



Winnersh Parish Council

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

PRESENT: Cllrs D Green (Chairman), E Cooke, J Grimson, D Hunt, L Lainsbury, J Leask, J Plant, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

- 1.1 **Apologies for absence** – Cllrs P Bray, F Breedlove, I Shepherd-Dubey, R Shepherd-Dubey.
- 1.2 Cllr Green reported on Cllr Siggery's resignation from the Council.
(see also Correspondence, item 23)

2 MINUTES OF THE PREVIOUS MEETING

- 2.1 The minutes of the Council meeting of 11 October 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 There were no issues raised by the public.

5 COMPLAINTS AND FAULT TRACKING

- 5.1 None.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 21; Cllr Lainsbury will attend the public meeting at Winnersh Primary School, 16 November 2011. **ACTION: Cllr Lainsbury**

Item 23; Cllr Green read Cllr Siggery's letter of resignation from the Winnersh Parish Council. The Council asked the Clerk to write to Cllr Siggery expressing its thanks and best wishes. **ACTION: Clerk**
The Clerk will notify WBC of Cllr Siggery's resignation. **ACTION: Clerk**

Item 24; Cllr I Shepherd-Dubey's report on the Council's IT System will be an agenda item for the next F&GP Committee meeting. **ACTION: Clerk**

Item 27; WBC Member Briefing on Planning; Cllrs Green and Hunt will check their availability. The Clerk will contact Cllr I Shepherd-Dubey to enquire of her availability. **ACTION: Clerk**

Item 38; WBC Litter Pick; see Agenda Item 10, R&A.

6.2 Correspondence received since the issue of the agenda

Item N3: The Council **RESOLVED** to authorise £420 for the repair of a CCTV camera, to be taken from the Contingency budget.

Item N4: The Council noted the new TVP non-emergency contact phone number, 101. Cllr Green will contact Cllr Bray regarding including this information in the next edition of Winnersh Matters. **ACTION: Cllr Green**

Item N11; The Council **RESOLVED** to approve Graham Carter and Richard Tilbe as Trustees of WFAT.

7 BOROUGH COUNCIL MATTERS

7.1 Cllr Bray's written report was read to the Meeting. It included information on:

- 1) Hatch Farm Dairies and relief road
- 2) the meeting re Reading Road roadworks, 9 November 2011
- 3) Borough/Parish Conference
- 4) NAG/Winnersh Meadows
- 5) Winnersh Matters update
- 6) apologies for the next F&GP meeting.
Cllr Southgate will liaise with F&GP members to see whether there is a suitable alternative date for the meeting. **ACTION: Cllr Southgate**

7.2 Cllr Green conveyed WBC Cllr P Houldsworth's apologies and read a written report from him. It included information on:

- 1) the meeting re Reading Road roadworks, 9 November 2011

- 2) concerns re Hatch farm Dairies development
- 3) a summary of the WBC committees on which he serves.

8 PARISH COUNCILLORS' QUESTIONS

8.1 There were no questions regarding WBC matters.

8.2 There were no questions regarding WPC matters.

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of 24 October 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

Cllr Grimson reported on the recent applications at Locksley Gardens.

10 LAST R&A COMMITTEE MEETING

10.1 The minutes of the meeting of 1 November 2011 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Plant reported on the preparations for the Christmas Lights event. James Newman has the information regarding the setting up of the lights. Cllr Green will consult an electrician regarding the safety of the equipment.

ACTION: Cllr Green

James Newman and Cllr Plant will consult with Nick Robins regarding installing the lights in the trees. **ACTION: Cllr Plant & J Newman**

The Council requested a schedule of events and timings for the Christmas Lights event. **ACTION: Cllr Plant**

10.3 Cllrs Plant and Lainsbury will set up a Christmas Tree in the lobby in the Main Hall. **ACTION: Cllrs Plant & Lainsbury**

10.4 The Council discussed participation in the WBC Litter Pick over the weekend of 24/25 March 2012. The Council **RESOLVED** to organise the Winnersh Litter Pick on the morning of Sunday 25 March 2012. Cllrs Green and I Shepherd-Dubey will coordinate the preparations.

ACTION: Cllrs Green, I Shepherd-Dubey

The Council suggested contacting interested groups well in advance and making a list of suitable roads to be included in the litter pick.

10.5 The Council briefly discussed the background of the Adopt-A-Street scheme.

11 WPC BROADBAND SERVICE

11.1 The Clerk and Cllr Green reported on the developments relating to the problems with the Council broadband service. Investigations have been made into the costs and practicalities of alternative broadband supplies. The Council **RESOLVED** to authorise the cancellation of the TalkTalk account and the changeover of supplier to Plusnet, at a date to be decided.

12 WPC CO-OPTION PROCEDURE

- 12.1** Cllr Green reported that the Council is now three members short of its full complement of councillors. He asked councillors to encourage residents to apply for co-option. The Clerk and Cllr Green are making investigations and will draft a formal co-option procedure for the Council which will be reviewed by the next F&GP Committee meeting, before being presented to the Full Council for adoption. **ACTION: Clerk, Cllr Green**

13 BOROUGH/PARISH CONFERENCE

- 13.1** Cllr Grimson reported on the Borough/Parish Conference. He observed that the breakout sessions were well received and there seemed to be more desire to improve communications between the Borough and Towns & Parishes.

Cllr Green reported that most towns and parishes have websites and newsletters.

The Council discussed WBC's request for information regarding events related to the Olympics 2012 and the Queen's Jubilee. The Council approved in principle that the Fete 2012 should have a Jubilee theme.
(see also N7 of Correspondence)

14 REPRESENTATIVES ON OUTSIDE BODIES

- 14.1** Cllr Cooke had attended an RE3 meeting. Currently about 80% of waste is being recycled or re-used. The contract for the new waste collection service will go live from April 2012.
- 14.2** Cllr Cooke reported on preparations for the TV digital switchover in February 2012.
- 14.3** Cllr Grimson has been appointed vice-chairman of WDALC.
- 14.4** Cllr Grimson reported on the BALC AGM. A large amount of information is being fed down from Central Government and is being filtered and summarised by BALC.
He reported on the latest news of the Localism Bill.

15 APPROVAL OF ACCOUNTS

- 15.1** The Clerk confirmed the details of the Bowak invoice.
- 15.2** The Clerk explained the works necessary for the clearing of the drains. The council asked him to enquire of the long-term effectiveness of the suggested jet-spraying of the drains. **ACTION: Clerk**
- 15.3** The Clerk confirmed that the financial summary did not include the precept receipt for the second half of 2011-12.
[Clerk's note; the precept receipt figure has now been included in the receipts in the Financial Position summary in 15.6 of these minutes. CH]

- 15.4** The Council **RESOLVED** to authorise the payment of £9000 towards the Winnersh Meadows project.
- 15.5** The Clerk explained the breakdown of the TalkTalk invoice for the 2010-11 telephone and broadband services.
- 15.6** It was **PROPOSED** by Cllr Plant and **SECONDED** by Cllr Hunt and the Parish Council **RESOLVED** to pay the following accounts for November 2011.

**WINNERSH PARISH COUNCIL MEETING 8 November 2011
ACCOUNTS FOR PAYMENT - NOVEMBER 2011**

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF-JM)	Salaries	3,276.44	6760-63
The Berkshire Pension Fund	Pension	390.78	6764
HM Revenue & Customs Only	Tax & NI	643.32	6765
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ABA (Construction) Ltd	Monthly playground inspection Oct11	110.74	6766
Binfield Electrical Limited	Security Lighting Maintenance	695.02	6767
Bowak	Dustpan & Brush	57.07	6768
Chubb	Annual Service & Supplies	291.15	6769
D Knight Esq.	Window Cleaning October	180.00	6770
	Window Cleaning November		
Drain & Able	CCTV Survey	270.00	6771
The Information Commissioner	Annual Subscription	35.00	6772
Investec Asset Finance plc	Lease Rental 6/12/11-5/3/12	93.47	6773
Nick Robins Limited	Works during Oct11	1,188.00	6774
PumpMaster UK Limited	Service Pump Appliance	105.60	6775
SSE Contracting Limited	Rechargeable Repairs	87.10	6776
Star Fireworks Limited	Fireworks for Christmas Lights Event	74.97	6780
Total Gas & Power Ltd	Gas to 30/9/11	203.47	6777
Wokingham Borough Council	Winnersh Meadows Project	9,000.00	6778
Wokingham Borough Council	Premises Licence	180.00	6779
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Natwest Voucher Statement Fee		9.75	
PlusNet	Initial Broadband Fee	64.90	DD
PlusNet	Monthly Fee	18.00	DD
Risk Group	Internet back up storage	17.94	DD
TalkTalk		458.37	DD
Wokingham Borough Council	Rates	123.00	DD
Natwest Credit Card (PrinterInks)	Laser Toner	84.25	DD
Total for the month		13,347.80	

Financial Position as at 31 October 2011

Sub-total (receipts)	£	146,369.96
Less payments for year to date	£	95,576.75
Sub-total	£	50,793.21
Add balance carried forward 31/3/11	£	33,084.01
	£	<u>83,877.22</u>

Payment in September

1 /9 Natwest Voucher Fee	9.75
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16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

16.1 The Clerk presented a draft document with possible meeting dates for 2012. The Planning Committee will review the suggested Planning Committee dates. The confirmation of the Council meeting dates 2012 will be an agenda item at the December 2011 Full Council meeting. **ACTION: Clerk**

16.2 The Clerk presented a revised councillors' address list. Councillors were asked to check the details and inform the office of any changes. **ACTION: All Councillors**

17 TIME AND DATE OF NEXT PARISH COUNCIL MEETINGS

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

Cllr Green invited all councillors and their partners to join him for Christmas nibbles after the meeting.

There being no further business, the meeting closed at 9.45pm.

APPENDIX 1

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

- 1) WBC Cllr P Houldsworth; attendance at WPC meetings
- 2) BALC; survey re LCR magazine
- 3) WBC; Meeting of the Planning Committee, agenda, 19 October 2011
- 4) WBC; Meeting of the Corporate Services Overview and Scrutiny Panel, agenda, 20 October 2011
- 5) WBC; Meeting of the Special Council Executive Committee, agenda, 20 October 2011
- 6) WBC; Meeting of the Trading and Enterprises Sub Committee, agenda, 20 October 2011
- 7) WBC; Extraordinary Meeting of the Executive, agenda, 20 October 2011
- 8) BALC; AGM 5 November 2011, report of vice-chairman
- 9) Travis Perkins plc; reference for Amanda Lambourne
- 10) WBC; Meeting of the Children's Services Overview and Scrutiny Panel, agenda, 24 October 2011
- 11) CCB; Annual Review 2010/11
- 12) TVP; update re bicycle thefts
- 13) CCB; notification of change of address
- 14) James Newman; Rainbow Multi-Agency minutes, 5 October 2011
- 15) Action For All; newsletter, 18 October 2011
- 16) WBC; Meeting of the Community Partnerships Overview and Scrutiny Panel, agenda, 25 October 2011
- 17) RBFRS; Integrated Risk Management Annual Action Plan (IRMP) 2012/13
- 18) Voluntary Sector Forum; invitation to AGM, 31 October 2011
- 19) TVP; rogue traders update, 19 October 2011
- 20) NALC; nomination papers for NALC Larger Councils' Committee, 2011-13
- 21) Piers Bruning, WBC; Winnersh Primary School public meeting, 16 November 2011
- 22) WBC; Meeting of the Executive, agenda, 27 October 2011
- 23) Cllr Liz Siggery; resignation from WPC
- 24) Cllr I Shepherd-Dubey; Information Technology report, 2011. re wpc office
- 25) The Lookout Centre; leaflet
- 26) Arborfield PC; Arborfield News, October – November 2011
- 27) WBC; Member Briefing session re Planning and Borough Design Guide, Tuesday 22 November 2011, Shute End
- 28) WBC; link to Partnership News
- 29) Berkshire Pension Fund; Pensions Fair, 23 November 2011
- 30) WBC; link to Campaign Against Waste update
- 31) Round and About Wokingham/Winnersh, magazine, November 2011
- 32) WBC Staff Bulletin; 24 October 2011
- 33) Keep Mobile; leaflets
- 34) Clerks & Councils Direct; magazine, November 2011
- 35) WBC; Meeting of the Personnel Board, 7 November 2011
- 36) WBC; Major Road works meeting, Wed 9 November 2011, Shute End

- 37) WBC; Community Infrastructure Strategy – consultation with Parish Councils, 17 October to 14 November 2011
- 38) WBC; invitation to join WBC Litter Pick, 24/25 March 2012

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

- N1 Action For All; newsletter, 2 November 2011
- N2 Volunteer Centre, Wokingham; request for information for newsletter
- N3 Binfield Electrical; quote for new CCTV camera
- N4 TVP; new non-emergency number is 101
- N5 WBC Neighbourhood Partnership Meeting minutes, plus dates of next meetings
- N6 Swallowfield PC; link to Neighbourhood Planning Regulations consultation
- N7 WBC; request for information re events celebrating 2012 Olympics and Queen's Jubilee
- N8 Open Spaces Society, newsletter Autumn 2011
- N9 WBC; Rural Matters Conference/Rural Crime Conference, 18 November, Swallowfield
- N10 WBC; Meeting of the Overview and Scrutiny Management Committee, agenda, 15 November 2011
- N11 Geoffrey Harper; new WFAT Trustees