



## Widdersh Parish Council

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### **MINUTES OF THE MEETING OF WIDDERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 12 JULY 2011 IN THE JOHN GROBLER ROOM**

**PRESENT:** Cllrs D Green (Chairman), P Bray, F Breedlove, E Cooke, J Grimson, D Hunt, J Leask, J Plant, I Shepherd-Dubey, R Shepherd-Dubey, J Southgate.

**In attendance:** Clive Hudson (WPC Clerk), 4 members of the public.

#### **1 APOLOGIES**

**1.1 Apologies for absence** – Cllr E Siggery.

**1.2 Apologies for lateness** – Cllr P Bray.

Cllr Green reminded councillors that declarations of interest should be made where appropriate.

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

**2.1** The minutes of the Council meeting of 14 June 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** Cllr Green introduced Mrs Mary Elliott, the winner of the Winnersh Parish Council Civic Award 2011, and her sponsor, Mrs Cathy Whittington. Cllr Green presented Mrs Elliott with a bouquet and certificate and thanked her for the many years voluntary work she had put in administering the church hall at St Mary's, to the benefit of many Winnersh residents.

(4 members of the public left the meeting and one member joined the meeting)

- 4.2** Cllr Green reminded the meeting of the Standing Orders procedure regarding the recording of meetings.
- 4.3** One member of the public spoke regarding the provision of toilet facilities at the Winnersh Community Centre.

Cllr Bray joined the meeting.

## **5 COMPLAINTS AND FAULT TRACKING**

- 5.1** The Clerk reported on the increased rat activity at the allotments. An additional baiting of the area had been done.

## **6 CORRESPONDENCE**

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

Item 15: The Clerk gave details of the Inspire Wokingham Fun Day at Dinton Pastures, 23 July 2011.

Item 25; The Clerk gave details of the Volunteer Centre, Wokingham's post as Green N Tidy coordinator

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

Item N3: The Clerk gave details of the WBC Soccer at 6 scheme for 10-14 year olds, which will be using the Bearwood Recreation ground on Monday evenings during the school summer holidays.

## **7 BOROUGH COUNCIL MATTERS**

### **7.1** Cllr Bray reported:

- 1) Winnersh Primary School was developing a PCSO walking bus scheme and was developing rear entrances to the school
- 2) the Winnersh Primary School is undergoing a 2 stage expansion scheme to accommodate increased numbers of pupils
- 3) Hatch Farm Dairies: there is no further news. £300,000 has been allocated to the relief road feasibility/modelling scheme. There is concern about the exit onto Lower Earley Way.

## 8 PARISH COUNCILLORS' QUESTIONS

8.1 No questions.

8.2 The Council asked the Clerk to issue a standing invitation to WBC Cllr Houldsworth to attend the Full Council meetings and answer Parish Councillors questions. Written statements would also be accepted.

**ACTION: Clerk**

A discussion took place as to whether the Council should respond to Cllr Houldsworth's recent letter in the local press. It was considered not to be proper for the Council to make a formal response.

(an additional member of the public joined the meeting)

## 9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of 21 June 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 development at the rear of Woods Transits on the grounds of overdevelopment.

Cllr Grimson reported on the meeting of 11 July 2011:

WBC's Cllr Angus Ross had attended and had discussed the major development proposals within Wokingham Borough. Matters affecting Winnersh, particularly Hatch Farm Dairies, the relief road and flooding, had also been discussed.

WBC is again applying for change of use for 10 Targett Court. The Committee has objected, deploring the loss of housing stock.

## 10 LAST R&A COMMITTEE MEETING

10.1 The minutes of the meeting of 5 July 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Plant made no report of the meeting.

10.3 There were no recommendations from the R&A meeting.

10.4 Cllr Plant distributed her written report regarding external toilet facilities at the Pavilion. (**Item 16 on the agenda**). She explained that toilet facilities would be of benefit to visitors to the Recreation Ground. A petition, currently with 40 signatures, is being raised.

The Council asked why WBC had closed its external toilet facilities. Cllr Bray explained that the main reasons had been revenue and cleaning. WBC had opened the 'local loo' scheme as an alternative.

Cllr Green thanked Cllr Plant for presenting this information. The Clerk was asked to make the provision of external toilet facilities at the Community Centre an agenda item for the September Full Council meeting.

**ACTION: Clerk**

A discussion took place regarding the problems faced by the café regarding toilet facilities.

Cllr Lainsbury declared an interest and spoke briefly from the café's viewpoint.

The use of various alternative toilet facilities, including portaloos, to alleviate the current pressure on the pavilion toilets, was discussed. The Council was of the opinion that there was insufficient information to warrant an emergency spend. The matter of alternative toilet facilities would therefore be an item for discussion for the next financial year.

(Cllr Lainsbury and one member of the public left the meeting)

**10.5** Standing Orders were suspended whilst Mr Singh spoke about a problem with his allotment plot.

Cllr Green reported that the matter had been discussed at the previous week's R&A meeting and that an investigation was in process and the decision would be reported to Mr Singh and the R&A Committee in due course.

(One member of the public left the meeting)

## **11 LAST EXECUTIVE COMMITTEE MEETING**

**11.1** The minutes of the meeting of 4 July 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**11.2** Cllr Green reported that the Committee had reviewed the Strategic Aims of the Council and had created a draft version of the revised Strategic Aims document S01. This document had been distributed to councillors and its discussion is an agenda item later in this meeting.

## **12 LAST BUSINESS VENTURES SUB-COMMITTEE MEETING**

**12.1** The minutes of the meeting of 29 June 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**12.2** Cllr Southgate reported that the sub-Committee had held a meeting to discuss the Pavilion Café hiring and suggestions for a revised contract. The proprietors of the Pavilion Café had joined the meeting.

The Pavilion Café proprietors had confirmed their preference for a Fixed Rate hiring agreement.

There were no questions regarding the minutes of the meeting.

**12.3** The sub-Committee had **RECOMMENDED** and the Council **RESOLVED** to delegate to the sub-Committee the authority to complete the contract with the Pavilion Café.

The next stage for the sub-Committee will be to finalise the wording of the contract.

## **13 NEXT FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

- 13.1** The date of the next F&GP Committee meeting was confirmed as Tuesday 26 July 2011 at 7.45pm in the John Grobler Room.

## **14 CO-OPTION OF COUNCILLORS**

- 14.1** Cllr Green explained that this subject had been discussed by the Executive Committee. The Council is currently 2 members short of its full complement of councillors. Cllr Green outlined a possible procedure which could be followed to standardise the co-option of councillors. The Council asked that a draft document be produced for the Co-Option of Councillors. The revision and acceptance of this procedure was asked to be an agenda item for the September 2011 Full Council meeting. **ACTION: Clerk**

## **15 RECRUITMENT OF CARETAKER**

- 15.1** The Clerk notified the Council that adverts had been published and there had been a large amount of initial interest. The closing date for applications is 19 July with an intended interview date of 26 July.
- 15.2** The Council **RESOLVED** that the interviewing panel should be Cllrs Green, R Shepherd-Dubey, Southgate and the Clerk.

## **16 EXTERNAL TOILET FACILITIES AT THE COMMUNITY CENTRE**

- 16.1** Cllr Plant had presented her document and discussions had taken place under item 10.4 of the agenda above.

## **17 STRATEGIC AIMS**

- 17.1** The Council discussed the Strategic Aims of the Council using the draft document presented by the Executive Committee as the basis for its discussions.

Topics discussed included the provision of Winnersh Matters, website wording, the relief road and crossroads in Winnersh, Health Centre, flooding, parking, library, fly-tipping, community facilities.

- 17.2** Cllr Southgate was asked to revise the document and distribute it to councillors. **ACTION: Cllr Southgate**
- 17.3** The Clerk was asked to make the review and acceptance of the Strategic Aims Procedure S01 an agenda item for the Full Council meeting in September 2011. **ACTION: Clerk**

## **18 REPRESENTATIVES ON OUTSIDE BODIES**

- 18.1** Cllr Hunt had attended a police liaison meeting. CI Christian Bunt had presented the latest crime statistics which showed a decrease in reported crime within the Wokingham area.

- 18.2 Cllr Plant had attended PCSO Williams' Have Your Say meeting at Grovelands Park.
- 18.3 Cllr R Shepherd-Dubey reported on a recent NAG meeting, which discussed street parking and the de-criminalisation of parking offences. The NAG will now meet quarterly. The Winnersh Meadows project is now going ahead. It is envisaged that the request for authorisation of the Council's £9000 grant towards this project will be presented to the September 2011 Full Council meeting.
- 18.4 Cllr R Shepherd-Dubey attended a BALC Localism course. She reported that the parish council needs to develop a strategic plan regarding housing allocation.
- 18.5 Cllr Grimson had attended the Borough Parish Working Group meeting which was preparing for the Borough Parish Conference in November 2011.
- 18.6 Cllr Grimson had attended a planning briefing regarding the Wokingham Station redevelopment.
- 18.7 Cllr Grimson announced that he will be unable to attend the WDALC meeting later this week. There were no councillors available to take his place.

## 19 APPROVAL OF ACCOUNTS

- 19.1 The Clerk confirmed that cheque number 006675 had been signed by Cllrs Plant and Southgate to pay the fees for the 1<sup>st</sup> Aid at the fete. The organisation had stepped in at very short notice when the original suppliers cancelled. The fee was as per budget.
- 19.2 The Clerk confirmed that the payment for a replacement tyre had been approved by the R&A Committee.
- 19.3 The Council **RESOLVED** to authorise the Planning Committee meeting of 2 August 2011 to pay the accounts for August 2011.

The Clerk informed the Council that there would then be a 6 week gap before the signing of the cheques at the September Full Council meeting.

- 19.4 It was **PROPOSED** by Cllr Breedlove and **SECONDED** by Cllr Hunt and the Parish Council **RESOLVED** to pay the following accounts for July 2011.

**WINNERSH PARISH COUNCIL MEETING 12 July 2011**  
**ACCOUNTS FOR PAYMENT - JULY 2011**

Payee	Description	Amount	Ch.No.
CCB	Training Cllr	20.00	6676
Bowak Ltd	Cleaning products	86.52	6677
ABA (Construction) Ltd	Playground inspections	110.74	6678
Trinity Mirror plc	Caretaker advert	357.60	6679
Nick Robins Ltd	Monthly ground works	1,254.00	6680
Southern Electric Contracting Ltd	Qtrly maintenance street ligths	77.65	6681
G. Alston	Replacement tyre	182.00	6682
Allder Group	Replace broken window	180.00	6683
Graham Hurst	Internal audit 2010-2011	450.00	6684
Salaries (CH-SDG-AB-CF)	Salaries	3,455.50	6685-8
The Berkshire Pension Fund	Pension	366.36	6689
HM Revenue & Customs Only	Tax & NI	717.47	6690
Southern Electric	Electricity supply	290.00	DD
Wokingham Borough Council	Rates	82.00	DD
Clunkclick	Internet back up storage	17.94	DD
Total for the month		7,647.78	

Financial Position as at 30 June 2011

Sub-total	£	74,691.68
Less payments for year to date	£	53,769.94
Sub-total	£	20,921.74
Add balance carried forward 31/3/11	£	33,084.01
	£	54,005.75

Payment made in June 2011

1st Response Medical Services Limited	First Aid Summer Fete	200.00	6675
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**20 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

**20.1** none

**21 TIME AND DATE OF NEXT PARISH COUNCIL MEETINGS**

**21.1** The next meeting of the Parish Council will be held on Tuesday 13 September 2011 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 10.00 p.m.

Items of correspondence received prior to the issue of the 12 July 2011 Full Council Meeting Agenda

- 1 WBC; acknowledgement of receipt of councillors Acceptance of Office forms
- 2 Invitation to Energy Efficiency conference, Aylesbury, 7 July 2011
- 3 TVP; information re fuel thefts
- 4 Arborfield News magazine, June-July 2011
- 5 WBC; meeting of the Planning Committee, 22 June 2011, agenda
- 6 WBC; Staff Bulletin, 17 June 2011
- 7 Berkshire County Blind Society; invitation to AGM, 26 September 2011, Charvil
- 8 Digital UK; Digital TV Community Outreach pack
- 9 WTC; request permission to wear chains at Masonic Centre
- 10 WBC; map of neighbourhood areas
- 11 WBC; meeting of the Executive, 30 June 2011, agenda
- 12 WBC; meeting of the Corporate Services Overview and Scrutiny Panel
- 13 WBC; meeting of the Children's Services Overview and Scrutiny Panel, 27 June 2011, agenda
- 14 TVP; Open Day leaflet; 3 September 2011
- 15 Inspire Wokingham; invitation to Family Fun Day, Dinton Pastures, 23 July 2011
- 16 Rainbow Multi-Agency forum; list of priorities following previous meeting
- 17 WBC; Neighbourhood Partnership Committee; terms of reference and confirmation of only ONE place per parish
- 18 Wokingham Link Annual Report 2010-11;
- 19 Wokingham Times; confirmation of placement of job advert
- 20 WBC; Extraordinary Meeting of the Planning Committee, 6 July 2011, agenda
- 21 WBC; Extraordinary Meeting of the Licensing and Appeals Committee, 4 July 2011, agenda
- 22 WBC; job advert confirmed on WBC website
- 23 WBVSF; flyer for Community Lunch, 13 July 2011
- 24 TVP; update on theft of metal
- 25 Volunteer Centre, Wokingham; Green N Tidy project coordinator, poster advert
- 26 WJSC; invitation to AGM, 14 July 2011
- 27 WBC; updates to Register of Electors, July 2011
- 28 Fields In Trust; update re Queen Elizabeth 11 Fields
- 29 Thames Water; leaflet 'Important changes to the ownership of your sewers'
- 30 WDALC meeting agenda, 14 July 2011
- 31 WBC; Town & Parish News, July 2011

Items of correspondence received since the issue of the 12 July 2011 Full Council Meeting Agenda

- N1 Sue Ryder; invitation to nominate for 'Women of Achievement Awards 2011'
- N2 The Clerk magazine, July 2011
- N3 WBC; Soccer at 6 flyers