



**Winnersh Parish
Council**

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**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 10 NOVEMBER 2015
IN THE JOHN GROBLER ROOM**

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

In attendance: Clive Hudson (WPC Clerk), WBC Cllr P Houldsworth.

1 APOLOGIES

1.1 Apologies for absence – Cllrs F Breedlove, D Green.

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 13 October 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 none

5 COMPLAINTS AND FAULT TRACKING

5.1 none

6 HATCH FARM DAIRIES DEVELOPMENT

6.1 Cllr Southgate reported that the plans had been reviewed by the Planning Committee the previous evening. He summarised the main features of the plans.

(Cllr N Kilby joined the meeting.)

The Council discussed the non-vehicular access between the new estate and Jersey Drive and Winnersh centre. Cllr P Bray reported on the archaeological survey, which may require further investigation. Cllr R Shepherd-DuBey reported that the access road from Lower Earley Way could be started in early 2016.

The Council discussed the parking provision, proposals for 3 storey buildings, affordable housing, and the maintenance of SUDS.

The Council **RESOLVED** to make the following comments about the application:

- To ensure reasonable access to the rest of Winnersh
- The Council strongly supports the principle of SUDS being maintained by WBC
- To ensure that WBC takes steps to provide the second stage of the Relief Road

6.2 Cllr R Shepherd-DuBey requested the use of the John Grobler Room for a residents meeting to discuss the application.

The Council **RESOLVED** that the John Grobler Room could be made available on the evening of Wednesday 18 November 2015.

7 CORRESPONDENCE

7.1 Correspondence received prior to the issue of the agenda

Item 2; Strategic Housing; the news was explained by Cllrs P Bray and R Shepherd-DuBey.

Items 20-21; the Clerk was asked to complete the Emergency Planning questionnaire. **ACTION: Clerk**

Item 12; the invitation to Carols in the Courts was extended to the members.

Item 31; Cllr Southgate will attend the Schools Carol Concert.

Item 32; the Clerk reported on the CIL discussions and proposals from WBC. The Council **REFERRED** consideration of this topic to the Planning Committee.

The Clerk was asked to request that WBC give an extension of the deadline for the response to the proposals. **ACTION: Clerk**

7.2 Correspondence received since the issue of the agenda

Item N4; The Council discussed the necessity for replacement lights in the office and the details and quotation supplied by Binfield Electrical.

The Council **RESOLVED** to authorise the installation of replacement light fittings and LED bulbs in the office, as per the quote above. **ACTION: Clerk**

Item N8; Cllr Harper will attend the Earley TC Mayor's Christmas function.

Item N10; the Council discussed the revised recommendation and quotation for the play area gate.

The Council **RESOLVED** to accept the revised quotation from ARD.

8 BOROUGH COUNCIL MATTERS

8.1 Cllr P Houldsworth reported:

- Summarised the main features of the Housing and Planning Bill (see also agenda item 16 below)
- The Marvellous Festival at Dinton Pastures
- The Elms Field consultation
- The WBC provision for 3 refugee families

8.2 Cllr R Shepherd-DuBey reported:

- The A329(M) roadworks scheduled for the summer 2016
- Phase 3 of the A329 cycleway
- Increased use of the cycleway

8.3 Cllr P Bray reported:

- The parked car has been removed from the entrance to Bluebell Meadow
- The appeal for 443-445 Reading Road has been dismissed
- She gave an update on S106 money

9 PARISH COUNCILLORS' QUESTIONS

9.1 Borough Council matters:

Follow up questions were discussed regarding the allocation of S106 money. The Council asked Cllr P Bray to enquire about the Hatch Farm Dairies S106 allocation, particularly relating to sports development, bridleways and spend on Winnersh library. **ACTION: Cllr P Bray**

9.2 Parish Council matters:

none

WBC Cllr P Houldsworth left the meeting.

10 LAST PLANNING COMMITTEE MEETING

10.1 The minutes of the Committee meeting of 20 October 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

10.2 Cllr Taylor reported on the projects discussed at the Committee meeting.

- 10.3** Cllr Taylor reported on the meeting of 9 November 2015, including the ParkNRide and signage at Winnersh Triangle.
Comments on the Hatch Farm Dairies application were considered in Item 6 above.

11 LAST R&A COMMITTEE MEETING

- 11.1** The minutes of the Committee meeting of 3 November 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.2** Cllr Harper reported on the progress of current projects and the solar panelling project. The Christmas Lights event will take place on Friday 4 December, to which all Councillors are invited.
Cllr Harper reported on potential projects for 2016-17. Further suggestions should be forwarded to the Clerk. **ACTION: All councillors**

12 LAST F&GP COMMITTEE MEETING

- 12.1** The minutes of the Committee meeting of 27 October 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 12.2** Cllr Ray reported on the change in the process of the appointment of the External Auditor. He reported on the authorisation of expenditure for Winnersh Matters and the progress of bad debt collection.
The Clerk reported on the payments received since the meeting, which are included in the final Q2 figures if applicable.
- 12.3** The Committee has **RECOMMENDED** and the Council **RESOLVED** to accept the Income, Expenditure and Capital & Special Projects accounts for Q2, 2015-16.

13 LAST EXECUTIVE COMMITTEE MEETING

- 13.1** The minutes of the Committee meeting of 29 October 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 13.2** Cllr Southgate reported that cheques had been authorised for the payment of Winnersh Matters and as an initial deposit to Unity Trust banking.

14 WINNERSH MATTERS NEWSLETTER

- 14.1** Cllr Taylor reported that the copy is at the printers and delivery is expected soon. Councillors will be contacted to collect the newsletters for distribution.

15 POLICIES AND PROCEDURES

- 15.1** Cllr Southgate reported that the drafts of the R03 CCTV and C04 Complaints Policy had been reviewed by the F&GP Committee. Final drafts had been distributed to members for consideration before this meeting.

15.2 The Council **RESOLVED** to adopt the new R03 CCTV and C04 Complaints policies.

16 SOCIAL AND AFFORDABLE HOUSING

16.1 Cllr P Bray reported on the Social and Affordable Housing Bill 2015. She explained the proposed year by year reduction in rents, the sell-off levy on high-value council homes, the increase in rental for higher income families, and affordable housing on new developments. The Council discussed the practicalities for WBC in implementing the proposals, the direct and indirect costs involved, and the social implications arising from the changes.

17 REPRESENTATIVES ON OUTSIDE BODIES

17.1 none

18 APPROVAL OF ACCOUNTS

18.1 There were no questions about the accounts.

18.2 It was **PROPOSED** by Cllr P Bray and **SECONDED** by Cllr R Shepherd-DuBey and the Parish Council **RESOLVED** to pay the following accounts for November 2015.

WINNERSH PARISH COUNCIL MEETING 10 NOVEMBER 2015

ACCOUNTS FOR PAYMENT - NOVEMBER 2015

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF)	Salaries	3,529.39	SO/7823-25
HM Revenue & Customs Only	Tax & NI - Month 8 Year 2015-16	729.40	7826
The Berkshire Pension Fund	Pension	1,041.19	7827
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ABA (Construction) Limited	Play Area Inspection October15	114.00	7828
ARC	Grant	250.00	7829
A Solo Security	Replacement Security Fob	12.44	7830
Berkshire County Training CIC	2 x Finance Training	96.00	7831
Berkshire MS Therapy Centre Limited	Grant	130.00	7832
Bowak Limited	Blk sacks/Z Fold/Troll	82.54	7833
British Gas	AP - Elec Charges 17 Sep - 16 Oct15 - £28.42 CC - Elec Charges 25 Sep - 2 Nov15 - £208.70	237.12	7834
CASH	Petty Cash Top Up	126.29	7835
Chubb Fire & Security Limited	Annual Inspection & 1 new extinguisher	354.32	7836
Corona Energy Retail 4 Limited	Gas Charges Sept - Oct15	59.32	7837
D. Knight Esq.	Window Cleaning November	90.00	7838
Geoff Harper	New Christmas Lights	165.32	7839
Haydn Selwyn-Jones	Invoicing Oct15 £122.55 / Proj Work £107.55	230.10	7840
Information Commissioner	Annual Renewal	35.00	7841
Karcher UK	Replacement Belts/Suction Bar/Cable Harness	449.99	7842
Nick Robins Limited	Groundworks Oct15 & Set up 2 new benches	1,333.20	7843
Prestige Plumbing and Heating	Supply & fit new radiator in WH corridor	185.00	7844
St John Ambulance	Clive Hudson - Fire Marshall Training	126.00	7845
The Link Visiting Scheme	Grant	100.00	7846
Viking	Stationery / Diaries / Files / Archive Boxes	184.17	7847
West Berkshire District Council	Annual Premises Licence Fee	180.00	7848
Wokingham Borough Council	Gas Charges - replacement Corona chq7735	90.74	7849
Geoff Harper	New Christmas Lights	26.99	7850
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Easycopiers Limited	612707 Billing Period 1 - 31 Oct15	42.00	DD 30/11
NatWest OneCard	Fir Cottages Flowers £27.50 Debt recovery - £25.00	52.50	DD 10/11
Plusnet	66871291 Telecoms Charges to 9 Dec15	48.60	DD 16/11
Risc Group	49739 PC Back Ups	25.88	DD 19/10
Wokingham Borough Council	Council Tax - Month 9	97.00	DD 1/12
Total for the month		10,224.50	
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Payments made after last meeting			
Kall Kwik Reading	Printing of Winnersh Matters November	395.00	7821
Winnersh Parish Council	Cheque to open Unity Bank Account	1,000.00	7822
		1,395.00	

Financial Position as at 31 October 2015

Bank Balance	£	149,044.19
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19 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

19.1 The members agreed to bring in donations for the food bank to the next meeting in lieu of Christmas cards.

20 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

20.1 The next meeting of the Parish Council will be held on Tuesday 8 December 2015 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 9.50pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 10 November 2015 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 WBC Newsletters:
 - Strategic housing market assessment
 - Borough's long-term prosperity and popularity
 - Sport sessions to improve mental health & wellbeing
 - Safe drive, stay alive 2015
 - Fostering and Adoption initiative
 - Winnersh Park n Ride
 - Wokingham's the place to do business
 - Consultation for TVP park & Ride Plans
- 3 Involve; link to The Chain newsletter
- 4 Wokingham Volunteer Centre; invitation to AGM, 17 November 2015
- 5 WBC; presentation on Shared Services
- 6 Rainbow Centre; Street Fit poster
- 7 WBC; Mayor's engagements
- 8 NALC; bulletin on national developments and meetings
- 9 WBC; BPWG now known as Borough Parish Liaison Forum
- 10 WBC updated publications; Transport Map & Guide and Travel Guides
- 11 WBC libraries; October and November updates
- 12 RBFRS; October half-term open days
- 13 WBC; campaign for a greener environment update
- 14 Involve; Wokingham training update
- 15 Shinfield PC; postponement of WDALC meeting to early 2016
- 16 WBC; Notice of Award for Street Lighting project
- 17 NHS Berkshire; vision for developing GP primary care services consultation
- 18 Clerks & Councils Direct; magazine November 2015
- 19 WBC; public engagement sessions
- 20 Alison Malvern, WBC; Community Emergency plans
- 21 Paul Jacques RBFRS; Community Emergency plans
- 22 Involve; Voluntary Sector Update
- 23 Keep Mobile; 2016 calendar
- 24 Involve; Community Awareness Event, 2 November 2015
- 25 NHS Berkshire; Primary Care co-commissioning meeting, Newbury
- 26 PCSO William Mather; apologies for 10 November meeting
- 27 Berkshire Youth; What's On, November 2015
- 28 WBC; Major projects coordination meeting, 10 November 2015
- 29 Wokingham Horticultural Association; thanks for grant
- 30 Bracknell & Wokingham College; Open Event 7 November 2015
- 31 WBC; invitation to Schools' Carol Concert, 5pm Sunday 13 December, LVLC
- 32 WBC; CIL / S106 update

Items of correspondence received following the issue of the 10 November 2015
Full Council Meeting Agenda

- N1 RBFRS; request to preview new website
- N2 BALC; reminder of AGM, 11 November, Grazeley
- N3 Cllr P Bray; information re Housing & Planning Bill 2015
- N4 Binfield electrical; quote to replace office light fittings
- N5 The Wildlife Trust; Invitation to Loddon Catchment project Workshop,
26 November at Newnham
- N6 WBC; copy of comments re overhanging trees on Bearwood Road
- N7 Ranelagh School; draft 2017 consultation information
- N8 Earley TC; invitation to Mayor's Christmas reception, 9 December
- N9 Bracknell & Wokingham College; open day news release
- N10 ARD; revised quote for play area gate repair
- N11 Berkshire Care Home; invitation to Christmas Fayre, 28 November
- N12 SLCC; The Clerk magazine November 2015