



## **Winnersh Parish Council**

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### **MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 8 SEPTEMBER 2015 IN THE JOHN GROBLER ROOM**

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

**In attendance:** Clive Hudson (WPC Clerk), 8 members of the public.

#### **1 APOLOGIES**

**1.1 Apologies for absence** – Cllr J Bray, WBC Cllr P Houldsworth.

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

**2.1** The minutes of the Council meeting of 14 July 2015 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** Cllr Southgate welcomed the allotment members who were attending to receive the Allotment Competition prizes. The competition has been reinstated after a 3-year break. He thanked the members of Wokingham Horticultural Association who had acted as adjudicators. He reported that the quality of the allotments had improved over recent years. The Council was awarding prizes for 3 categories of plots to reflect the changes in allocation in recent years.

The winners of the 3 categories were:

Best Full Plot: 1<sup>st</sup> Geoff Harper; 2<sup>nd</sup> Terry Davies; 3<sup>rd</sup> Robert Wigley

Best Half-Plot: 1<sup>st</sup> Miguel Ogilvie; 2<sup>nd</sup> Ian Harvey; 3<sup>rd</sup> Angela Visgandis

Best Newcomer: Miguel Ogilvie

- 4.2** Cllr Southgate reported on the fundraising at the 2015 Summer Fete. A donation had already been made to Dementia UK and a letter of thanks and certificate had been received.

Three representatives of Guide Dogs were present: Jenny Pape (dog owner), Janice Burns (puppy walker) and Ann Worrall (fund raiser). Jenny Pape gave a brief talk on the background of the association and the training of guide dogs. Cllr Southgate presented them with a cheque for £620.

[ 8 members of the public left the meeting.]

## **5 COMPLAINTS AND FAULT TRACKING**

- 5.1** none

## **6 CORRESPONDENCE**

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

Item 32; the Council confirmed the visit of a WBC officer regarding Recycling. **ACTION: Clerk**

Item 34; Cllr Southgate confirmed the satisfactory completion of the External Audit.

Item 35; Councillors were asked to contact the Clerk if they wish to attend the Code of Conduct training. **ACTION: Councillors**

Item 43; The Council received WBC's explanation for the delay in the implementation of the Reading Road toucan lights.

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

Item N1; The Clerk was asked to forward this information to Cllr Curtis. **ACTION: Clerk**

Item N4; The Council discussed possible topics for the Borough Parish Working Group. Possible topics included:

- Effective Planning of Highways and Planning projects
- Emergency Planning; where Towns & Parishes fit into the Borough's plans

## **7 BOROUGH COUNCIL MATTERS**

- 7.1** Cllr R Shepherd-Dubey reported that.
- A variation of Route C had been selected for the Northern Distributor Road.
  - A meeting is to take place soon regarding Hatch Farm Dairies

- There are no plans for the extension of the ParkNRide car park. The charging for the car park was discussed.
- Right turn lanes have been included at Simons Lane and Old Forest Road in the Cyclepath Phase 3 proposals
- WBC are considering putting a footpath along the north side of the Robinhood Lane/Davis Street bridge over the A329(M)
- There will be a roundabout at the junction of the N Distributor Road/Reading Road

**7.2** Cllr P Bray reported:

- She will speak at the appeal regarding 445 Reading Road
- National Grid had organised internships for its employability scheme launch
- The Grovelands Avenue workshop gym requires planning permission
- The Fun Day at Rainbow Park. The Council asked the Clerk to contact the Rainbow Centre regarding publicity in Winnersh Matters. **ACTION: Clerk**

**8 PARISH COUNCILLORS' QUESTIONS**

**8.1 Borough Council matters:**

A question was raised regarding planning permission for the new signs at the Bearwood College entrance. Cllr Bray will follow this up.

**ACTION: Cllr P Bray**

Cycleway: The Council raised issues regarding the working of the temporary traffic lights on Reading Road. The need for pavement resurfacing was discussed. Lessons learned from Phase 2 need to be incorporated into Phase 3. Cllr P Bray will follow up on all of these issues. **ACTION: Cllr P Bray**

Cllrs Harper and Hunt had drafted a summary of the lessons from implementation of Phase 2 of the cycleway which the Council agreed should be fed in to the discussions. Cllr Harper will provide Cllr Bray with a final version. **ACTION: Cllr Harper**

**8.2 Parish Council matters:**

None

**9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the Committee meetings of 3 and 18 August 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.2** Cllr Hanna reported on the meetings of 3 and 18 August 2015, summarising the bridleway update and flooding issues along the Reading Road. Cllr P Bray will pick up on the Reading Road issues (see also 8.1 above).

**ACTION: Cllr P Bray**

Cllr P Bray updated the Council with the details of the decision for overnight deliveries at Winnersh Triangle.

**9.3** Cllr Taylor reported briefly on the meeting of 7 September 2015.

## 10 LAST R&A COMMITTEE MEETING

10.1 The minutes of the Committee meeting of 1 September 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Harper reported;

- The Fun Fair had gone well and a return visit was agreed in principle for July 2016. Cllr Harper confirmed that a circus visit had been declined because it was impractical.
- The office window and benches projects were in hand.
- Hatching is to be painted along the entrance to the car park to delineate the access points
- Ten letters are to be sent out following the allotment inspection
- Cllr Ray is undertaking a review of dog fouling measures
- The Clerk was asked to contact Bearwood and Winnersh Primary Schools' Heads and Chairmen of Governors regarding the Christmas lights invitation. **ACTION: Clerk**

## 11 LAST F&GP COMMITTEE MEETING

11.1 The minutes of the Committee meeting of 21 July 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

11.2 Claire Connell has been appointed Internal Auditor for 2015-16. The Rate Support Grant is still awaited. Cllr Breedlove reported that the income and expenditure for Quarter 1 were within budget, with the exception of an emergency repair in the hall kitchen.

11.3 The Committee has **RECOMMENDED** and the Parish Council **RESOLVED** to accept the Income, Expenditure and Capital & Special Projects accounts for Q1, 2015-16.

## 12 SOLAR ENERGY

12.1 Cllr Southgate reported that WBC consultant engineers had produced a report on the WPC solar energy proposal and a follow up meeting had taken place. He summarised the options for solar panelling on the various roofs at the Community Centre complex and the estimated costs and benefits associated with them. The Council discussed in detail the practicalities and benefits of the proposal, particularly relating to the proposal for the Pavilion roof.

The Council **RESOLVED** to go ahead with the application to install solar panelling on three roofs at the Winnersh Community Centre, subject to planning permission and the receipt of suitable permission from SSE; to be taken from the Major projects budget.

The Clerk will inform WBC.

**ACTION: Clerk**

### **13 POLICIES AND PROCEDURES**

- 13.1** The final drafts of the E05 Capability and E06 Absence procedures are awaited. The Clerk will make their consideration an agenda item for the next Full Council meeting. **ACTION: Clerk**

### **14 REPRESENTATIVES ON OUTSIDE BODIES**

- 14.1** Cllr Harper reported on the BALC Executive meeting. Volunteers to become treasurer of BALC should report to the Clerk. BALC is joining with Surrey and Sussex to provide CEO cover.
- 14.2** Cllr Harper reported on the North Wokingham Community Forum meeting. The Council discussed the date of the removal from the allotments, but none was available.
- 14.3** Cllr Ray reported on the CIL discussions. There was little immediate benefit to Winnersh because of the small scale of potential projects in the Parish.

### **15 APPROVAL OF ACCOUNTS**

- 15.1** The Clerk informed the Council that the total figure for locum cover included an amount already authorised by the August Planning Committee meeting.
- 15.2** It was **PROPOSED** by Cllr D Green and **SECONDED** by Cllr F Breedlove and the Parish Council **RESOLVED** to pay the following accounts for September 2015.

**WINNERSH PARISH COUNCIL MEETING 8 SEPTEMBER 2015**  
**ACCOUNTS FOR PAYMENT - SEPTEMBER 2015**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Chq No</b>
Salaries (CH-AL-CF)	Salaries	3,381.88	SO/7780-82
HM Revenue & Customs Only	Tax & NI - Month 6 Year 2015-16	638.12	7783
The Berkshire Pension Fund	Pension	987.25	7784
Adele Walker	Relief Caretaker (7 days - Aug)	398.30	7785
Berkshire Pest Control Limited	Destruction of 2 wasps nests - £57.60 Visits to allotments for moles - £60.00	117.60	7786
Berkshire Vision	Donation	120.00	7787
Biffa Waste Services Limited	Period 26/9/15 - 25/12/15 - £1104.17 Additional Collection - £40.37	1,144.54	7788
Bowak Limited	Blk Sacks / Bin Liners / Cloths	46.39	7789
British Gas	Elec Charges 17 July - 24 August	159.39	7790
D. Knight Esq.	Window Cleaning & Clearing Downpipes Sept	100.00	7791
Haydn Selwyn-Jones	Locum Work July & August	845.10	7792
John Southgate	Q2 Chairman's Allowance	40.00	7793
Keep Mobile	Donation	1,250.00	7794
Nick Robins Limited	Groundworks August15	983.40	7795
David Ogilvie Engineering	2 Erskine Seats	1,594.80	7796
Prestige Plumbing and Heating	Service AP & PH Boilers/Remove Meter	450.00	7797
Readibus	Donation	2,250.00	7798
De Lage Landen	Copier Lease Charge to 3 January 2016	162.00	DD 1/10
Easycopiers Limited	609991 Billing Period 1 - 31 August15	42.00	DD 1/10
Risc Group	48025 PC Back Ups	25.88	DD 15/9
Wokingham Borough Council	Council Tax - Month 7	97.00	DD 1/10
<b>Total for the month</b>		<b><u>14,833.65</u></b>	

**Financial Position as at 28 August 2015**

Bank Balance	£	103,788.94
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**16 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

- 16.1** Cllr Obileye suggested 'back to history' articles in the Winnersh Matters magazine.  
The Council noted that the Winnersh Historical Society had disbanded. It was suggested that the Council may wish to get digital copies of some of its documents.

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

- 17.1** The next meeting of the Parish Council will be held on Tuesday 13 October 2015 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 10.02pm.

## APPENDIX 1

Items of correspondence received prior to the issue of the 8 September 2015 Full Council Meeting Agenda

- 1 TVERC; Summer newsletter
- 2 TVP; Thames Valley Alerts
- 3 WBC Newsletters:
  - Wokingham Regeneration proposals
  - Sustainable Travel planning
  - Pitches at sports hub
  - Local Planning Enforcement Plan
  - Town Centre Leisure Hub
  - 101 year old receives France's Highest Military Award
  - Cadets on march to Elizabeth Park
  - Meldreth roundabout improvements
  - Celebrating Local Business
  - A-Level students buck national trend
  - Wargrave couple demolish historic building
  - No 1 Council Tax collection rate in country
  - Berkshire superfast broadband rollout
  - Two play areas £160,000 improvement
  - Dinton Junior powerboats to Regional Final
- 4 CCB; Action For All e-bulletin, July 2015
- 5 NHS Blood Service; posters
- 6 Wokingham CAB; invitation to AGM 4 September 2015
- 7 Berkshire Carers Service; newsletter July-September 2015
- 8 Involve; Voluntary Sector network meeting, 9 September, Lower Earley
- 9 NHS Berks; NHS 111 survey
- 10 WDALC; minutes of 18 June 2015
- 11 Thames Water; news release, sewage 'Pump Hunt'
- 12 WBC; presentation from CIL training session
- 13 WBC Libraries; August 2015 newsletter
- 14 WBC; Rainbow Centre newsletter August 2015
- 15 WBC; Mayor's events 31 July – 4 August
- 16 Involve; training bulletin 31 July – 4 August
- 17 WBC; Major Projects meeting, 11 August 2015
- 18 Involve; The Chain newsletter Aug-Sep 2015
- 19 WBC; Electoral Register update, August 2015
- 20 WBC; Solar Panelling feedback
- 21 WTC; WW1 Heritage Lottery feedback
- 22 CCB; Action For All e-bulletin, August 2015
- 23 Dementia UK; thanks for fete donation
- 24 Arborfield PC; Arborfield News, August-September 2015
- 25 Relate; invitation to AGM, 9 September 2015
- 26 Sue Ryder; invitation to Wokingham Community Hospital for afternoon tea, 7 Nov
- 27 BALC; newsletter July-August 2015
- 28 Involve; Voluntary Sector update, August 2015
- 29 Thames Valley Guide Dogs; intention to attend September Full Council meeting
- 30 NHS; invitation to observe Clinical Commissioning Group meeting, 1 September
- 31 Berkshire Youth; What's On newsletter, Sep-Oct 2015
- 32 WBC; request to speak to Council re Recycling
- 33 SSE; support during a power cut leaflets
- 34 Mazars; completion of audit, 2014-15
- 35 WBC; invitation to Members Interest and Code of Conduct training, date negotiable
- 36 Clifton Ingram; Affordable Housing exemptions newsletter

- 37 WBC Libraries; September 2015 newsletter
- 38 WBC; Electoral Register update, September 2015
- 39 Clerks & Councils Direct; magazine September 2015
- 40 Involve; training bulletin 28 August – September 2015
- 41 WBC; Rainbow Centre community news, September 2015
- 42 Open Spaces Society; 150 anniversary newsletter
- 43 WBC; response re A329 Toucan lights upgrade

Items of correspondence received following the issue of the 8 September 2015 Full Council Meeting Agenda

- N1 BALC; information re Complaints Policy
- N2 Involve; Voluntary Services update, 3 September 2015
- N3 WBC; Mayor's events 5 – 12 September
- N4 WBC; request for topics for Borough Parish Working Group meeting
- N5 SLCC; The Clerk magazine September 2015
- N6 WBC; Major Projects meeting, 10.00am 15 September 2015 at Shute End
- N7 Oxfordshire CC; Thames Valley Environmental Records Centre; Recorders Day 10 October at Thames Valley Park