



**Winnersh Parish
Council**

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**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 13 MARCH 2012
IN THE JOHN GROBLER ROM**

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

In attendance: C Hudson (WPC Clerk)

1 APOLOGIES

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

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 14 February 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 The Council asked the Clerk to follow up the invitation issued to Inspector Mike Graham to attend a Full Council meeting. **ACTION: Clerk**

5 COMPLAINTS AND FAULT TRACKING

- 5.1** The Clerk reported on a gas leak under the caretaker's drive near the pavilion, which occurred the previous Saturday. The Caretaker organised repairs and informed hirers. Two manholes giving access to the pavilion drains were discovered. The Gas Board will make good their repairs. The Council **RESOLVED** to approve £120 to reinstate the remainder of the driveway to the level of the manholes. **ACTION: Clerk & Caretaker**
The Council commended the actions of the Caretaker.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 17; Cllr Bray will attend the opening of 10 Targett Court.

Item 20; The Clerk explained the updating procedure for the Electoral Register.

Item 27; There were no councillors available to attend the WBC Vision meeting which clashed with this Full Council meeting.

Item 28; The TVP information was noted.

6.2 Correspondence received since the issue of the agenda

Item N7; The Clerk explained that the Berkshire Youth jobs advert will be displayed on the Council's notice boards, space permitting.

Item N8; Cllr Bray explained the role of the Corporate Services Overview and Scrutiny Panel.

7 BOROUGH COUNCIL MATTERS

- 7.1** The Council noted that no report has been received from WBC Cllr P Houldsworth for several months. The Council asked the Clerk to contact Cllr Houldsworth to request that reports be resumed after the WBC elections in May. **ACTION: Clerk**

- 7.2** Cllr Bray gave an update on WBC's new Waste Collection procedure to be implemented in April 2012.
Of particular note is that household waste will only be collected in the blue sacks supplied and that collection days may change in April.
Cllr Bray reported that about 41% of waste is recycled, which is very close to the national average. Black Box recycling will continue as before but with weekly collections.
Green recycling will only be collected from the WBC supplied bins (£60 annual charge) or in the WBC supplied paper sacks (£1 each) and will be collected fortnightly.

8 PARISH COUNCILLORS' QUESTIONS

- 8.1 Cllr Bray confirmed that the street lights being replaced on Reading Road are environmentally friendly.

The plans for the Winnersh Primary School extension are due for review at the WBC April Planning Committee meeting.

The parking arrangements in adjacent roads are under review separately.

- 8.2 None.

9 LAST PLANNING COMMITTEE MEETING

- 9.1 The minutes of the meeting of 13 February 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 9.2 The minutes of the meeting of 5 March 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 9.2 Cllr Grimson reported on the latest applications received and summarised the Council's objections to the Winnersh Primary School parking proposals.

- 9.3 The Clerk confirmed that the diseased oak tree on the corner of Bearwood Recreation Ground has been felled.

10 LAST R&A COMMITTEE MEETING

- 10.1 The minutes of the meeting of 6 March 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 10.2 Cllr Plant reported on the repairs to the Main Hall chairs and the purchase of carpet cleaning kit.

The Caretaker had requested doors to be re-installed in the Pavilion House kitchen. The Clerk presented revised quotations for the doors. The Council **RESOLVED** to authorise a maximum of £140 for new doors and fittings.

ACTION: Clerk & Caretaker

The External Toilets have been discussed in detail and quotations are being sought.

Cllr Plant reported on concerns regarding the footpath on the railway bridge on Robinhood Lane. Cllr Bray explained that Network Rail are responsible for the bridge and agreed to contact them.

ACTION: Cllr Bray

- 10.3 Preparation for the Litter Pick were discussed.

It was confirmed that volunteers can deposit their waste sacks at the meeting point in Sainsbury's car park, to be collected by WBC, or leave them out with their household waste.

11 WINNERSH MATTERS

- 11.1** Cllr Bray reported on preparations for the next edition of Winnersh Matters. Copy for the edition is nearly complete. It was agreed that distribution could be made during the last week in March. Volunteers wishing to help with the distribution should contact Cllr Grimson. **ACTION: All Councillors**

12 LITTER PICK 2012

- 12.1** This topic had been discussed under 10.3 above.

13 WINNERSH FETE 2012

- 13.1** Cllr Southgate reported on the progress being made with the stalls, entertainments and arena programme.
Cllrs Imogen and Rachelle Shepherd-Dubey agreed to arrange the collection of the PA equipment from Winnersh Primary School.
ACTION: Cllrs I & R Shepherd-Dubey

14 REPRESENTATIVES ON OUTSIDE BODIES

- 14.1** Cllr Bray reported on the NAG developments regarding parking in Cavendish Gardens and Danywern Drive.
Councillors were thanked for volunteering to help with the opening of Winnersh Meadows on 19 May.
- 14.2** Cllr Southgate reported on the Community Conference, which used the theme 'Inspire Wokingham'.

15 APPROVAL OF ACCOUNTS

- 15.1** The Clerk reported on the new Business Rates for 2012-13
- 15.2** It was **PROPOSED** by Cllr Bray and **SECONDED** by Cllr Grimson and the Parish Council **RESOLVED** to pay the following accounts for March 2012.

**WINNERSH PARISH COUNCIL MEETING 13 March 2012
ACCOUNTS FOR PAYMENT - MARCH 2012**

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF-JM)	Salaries	3,442.07	6859-6862
The Berkshire Pension Fund	Pension	390.78	6863
HM Revenue & Customs Only	Tax & NI	699.52	6864
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ADT	Maint/Monitor Fire Alarm System Mar12-Feb13	703.52	6865
	Callout 16 Feb - put alarm on test		
	Attend Site 1 Mar - take system off test		
ABA (Construction) Ltd	ARD Monthly playground inspection Feb12	110.74	6866
Biffa Waste Services Ltd	Waste Collection 31/3, 1/4-29/6/12	918.82	6867
Binfield Electrical Ltd	Portable Appliance Testing	196.56	6868
Dave Knight Esq	Window Cleaning Mar12	90.00	6869
David Green	Q4 Chairmans Allowance	50.00	6870
John Grimson	Xmas Lights Expenses	115.90	6871
H. Marley	Repairs to heating system 27,28,29 Jan	2,238.00	6872
	Attend 4/5 Feb - repairs to pipework		
	Repairs in disabled cloakroom 14 Feb		
	Allotments - replace taps, posts etc		
H. Marley	100 x 4 way keys for allotments	125.00	6873
Nick Robins Limited	Ground Works Feb12 & Felling of Oak Tree	2,188.80	6874
Pavilion Café	AGM Xmas Function	74.00	6875
Sherwood Bros. & Burton (Maidenhead) Ltd	Repairs to pathway outside CH	498.96	6876
Southern Electric	Q4 Electric Charges 19Nov - 22Feb 12	834.34	6877
Sue Styles	Carpet Cleaner	100.00	6878
The Computer Doctor	Qtrly Maintenance Cover Mar-May 2012	45.00	6879
Total Gas & Power Ltd	Gas to 31/1/12	563.48	6880
Wokingham Borough Council	Fee for Planning Permission for entrance signs	47.50	6881
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Natwest Voucher Statement Fee		9.75	DD 1/3
PlusNet	Monthly Fee	38.50	DD 15/3
Risk Group	Internet back up storage	17.94	DD 15/3
Thames Water	8 Dec 11 - 8 March 2012	586.92	DD 22/3
Wokingham Borough Council	Council Tax	93.00	DD 1/4

Total for the month 14,179.10

Financial Position as at 29 February 2012

Sub-total (receipts)	£	166,718.20
Less payments for year to date	£	145,473.06
Sub-total	£	21,245.14
Add balance carried forward 31/3/11	£	33,084.01
	£	<u>54,329.15</u>

16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

- 16.1** Cllr Plant's suggestion for a flagpole was referred back to the R&A Committee. **ACTION: Clerk**
The Clerk was asked to check on the requirements for planning permission for flagpoles. **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 10 April 2012 at 7.45pm in the John Grobler Room.

PART 2

18 STAFF OVERTIME

- 18.1** The Council considered the extra time worked by the FAO.
The Council **RESOLVED** to authorise a 16 hours overtime payment and to carry forward 1 week's leave into 2012-13.
- 18.2** The Council considered the extra time worked by the Clerk.
The Council **RESOLVED** to authorise 32 hours overtime payments and to carry forward 1 week's leave into 2012-13.
- 18.3** The Council discussed the need for more regular review of staff overtime, it was agreed that F&GP are to review and authorise any overtime payments, on a quarterly basis. **ACTION: F&GP committee**

There being no further business, the meeting closed at 9.48pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 13 March 2012 Full Council Meeting Agenda

- 1 WBC; Meeting of the Personnel Board, agenda, 22 February 2012
- 2 SLCC; regional events
- 3 Action For All newsletter; 20 February 2012
- 4 WBC; meeting of the Council, agenda, 23 February 2012
- 5 WBC; Medium Term Financial Plan 2012-13
- 6 WBC; Meeting of the Executive, agenda, 23 February 2012
- 7 British Heart Foundation; 'mend broken hearts' poster
- 8 WBC; flyer for Community Conference
- 9 WBC; Meeting of the Community Partnership Overview and Scrutiny Panel, agenda, 1 March 2012
- 10 Arborfield PC; Arborfield News, February / March 2012
- 11 WBC; Meeting of the Children's Services Overview and Scrutiny Panel, agenda, 27 February 2012
- 12 Volunteer Centre Wokingham; invitation to Community Conference, 9 March 2012 at LVLC
- 13 Wokingham LINK; newsletter and public meeting 22 March 2012
- 14 TVP; Community Safety Website Questionnaire
- 15 Pat Rowell, re 19 May, thanks for volunteers
- 16 WBC; Meeting of the Licensing and Appeals Committee, agenda, 5 March 2012
- 17 WBC; invitation to opening of 10 Targett Court as Residents Resource Centre, 21 March 2012, 10.00am to 3.00pm.
- 18 Clerks & Councils Direct magazine, March 2012
- 19 Keep Mobile; invitation to AGM, 14 April 2012
- 20 WBC; Electoral Register update, February 2012
- 21 Action For All newsletter; 5 March 2012
- 22 WBC; Meeting of the Personnel Board, agenda, 12 March 2012
- 23 The Clerk; magazine, March 2012
- 24 Round and About Wokingham / Winnersh, magazine, March 2012
- 25 Volunteer Centre Wokingham; meeting of Wokingham Children's Trust Board, 12 March 2012
- 26 Clifton Ingram solicitors; invitation to Employment Law workshop, 29 March 2012
- 27 WBC Borough Council Vision; Invitation to meet Andy Couldrick, 13 March 2012
- 28 TVP; warning re skimming of cards and fly-tipping
- 29 Open Spaces Society; newsletter, Spring 2012

Items of correspondence received since the issue of the 13 March 2012 Full Council Meeting Agenda

- N1 WBC; Meeting of the Overview and Scrutiny Management Committee, agenda, 19 March 2012
- N2 WBC; Food Hygiene Rating Scheme leaflet
- N3 MS Therapy Centre; thanks for grant
- N4 Cancer Research UK; thanks for donation
- N5 Relate; thanks for grant
- N6 LCR magazine; Spring 2012
- N7 Berkshire Youth; jobs advert
- N8 WBC; Meeting of the Corporate Services Overview and Scrutiny Panel