



**Widdersh Parish
Council**

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**MINUTES OF THE MEETING OF WIDDERSH PARISH COUNCIL
HELD AT 7.45 p.m. ON TUESDAY 8 DECEMBER 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, R Holdstock (late), N Kilby, F Obileye,
P Ray, R Shepherd-Dubey.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Apologies for absence – Cllrs D Hunt, C Taylor.

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 10 November 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 CORRESPONDENCE

6.1 Correspondence received prior to the issue of the agenda

Item 2; WBC Festive Parking concessions were clarified.

Item 10; the WBC Council Tax reduction questionnaire was discussed.

Item 12; the Bridleway questionnaire was noted.

Item 27; the information for calculating the 2016-17 precept Tax has been received from WBC.

Item 28; the Clerk summarised this information.

6.2 Correspondence received since the issue of the agenda

Item N3; Cllr Harper summarised the background to the BALC annual subscription charges.

(Cllr Holdstock joined the meeting.)

Item N6; No-one was available to attend the WBC Mayor's Carol Concert.

Item N8; the Clerk was asked to email to all councillors the Code of Conduct information. **ACTION: Clerk**

7 BOROUGH COUNCIL MATTERS

7.1 Cllr P Bray reported:

- WBC have appointed Mark Hanna as project manager for the Relief Road project
- Further information regarding S106 money from the Hatch Farm Dairies development is awaited
- The Post Office opening times were discussed
- WBC is in consultation on the SW Trains franchise. Local topics include disabled access at Winnersh Triangle and additional shelters at Winnersh.

7.2 Cllr R Shepherd-DuBey reported:

- On the various meetings regarding the Hatch Farm Dairies development; topics of discussion included the reserved site for the school, the dedication of SUDS to WBC and the stages of development of the Relief Road.

8 PARISH COUNCILLORS' QUESTIONS

8.1 Borough Council matters:

None.

8.2 Parish Council matters:

None.

9 LAST PLANNING COMMITTEE MEETING

9.1 The minutes of the Committee meeting of 9 November 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.2 The minutes of the Committee meeting of 30 November 2015 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

9.3 Cllr Hanna reported on the objections to the proposal for 46 Robinhood Lane and WBC's refusal of the application for 3 Meadow Drive.
The Council discussed enforcement queries regarding the Bearwood College signs and the Winnersh Garden Centre car wash.

9.4 A discussion took place regarding details of the Hatch Farm Dairies development, which had been raised at the residents' meeting.

10 LAST R&A COMMITTEE MEETING

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

10.2 Cllr Harper reported on the progress of allotment renewals and allocations. He summarised the projected timescale for the development of the Northern Distributor Road and the sites being investigated for the replacement allotments.

Cllr Harper reported on the Christmas Lights event. He thanked the Winnersh Primary School choir and the volunteers who had helped make the event a success. A question was raised regarding the lighting for the choir.

Cllr Harper summarised some of the projects under consideration by R&A for 2016-17.

11 COUNCIL MEETING DATES 2016

11.1 The Council discussed the draft meeting dates for 2016.
The Council **RESOLVED** to accept the meeting dates for 2016 as proposed.

12 COMMUNITY CENTRE SOLAR PANELS PROJECT

12.1 The Clerk gave a summary of the potential delays and changes to the tariff which were facing the project.
He presented a revised quotation from SPSEnergy reflecting the changes. The Council considered that the revised quotation was acceptable.
The Council asked Cllr Southgate to write to WBC to encourage the quick confirmation of planning permission because of the external time constraints facing the project.
ACTION: Cllr Southgate

13 APPOINTMENT OF EXTERNAL AUDITORS

- 13.1** Cllr Southgate reported on the option of the Council appointing its own external auditor or accepting the auditor approved by NALC.

The Council **RESOLVED** to accept the NALC appointed external auditor.

14 WINNERSH HISTORY PROJECT

- 14.1** Cllr Southgate reported that the Winnersh Historical Society had closed and had handed over to the Council its online inventory, many of its historical documents and the residue of its funds. Some volunteers have contacted the Council as a result of an article in Winnersh Matters. The Council suggested that a Working Group should be set up in the new year to oversee the preservation and archiving of historical documents.

- 14.2** The Council **RESOLVED** to set up a nominal code for the Winnersh History Project and to allocate the Winnersh Historical Society donation to this project.

15 WINNERSH MATTERS NEWSLETTER

- 15.1** The Council reviewed the benefits of a 4-page newsletter and considered that an 8-page newsletter, to include advertising, would be appropriate for the next edition. The distribution of the copies and the allocation of the rounds were considered acceptable.

16 REPRESENTATIVES ON OUTSIDE BODIES

- 16.1** Cllr Harper reported on the BALC AGM. He explained the calculation of the subscription charges and the HR changes at the organisation. The post of EO is vacant, as is the unpaid role of BALC treasurer.

17 APPROVAL OF ACCOUNTS

- 17.1** The Clerk reported that the documentation for the opening of the new account had been received by Unity Trust Bank.

- 17.2** The details of the payments to Nick Robins were confirmed.

- 17.3** It was **PROPOSED** by Cllr F Breedlove and **SECONDED** by Cllr D Green and the Parish Council **RESOLVED** to pay the following accounts for December 2015.

WINNERSH PARISH COUNCIL MEETING 8 DECEMBER 2015
ACCOUNTS FOR PAYMENT - DECEMBER 2015

Payee	Description	Amount	Chq No
Salaries (CH-AL-CF)	Salaries	3,529.79	SO/7853
HM Revenue & Customs Only	Tax & NI - Month 9 Year 2015-16	729.00	7854
The Berkshire Pension Fund	Pension	1,041.19	7855
Bowak Limited	Z Fold Blue Towels	32.26	7856
British Gas	AP - Elec Charges 17 Oct - 16 Nov15 - £29.07	174.18	7857
	CC - Elec Charges 25 Sep - 2 Nov15 - £145.11		
Corona Energy Retail 4 Limited	CC - Gas Charges Oct - Nov15 - £43.86	79.12	7858
	AP - Gas Charges Oct - Nov15 - £35.26		
D. Knight Esq.	Window Cleaning November	90.00	7859
Geoff Harper	Storage Boxes for Winnersh Historical Project	89.96	7860
	New Christmas Lights - £59.98		
John Southgate	Q3 Chairman's Allowance	80.72	7861
	Refreshments for Christmas Light Up - £40.72		
Mr Richards	Plot 29 Given up - 11 months refund	32.00	7862
Nick Robins Limited	Groundworks Nov15 & Tree/Hedge Cutting	2,335.20	7863
	Small Tree Survey / Christmas Lights - £474		
Sage (UK) Limited	Sage 50 Accounts Cover	919.20	7864
St John Ambulance	AL / CF - Fire Marshall Training - £252.00	702.00	7865
	AL / CF - First Aid Training - £300.00		
	CH - First Aid Training - £150.00		
Wokingham Borough Council	Christmas Lights collection for Mayor's Charity	75.24	7866
De Lage Landen	Copier Lease Charge to 3 April 2016	210.00	DD 1/1
Easycopiers Limited	614020 Billing Period 1 - 30 Nov15	42.00	DD 31/12
Risc Group	50537 PC Back Ups	25.88	DD 17/12
Wokingham Borough Council	Council Tax - Month 10	97.00	DD 1/1
Total for the month		<u>10,284.74</u>	

Financial Position as at 30 November 2015

Bank Balance	£	148,486.48
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18 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

18.1 The Clerk confirmed that there had been no further communication from WBC regarding the query over the metering of the gas supply.

19 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

19.1 The next meeting of the Parish Council will be held on Tuesday 12 January 2016 at 7.45pm in the John Grobler Room.

There being no further business, the meeting closed at 9.00pm.

APPENDIX 1

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

- 1 TVP; Thames Valley Alerts
- 2 WBC Newsletters:
Primary School Expansion
Free Parking over Festive Period
A329 Cycleway – phase 3
- 3 CCB; Action For All news bulletins
- 4 Involve; Voluntary Service updates
- 5 BALC; minutes of AGM 11 November 2015
- 6 BALC; update on external audit arrangements
- 7 WBC; Mayor's engagements, November 2015
- 8 BALC; Pensions and auto-enrolment
- 9 NALC; newsletter on audit arrangements
- 10 WBC; Council Tax reduction questionnaire
- 11 Bracknell & Wokingham College; news release re Uniformed Public Services course
News release; Knowledge Academy visit
Panotomime, Houses of Parliament visit.
- 12 Nicola Greenwood; re bridleways, petition for access
- 13 WBC Libraries; Winter Reading Challenge
- 14 ICO; confirmation of registration 2015-16
- 15 WBC; Code of Conduct Training 3 December, 6pm Shute End
- 16 WBC; Christmas waste collection details
- 17 Wokingham Safeguarding Children Board; Child Sexual Exploitation Pop Up event,
7 December 9.00am Shute End
- 18 Berkshire Pensions; slides from AGM
- 19 NHS Blood Donors; posters for 24 December 2015
- 20 Rainbow Multi-Agency meeting; minutes 22 October 2015
- 21 WBC; Community Asset Transfer briefing notes
- 22 Berkshire Youth; What's On December 2015
- 23 WBC Libraries; December newsletter
- 24 WBC/West Berks; Licensing Act newsletter
- 25 MS Therapy Centre; thanks for grant
- 26 ARC; thanks for grant
- 27 WBC; 2016-17 Council Tax information
- 28 TV Berks LEP; FEMA questionnaire
- 29 The Link; thanks for grant
- 30 CAB; audit news
- 31 WBC; major projects meeting, 15 December 2015, Shute End
- 32 Rainbow Centre; December 2015 newsletter

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

- N1 NALC; LCR magazine, Winter 2015
- N2 BALC; November 2015 newsletter
- N3 BALC; subscription charges for 2016-17
- N4 WBC; Wokingham News magazine Winter 2015
- N5 Berkshire Carers Service; The Berkshire Carer newsletter, Winter 2015
- N6 WBC; invitation to Mayor's Carol Service, 4pm 18 December, St Paul's Church
- N7 WBC; handouts from Code of Conduct meeting
- N8 SPSEnergy; revised solar energy quotation