



**Winnersh Parish
Council**

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**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 9 OCTOBER 2012
IN THE JOHN GROBLER ROOM**

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

In attendance: Clive Hudson (WPC Clerk), 2 members of TV Police.

1 APOLOGIES

1.1 Apologies for absence – Cllr F Breedlove.

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 11 September 2012 were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

3 MATTERS ARISING

3.1 There were no matters arising.

4 PUBLIC SESSION

4.1 Cllr Green welcomed PC Tin Wong and PCSO Mike Neave of TV Police. PC Wong gave an update of crime in Winnersh and adjoining areas. He reported that two new PCSOs are undertaking training and will become active before the end of the year. He reported on other staff turnover. Discussions took place relating to the reporting of incidents and the use of the 101 telephone number and the use of the Commercial Security Advisor.
Cllr Green thanked the officers, who then left the meeting.

5 COMPLAINTS AND FAULT TRACKING

- 5.1** The Clerk reported that repairs to the external lights are awaited and that ADT are still tracking a fault in the alarm system.

6 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 14; The Clerk reported that Compensation of £120 had been received from Nat West bank.

Item 26; The Committee discussed representation at the Borough/Parish Conference on 7 November 2012. There are 3 breakout sessions and these will be attended by:

Localism in Planning – Cllr Tilbe (or Cllr Southgate)

Devolved Services – Cllr Grimson

Rural Matters – Cllr Green.

The Clerk will forward this information to WBC. **ACTION: Clerk**

Item 20; Cllr Green will attend the Sports Personality award evening.

ACTION: Clerk

Item 31; will be discussed under the Planning Committee report.

Item 32; WBC Council Tax consultation. The Clerk will forward copies of this document to all councillors.

ACTION: Clerk

6.2 Correspondence received since the issue of the agenda

Item N1: The Council asked the Clerk to forward the request for a tree planting ceremony to the NAG.

ACTION: Clerk

Item N2; will be discussed under the Planning Committee report.

Item N3; will be discussed under the R&A Committee report.

7 BOROUGH COUNCIL MATTERS

- 7.1** The Council noted Cllr Houldsworth's apologies.

- 7.2** Cllr Bray reported that:
There have been a series of meetings regarding Winnersh Primary School. Options under consideration include expanding the current site and creating a satellite site at the British Legion.

- 7.3** Cllr R Shepherd-Dubey reported:
There is no news on the Hatch Farm Dairies development.
She will forward copies of a presentation regarding the Code of Conduct to the Clerk for distribution to councillors.

ACTION: Cllr R Shepherd-Dubey, Clerk

WBC is publishing its Declarations of Personal Interest, with redacted signatures.

8 PARISH COUNCILLORS' QUESTIONS

8.1 Cllr Bray gave an update WBC rubbish collection and recycling. Revisions to the service are being scrutinised and a decision is expected in November. It is uncertain whether current blue bags will be allowed to be used next year.

8.2 none

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the meetings of 10 September were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.2 The minutes of the meeting of 1 October 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.3 Cllr Grimson reported that there was very little to report. The small tree survey has been authorised.

9.4 Cllr Hunt reported on the latest news regarding flood risk mapping, emergency flood plans, and gave a brief summary of the flooding surgery held in Wokingham.

10 LAST R&A COMMITTEE MEETING

10.1 The minutes of the meeting of 2 October 2012 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Plant presented additional information regarding an alternative option for matting at the Kompan Elements play unit. The Clerk will contact the company. **ACTION: Clerk**
Cllr Plant gave an update on signage, S106 options and the Christmas Lights event.

10.3 A discussion took place regarding the External Toilet and changes required due to the introduction of new building regulations. The details of alarm system and lighting are to be considered.

10.4 Cllr Plant **PROPOSED** and the Council **RESOLVED** to vire £750 from the External Decoration budget the Miscellaneous budget.

11 NEXT FINANCE & GENERAL PURPOSES COMMITTEE MEETING

11.1 The date of the next F&GP Committee meeting was confirmed as Tuesday 30 October 2012 at 7.45pm.

12 CODE OF CONDUCT

- 12.1** The Clerk reported that all but one Declarations of Personal Interest have been received. Cllr Southgate reported that the DPIs will be included on the Parish website, with the signatures redacted.
Cllr Green was asked to write to Cllr Lainsbury regarding her outstanding DPI and intentions to attend Council meetings. **ACTION: Cllr Green**

13 MEMBERSHIP OF COUNCIL COMMITTEES

- 13.1** Cllr I Shepherd-Dubey **PROPOSED** and Cllr Bray **SECONDED** Cllr Tilbe to be a member of the R&A Committee and this was **RESOLVED**.

14 PAVILION HOUSE REPAIRS

- 14.1** The Clerk gave an update on the progress of the tendering process for the heating systems upgrade of the Pavilion and Pavilion House.
The Clerk reported on the initial report from the structural engineer giving guidance on the potential repairs to the internal structure of the Pavilion House. The Council asked the Clerk to get quotations from builders in time for the next Full Council meeting. **ACTION: Clerk**

15 WINNERSH MATTERS

- 15.1** Cllr Bray reported on the options and costs for the printing of the next edition. A 4 page edition for the end of November was considered most practical.

16 REPRESENTATIVES ON OUTSIDE BODIES

- 16.1** Cllr Cooke reported on a recent Multi-Agency meeting.
- 16.2** Cllr Grimson reported on forthcoming BALC training courses. The Council **RESOLVED** that Cllr Tilbe should attend the New Councillors course, subject to availability. **ACTION: Cllr Tilbe, Clerk**
- 16.3** Cllrs Plant and Southgate reported on the Wokingham Olympic celebration evening.
- 16.4** Cllr Southgate reported on a WBC to double match funding. This will be considered at the next F&GP meeting. **ACTION: Clerk**

17 APPROVAL OF ACCOUNTS

- 17.1** The Clerk confirmed the repayment of two allotment deposits.
- 17.2** The Clerk confirmed the ROX wall invoice. The reimbursement of S106 money from WBC is in progress. The Clerk confirmed that the second precept payment has been received, so the funds for payment are available.

- 17.3 The Clerk explained the details of the initial invoice for the External Toilet project.
- 17.4 The Clerk summarised the details of his expenses claim.
- 17.4 It was **PROPOSED** by Cllr Plant and **SECONDED** by Cllr Grimson and the Parish Council **RESOLVED** to pay the following accounts for October 2012.

**WINNERSH PARISH COUNCIL MEETING 9 OCTOBER 2012
ACCOUNTS FOR PAYMENT - OCTOBER 2012**

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF-JM)	Salaries	3,930.36	SO/7027-28
The Berkshire Pension Fund	Pension	396.11	7029
HM Revenue & Customs Only	Tax & NI	1,216.61	7030
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ADT Fire & Security Plc	Replacement Batteries for First System	102.00	7031
ABA (Construction) Limited	ARD Monthly Playground Inspection Sept12	110.74	7032
Biffa Waste Services Limited	Waste Collections 29 Sept - 28 Dec 12	918.84	7033
Binfield Electrical Limited	Repair/Replace Strip Light in Gents Toilets	201.60	7034
British Gas	Elec Charges to 31 Aug 12	317.43	7035
Chris Fazey	Duoflush/Sealant/Strainer Waste	33.40	7036
Clive Hudson	Expenses - Mileage/Parking/Mobile etc	156.47	7037
Corona Energy	Gas Charges to 1 Sept12	160.68	7038
Deborah Wallace	Allotment Deposit Refunded	35.00	7039
D Knight Esq	Window Cleaning Sept & Oct	180.00	7040
Hags Play Limited	Rox Funnel Wall & Installation	13,710.00	7041
Hayden Flooring Services	Supply of Panaget Cleaning Products	208.00	7042
H Marley	First payment of works & materials on External Toilet & Drain & Flush of Heating System	3,590.50	7043
John Franc	Allotment Deposit Refunded	35.00	7044
Mazars	External Audit Year 2011/12	660.00	7045
Nick Robins Limited	Ground Works September12	1,086.00	7052
phs Group plc	Multi Wipes/Blue Towel/T-Rolls/Black Sacks	238.42	7047
SSE Contracting Limited	Street Lights Maintenance Sept Qtr	77.81	7053
The Post Office	100 x 1st & 100 x 2nd Class Stamps	110.00	7049
Viking	Diaries/Planner/Envelopes/Books	90.37	7050
Zurich Municipal	Teenage Shelter & Rox Wall Premium	75.66	7051
Chris Fazey	August 2012 Overtime Payment	37.94	7054
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NatWest One Card	Allotment Competition Vouchers	50.00	DD 10/10
PlusNet	Monthly Fee	53.73	DD 12/10
Risk Group	Internet back up storage	17.94	DD 19/10
Thames Water	Charges for 12 June - 10 September 2012	319.40	DD 29/9
Wokingham Borough Council	Council Tax	91.00	DD 1/10
Total for the month		28,211.01	

Financial Position as at 30 September 2012

Sub-total (receipts)	£	139,715.53
Less payments for year to date	£	92,423.19
Sub-total	£	47,292.34
Add balance carried forward 31/3/12	£	46,199.54
	£	93,491.88

18 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

18.1 The Council discussed the disposal of the Clerk's redundant laptop. The laptop has no re-sale value. The Council **RESOLVED** that the laptop can be given to the Caretaker once all Council data has been removed. Cllr I Shepherd-Dubey volunteered to oversee the total removal of the data.

ACTION: Cllr I Shepherd-Dubey

19 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

19.1 The next meeting of the Parish Council will be held on Tuesday 13 November 2012 at 7.45pm in the John Grobler Room.

PART 2

20 INSURANCE

20.1 The Clerk reported on a potential insurance claim against the Council. The document has been forwarded to the Council's insurers.

There being no further business, the meeting closed at 10.10pm.

Items of correspondence received prior to the issue of the 9 October 2012 Full Council Meeting Agenda

- 1 SLCC; The Clerk magazine, September 2012
- 2 Clerks & Councils Direct; magazine September 2012
- 3 WBC; Meeting of the Overview and Scrutiny Management Committee, agenda, 18 September 2012
- 4 WBC; Meeting of the Planning Committee, agenda, 19 September 2012
- 5 WBC; Meeting of the Council, agenda, 20 September 2012
- 6 WBC; confirmation of receipt of DPIs for Cllrs I Shepherd-Dubey, Green & Tilbe
- 7 Barnardo's; receipt and thanks for donation
- 8 TV Alert; 17 September 2012
- 9 Action For All News; 17 September 2012
- 10 Clifton Ingram Solicitors; Citation newsletter
- 11 TV Alert; 18 September 2012
- 12 TV Alert; 20 September 2012
- 13 WBC; Meeting of the Executive, agenda, 27 September 2012
- 14 Nat West; acknowledgement of complaint
- 15 Wokingham Town Council; invitation to Olympic Reception, 3 October 2012
- 16 TV Alert; 24 September 2012
- 17 WBC; Rainbow Multi-Agency meeting agenda, 3 October 2012
- 18 TV Alert; 25 September 2012
- 19 Readibus; thanks for grant
- 20 WBC; invitation to Sports Personality Awards evening, 7 December 2012
- 21 TV Alert; 26 September 2012
- 22 TV Alert; 27 September 2012
- 23 TC Police; attendance at meeting of 9 October 2012
- 24 Twenty/Twenty TV; are You a Hoarder advert
- 25 Wokingham Volunteer Centre; recruitment fair, 13 October 2012
- 26 WBC; Borough/Parish Conference, 7 November 2012. Delegate invitation
- 27 Home-Start; thanks for grant
- 28 Round & About Wokingham/Winnersh; magazine October 2012
- 29 Action For All News; 1 October 2012
- 30 TV Alert; 1 October 2012
- 31 Cllr D Hunt; information on Flooding matters
- 32 WBC; consultation on Council Tax Changes
- 33 Cllr I Shepherd-Dubey; request for dispensation on allotment matters
- 34 Cllr D Green; request for dispensation on allotment matters
- 35 Cllr R Tilbe; request for dispensation on allotment matters
- 36 TV Chamber of Commerce; request for sponsorship
- 37 TV Alert; 2 October 2012

Items of correspondence received since the issue of the 9 October 2012 Full Council Meeting Agenda

- N1 Veteran Tree Society; request to organise Jubilee Tree planting at Winnersh Meadows
- N2 Winnersh Primary School Development Working Parties; 26.9.12, notes
- N3 H Marley; notes on External Toilet
- N4 Cllr P Houldsworth; apologies
- N5 Cllr R Tilbe; interest in being appointed to the R&A Committee