



## **Widdersh Parish Council**

Widdersh Community Centre  
New Road, Sindlesham, Wokingham  
Berkshire RG41 5DU  
Phone/Fax 0118 978 0244  
e-mail [clerk@widdersh.gov.uk](mailto:clerk@widdersh.gov.uk)  
[www.Widdersh.gov.uk](http://www.Widdersh.gov.uk)

### **MINUTES OF THE MEETING OF WIDDERSH PARISH COUNCIL HELD AT 7.45 p.m. ON TUESDAY 10 OCTOBER 2017 IN THE SINDLESHAM ROOM**

**PRESENT:** Cllrs G Harper (Chairman), V Bagha, P Bray, P Fishwick,  
R Holdstock, D Hunt, B Krauze, F Obileye, R Shepherd-Dubey,  
J Southgate, C Taylor.

**In attendance:** Clive Hudson (WPC Clerk), 3 members of the public.

#### **1 APOLOGIES**

**1.1 Apologies for absence** – Cllrs K Alluri & S Hanna (attending BPLF), Cllr F Breedlove, WBC Cllr P Houldsworth.

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

**2.1** The minutes of the Council meeting of 12 September 2017 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

**4.2** Lou Barker introduced herself as the new Community Development Worker at the Rainbow Centre. She spoke of her vision for Widdersh and particularly of developing disability sport and youth provision.

- 4.3 Cllr Harper informed the meeting that the vacancy created by Cllr J Bray's resignation can be filled by co-option.

Mrs L Wooldridge and Mrs N Fakeye spoke of their interest in being co-opted onto the Council. They each gave an introduction including their background, interests, and areas of expertise.

Co-option for the vacancy will be considered at the November 2017 Full Council meeting.

(Lou Barker and Mrs Wooldridge 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 3a; The Wokingham Town Centre improvements were discussed.

Item 7; Cllr Holdstock will attend the WDVTA 10<sup>th</sup> anniversary meeting.

Item 9; Cllrs R Shepherd-Dubey and P Bray reported on the progress of the Local Plan. Cllrs Harper, Krauze and Fishwick volunteered to attend the WBC Local Plan update meeting (date tbc). Cllr Holdstock will act as reserve.

**ACTION: Clerk**

Item 11; Cllr R Shepherd-Dubey summarised the appointment of Manjeet Gill as the interim WBC CEO.

Item 14; see agenda item 15 below for a report on CPE.

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

Item N4; Cllr P Fishwick and R Holdstock volunteered to attend the Minerals & Waste training. The Clerk will send them details. **ACTION: Clerk**

Item N8; The Clerk will send details of the Sports Award presentation evening to Cllr V Bagha. **ACTION: Clerk**

Item N11; The Council considered the October M4 J10 road closures.

## 7 BOROUGH COUNCIL MATTERS

### 7.1 Cllr P Bray reported:

- There has been no further response from the Scouts regarding the potential use of the Pavilion as a meeting room
- Civil Parking Enforcement started this week. The focus in Winnersh is around the schools, Cavendish Gardens and the Reading Road Post Office.

- The application for the Premier Inn is due to be considered soon
- Gave an update on affordable housing.

**7.2** Cllr R Shepherd-Dubey reported:

- On the progress of the Longdon Road/King Street Lane junction
- The Relief Road Phase 2 planning application will be considered later this year
- On the progress of smart working and shared services

**7.3** Cllr P Houldsworth sent his apologies. He is awaiting further information about the Local Plan.

**8 PARISH COUNCILLORS' QUESTIONS**

**8.1 Borough Council matters:**

A discussion took place on the availability of information regarding WBC parking income.

**8.2 Parish Council matters:**

**8.2.1** Cllr P Bray will investigate concerns regarding a blind-spot created by the fencing at the corner of Longdon Road. **ACTION: Cllr P Bray**

**8.2.2** Cllr P Bray will investigate tree growth affecting the road near the play area on Danywern Drive. **ACTION: Cllr P Bray**

A discussion took place regarding the Cleaner & Greener Team's responsibilities regarding grass cutting and the filling of potholes.

**8.2.3** Cllr P Bray reported on the damage reported due to repair works by SGN on Churchill Drive.

**9 LAST PLANNING COMMITTEE MEETING**

**9.1** The minutes of the Committee meeting of 19 September 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**9.2** Cllr Taylor reported on the objections to the garage conversion at 274 Reading Road and the advertisement sign at the Showcase roundabout.

**9.3** Cllr Taylor reported on the meeting of 9 October 2017. There were three minor applications. The small tree survey has been authorised.

**10 LAST R&A COMMITTEE MEETING**

**10.1** The minutes of the Committee meeting of 3 October 2017 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

**10.2** Cllr Harper reported that he has been confirmed as Vice-Chairman of the Committee.

The hedge strimming has been started. There has been some graffiti on the teenage shelter. Two wasps nests have been treated at the Pavilion and Pavilion House.

The building survey has been received and quotes are being sought for roofing, brickwork, downpipes and guttering, and tree work.

Further quotations have been requested for the hall kitchen refit.

The project to consider taking over the WBC Play Areas has been suspended because of the potential capital outlay being beyond the scope of the Parish Council.

The Rainbow Youth Centre project is being progressed again. Cllr Harper is trying to contact Berkshire Youth.

Work on the replacement street light columns will be scheduled in by the contractors.

The date for the Christmas Lights event has been confirmed as Friday 8 December 2017.

Further discussions have taken place regarding the details of the new allotments. Queries about the access track surfaces were discussed.

(Mrs N Fakeye left the meeting)

The problems with the solar panels were reported.

## **11 NEXT F&GP COMMITTEE MEETING**

- 11.1** The next F&GP Committee meeting is scheduled for Tuesday 31 October. Availability for an alternative date of Wednesday 1 November was considered.

## **12 FETE 2018**

- 12.1** Cllr Southgate reported that after 10 years he and Cllr Harper are standing down from the running of the fete. Next year's fete therefore depends on new people taking over.

A provisional date of Wednesday 22 November 2017 was agreed for a fete start-up meeting. This date will be confirmed at the November Full Council meeting.

**ACTION: Clerk**

The provisional date for the fete 2018 was confirmed as Saturday 16 June 2018.

- 12.2** The Council **RESOLVED** to permit the residue of this year's fete budget to be used for preparations for the Fete 2018.

## **13 WPC INVESTMENTS**

- 13.1** Cllr Southgate reported on Cllr Breedlove's summary of the F&GP proposal to deposit funds with CCLA. A discussion took place regarding the degree of risk involved in this type of investment.

Councillors were asked to consider Cllr Breedlove's summary and to present their concerns in writing to the F&GP Committee. **ACTION: Councillors**

The F&GP Committee will review the information and make a recommendation to the Full Council.

## **14 WPC STRATEGIC AIMS**

- 14.1** The Clerk reported that the Council's Strategic Aims had not been reviewed since March 2016 and that with the large turnaround of councillors over the summer it might be appropriate to review the document.  
The Clerk will make a review of Strategic Aims an agenda item for the November Full Council meeting. **ACTION: Clerk**

## **15 EXTERNAL AUDIT 2016-17**

- 15.1** The Clerk presented the External Audit report to the Council. This was accepted.  
The Clerk will publish the notification of the Completion of Audit on the notice boards and website. **ACTION: Clerk**
- 15.2** The Clerk was asked to get further information about the new external auditors and to check whether the date for the receipt of the audit 2017-18 was being brought forward. **ACTION: Clerk**

(Cllr F Obileye left the meeting)

## **16 REPRESENTATIVES ON OUTSIDE BODIES**

- 16.1** Cllr Fishwick reported on the introduction of Civil Parking Enforcement (CPE) within Wokingham Borough. WBC has appointed NSL to run the scheme and have allocated 192 hours between 7 officers.  
He reported on the powers held for CPE and those retained for the police. CPE gives responsibility for parking on yellow lines. He reported on the national guidelines for parking fines under CPE.  
He reported that parish councils are considered to be the eyes and ears of the scheme and recommended that a standing item for consideration of CPE be considered for council meetings.  
The Council thanked Cllr Fishwick for the clarity of his written report.
- The Council discussed the lack of restrictions on parking at lunch-time outside Bearwood Primary School and the problems of double yellow lines near Winnersh Primary School.
- 16.2** Cllr Harper reported on the Berkshire Vision AGM.  
He reported that their finances are sound but there are concerns regarding the impact of Brexit on EU funding and the ramifications of GDPR.
- 16.3** Cllr Harper reported on the progress of the Hurst Charities application to build new almshouses in the parish.  
The Council asked Cllr Harper to draft a letter of support for the project. **ACTION: Cllr Harper**

## **17 APPROVAL OF ACCOUNTS**

- 17.1** The Clerk confirmed that the Npower bills were based on estimates. He will arrange for bills to be based upon actual readings. **ACTION: Clerk/FAO**

**17.2** It was **PROPOSED** by Cllr J Southgate and **SECONDED** by Cllr G Harper and the Parish Council **RESOLVED** to pay the following accounts for October 2017.

The Council **RESOLVED** that Cllrs Southgate and R Shepherd-Dubey should sign the Nat West cheques.

**WINNERSH PARISH COUNCIL MEETING 10 OCTOBER 2017**  
**ACCOUNTS FOR PAYMENT - October 2017/18**

Payee	Description	Amount	Ref
Salaries (CH-AL-CF-CB)	Salaries	3,923.17	BACS
HMCTS	Attachment of Earnings	7.33	39946790
HM Revenue & Customs Only	Tax & NI - Month 7 Year 2017-18	922.20	135600475
The Berkshire Pension Fund	Pension	1,203.59	459969387
Allder Glass Limited	Replacement Fire Doors in the Winnersh Hall	1,506.00	476732293
Berkshire Pest Control Limited	Treatment of Wasps Nest @ Allnatt Pavilion	48.00	487675763
Bin-it Dog Waste Solutions	Dog Waste Service 1 - 30 September	56.94	937498040
Bowak Limited	Cleaners, Troll, Zfold, Blk Sacks, Dustpan&Brush - £109.78 Overhead Cleaning Head/Handle & Cleaning Sleeve - £76.72 Vacuum Cleaner Dust Bags - £4.74	191.24	762485347
CASH	Petty Cash - Replacement Chq - Incorrect Signatory	146.52	007934
Dave Kinght	Window Cleaning October	90.00	708428091
Holly Digital	Purchase of Konica Minolta C227	1,794.00	300111
itQED Business Solutions	Monthly Support (1)	98.80	344755973
Mazars LLP	Audit Fee for Year Ended 31/3/2017	480.00	510571749
Southern Maintenance Solutions UK Ltd	WH Annual Boiler Service	216.00	690193889
Sunshine Commercial Services Limited	Grounds Maintenance for Sept17 £1,019.94 Installation of Sockets on main pitch £ 223.20	1,243.14	621849684
Unity Trust Bank plc	Transfer from NatWest Account	60,000.00	007935
Castle Water	AP 18/7 - 20/9 £152.96 WH 18/7 - 20/9 £511.47 Allotments 21/7 - 20/9 £160.20	824.63	DD 5/10
Easycopiers Limited	641697 Billing Period 1 - 30 Sept17	42.00	DD 12/10
NatWest OneCard	Galleon Supplies - Hand Soap Refills	60.00	DD 10/10
npower Business Gas	7937 15203 60 - WH to 20 Sept17 £275.17	436.54	DD 19/10
npower Business Gas	7907 47577 50 - AP to 20 Sept17 £ 88.95		
npower Business Electric	7543660 - WH to 30 Sept17 £ 72.42		
Plusnet	91888283 Telecoms Charges to 9 Nov17	51.72	DD 13/10
Risc Group	69126 Computer Back Ups	27.32	DD 16/10
<b>Total Expenditure for the month</b>		<b>13,369.14</b>	

**Financial Position as at 30 September 2017**

Bank Balance	£	159,518.68
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**18 ANY OTHER ITEMS THAT THE CHAIRMAN CONSIDERS URGENT**

**18.1** None

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

**19.1** The next meeting of the Parish Council will be held on Tuesday 14 November 2017 at 7.45pm in the John Grobler Room.

There being no further business the Parish Council meeting closed at 9.55pm.

## APPENDIX 1

Items of correspondence received prior to the issue of the 10 October 2017 Full Council Meeting Agenda

- 1 TVP; Thames Valley Alerts
- 2 Involve; newsletters
- 3 WBC; news release
  - a) Market Place improvement works moving to Broad Street
  - b) Wokingham set for enhanced weekly waste and recycling collections
  - c) Residents reminded to return electoral register forms
  - d) Executive backs affordable housing boost
  - e) Innovative scheme to raise funds for Council
  - f) Charity Zumba event
- 4 WBC; CPE meeting 25 September 2017
- 5 WBC; Children & Young People support posters
- 6 Lou Barker, Rainbow Centre Development Worker, introduction
- 7 WDVTA; invitation to 10<sup>th</sup> anniversary celebration, 24 October, 7.30pm Wokingham
- 8 WBC; CPE leaflets
- 9 WBC; invitation to Local Plan Update, daytime Oct/Nov tbc
- 10 Wokingham Volunteer Centre; cancellation of Volunteer Recruitment Fair
- 11 Manjeet Gill, new CEO WBC; introduction
- 12 Cllr K Alluri; volunteers to attend the BPLF meeting
- 13 Bracknell & Wokingham College; Apprenticeship event 14 October 2017
- 14 Cllr P Fishwick; report on WPC CPE meeting
- 15 WBC Libraries; What's On in October 2017
- 16 Healthwatch; news sheet
- 17 Mazars; External Audit report 2016-17
- 18 WBC; BPLF agenda 10 October 2017
- 19 Round & About Wokingham/Winnersh; magazine October 2017

Items of correspondence received following the issue of the 10 October 2017 Full Council Meeting Agenda

- N1 Readibus; thanks for grant, review of the year magazine
- N2 Mazars; completion of 2016-17 audit report invoice
- N3 WBC; permission to co-opt for council vacancy (J Bray)
- N4 WBC; Minerals & Waste training agenda
- N5 WBC Lou Barker; proposal for Multi-Agency meeting
- N6 Trust For Oxford biodiversity; new woodlands funding
- N7 Berkshire Vision; thanks for grant
- N8 WBC; Invitation to Sports Awards 2017, 7pm Friday 24 November, Bulmershe School
- N9 TVP; Hidden Harm campaign, 'open your eyes to abuse'
- N10 WVC; volunteering poster
- N11 Kier; M4 J10 closures overnight, 9/10 Oct, 12/13 Oct, 19/23 Oct, 26/30 Oct, 2/3 Nov.