



Winnersh Parish Council

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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 12 SEPTEMBER 2017 IN THE JOHN GROBLER ROOM

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

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

1 APOLOGIES

1.1 Apologies for absence – Cllr F Obileye.

2 MINUTES OF THE PREVIOUS MEETING

2.1 The minutes of the Council meeting of 11 July 2017 were agreed, and the Parish Council **RESOLVED** to sign the minutes as a true record.

3 MATTERS ARISING

3.1 item 12.1; the letter to Nat West is ongoing. **Action: FAO**

3.2 item 7.2; there has been no response from the Scouts regarding use of the Pavilion.

4 PUBLIC SESSION

4.1 None

4.2 Introductions from potential co-optees.
Apologies were received from Mrs L Wooldridge.

5 CO-OPTION OF NEW COUNCILLORS

5.1 Cllr Harper explained that of the 8 candidates who had expressed an interest in co-option 4 had agreed to stand at this meeting. Cllr Harper confirmed that there are currently four vacancies to be filled by co-option.

Mr Alluri and Mr Krauze had sent their apologies for being unable to attend the meeting. The two candidates present, Mr Bagha and Mr P Fishwick re-introduced themselves and then left the meeting during the vote.

5.2 The Council discussed the applications of the four candidates and then voted on each applicant in turn.

5.2.1 The Parish Council **RESOLVED** to co-opt Mr K Alluri to the Winnersh Parish Council.

5.2.2 The Parish Council **RESOLVED** to co-opt Mr V Bagha to the Winnersh Parish Council.

5.2.3 The Parish Council **RESOLVED** to co-opt Mr P Fishwick to the Winnersh Parish Council.

5.2.4 The Parish Council **RESOLVED** to co-opt Mr B Krauze to the Winnersh Parish Council.

5.3 Mr V Bagha and Mr P Fishwick returned to the meeting. They signed the Declaration of Acceptance of Office forms and joined the meeting as councillors.

The Clerk will send the relevant paperwork to the new councillors and inform the Monitoring Officer of the co-options.

6 COMPLAINTS AND FAULT TRACKING

6.1 none

7 CORRESPONDENCE

7.1 Correspondence received prior to the issue of the agenda

Item 4; The Clerk will send the Speedwatch information to Cllrs Breedlove, Fishwick and Hanna. **ACTION: Clerk**

Item 10; The Clerk reported that he had confirmed that Royal Mail had the correct postal address for the Council.

Item 33; Cllr P Bray gave details of the appointment of Ms Lou Barker as Community Development Worker at the Rainbow Centre. She will send contact details to Cllr Harper. **ACTION: Cllr P Bray**

Item 38; Cllrs Fishwick and Holdstock volunteered to attend the CPE briefing session. **ACTION: Clerk**

Item 42; Cllr Harper introduced the autumn BALC training sessions.

The Parish Council **RESOLVED** that the Clerk and FAO could attend the Meet the New Auditors and Finance course.

The Parish Council **RESOLVED** that the four new councillors could attend the Fundamental Councillor Training. Cllrs Bagha and Fishwick confirmed that they were able to attend.

The Parish Council **RESOLVED** that the Clerk could attend a GDPR (Data Protection) course.

Item 43; The Clerk explained the SE Water consultation information.

Item 46; The Clerk explained the police acknowledgement of concerns regarding parking hotspots.

7.2 Correspondence received since the issue of the agenda

Item N2; The Council confirmed the meeting re Lord Harris Court.

8 BOROUGH COUNCIL MATTERS

8.1 Cllr P Bray reported:

- On the delay in the planning progress for the new allotments.
Cllr Harper will follow this up with WBC. **ACTION: Cllr Harper**

8.2 Cllr R Shepherd-Dubey reported:

- On discussions regarding the new allotments.

8.3 Cllr P Houldsworth reported:

- On the 2nd stage of the 21 Century Council and the teething problems in matching officers and projects
- A temporary CEO has been appointed
- A new style of private rental scheme has been introduced at Arborfield Garrison.
- The Local Plan update is ongoing.

9 PARISH COUNCILLORS' QUESTIONS

9.1 Borough Council matters:

None

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 17 July 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.2** Cllr J Bray reported on the objections to the outline plans for 38 dwellings on King Street Lane.
- 10.3** The minutes of the Committee meeting of 8 August were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.4** Cllr G Harper reported on objections to applications because of incomplete information. He reported on the Committee's concerns regarding the dearth of information about the Enforcement process.
- 10.5** The minutes of the Committee meeting of 29 August 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 10.6** Cllr J Bray reported on the objections to 35 Sadlers Lane and 85 Arbor Lane. Cllr P Bray elaborated on the planning conditions relevant to the 35 Sadlers Lane application.

11 LAST R&A COMMITTEE MEETING

- 11.1** The minutes of the Committee meeting of 5 September 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 11.2** Cllr Hanna reported that the comprehensive building survey had been received and Cllr Breedlove has produced a summary of the work recommended. The progress of some of the R&A projects needs re-assessing following the resignation of senior R&A councillors. The Clerk is collating information from WBC and ISS regarding the WBC play areas to provide a new base-line on which to pick up the project.
- 11.3** The Council considered the allotment rental charges for 2017-18. The Parish Council **RESOLVED** to leave the allotment rental charges for 2017-18 unchanged at £35 for a Full Plot and £20 for a Half Plot.

12 LAST F&GP COMMITTEE MEETING

- 12.1** The minutes of the Committee meeting of 18 July 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.
- 12.2** Cllr Breedlove reported that Cllr Southgate had been appointed Vice-Chairman of the Committee.
- 12.3** Cllr Breedlove reported that the spending limits had been reviewed in the Financial Regulations and that the Fault Logging process had been reviewed and was considered to be fit for purpose. He reported that a deposit account with CCLA had been considered and clarification of the company regulators was required.

He reported that the 2017-18 Qtr1 accounts showed nothing untoward.

- 12.4 The Committee had **RECOMMENDED** and the Parish Council **RESOLVED** to accept the accounts for Q1 2017-18.

13 **LAST EXECUTIVE COMMITTEE MEETING**

- 13.1 The minutes of the Committee meeting of 5 September 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 13.2 The IT Upgrade and Photocopier renewal had been referred by F&GP to the Executive Committee to facilitate the speedy conclusion of the projects.

Cllr Harper reported on the outcome of meetings between ITQED and Winnersh staff, councillors and an independent advisor. The Council is accepting an upgrade and maintenance contract with ITQED which could be in place before the end of the month.

Cllr Harper reported that the Committee has considered revised quotations for a replacement photocopier. The Committee had requested clarification of the service agreement with Holly Digital. This had now been received and is considered satisfactory.

- 13.3 The Parish Council **RESOLVED** to accept the Holly Digital quotation for the purchase and 5 year service plan for a photocopier.

14 **PARISH COUNCIL COMMITTEE MEMBERSHIP**

- 14.1 Cllr Harper outlined the vacancies available on the Council's committees.

- 14.2 The Parish Council **RESOLVED** to appoint Cllr Bagha to the R&A Committee.

- 14.3 The Parish Council **RESOLVED** to appoint Cllr Fishwick to the Planning Committee.

- 14.4 Following the resignation from the Council of Cllr Ray a vacancy has arisen for Chairman of the R&A Committee.

Cllr Harper **PROPOSED** and Cllr Breedlove **SECONDED** Cllr Hanna as Chairman of the R&A Committee and this was **RESOLVED**.

15 **REPRESENTATIVES ON OUTSIDE BODIES**

- 15.1 none

16 APPROVAL OF ACCOUNTS

16.1 The Office IT invoice was clarified.

16.2 It was **PROPOSED** by Cllr C Taylor and **SECONDED** by Cllr F Breedlove and the Parish Council **RESOLVED** to pay the following accounts for September 2017.

WINNERSH PARISH COUNCIL MEETING 12 SEPTEMBER 2017 ACCOUNTS FOR PAYMENT - September 2017/18

Payee	Description	Amount	Ref
Salaries (CH-AL-CF-CB)	Salaries	3,953.88	BACS
HMCTS	Attachment of Earnings	8.28	864348345
HM Revenue & Customs Only	Tax & NI - Month 6 Year 2017-18	1,203.59	646671855
The Berkshire Pension Fund	Pension	922.00	728517458
Allcott Associates LLP	Community Centre Survey	2,622.00	998144537
Berkshire Vision	Donation	120.00	300105
Biffa Waste Services Limited	Trade Waste Service 23/9/17 - 22/12/17	1,228.66	300106
Bin-it Dog Waste Solutions	Dog Waste Service 1 - 31 August	56.94	885435409
Bowak Limited	Blk Sacks / Z Fold / Trolls / Cleaner	120.67	995686619
CASH	Petty Cash Top Up	146.52	007933
Dave Kinght	Window Cleaning August / September	180.00	489521733
EDF Energy	Charges for 1 - 21 April17	178.46	741650967
Geoff Harper	Q2 Chairman's Allowance	40.00	300107
Office IT Plus Limited	On Site Support - 8 hours	440.00	93739412
Prestige Plumbing and Heating	Annual Boiler Service £225 Supply & Fit Water Heater in Office Kitchen £325	550.00	300108
Readibus	Donation	2,250.00	300109
Sunshine Commercial Services Limited	Grounds Maintenance for August 2017	1,019.94	45193700
Victim Support Thames Valley	Donation	120.00	300110
Viking	Paper / Stamps / Diaries & Planner / Bits & Bobs	318.52	916165501
De Lage Landen	Copier Lease Charge for 3 Oct17 - 3 Jan18	162.00	DD 3/10
Easycopiers Limited	640557 Billing Period 1 - 31 August17	42.00	DD 1/10
Plusnet	90708601 Telecoms Charges to 9 Oct17	52.68	DD 15/9
Risc Group	68255 Computer Back Ups	27.32	DD 15/9
Total Expenditure for the month		19,450.55	
Payments made after last meeting			
Easycopiers Limited	639391 Billing Period 1 - 31 July17	42.00	DD 31/8
Plusnet	89531106 Billing Period to 9 Sept	49.14	DD 16/8
Risc Group	67412 Computer Back Ups	27.32	DD 16/8
		118.46	

Financial Position as at 31 August 2017

Bank Balance	£	109,476.99
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17 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT

17.1 Cllr Harper reported that Cllr J Bray will soon be going to university. The Parish Council wished him well and thanked him for his contributions to the Council.

18 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

18.1 The next meeting of the Parish Council will be held on Tuesday 10 October 2017 at 7.45pm in the John Grobler Room.

There being no further business the Parish Council meeting closed at 9.11pm.

APPENDIX 1

Items of correspondence received prior to the issue of the 12 September 2017 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 Involve; newsletters
- 3 WBC; news release
 - a) WBC tops council tax collection rates
 - b) Work continues on transforming the heart of Wokingham
 - c) Family friendly festival comes to Dinton Pastures
 - d) Taking the next step for Carnival
 - e) game, set and match at Great Britain tennis weekend
 - f) Have your say on Arborfield Cross Relief Road
 - g) Don't lose your right to vote
 - h) Wokingham sixth formers celebrate A-level success
 - i) Wokingham GCSE English and Maths above national average
 - j) A new face for the town
 - k) Interim Chief Executive announced for WBC
 - l) Improvement works begin at California Country Park
 - m) Dangerous parking is Council's top target under new powers
 - n) Future housing sites being carefully assessed
- 4 TVP; request for Speedwatch volunteers
- 5 CCB; Action For All bulletins
- 6 WBC Cllr P Houldsworth; report from 11 July 2017
- 7 WBC; bus service changes
- 8 Healthwatch; summary of activity qtr 1
- 9 Winnersh British Legion; request for poppy appeal volunteers
- 10 Royal Mail; confirmation of registered address
- 11 Jonah McCafferty; thanks for sports funding and competition update
- 12 Connie McCafferty; thanks for sports funding and competition update
- 13 WBC; Wokingham Borough News magazine, summer 2017
- 14 NHS Blood Service; posters for blood donor session
- 15 SLCC; regional training day 1 November 2017
- 16 WBC; Rainbow Centre summer activities
- 17 Berkshire Pensions; Inscribe magazine, summer 2017
- 18 WBC; queries re co-option vacancies
- 19 WBC Libraries; August events for children
- 20 NHS Berkshire; updates
- 21 CCB; marketing training for village hall volunteers
- 22 L Wooldridge; interest in co-option
- 23 Cllr D Green; resignation from Winnersh Parish Council
- 24 Wokingham Volunteer Centre; invitation to AGM 13 September 2017
- 25 Citizens Advice; invitation to AGM 22 September 2017
- 26 Cllr P Ray; resignation from Winnersh Parish Council
- 27 Local Council Public Advisory Service; courses on new GDPR (Data Protection) regulations
- 28 Borough Parish Liaison Forum; new date 10 October 2017
- 29 Arborfield PC; Arborfield News magazine August – September 2017
- 30 WBC; Minerals and Waste training, October 2017 (date tbc)
- 31 WBC; Volker street light works
- 32 BALC; AGM 28 November 2017
- 33 WBC; new Rainbow Centre team leader, Louise Barker
- 34 WBC; confirmation can co-opt for latest two vacancies
- 35 HMCTS; notification order

- 36 Round & About Wokingham / Winnersh; magazine September 2017
- 37 Deputy Police & Crime Commissioner for Thames Valley; August 2017 newsletter
- 38 WBC; CPE briefing session, 7pm Monday 25 September 2017 at Shute End (2 places)
- 39 Clerks & Councils Direct; magazine September 2017
- 40 Keep Mobile; invitation to sign 'keep our communities moving' petition
- 41 Readibus; AGM 21 September 2017
- 42 BALC; training courses, including GDPR (24 Nov), Fundamental Councillor Training (24 Oct) and Meet the New External Auditor and Finance Update (14 Nov)
- 43 South East Water; draft drought plan consultation
- 44 WBC; invitation to Relief Road Phase 2 exhibitions
- 45 HOCHTIEF; eastern relief road update
- 46 TVP; response re local policing
- 47 Mr & Mrs Lewis; decline invitation to stand for co-option
- 48 Wokingham Volunteer Centre; recruitment fair, 14 October 2017

Items of correspondence received following the issue of the 12 September 2017 Full Council Meeting Agenda

- N1 WBC; Sports Award nominations
- N2 Strutt & Parker; development consultation
- N3 SLCC; The Clerk magazine, September 2017
- N4 Holly Digital; clarification of photocopier agreement
- N5 WBC; Public transport map & guide, September 2017