



**Winnersh Parish
Council**

Winnersh Community Centre
New Road, Sindlesham, Wokingham
Berkshire RG41 5DU
Phone/Fax 0118 978 0244
e-mail parish@winnersh.gov.uk
www.Winnersh.gov.uk

**MINUTES OF THE ANNUAL MEETING OF WINNERSH PARISH COUNCIL
HELD AT 8.45p.m. ON TUESDAY 12 MAY 2015
IN THE JOHN GROBLER ROOM**

PRESENT: Cllrs J Southgate (Chairman), J Bray, P Bray, F Breedlove, J Curtis, D Green, S Hanna, G Harper, P Ray, R Shepherd-DuBey, C Taylor.

In attendance: Clive Hudson (WPC Clerk), 2 members of the public.

1 ELECTION OF CHAIRMAN FOR COMING YEAR

1.1 Cllr Green **PROPOSED** and Cllr Harper **SECONDED** Cllr Southgate as Chairman for the forthcoming year and this was **RESOLVED**.

2 ELECTION OF VICE-CHAIRMAN

2.1 Cllr R Shepherd-Dubey **PROPOSED** and Cllr Taylor **SECONDED** Cllr Harper as Vice-Chairman and this was **RESOLVED**.

3 DECLARATION OF ACCEPTANCE OF OFFICE

3.1 Cllrs Southgate and Harper signed the Declaration of Acceptance of Office forms.

4 APOLOGIES FOR ABSENCE

4.1 Apologies for absence – Cllrs N Kilby, F Obileye.

4.2 Apologies for lateness – None

5 DECLARATIONS OF INTEREST

- 5.1** The Clerk asked all councillors to complete a new Declaration of Interest form and to return it to him within 28 days. Declaration of Interest forms were issued to all councillors present.

6 APPOINTMENT OF COUNCILLORS TO COMMITTEES

- 6.1** Councillors were **PROPOSED** to serve on the Committees from the Chair and were **RESOLVED** as follows:

6.1.1 Recreation and Amenities Committee: Cllrs J Bray, Breedlove, Green, Kilby, Ray. Cllrs Southgate and Harper ex officio.

6.1.2 Planning Committee: Cllrs Hanna, Obileye, Taylor. Cllrs Southgate and Harper ex officio.

6.1.3 Finance & General Purposes Committee: Cllrs P Bray, Breedlove, Curtis, Green, Ray, R Shepherd-DuBey. Cllrs Southgate and Harper ex officio.

6.2 APPOINTMENT OF COMMITTEE CHAIRMEN

6.2.1 Cllr Green **PROPOSED** and Cllr Breedlove **SECONDED** Cllr Harper as R&A Committee Chairman for the forthcoming year and this was **RESOLVED**.

6.2.2 Cllr Hanna **PROPOSED** and Cllr Harper **SECONDED** Cllr Taylor as Planning Committee Chairman for the forthcoming year and this was **RESOLVED**.

6.2.3 Cllr R Shepherd-DuBey **PROPOSED** and Cllr Southgate **SECONDED** Cllr Breedlove as F&GP Committee Chairman for the forthcoming year and this was **RESOLVED**.

6.2.4 Thus, as per Standing Orders, the Executive Committee will be Cllrs Southgate, Harper, Breedlove, Taylor.

7 REVIEW OF LEASES

- 7.1** A copy of the Allotment lease was available for perusal. The lease expires at the beginning of April 2023, with a release clause possible at April 2018..

8 NEW CHAIRMAN'S STATEMENT

- 8.1** Cllr Southgate thanked the Council for his election as Chairman. He commented that he had served as chairman several times before and that consequently he hoped that a new chairman would be appointed next year. He thanked the outgoing councillors for their help over the last year and welcomed Cllrs J Bray, Curtis and Kilby as newly elected councillors. Cllr

Southgate referred councillors to his speech at the APM immediately prior to this meeting.

Cllr Southgate looked forward to the forthcoming year and hoped that the council could make a positive contribution during that time.

9 WINNERSH FUEL ALLOTMENT TRUST

9.1 Cllr Harper listed the 7 members who are currently trustees of WFAT.

The Parish Council **RESOLVED** to confirm the 7 members as listed.

10 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

10.1 The following WPC representatives on outside bodies were **RESOLVED**:

10.1.1 WDALC / BALC – Cllr Harper.

10.1.2 Winnersh Neighbourhood Action Group – Cllr Southgate.

10.1.3 WBC Waste Management Committee – vacant.

10.1.4 Wokingham & Winnersh Youth Committee – vacant.

The Clerk was asked to check whether this committee still meets.

ACTION: Clerk

10.1.4 Hurst Consolidated Charities - Cllr Harper.

10.1.5 Wokingham Traffic Forum – Cllr Taylor.

10.1.6 Borough Parish Working Group – Cllr Harper.

11 MINUTES OF THE PREVIOUS MEETING

11.1 The minutes of the meeting held on 14 April 2015 were **AGREED**, and the Parish Council **RESOLVED** to sign them as a true record.

12 MATTERS ARISING

12.1 The Clerk reported that the Hurst PC meeting, at which the traffic issues affecting Robinhood Lane and Davis Street were due to be discussed, has been moved to 13 May 2015.

13 PUBLIC SESSION

13.1 Mr Hunt queried the effect of the cycleway on the management of rainwater, whereby the raising of the road level on Reading Road was potentially increasing the risk of run-off from the Reading Road. The Council confirmed that a follow-up letter should be sent to WBC highlighting these concerns.

ACTION: Clerk & Cllr Southgate

Mr Hunt also commented on the long waiting times and poor visibility of the temporary traffic lights. The Borough councillors were asked to pick up on these questions. The Council suggested that a named WBC officer would be a useful contact during this project

ACTION: Cllrs P Bray, R Shepherd-DuBey

The timing of the road works at the crossroads on polling day was queried.

14 COMPLAINTS/FAULT TRACKING

14.1 None

15 CORRESPONDENCE

Correspondence received is as listed in Appendix 1.

15.1 Item 8; The dates of the New Councillor Training were confirmed. Cllrs Hanna, Ray and Curtis expressed an interest in attending and will confirm to the Clerk their preference for the date of training.

The Clerk confirmed that there was no Chairmanship Training planned.

Item 25; Cllr Hanna volunteered to attend the Waste Services meeting on 14 May.

Item N2; The Clerk confirmed that the Council's co-option procedure was fit for purpose.

Item N4; The Clerk had distributed the NALC welcome letter to all councillors.

16 REPORT OF THE LAST R&A COMMITTEE MEETING

16.1 The minutes of the meeting of 5 May 2015 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

16.2 Cllr Green gave an update on the CCTV repairs and maintenance contract, the allotment competition and a review of extra cleaning at the Community Centre. The café project for the Pavilion is awaiting additional insurance information.

17 REPORT OF THE LAST PLANNING MEETING

17.1 The minutes of the meeting of 21 April 2015 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

17.2 The minutes of the meeting of 28 April 2014 were agreed, with the addition of Cllr Southgate as an attendee and the date of the next meeting confirmed as 28 April, and the Parish Council **RESOLVED** to sign them as a true record.

- 17.3 Cllr Taylor reported on the application for 569 Reading Road and the Council's response to the A329 Cycleway TRO.

18 REPORT OF THE LAST F&GP COMMITTEE MEETING

- 18.1 The minutes of the meeting of 28 April 2015 were agreed and the Parish Council **RESOLVED** to sign them as a true record.
- 18.2 Cllr Harper reported that grants had been awarded to CAB and WJSC. He thanked the FAO for increasing the lettings income. There had been no contingency spend last year. The R&A drainage project at the play area had been successful. The Internal Auditor is due in next week and the Qtr 4 and Year End figures will be presented to the June Full Council meeting, following her visit. **ACTION: Clerk & FAO**
- 18.3 The revised date of the next F&GP Committee meeting was confirmed as 21 July 2015.

19 COUNCILLOR TRAINING

- 19.1 This topic had been discussed under Item 15.1 above.

20 COUNCILLOR CO-OPTION

- 20.1 The Clerk confirmed that there are 2 vacancies which can be filled by co-option without advertising for an election.
There are 3 candidates interested at the moment.
The Council confirmed that if there was no further interest for co-option then the co-option of 2 members would be an agenda item for the beginning of the next meeting. **ACTION: Clerk**

21 WINNERSH FETE 2015

- 21.1 Cllr Southgate reported on preparations for the Fete. He invited councillors to attend the next meeting of the Fete Working Group on Tuesday 21 May.

22 WINNERSH MATTERS

- 22.1 Cllr Taylor reported that the latest edition is nearly ready to go to press, with distribution ready for the end of next week.

23 REPRESENTATIVES ON OUTSIDE BODIES

- 23.1 Cllr Harper reported on the informal meeting of the Borough Parish Working Group. He reported on Civil Parking Enforcement, CIL, Health & Wellbeing Board, and the success of the Borough Litter pick,
Cllr P Bray requested topics for the agenda of the H&W Board.

24 ACCOUNTS FOR PAYMENT MAY 2014

- 24.1 The Council **RESOLVED** to confirm the opening of the Unity Trust bank account. The Clerk was asked to check the insurance cover before opening the account. **ACTION: Clerk**
- 24.2 The Council **RESOLVED** to appoint all councillors as signatories on the Unity Trust account.
- 24.3 The Clerk explained the payment to Marina Fazey.
- 24.4 The invoice amount for WBC climbing wall hire. The FAO will hold the cheque until the figure is confirmed. **ACTION: FAO & Cllr Harper**
- 24.5 It was **PROPOSED** by Cllr Breedlove and **SECONDED** by Cllr Harper and the Parish Council **RESOLVED** to pay the following accounts for May 2015.

WINNERSH PARISH COUNCIL MEETING 12 MAY 2015 ACCOUNTS FOR PAYMENT - MAY 2015

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF)	Salaries	3,381.88	SO/7704-06
HM Revenue & Customs Only	Tax & NI - Month 2 Year 2015-16	638.12	7707
The Berkshire Pension Fund	Pension	966.89	7708
Adele Walker	Relief Caretaker (8 days - April)	455.20	7709
Marina Fazey	Emergency Relief Caretaker (Elliott Staker 6 hrs)	56.88	7710
Bowak Limited	Z-Fold / Blk Sacks / Troll / Urinal Blocks	177.18	7711
British Gas	Elec Charges 16 Dec14 - 23 Apr15	677.47	7712
Wokingham & District Citizens Advice Bureau	Donation	1,000.00	7713
M.D. Appliance Services	Emergency Repair to small oven door	40.00	7714
Nick Robins Limited	Groundworks April 15 - £1730.40	1,851.40	7715
	Seeding Goalmouths (fencing & stakes) £121		
Wokingham Job Support Centre	Donation	300.00	7716
Wokingham Borough Council	FETE - Balance of Climbing Wall hire 20 June	360.00	7717
Wokingham Borough Council	FETE - Temporary Events Notice	21.00	7718
Easycopiers Limited	604682 Billing Period 1 - 30 Apr15	56.09	DD 1/6
NatWest OneCard	Annual Card Fee	32.00	DD 11/5
Plusnet	61032022 Telecoms Charges to 9 June15	50.51	DD 11/5
Risc Group	44664 PC Back Ups	22.74	DD 13/5
Wokingham Borough Council	Council Tax - Month 3	97.00	DD 1/6
Total for the month		10,184.36	

Financial Position as at 30 April 2015

Bank Balance	£	79,006.51
--------------	---	-----------

25 ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

25.1 The closing date for nominations for the Civic Awards was extended to 7 June 2015.

26 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

26.1 The next meeting of the Parish Council will be held on Tuesday 9 June 2015 at 7.45 p.m. in the John Grobler Room.

The meeting closed at 10.08 p.m.

Appendix 1 Correspondence

Correspondence received prior to the issue of the agenda for 12 May 2015

- 1 BALC; Berkshire Gardens Scheme; nominations for awards invited
- 2 Wokingham Volunteer Centre newsletter
- 3 WBC; electoral register update
- 4 WTC; request for Mayor to wear ceremonial chains at Sindlesham Court
- 5 WBC; Environmental Services schematic diagram
- 6 Sophie Royall; thanks for being allowed to speak at meeting
- 7 WBC; link to statistics for Primary School places
- 8 BALC; New Councillor training dates
- 9 Nick Kilby; apologies for meetings of 12 May 2015
- 10 TVP; Thames Valley Alerts
- 11 Look Out Discovery Centre; events leaflets 2015-16
- 12 Involve; voluntary sector update
- 13 WBC; Litter Pick press release
- 14 WBC; Billy The Beacon road safety press release
- 15 WBC; library events May 2015
- 16 WBC; Borough Parish Working Group informal meeting
- 17 WBC; Station Link Road completed, news release
- 18 CCB; Action For All newsletter
- 19 WBC; Major Projects meeting, 12 May 2015, 10.00am
- 20 WBC; invitation to include events in the What's On July-September edition
- 21 WBC; poster for Level 1 Dementia Awareness Course
- 22 WBC; news release re Blagrove Lane caravans
- 23 Involve; link to April-May training bulletin
- 24 Field in Trust; e-news letter
- 25 WBC; Waste Services – meeting at Colnebrook Energy & Waste Plant, 14 May
- 26 BALC; April 2015 newsletter
- 27 BALC; Community Owned and Managed Assets programme update
- 28 Clerks & Councils Direct; magazine May 2015 and renewal form
- 29 WBC; final call, invitation to VE day celebration
- 30 Round and About Wokingham/Winnersh; magazine May 2015
- 31 MOP; thanks to Amanda for help at road traffic accident 30 March
- 32 WBC; news release re community facilities for new homes at N Wokingham
- 33 WBC; news release re Carnival Pool redevelopment
- 34 Involve; voluntary services Network meeting, 27 May, Wokingham Town Hall
- 35 WBC; news release; be prepared to have your say on Thursday (election)
- 36 Rainbow Centre; Community News, May 2015

Correspondence received since the issue of the agenda for 12 May 2015

- N1 SLCC; The Clerk magazine, May 2015
- N2 BALC; update on co-option
- N3 WBC news release; Join the Chicken Challenge and reduce Campylobacter food poisoning
- N4 NALC; welcome letter to new councillors
- N5 WBC; link to election results
- N6 WBC; revised Borough Parish Working Group meeting dates
- N7 Berkshire Carers Service; The Berkshire Carer magazine, May-July 2015