



Winnersh Parish Council

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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 14 FEBRUARY 2012 IN THE JOHN GROBLER ROM

PRESENT: Cllrs J Southgate (Chairman), E Cooke, J Grimson, L Lainsbury,
J Leask, I Shepherd-Dubey, R Shepherd-Dubey, D Hunt, J Plant

In attendance: C Hudson (WPC Clerk), J Stonor (WBC Area Manager)

1 APOLOGIES

1.1 **Apologies for absence** – Cllrs P Bray, F Breedlove, D Green.

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 10 January 2012 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 No members of the public were present.

4.2 Cllr Southgate welcomed Joyce Stoner, who has taken over as WBC Interim Area Manager. Ms Stoner explained her role as Area Manager and her other responsibilities within the Library Service and locally on the Winnersh NAG and Rainbow Multi-Agency group.

The Council asked about the forthcoming changes to household waste and recycling collections and expressed its concern regarding the traffic issues relating to the expansion of Winnersh Primary School.

Cllr Southgate thanked Ms Stoner for discussing her role with the Council.
Ms Stoner left the meeting.

5 COMPLAINTS AND FAULT TRACKING

5.1 None.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 9; The Clerk explained that three sets of previous years' minutes had been left with the Berkshire Record Office. The Council **RESOLVED** to approve £180 for the binding of the records.

The Record Office had requested back copies of Winnersh Matters to be deposited with them. Councillors were asked to give the Clerk a copy of the back issues. **ACTION: Councillors**

Item 13 & N1; The role of CCB was clarified.

6.2 Correspondence received since the issue of the agenda

Item N2; The Council noted that Inspector Mike Graham had spoken to the Council last May and asked the Clerk to invite him to the next Full Council meeting. **ACTION: Clerk**

7 BOROUGH COUNCIL MATTERS

7.1 Cllr Bray had telephoned in her apologies. There were no reports from the Borough Councillors.

8 PARISH COUNCILLORS' QUESTIONS

8.1 There were no questions regarding WBC matters.

8.2 Cllr Southgate confirmed that there were no Parish elections due for another 3 years and that Parish vacancies could be filled by co-option.

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of 24 January 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.2 Cllr Grimson reported on recent applications and concerns regarding the impact on traffic of the Winnersh Primary School application. He summarised developments on the WBC Design Guide SPD, tree felling, GVOLs, and road works within Winnersh.

10 LAST R&A COMMITTEE MEETING

- 10.1** The minutes of the meeting of 7 February 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2** Cllr Plant reported on developments relating to external toilets, hall bookings, Recreation Ground maintenance, allotments and the Litter Pick. The Clerk was asked to consider the inclusion of panic alarms for staff within the next intruder alarm review. **ACTION: Clerk**

11 LAST FINANCE & GENERAL PURPOSES COMMITTEE MEETING

- 11.1** Cllr Southgate reported that the Revenue Budget details for 2012-13, which had been reviewed by the F&GP Committee, had been omitted from the minutes. The minutes of the meeting of 30 January 2012, subject to the inclusion of the Revenue Budget details, were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.2** The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital accounts for Quarter 3, 2011-12.
- 11.3** Cllr Southgate reported that the review of Policies & Procedures was proceeding.
- 11.4** Cllr Southgate reported that the FAO, Caretaker and Relief Caretaker had been confirmed in post following successful probationary periods.

12 BUDGET AND PRECEPT 2012-13

- 12.1** Cllr Southgate reported that the proposed Committee budgets had been included in full. The Contingency had been raised to the equivalent of 3 months revenue expenditure, in accordance with NALC guidelines.
- 12.2** The F&GP Committee **RECOMMENDED** and the Council **RESOLVED** to approve the Income, Expenditure and Capital & Major Projects budgets for 2012-13.
- 12.2** The Council **RESOLVED** to approve the precept for 2012-13 as £107,881, this representing another 0% change to previous years' Council Tax charges.

13 WINNERSH MATTERS

- 13.1** The Council discussed the merits of producing an early edition of Winnersh Matters in March 2012. The Council considered that, despite the postponement of the opening of Winnersh Meadows, there was still sufficient justification for the production of a March edition.

The Council **RESOLVED** to authorise the production of a March 2012 edition of Winnersh Matters, subject to confirmation from Cllr Bray that the production of the early edition will be practicable. **ACTION: Cllr Bray**

- 13.2** Cllr Southgate reported that the opening of Winnersh Meadows had been postponed from 24 March to 19 May. The NAG has requested that parish Councillors volunteer to adjudicate at the competitions on the day. Volunteers are to pass their names on to the Clerk. **ACTION: Councillors & Clerk**

14 REPRESENTATIVES ON OUTSIDE BODIES

- 14.1** Cllrs Grimson and R Shepherd-Dubey reported on the latest WDALC meeting.
- 14.2** Cllr Grimson reported that a BPWG meeting is proposed at Shute End to coordinate Jubilee/Olympic celebratory events. Cllr Baker had explained that the devolution of services from WBC would not come with the finance to fund them. Cllr Grimson reported that the NALC was reorganising its procedures for council access to information.
- 14.3** Cllr Cooke reported on the funding of the half-term dance in Rainbow Park.
- 14.4** Cllr Leask gave a detailed report on information received at the BALC Finance training, attended by himself and Cllrs R Shepherd-Dubey and Green. The need for a 'Chairman's Box', the procedure for checking payments and bank statements, and the use of a credit card, were topics referred to the F&GP Committee for review. **ACTION: Clerk**

15 APPROVAL OF ACCOUNTS

- 15.1** The Clerk reported that cheque no 6857 had been mis-written and was in the possession of the FAO.
- 15.2** It was **PROPOSED** by Cllr Plant and **SECONDED** by Cllr Hunt and the Parish Council **RESOLVED** to pay the following accounts for February 2012.

**WINNERSH PARISH COUNCIL MEETING 14 February 2012
ACCOUNTS FOR PAYMENT - FEBRUARY 2012**

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF-JM)	Salaries	3,120.45	6834-6837
The Berkshire Pension Fund	Pension	390.78	6838
HM Revenue & Customs Only	Tax & NI	649.12	6839
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ADT	Work on Fire Alarm System	102.00	6840
ABA (Construction) Ltd	ARD Monthly playground inspection Jan12	110.74	6841
Bowak	Cleaner, Mop, Sacks - £40.08	229.27	6842
	Bleach, Cloths, Mop Handle, Wall Chart - £23.32		
	Mophead - £3.22		
	Buckets with Metal Wringers - £162.65		
Cancer Research UK	Donation	30.00	6843
St Catherines Church	Donation	100.00	6844
Central Heating Services	Boiler Service in Pavilion House	152.52	6845
Clive Hudson	85% of SLCC Annual Membership	148.75	6846
Chris Fazey	Wall Plugs, Break Glass Spares, Gripfill	28.31	6847
Dave Knight Esq	Window Cleaning Feb12	90.00	6848
MD Appliance Services	Boiler Service in Community Hall	55.00	6849
MS Therapy Centre	Donation	200.00	6850
NALC	DIS Subscription	108.00	6851
Nick Robins Limited	Ground Works Jan12	462.00	6852
pfs Group plc	Blue Towel & Toilet Roll	101.62	6853
Relate Berkshire	Donation	100.00	6854
Record RSS Limited	Repairs to Playground	670.32	6855
The Post Office	Stamps	36.00	6856
Total Gas & Power Ltd	Gas to 31/12/11	542.57	6858
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Natwest Voucher Statement Fee		13.00	DD 1/2
PlusNet	Monthly Fee	41.48	DD 15/2
Risk Group	Internet back up storage	17.94	DD 15/2
Total for the month		<u>7,499.87</u>	

Financial Position as at 31 January 2012

Sub-total (receipts)	£	160,858.51
Less payments for year to date	£	137,895.28
Sub-total	£	22,963.23
Add balance carried forward 31/3/11	£	33,084.01
	£	<u>56,047.24</u>

16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

- 16.1** Cllr Plant raised the idea of displaying the Union Flag during this year's celebrations. The Council referred this suggestion to the R&A Committee for consideration.
ACTION: Clerk

17 TIME AND DATE OF NEXT PARISH COUNCIL MEETINGS

- 17.1** The next meeting of the Parish Council will be held on Tuesday 13 March 2012 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 9.35pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 14 February 2012 Full Council Meeting Agenda

- 1 WBC; Meeting of the Personnel Board, agenda, 18 January 2012
- 2 Action For All News; 11 January 2012
- 3 WBC; Meeting of the Council, agenda, 19 January 2012
- 4 Joyce Stoner, WBC; acceptance of invitation to attend February Full Council meeting
- 5 RBFRS; opening of Wokingham Fire Station, 8 February 2012
- 6 WBC; notice of Rainbow Multi-Agency Group meeting, 1 February 2012
- 7 WBC; link to Inform newsletter, issue 1
- 8 CLIC Sargent; posters for Reading half-marathon
- 9 Berkshire Record Office; costs of storing WPC minutes
- 10 TVP; Special Constabulary Recruitment Event
- 11 Open Spaces Society; choice of newsletter by post or email
- 12 Neighbourhood Partnership Committee Meeting, 25 January 2012
- 13 CCB; Community Digital, newsletter
- 14 WBC; Meeting of the Executive, agenda, 26 January 2012
- 15 WBC; Rainbow Multi-Agency Meeting, agenda, 1 February 2012
- 16 Wokingham LINK; e-bulletin 21 January 2012
- 17 WBC; Meeting of the Trading and Enterprises Sub Committee, 31 January 2012
- 18 NALC; National Compact survey report
- 19 WBC; link to Inform newsletter, issue 2
- 20 WBC; invitation to Village SOS National Conference, Birmingham, 27 February
- 21 NALC; national conferences, Localism, People in Action
- 22 WBC; link to Partnership News
- 23 WBC; minutes of Major Projects Meeting, 24 January 2012
- 24 TVP; CCTV Lower Earley
- 25 WBVSF; The Volunteer newsletter
- 26 Wokingham LINK; e-bulletin 3 February 2012
- 27 WBC; Meeting of the Planning Committee, agenda, 8 February 2012
- 28 WBC; weather alert, 3-4 February 2012
- 29 WBC; Electoral Register update; February 2012
- 30 WBC; Foster Carer posters
- 31 WBC; notification of use of Community Centre for elections, 3 May 2012
- 32 Action For All newsletter, 7 February 2012
- 33 WJSC Newsletter, 1 February 2012

Items of correspondence received since the issue of the 14 February 2012 Full Council Meeting Agenda

- N1 CCB; reorganisation of CCB
- N2 TVP Inspector Mike Graham; offer to visit parishes
- N3 WBC; Campaign Against Waste contract advertisements