



## **Winnersh Parish Council**

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### **MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 8 JANUARY 2013 IN THE JOHN GROBLER ROOM**

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

**In attendance:** Clive Hudson (WPC Clerk),

#### **1 APOLOGIES**

**1.1 Apologies for absence** – Cllr D Hunt

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

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

#### **3 MATTERS ARISING**

**3.1** It was confirmed that bonus points from the WBC recycling scheme can be donated to local schools. Cllrs Bray and Cooke will pass on this information to the Winnersh and Bearwood Primary Schools.

**ACTION: Cllrs Bray & Cooke**

#### **4 PUBLIC SESSION**

**4.1** The Clerk confirmed that Sgt Woolford and the new PCSO hope to attend the APM in May 2013.

#### **5 COMPLAINTS AND FAULT TRACKING**

**5.1** The Clerk reported that one comment had been received regarding flooding to the Adult Gym equipment.

## **6 CORRESPONDENCE**

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

Item 2; the Clerk clarified the details of the LCR request.

Item 10; This correspondence will be considered under item 19 of the agenda.

Items 12 & 23; The Council noted the details of the Christmas domestic abuse campaign

Item 17; The Clerk reported on this correspondence.

Item 19; The Clerk confirmed that the precept would not be capped in 2013-14.

Item 21; Cllr Southgate summarised the information regarding the setting of the Council's precept, 2013-14.

Item 26; This correspondence will be considered under item 11 of the agenda.

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

Item N12: This information will be considered under item 10.2 of the agenda.

## **7 BOROUGH COUNCIL MATTERS**

### **7.1 Cllr R Shepherd-Dubey reported on:**

- 1) details of the primary school at Winnersh Farm will be published later
- 2) the Clinical Commissioning Group procedures will be effective from 1 April 2013
- 3) the plans for access to Station Road in Wokingham

### **7.2 Cllr Bray reported on:**

- 1) the proposed Winnersh Primary School working group meeting
- 2) the 30mph extension on Robinhood Lane
- 3) the capability for online viewing of S106 provisions from March
- 4) WBC's provision of grants to Keep Mobile

The Council asked the F&GP committee to consider this at its next meeting.

**ACTION: Clerk**

- 5) WBC's response regarding the government's consultation on planning restrictions.

## **8 PARISH COUNCILLORS' QUESTIONS**

### **8.1 Borough Council matters:**

**8.1.1** none

### **8.2 Parish Council matters:**

**8.2.1** none

## **9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the meeting of 3 January 2013 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.2** Cllr Grimson reported on the meeting of 3 January 2013.

## **10 LAST R&A COMMITTEE MEETING**

**10.1** The minutes of the meeting of 2 January 2013 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**10.2** Cllr Breedlove gave an update on the progress of current projects, including signage and external toilets, which are ongoing.

The Clerk will make further investigations into the use of S106 funding for goal posts, and will report to the next F&GP committee meeting.

**ACTION: Clerk**

The Clerk will make further investigations into the replacement of the main hall boilers and report to the next F&GP committee meeting.

**ACTION: Clerk**

No reply has been received from WRFC regarding the moving of the goalposts.

**10.3** The Clerk reported on the independent inspection and recommendations for repairs to the Kompan Elements Edge unit matting.

The Council considered the quotes consistent with the recommendations and **RESOLVED** to accept the quote from ARD. The Council **RESOLVED** to allocate an additional £950 on top of the specified R&A budget for this work.

**ACTION: Clerk**

The Clerk reported that the Kompan Elements Edge unit is now deemed to be out of order until the repairs are completed. Safety fencing has been placed around the unit.

**10.4** The Council **RESOLVED** to allocate £500 towards investigations into the problems with the drains serving the play areas.

**ACTION: Clerk**

## **11 PARISH COUNCIL MEMBERSHIP**

**11.1** The Clerk confirmed that Cllr Plant had resigned from the Council. A Notice of Vacancy had been displayed and WBC had confirmed that her place could be filled by co-option.

**11.2** The Clerk reported that Cllr Lainsbury had not attended any meetings during the previous six month period. The Council confirmed that the absence had not been approved by the Council and that Cllr Lainsbury had not been authorised to attend any functions as its representative during that six month period. Consequently, in accordance with s85 of the Local Government Act 1972, Cllr Lainsbury ceases to be a member of the Winnersh Parish Council.

The Council asked the Clerk to notify Cllr Lainsbury and the Monitoring Officer at Wokingham Borough Council of this situation and to place a Notice of Vacancy on the Parish Council's notice boards.

**ACTION: Clerk**

- 11.3** Following Cllr Plant's resignation there is a vacancy for the chairmanship of the R&A Committee.  
Cllr R Shepherd-Dubey **PROPOSED** and Cllr Southgate **SECONDED** and the Parish Council **RESOLVED** to appoint Cllr Breedlove as Chairman of the R&A Committee.

A discussion took place regarding the necessity of filling the vacant posts on the Council as soon as possible.

- 11.4** The Council **RESOLVED** that Cllrs Plant and Lainsbury should be removed as signatories to the Council's bank accounts.

## **12 NEXT F&GP COMMITTEE MEETING**

- 12.1** The Council **RESOLVED** that the next meeting of the F&GP Committee will be held on 29 January 2013.

- 12.2** The Council confirmed that the F&GP Committee should hold the budget for the Fete.

The first meeting of the Fete Working Group 2013 will be held in the John Grobler Room at 7.45pm on Wednesday 23 January 2013.

## **13 WINNERSH MATTERS**

- 13.1** The next edition of Winnersh Matters will be published in early March 2013. Councillors were asked to submit R&A topics and information to Cllr Bray as soon as possible.

**ACTION: All Councillors**

The FAO will ask new hirers if they wish to advertise in the March edition.

**ACTION: FAO**

## **14 PAVILION HOUSE REPAIRS**

- 14.1** The Clerk informed the Council that information had been sent out to builders. Their attendance on site and quotations for repairs are awaited.

## **15 REPRESENTATIVES ON OUTSIDE BODIES**

- 15.1** A discussion took place regarding the effectiveness of WBC's public information regarding Christmas waste collection.

## **16 APPROVAL OF ACCOUNTS**

- 16.1** The Clerk confirmed ARD's monthly play area checks.

- 16.2** The Clerk summarised the breakdown of Nick Robins charges.

- 16.3** The Council asked the Clerk to query with Binfield Electrical the necessity for repeated work to the external lighting.

**ACTION: Clerk**

- 16.4** The Clerk confirmed that the SAGE cover was for 2013.

- 16.5** The Council instructed the Clerk to withhold the cheque for CES Ltd until its written report has been received. **ACTION: Clerk**
- 16.6** The Council asked the FAO to present the Sage bank reconciliation to the next F&GP Committee meeting. **ACTION: FAO**
- 16.5** It was **PROPOSED** by Cllr Grimson and **SECONDED** by Cllr Southgate and the Parish Council **RESOLVED** to pay the following accounts for January 2013.

**WINNERSH PARISH COUNCIL MEETING 8 JANUARY 2013  
ACCOUNTS FOR PAYMENT - JANUARY 2013**

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF-JM)	Salaries	3,333.12	SO/7092-94
HM Revenue & Customs Only	Tax & NI	793.00	7095
The Berkshire Pension Fund	Pension	396.11	7096
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ADT Fire and Security plc	Annual Maint/Monitor Intruder System - CH £386.80	649.52	7097
	Annual Maintenance of Fire Alarm - CH £262.72		
ABA (Construction) Limited	ARD Monthly Playground Inspection Dec12	110.74	7098
Binfield Electrical (Services) Limited	PIR Light Repairs	192.43	7099
British Gas	Electric Charges to 6/12/12	357.55	7100
Catering Equipment Support Limited	Attend site to repair Lochinvar Boiler in the Pavilion	270.00	7101
Corona Energy	Gas Charges to 1 Dec 12	461.30	7102
D. Knight Esq.	Window Cleaning Jan 13	90.00	7103
Nick Robins Limited	Groundworks Dec12	900.00	7104
Sage (UK) Limited	50 Accounts - SageCover Extra to 17/12/13	606.00	7105
SSE Contracting Limited	Street Lighting Maintenance Charge for Q3	77.81	7106
Truvox International Limited	Annual Service Floor Buffer	104.40	7107
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De Lage Landen Leasing Limited	Photocopier Lease 3 Jan - 3 Apr 2013	282.00	DD 6/1
NatWest One Card	Refreshments for Dec Council Mtg - £14.88	322.08	DD 10/1
	HSS Hire of Mesh Fencing - £307.20		
PlusNet	Monthly Fee	55.00	DD 11/1
Risk Group	Internet back up storage	22.74	DD 17/1
Wokingham Borough Council	Council Tax	91.00	DD 1/1
<b>Total for the month</b>		<b>9,114.80</b>	

**Financial Position as at 31 December 2012**

Sub-total (receipts)	£	181,193.83
Less payments for year to date	£	148,596.67
Sub-total	£	32,597.16
Add balance carried forward 31/3/12	£	46,199.54
	£	78,796.70

Paid after Meeting on 11 December 2012

Thames Water	Charges to 10 Dec12	491.57	DD 31/12
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**17 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

- 17.1** Cllr Cooke thanked the Clerk and Council for changing the room for the meeting.
- 17.2** The Clerk asked the Councillors to check the revised contact list and send any changes to him. **ACTION: All Councillors**

**18 TIME AND DATE OF NEXT PARISH COUNCIL MEETING**

**18.1** The next meeting of the Parish Council will be held on Tuesday 12 February 2013 at 7.45pm in the John Grobler Room.

**19 STAFFING MATTERS**

**19.1** The Clerk reported that the Relief Caretaker had tendered her resignation. The Clerk reported that advertisements for the post had been passed to WBC and the Wokingham Job Centre. Information will also be displayed locally and on the WPC website.

**19.2** The Clerk will confirm the date and time of interviews with Cllr Breedlove.  
**ACTION: Clerk & Cllr Breedlove**

**19.4** The Council discussed the current office workload and offered councillor assistance with individual tasks.  
**ACTION: Clerk**

There being no further business, the meeting closed at 9.52pm.

Items of correspondence received prior to the issue of the 8 January 2013 Full Council Meeting Agenda

- 1 TVP; C Ins Christian Bunt, to be replaced by C Ins Robert France
- 2 NALC; for LCR, question re declaration of spouses interests
- 3 WBC; info on rubbish and recycling
- 4 BALC; message from new Chairman of NALC
- 5 Wokingham & District CAB; newsletter
- 6 WBC; Extraordinary Meeting of the Executive, agenda, 18 December 2012
- 7 Berks Record Office; statement of WPC records on file
- 8 TV Police; Thames Valley Alerts
- 9 Invitation to the Public Sector Show 2013, 30 April, London
- 10 Mrs J Mullar; resignation as Relief Caretaker
- 11 WBC; Invitation to Carols in the Mall, 21 December 2012
- 12 WBC; leaflet re domestic abuse
- 13 Sgt T Woolford; he and PCSO Ross Andrews to attend APM on 14 May 2013
- 14 NHS Berkshire; Eat Out Eat Well leaflet
- 15 WBC; Licensing Act 2013 newsletter
- 16 Ms Marta Gruda (hirer); thanks to FAO and Caretaker
- 17 3 Way Healthcare; letter re Caretaker
- 18 Wokingham LINK; public meeting 27 February 2013
- 19 SLCC; leaflet re capping of parish/town precepts
- 20 Action For All newsletter, 21 December 2012
- 21 WBC; details of precepts/council tax 2013-14
- 22 WBC Mayor; thanks for invitation to Christmas Lights and donation
- 23 TVP; domestic abuse leaflets
- 24 WBC; Meeting of the Children's Services Overview and Scrutiny Panel, agenda, 3 January 2013
- 25 NHS Wokingham Clinical Commissioning Group; workshop 16 January 2013
- 26 WBC; confirmation of councillors' 6 month attendance rule

Items of correspondence received since the issue of the 8 January 2013 Full Council Meeting Agenda

- N1 WBC; Electoral Register update, December 2012
- N2 WBC; Meeting of the Licensing and Appeals Committee, agenda, 14 January 2013
- N3 SE Water; update of water mains repairs in Wokingham
- N4 Fawns Recreational Services; quote for matting repairs
- N5 WBC; Meeting of the Planning Committee, agenda, 9 January 2013
- N6 WBC; invitation to Wokingham Borough Sports Council AGM, 22 January 2013
- N7 WBC; Rainbow MAG, minutes, agenda for 16 January 2013
- N8 WBC; confirmation of casual vacancy for WPC
- N9 WBC; confirmation of Relief Caretaker advert on WBC website
- N10 Jobcentre Plus; confirmation of receipt of Relief Caretaker advert
- N11 Round & About Winnersh, magazine, January 2013
- N12 WBC; S106 provision update