



## Winnersh Parish Council

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

**PRESENT:** Cllrs J Southgate (Chairman), P Bray, E Cooke, L Gordon-Walker, G Harper, D Hunt, R Holdstock, J Leask, I Shepherd-Dubey, R Shepherd-Dubey, R Tilbe.

**In attendance:** Clive Hudson (WPC Clerk), Mr C Easton (WBC Highways), 2 members of the public.

#### 1 APOLOGIES

1.1 **Apologies for absence** – Cllrs F Breedlove, D Green, J Grimson, C Taylor.

1.2 **Apologies for lateness** – none

#### 2 PUBLIC SESSION

2.1 Cllr Southgate introduced Mr C Easton, Highways Officer for Wokingham Borough Council.

(Cllrs R and I Shepherd-Dubey joined the meeting)

Mr Easton distributed consultation documents for the Arborfield and N Wokingham SDLs and explained the traffic options for both SDLs. He explained the basis for the traffic modelling undertaken.

(Cllr L Gordon-Walker joined the meeting)

The meeting discussed the options for the N Wokingham Distributor Road and its relationship to the Winnersh Relief Road. One member of the public raised questions regarding the Old Forest Road option.

Mr Easton explained the principle of trip rates and the figure used for the modelling of the new roads. The meeting asked for the current trip rate used by WBC – Mr Easton will investigate this. **ACTION: Mr Easton**

The meeting discussed the options for the Arborfield Relief Road and its relationship to Mole Road.

Further discussions took place regarding consultations, the cost of various routes, the potential effect of routes on the allotments and WFAT land. Mr Easton invited the Council to send a small delegation to visit WBC to discuss the traffic modelling in more details. Cllr Southgate will liaise with Cllr Grimson to arrange a date for the visit.

**ACTION: Cllrs Southgate & Grimson**

Cllr Southgate thanked Mr Easton.

(Mr Easton and one member of the public left the meeting.)

### **3 MINUTES OF THE PREVIOUS MEETING**

- 3.1** Cllr Southgate explained amendments to the R&A projects, Brought Forward and Contingency figures in the draft Revised Budget Summary required in order to accurately reflect the F&GP Committee's recommendation.
- 3.2** The minutes of the Council meeting of 10 September 2013, with the changes indicated in 3.1 above, were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.
- 3.3** The Council **RESOLVED** to lodge the Parish Council minutes for 2010 and 2011 with the Berkshire Record Office. **ACTION: Clerk**

### **4 MATTERS ARISING**

- 4.1** The Council discussed whether to give a list of councillors to the Berkshire Record Office.
- 4.2** An update on the purchase of a gazebo was **REFERRED** to the R&A Committee.

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

- 5.1** The Clerk reported on recent parking problems in the Mole Road car park.

### **6 CORRESPONDENCE**

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

Item 12; The Council noted the My Journey meeting. Cllr Bray will attend.

Items 17; The Clerk reported on the S106 summary.

Item 18; The Clerk reported on WBC's request for comments on the Polling Stations within Winnersh.

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

Item N1 & N2; WBC Cllr P Houldsworth discussed planning permissions for the care home at the GMU site. Councillors were invited to attend the meeting on 14 October 2013. **ACTION: All Councillors**

Item N14; The Council discussed fly tipping adjacent to Azalea Close. This land is administered by a housing association. The Clerk will reply.

**ACTION: Clerk**

## **7 BOROUGH COUNCIL MATTERS**

**7.1** Cllr R Shepherd-Dubey reported that the upgrade of the traffic lights at the crossroads has started.

**7.2** Cllr P Bray reported that she had attended a training course on Community Assets. She will give details to the Clerk. **ACTION: Cllr Bray**

**7.3** WBC Cllr P Houldsworth reported on the revised organisational structure for WBC and the proposals for governance at WBC.

## **8 PARISH COUNCILLORS' QUESTIONS**

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

none

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

none

(WBC Cllr P Houldsworth left the meeting)

## **9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the meeting of 9 September 2013 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.3** The minutes of the meeting of 30 September 2013 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.4** Cllr Leask reported on the application for Nirvana Spa.

(Cllr D Hunt temporarily left the meeting.)

**9.5** The Council discussed the implications of the SDL proposals on traffic in Winnersh.

(Cllrs Bray, Harper, Southgate and Tilbe declared an interest in matters relating to WFAT.)

Concern was expressed regarding the traffic modelling and the assumptions made. A query was raised regarding the long-term proposals for the allotments. Option B was considered to be the preferred option for the Arborfield Relief Road. The Council confirmed the principle that it would wish to see the completion of the Winnersh Relief Road before completion of either of the N Wokingham and Arborfield SDLs. It also confirmed that it would expect to be involved in consultations on both of these SDLs.

The Council noted that the response to these proposals is due by 8 November. The Council **REFERRED** the wording of the response to the next Planning Committee meeting.

(Cllr D Hunt rejoined the meeting.)

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

**10.1** The minutes of the meeting of 1 October 2013 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**10.2** Cllr Cooke reported on the Committee's recommendation for the allocation of the contract to replace the Community Centre boilers. He reported on the responses to questions raised at the R&A Committee meeting.

The Council **RESOLVED** to offer the contract for the replacement of the Community Centre boilers to SMS Maintenance Ltd.

## **11 STRATEGIC AIMS**

**11.1** The Council discussed the Strategic Aims of the Council. It was noted that the current document Strategic Aims S01 is fit for purpose. Two minor changes were suggested:

- An update of the name of IQ Winnersh
- The wording in Leisure relating to the Primary Schools

**11.2** The Council **RESOLVED** to accept the Strategic Aims S01 document, version 2.2, with the changes outlined in 11.1 above.

Cllr Southgate will update the document and the Clerk will send a copy to WBC in preparation for the Borough/Parish Conference.

**ACTION: Cllr Southgate, Clerk**

**11.3** The Council asked the Clerk to make a detailed discussion of the Strategic Aims S01 document an agenda item for the December 2013 Full Council meeting.

**ACTION: Clerk**

## **12 NEXT FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

**12.1** The next meeting of the F&GP Committee was confirmed as Tuesday 29 October 2013 at 7.45pm in the John Grobler Room.

## **13 REPRESENTATIVES ON OUTSIDE BODIES**

**13.1** Cllr Cooke reported on the latest Waste Management meeting and gave information on the Adopt-A Street scheme, fly tipping, black box recycling, green paint recycling and waste recycling statistics. The next WBC Litter Pick will take place over the weekend of 22/23 March 2014.

13.2 Cllr I Shepherd-Dubey had reported on the WBC Governance meeting earlier in the meeting.

#### 14 APPROVAL OF ACCOUNTS

14.1 The Clerk reported on the hold-up with the setting up of the new bank account. It is hoped that all the relevant information regarding signatories is now in place.

14.2 It was confirmed that the WFAT fees should be presented to WFAT for payment next year.

14.3 Cllr Southgate was asked to look at the bank reconciliation.

14.4 It was **PROPOSED** by Cllr Leask and **SECONDED** by Cllr Hunt and the Parish Council **RESOLVED** to pay the following accounts for October 2013.

#### WINNERSH PARISH COUNCIL MEETING 8 OCTOBER 2013 ACCOUNTS FOR PAYMENT - OCTOBER 2013

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF)	Salaries	3,891.40	SO/7311-7314
HM Revenue & Customs Only	Tax & NI - Month 7 Year 2013-14	1,073.84	7315
The Berkshire Pension Fund	Pension	1,094.39	7316
Mark Osmundson	Relief Caretaker (4 days - September)	227.60	7317
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Allder Glass Limited	PavHouse - Replaced Sealed Unit in Window	152.18	7318
British Gas	Elec Charges to 31 Aug13	232.79	7319
Hayden Flooring Services Limited	6 Ltrs Panaget Brightener	118.44	7320
John Southgate	WFAT Annual Return	13.00	7321
D. Knight Esq.	Window Cleaning Oct13	90.00	7322
Lightsave Limited	Crompton CPC61/62 Light Diff Prismatic	191.28	7323
Nick Robins Limited	Groundworks Sept13	930.00	7324
SLCC Enterprises Limited	9th Edition Local Council Administration	63.00	7325
SSE Contracting Limited	Q2 Street Lights Maintenance Charge	77.94	7326
Viking	Copy Paper / Diaries / Planner etc	169.38	7327
WF Electrical	12x Adaptor T8-T5	233.28	7328
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de lage landen	Copier Lease 3/10/13 - 3/1/14	162.00	DD 2/10
easycopiers Limited	579120 Charges to 30 Sept13	42.00	DD 2/10
Risc Group	28117 PC Back Ups	22.74	DD 16/10
Thames Water	Charges to 9 Sept13	427.43	DD 30/9
Wokingham Borough Council	Council Tax - Month 6	94.00	DD 1/10
<b>Total for the month</b>		<b><u>9,306.69</u></b>	

#### Financial Position as at 30 September 2013

Sub-total (receipts)	£	148,587.48
Less payments for year to date	£	114,163.70
Sub-total	£	34,423.78
Add balance carried forward 31/3/13	£	59,793.93
	£	<u>94,217.71</u>

#### 15 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

15.1 none

## **16 TIME AND DATE OF NEXT PARISH COUNCIL MEETING**

**16.1** The next Meeting of the Parish Council will be held on Tuesday 12 November 2013 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 9.57pm.

## **APPENDIX 1**

### **Items of correspondence received prior to the issue of the 8 October 2013 Full Council Meeting Agenda**

- 1 TVP; Thames Valley Alerts
- 2 CCB; Action for All newsletter
- 3 Cllr R Shepherd-Dubey; re invitation of highways inspector to council meeting
- 4 NHS Berkshire; link to patient & carer survey
- 5 NALC; opinion survey for LCR magazine, re filming of meetings
- 6 Police & Crime Commissioner open meeting, 7 October 2013
- 7 WBC; Town & Parish Conference, invitations
- 8 WDVTA; Jubilee Trees display at Shute End in October
- 9 RBFRRS; re one day strike action 25 September 2013
- 10 Rainbow Centre; Community News newsletter, October 2013
- 11 Open Spaces Society; October newsletter
- 12 My Journey; community funding public meeting, 12 October 2013
- 13 Wokingham Volunteer Centre; volunteer recruitment fair, 12 October 2013
- 14 WBC; Town & Parish Conference; request for 5 Year Plan (Strategic Aims) etc
- 15 WBC; changes to Children's Centres across Wokingham
- 16 Field in Trust; newsletter
- 17 WBC; S106 allocation update
- 18 WBC; Polling Stations review

### **Items of correspondence received since the issue of the 8 October 2013 Full Council Meeting Agenda**

- N1 Cllr C Taylor; re GMU site, care home / traffic survey
- N2 Castleoak Care Developments; invitation to public meeting, 14 October
- N3 WBC; review of Polling Stations
- N4 WBC; Electoral Register update, October 2013
- N5 HomeStart; invitation to AGM, 24 October 2013
- N6 WBC; confirmed attendance of Highways officer at Full Council meeting
- N7 SMS; boiler update
- N8 NALC; letter re Our Place Programme
- N9 WBC; Invitation to N Wokingham SDL public meeting, 14 October 2013
- N10 BALC newsletter, October 2013
- N11 Berkshire Pension Fund; Annual Meeting, 13 November 2013
- N12 WBC; Fly Tipping poster
- N13 WBC; Love Food Hate Waste project
- N14 WBC Rose Green; Fly Tipping