council asked the Clerk to arrange for nomination papers for the 5 May parish elections to be held at the Council offices. **ACTION: Clerk**
The Council asked for information regarding nomination papers to be put on the parish website. **ACTION: Cllr Southgate**

6.2 Correspondence received since the issue of the agenda

No questions were asked.

7 BOROUGH COUNCIL MATTERS

7.1 Cllr Bray reported that:

1) she has been heavily involved with the Hatch Farm Dairies planning application.

7.2 Cllr Armstrong reported that:

1) The management of the Acorn Centre are happy to discuss with R&A members their vision for the use of Community Centres. (a copy of N9 of Correspondence was given to each councillor.)

Cllr Wakefield encouraged the Council to work together with other local community organisations.

8 PARISH COUNCILLORS' QUESTIONS

8.1 Cllr Armstrong gave further details regarding the funding and workings of the Acorn Centre at Woosehill.

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of 16 February 2011 were agreed, and the Parish Council **RESOLVED to sign them as a true record.**

Cllr Grimson reported that the Committee had objected to the siting of the proposed telephone mast near Sainsbury's.

9.2 Cllr Grimson reported on the Recommendation from the Planning Committee to have the Priority 1 tree work done as soon as possible. The Parish Council **RESOLVED to use the remaining funds from the Planning Tree Husbandry and Miscellaneous budgets and £500 from the F&GP Miscellaneous budget to pay for this work.**

9.3 Cllr Grimson asked whether there were any volunteers available to attend the Town & Parish Planning Liaison meeting on 29 March 2011. Cllr Bray indicated that she will try to attend.

- 9.4** Hatch Farm Dairies:
Cllr Grimson indicated that the Planning Committee had discussed the application and reported on the Committee's objections to the Council. The agenda for the Public Meeting on Friday 11 March was distributed to councillors. At the meeting Cllr Grimson proposes to give a guideline to addressing planning concerns. He will focus on the principles of development, including flooding and access.

10 LAST R&A COMMITTEE MEETING

- 10.1** The minutes of the meeting of 1 March 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2** Cllr Plant reported that the laying of the new floor had been completed. She reported that the press had been invited to the meeting of Winnersh Ballroom last week and that the Council was supplying photographs and a press release.
- 10.3** Cllr Plant explained the damage caused by dirt to the surface of the floor and the necessity for keeping as much dirt as possible off the floor. The Council **RESOLVED** to authorise the purchase of a multi-purpose floor cleaning machine and an exterior high-pressure cleaner, to be funded from the Hall Floor Refurbishment budget.

11 HALL FLOOR

- 11.1** The Clerk reported on the process of replacing the hall floor, including the works undertaken to the base beneath the floor itself and the incidental works to matting and doors.
- 11.2** The Clerk gave a breakdown of the costs of the works involved and the Parish Council **RESOLVED** to approve the payment of the final invoices related to the laying of the hall floor.
- 11.3** Cllr Jupp **PROPOSED** and Cllr Armstrong **SECONDED** and the Parish Council **RESOLVED** a vote of thanks to the chairman and members of the R&A Committee and to the Clerk and FAO for bringing the project in on time and to budget.

12 REPRESENTATIVES ON OUTSIDE BODIES

- 12.1** Cllr Grimson reported on a meeting of the BALC Executive Committee and the service level agreement made between BALC and CCB. He reported the HMRC decision that parish clerks can no longer be self-employed.

13 APPROVAL OF ACCOUNTS

- 13.1** The Council decided that, for practical reasons, the inclusion of Cllr Lainsbury on the bank mandate should be deferred until the May 2011 meeting when changes to the mandate will be made en bloc following the local elections.

13.2 It was **PROPOSED** by Cllr Plant and **SECONDED** by Cllr Southgate and the Parish Council **RESOLVED** to pay the following accounts for March 2011.

**WINNERSH PARISH COUNCIL MEETING 8 March 2011
ACCOUNTS FOR PAYMENT - MARCH 2011**

Payee	Description	Amount	Ch.No.
Sage (UK) Limited	Upgrade Instant Payroll	76.20	6577
Pims Group Sewers & Drains	Clearing of drainage pipes	180.00	6578
Viking Direct	Ink cartridges	143.45	6579
ABA (Construction) Ltd	Monthly play ground inspection	110.74	6580
SLCC Enterprises Ltd	Regional conference 2011	78.00	6581
ADT Fire and Security plc	Yearly charge for maintenance of Pavilion Fire alarm + resetting of alarm (MH)	397.68	6582
Staples Direct	Office stationery	71.56	6583
Glasdon UK Limited	New bin (part of S106 fund)	167.47	6584
Nick Robins Ltd	Monthly ground work	414.00	6585
Hayden Flooring Services	New floor MH + supply and installation of carpets	17,607.32	6586
Biffa Waste Services Ltd	Trade waste service for 02.04.11 to 01.07.11	916.66	6587
The Computer Doctor	Quarterly Computer Maintenance	45.00	6588
Berkshire Association of Local Councils	BALC Membership	1,153.99	6589
Bowak Ltd	Cleaning products	115.51	6590
The Post Office	Stamps	41.00	6591
John Wakefield	Chairman's Allowance Q4	50.00	6592
D. Knight Esq.	Window cleaning	90.00	6599
Salaries (CH-SDG-AB-CF)	Salaries	3,944.97	6593-6596
The Berkshire Pension Fund	Pension	365.86	6597
HM Revenue & Customs Only	Tax & NI	971.52	6598
Southern Electric	Electricity supply	290.00	DD
Wokingham Borough Council	Rates	0.00	
Clunkclick	Internet back up storage	17.94	DD
FOCUS	DIY products for maintenance MH	33.36	MC
Total for the month		27,282.23	

Financial Position as at 28 February 2011

Sub-total	£	165,412.66
Less payments for year to date	£	146,545.92
Sub-total	£	18,866.74
Add balance carried forward 31/3/10	£	38,957.81
	£	57,824.55

14 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

14.1 Cllr Wakefield confirmed the date of the Annual Parish Meeting as Tuesday 10 May 2011 at 7.30pm.

14.2 The Council **RESOLVED** that nominations for the 2011 Civic Awards should close at noon on Tuesday 31 May 2011. The winners are to be selected by the Executive Committee. The awards are to be presented at the Fete on 18 June 2011.

Information regarding the APM and Civic Awards is to be included in the April edition of Winnersh Matters, if possible. **ACTION: WM Editorial**

15 TIME AND DATE OF NEXT PARISH COUNCIL MEETINGS

15.1 The next meeting of the Parish Council will be held on **Tuesday 12 April 2011 at 7.45 p.m.** in the John Grobler Room.

There being no further business, the meeting closed at 8.42 p.m.

Items of correspondence received prior to the issue of the 8 March 2011 Full Council Meeting Agenda

- 1 WBC Mayor; unable to attend APM
- 2 Arborfield News magazine
- 3 WBC; Nominations to Neighbourhood Partnership Committees
- 4 WBC; Meeting of the Personnel Board, agenda, 16 February 2011
- 5 WBC; confirmation of use of Community Centre for polling, 5 May 2011
- 6 TVP; In Your Neighbourhood, 10 February 2011
- 7 WBC Staff Bulletin, 11 February 2011
- 8 SLCC National Forum; permission to publish newsletter once per month
- 9 DIS extra; launch of crime maps
- 10 TVP; beware metal theft
- 11 WBC; Meeting of the Trading and Enterprises Sub Committee
- 12 MS Therapy Centre; thanks for grant
- 13 Hall Place; publicity poster
- 14 WBC; medium term financial plan 2011/12
- 15 WBC; Meeting of the Council, agenda, 22 February 2011
- 16 WBC; Meeting of the Executive, agenda, 22 February 2011
- 17 BALC; clarification on personal / prejudicial interests
- 18 WBC; library publicity leaflets
- 19 WBC; Meeting of the Corporate Services Overview and Scrutiny Panel
- 20 Keep Mobile; invitation to AGM, 16 April 2011
- 21 SLCC; regional conference, 10 March, agenda
- 22 Thames Valley 7 Chiltern Air Ambulance; thanks for grant
- 23 VAWB; Funding Fair and AGM, 28 February 2011
- 24 SLCC; Larger Councils Conference, 14-15 April 2011, Cardiff
- 25 TVP; In Your Neighbourhood, 17 April 2011
- 26 WBC; Local Amenity Schedule, 2011-12
- 27 BALC; Local Council elections; nomination papers in by 4 April 2011
- 28 Relate; thanks for grant
- 29 Internal Audit & Compliance Ltd; introductory letter
- 30 Clerks & Councils Direct, March 2011
- 31 WBC; Meeting of the Community Partnerships Overview and Scrutiny Panel, agenda, 3 March 2011
- 32 Keep Mobile; The Omnibus magazine
- 33 Deaf Positives; introductory letter
- 34 WBC; Meeting of the Standards Committee, agenda, 1 March 2011
- 35 SLCC; blog on changes to Local Government
- 36 WBC; Town & Parish News, February 2011
- 37 James Newman; Multi-Agency meeting, 30 March, and previous minutes
- 38 WBC; provisional timetable for election 5 May, plus meeting 18 March 2011
- 39 WBC; electoral register update, March 2011

Items of correspondence received since the issue of the 8 March 2011 Full Council Meeting Agenda

- N1 WBC; car park charges from 4 April 201
- N2 VAWB; Faith and the Big Society Conference, Guildford, 11 April 2011
- N3 Pat Rowell; Hatch Farm Meadows Public meeting, agenda
- N4 WBC; Campaign Against Waste – Fees & Charges 2011-12
- N5 BALC; deadline for local election nomination papers, 4 April 2011
- N6 WBC; Meeting of the Overview and Scrutiny Management Committee, agenda, 14 March 2011
- N7 TVP; Community Policing award nominations, by 8 April 2011
- N8 SLCC; The Clerk magazine, March 2011
- N9 Cllr M Armstrong; uses of a Community Centre, eg (Acorn) Woosehill
- N10 TVP; In Your Neighbourhood, 3 March 2011
- N11 Community Wardens; unable to participate in Winnersh litter pick
- N12 CCB; Community Digital newsletter, Winter 2011