



## Winnersh Parish Council

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### MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 8 JULY 2014 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs J Southgate (Chairman), P Bray, F Breedlove, L Gordon-Walker, G Harper, R Holdstock, F Obileye, I Shepherd-Dubey, R Shepherd-Dubey, R Tilbe.

**In attendance:** Clive Hudson (WPC Clerk), one member of the public.

#### 1 APOLOGIES

1.1 **Apologies for absence** – Cllrs E Cooke, D Green, D Hunt, J Leask.

1.2 The Council received apologies from Cllr Cooke.

The Council considered the reasons for his absence and **RESOLVED** to give Cllr Cooke 6 months Leave of Absence, to be reviewed at the January 2015 Full Council meeting.

**ACTION: Clerk**

#### 2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 10 June 2014 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 WBC Cllr P Houldsworth spoke. This is minuted under item 7, Borough Council Matters.

## **5 COMPLAINTS AND FAULT TRACKING**

**5.1** None

## **6 CORRESPONDENCE**

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

Item 7; The Clerk reported on WBC's comments regarding grass cutting.

Item 13; The Clerk reported on the Keep Mobile letter of clarification.

Item N1; The Clerk summarised the principle of the My Journey Commuter Challenge.

Item N5; The Clerk reported on the schedule for works to the Loddon Viaduct.

Item N9; The Council considered the request to complete this questionnaire. The Council asked Cllr Bray to prepare a draft reply for consideration at the next Planning Committee meeting. **ACTION: Cllr Bray**

## **7 BOROUGH COUNCIL MATTERS**

**7.1** Cllr Houldsworth reported on:

- a) the new leadership team at WBC
- b) his membership of the Environmental Committee
- c) his chairmanship of the Affordable Housing Implementation Group
- d) the progress of the 40 Arbor Lane application
- e) Hatch Farm Dairies; there is still no S106 agreement
- f) Wokingham North Distribution Road; queries regarding funding and progress
- g) the lack of progress with the lights at Winnersh Crossroads.

**7.2** Cllr Bray reported on:

- a) WBC grass cutting and the information shown on the WBC website
- b) the problems with the traffic lights sequencing at the crossroads
- c) the development at 40 Arbor Lane and a query re the footways
- d) Hatch Farm Dairies; S106 and relief road, possibility of a new application
- e) The SANG application for Forest Road (Cllr Bray declared an interest) and its implications for the options for the Relief Road.

**7.3** Cllr R Shepherd-Dubey reported on:

- a) the traffic lights at the crossroads and work to be done at the Showcase roundabout
- b) The Park and Ride contract is to go out to tender, for implementation in the spring
- c) the delay in starting work on the footbridge ramps on Robinhood Lane
- d) the problems facing the Relief Road without progress on Hatch Farm Dairies
- e) the options for the North Wokingham Distributor Road

- f) Cycle route on A329 ( 3 Tuns to Woosehill)
- g) Winnersh Public Health; lack of senior events in Winnersh. Suggestion for 'Shine' events.

## **8 PARISH COUNCILLORS' QUESTIONS**

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

A question was raised regarding the reasons for the taking up of a recently laid footpath surface on Lower Earley Way.

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

A question was asked whether the Council intends to produce an edition of Winnersh Matters in September. Cllr Southgate replied that the next edition would probably be ready for distribution in October.

The Clerk was asked to make Winnersh Matters an agenda item for the September Full Council meeting.

**ACTION: Clerk**

(WBC Cllr Houldsworth left the meeting.)

## **9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the Committee meeting of 9 June 2014 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.2** Cllr Southgate reported that Cllr Taylor had been elected vice-chairman of the committee.

Two members of the public had discussed their concerns re the 40 Arbor Lane development.

The Committee had objected to the Danywern Drive motor sales application.

The Council discussed the implications of the Sainsbury's loading bay application and foot access through the car park to Dolphin Close.

**9.3** The minutes of the Committee meeting of 30 June 2014 were agreed, and the Parish Council **RESOLVED** to sign them as a true record. Cllr Southgate signed the minutes.

**9.4** Cllr Southgate reported on the Forest School 6<sup>th</sup> form application.

**9.5** Cllr Gordon-Walker reported on a meeting he had attended on Neighbourhood Planning.

**9.6** The date of the next Planning Committee meeting was confirmed as Tuesday 22 July at 7.45pm.

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

**10.1** The minutes of the Committee meeting of 1 July 2014 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**10.2** Cllr Holdstock reported on the misuse of the water supply at the allotments. The Council discussed the implications of the situation. The Clerk will continue his investigations with contacts at WBC. The allotment charges for 2014-15 were confirmed. The policy for allotment allocation has been reviewed.

**10.3** Cllr Breedlove reported on a visit to the play areas by Sherwoods to confirm the details of the proposed drainage works.

**10.4** The Committee had **RECOMMENDED** and the Council **RESOLVED** to award the contract for the play area drainage improvement to Sherwood Bros.

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

**11.1** The Council discussed suitable dates for the next meeting. The next meeting of the F&GP Committee was agreed as Monday 21 July at 4.00pm.

[Clerk's note; after further consultation with F&GP members the starting time of the meeting was changed to 2.00pm CH]

## **12 FETE 2014**

**12.1** Cllr Southgate reported that the 2014 Fete had been highly successful with a very good turnout of stallholders and visitors. Cllr Southgate expressed his thanks for all who had helped with the event. The Council expressed its thanks to Cllr Southgate for organising the fete.

**12.2** The Council discussed the option of putting on a fete in 2015. The Council **RESOLVED** to hold a summer fete on Saturday 20 June 2015.

## **13 REVIEW OF PROCEDURAL DOCUMENTS**

**13.1 S01 Strategic Aims:** Cllr Southgate distributed a draft document containing suggestions from the previous meeting. The Council discussed the document and potential changes to include the Litter Pick, cycleways, Rainbow Centre usage and Adopt-a-Street and to remove references to the car park review and community centre signage.

**13.2** The Council **RESOLVED** to adopt the revised S01 Strategic Aims document, version 2.3.

**13.3** The Council discussed putting a 'flavour' of the Strategic Aims in an edition of Winnersh Matters.

## **14 REPRESENTATIVES ON OUTSIDE BODIES**

**14.1** Cllr Harper reported visiting a 100<sup>th</sup> birthday celebration on behalf of Hurst Charities.

- 14.2** Cllrs Bray, R Shepherd-Dubey, Southgate and Holdstock had attended the WBC Health Forum. Cllr Bray reported on the demographics of Winnersh and the possible need for Shine activities locally.  
The Clerk was asked to request an electronic copy of the Winnersh profiles.  
**ACTION: Clerk**

## **15 APPROVAL OF ACCOUNTS**

- 15.1** The Council **RESOLVED** to authorise the Planning Committee to make payments at the Planning Committee meeting of 12 August 2014.
- 15.2** The Clerk gave details of the repairs to the play area roundabout.
- 15.3** The Clerk reported on the revised URN fee.
- 15.4** The Clerk explained the circumstances necessitating a duplicate cheque.
- 15.5** It was **PROPOSED** by Cllr Breedlove and **SECONDED** by Cllr Holdstock and the Parish Council **RESOLVED** to pay the following accounts for July 2014.

**WINNERSH PARISH COUNCIL MEETING 8 JULY 2014**  
**ACCOUNTS FOR PAYMENT - JULY 2014**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Chq No</b>
Salaries (CH-AL-CF)	Salaries	3,277.61	SO/7504-7506
HM Revenue & Customs Only	Tax & NI - Month 4 Year 2014-15	633.14	7507
The Berkshire Pension Fund	Pension	941.03	7508
Mark Osmundson	Relief Caretaker (4 days - June)	227.60	7509
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ABA (Construction) Limited	Service GL Jones Roundabout	138.00	7510
A Solo Security	URN Fee paid to Thames Valley Police	104.36	7511
BALC	New Councilor Training - Femi Obileye	48.00	7512
Bowak Limited	Heavy Duty Black Sacks - £29.90	100.99	7513
	Z Fold Towels & Jumbo Toilet Roll - £71.09		
British Gas	Elec Charges to 31 May 14	165.72	7514
CASH	Petty Cash Top Up	51.26	7515
CCB	Annual Membership	30.00	7516
Circus Scene	Fete - Circus Workshop	250.00	7517
Claire Connell	Internal Audit for Year End 31 March 2014	500.00	7518
Clive Hudson	Replacement June Salary Cheque	1,391.20	7519
Corona Energy Retail 4 Limited	Gas Charges to 31 May 2014	85.64	7520
D. Knight Esq.	Window Cleaning July	90.00	7521
H.F.S. Limited	Hall Floor Sealant	98.60	7522
Nick Robins Limited	Groundworks June / Fete	1,346.40	7523
Sound & Lighting Hire	Fete - PA System	300.00	7524
SSE Contracting Limited	Q1 Street Lighting Maintenance	65.57	7525
The Post Office	100 x 2nd Class Stamps	53.00	7526
Total Medical Provisions Limited	Fete - Paramedic Cover	250.00	7527
Viking	Paper	70.25	7528
Wokingham Borough Council	Fete - Hire of Climbing Wall	450.00	7529
Yateley Morris Men	Fete - Morris Dancing	80.00	7530
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Easycopiers Limited	591057 Charges to 30 June	84.72	DD 30/7
Risc Group	36156 PC Back Ups	22.74	DD 16/7
Wokingham Borough Council	Council Tax - Month 5	95.00	DD 1/8
<b>Total for the month</b>		<b>9,559.63</b>	
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<b>Payments made after last meeting</b>			
Plusnet	51285073 Telecoms Charges to 9 July	53.62	DD 16/6
Thames Water Utilities Limited	Water & Waste Water Services to 9 June	1,050.13	DD 30/6
		<b>1,103.75</b>	

**Financial Position as at 30 June 2014**

Bank Balance	£	87,075.31
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**16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

**16.1** The Clerk reported on the possibility of getting the hall curtains dry cleaned whilst the hall was being decorated.

**16.2** The Council **RESOLVED** to authorise £625 for the dry cleaning of the hall curtains.

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

**17.1** The next meeting of the Parish Council will be held on Tuesday 9 September 2014 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 9.06pm.

## **APPENDIX 1**

### **Items of correspondence received prior to the issue of the 8 July 2014 Full Council Meeting Agenda**

- 1 WBC; My Journey poster
- 2 Liz Walker; confirmation to receive a Civic Award
- 3 Green N Tidy; thanks for grant
- 4 Diabetes Scoping Event; 26 June, Rainbow Centre
- 5 WBVSF; update bulletin, 11 June 2014
- 6 Berks County Blind Society; thanks for grant
- 7 Joyce Stoner WBC; WBC grass cutting
- 8 WBC; Borough Public Transport Map & Guide, July 2014
- 9 WBC; public health event, Winnersh 24 June
- 10 WBC; official appointments for 2014-15
- 11 TVP; Neighbourhood Alerts
- 12 TVERC Summer newsletter 2014
- 13 Keep Mobile/ Thursday Stroke Club; re transport misunderstanding
- 14 WBC; Borough Parish Working Group meeting, 15 July, 7.00pm at Shute End
- 15 Claire Connell; completion of audit 2013-14, acceptance of Internal Audit role for 2014-15
- 16 Wokingham Clinical Commissioning Group; Annual Meeting 1 July, Woodley
- 17 RBFRS; Take Extra Care traffic tips
- 18 WBC libraries; Summer Reading Challenge
- 19 WDVTA; progress of Jubilee Oak trees
- 20 Winnersh Primary School PTA; thanks for grant
- 21 CCB; membership renewal, 2014-15
- 22 TVP; URNs for alarm system

### **Items of correspondence received since the issue of the 8 July 2014 Full Council Meeting Agenda**

- N1 WBC; My Journey Commuter Challenge update
- N2 WBC; Wokingham Events July 2014
- N3 Clerks & Councils Direct; magazine, July 2014
- N4 John Bennison; request for minutes of Planning meetings
- N5 WBC; Traffic Restrictions – Loddon Viaduct repairs, 23 July to 2 September
- N6 RBFRS; Industrial Action, 10 July
- N7 SLCC; The Clerk magazine, July 2014
- N8 NHS Blood & Transfusion Services; posters
- N9 ORS; WBC Gypsy & Traveller Needs Assessment, Parish Council questionnaire
- N10 CCB; Action For All e-bulletin
- N11 Chris Morris, WIN; request for digital copy of Winnersh Matters for WIN website
- N12 WBC; link to Safe Communities Survey
- N13 WBC; Rainbow Centre, Community News July 2014
- N14 RBFRS; strike details, 14-21 July 2014
- N15 TVP; link to 2014 Safe Communities Survey