



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD IN THE SINDLESHAM ROOM ON TUESDAY 12 FEBRUARY 2019

PRESENT: Cllrs G Harper (Chairman), A Caston, P Fishwick, S Hanna, D Hunt, F Obileye, K Ross, J Southgate, C Taylor and L Wooldridge.
Cllr. Obileye left the meeting at 21:00.

Late attendance: Cllr R Holdstock arrived at 20:00. Cllr R Shepherd-DuBey arrived at 21:15 having apologised in advance for a late arrival.

In attendance: P Stoneman (Clerk); Cllr Philip Houldsworth (Wokingham BC).

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Breedlove and Cllr P Bray.

2 DECLARATIONS OF INTEREST

Cllr Harper declared a non-pecuniary interest in matters that might refer to allotments. Cllr Harper announced that, as an allotment holder, he would not participate in any decisions relating to the new allotments.

3 MINUTES OF THE PREVIOUS MEETING

The minutes of the Council Meeting held on 8 January 2019 were **AGREED** and it was **RESOLVED** that the Chairman should sign them as a true record.

4 MATTERS ARISING FROM THE PREVIOUS MEETING

4.1 Cllr. Harper reported that the gate/post at the New Road entrance to the Community Centre could be easily repaired and agreed to undertake the work with assistance from the Caretaker.
ACTION: CLLR HARPER

4.2 The RFO would be asked to contact Cllr Ross and Cllr Caston to arrange for the necessary documentation for them to become signatories **ACTION: RFO**

4.3 Cllr Harper advised that the invoice for the Music Licence had been paid and that the RFO was obtaining details from PPL/PRS on how this, and future charges, were calculated given the variety of activities and hirers using the Community Centre, Allnatt Pavilion and Bearwood Recreation Ground premises.

5 PUBLIC SESSION

There were no members of the public present.

6 WOKINGHAM BOROUGH COUNCIL MATTERS

6.1 Cllr Houldsworth updated the Committee on the work of the Overview and Scrutiny Committee of which he was now the Chairman. The grass cutting report was highly critical of Officers and Members and it was expected that the way in which the grass cutting service would be delivered in the future would be improved.

6.2 Cllr Houldsworth spoke about the WBC budget that had been presented to the Overview and Scrutiny Committee and that as around 85% of the budget was already committed that left only 15% of the budget to scrutinise. The process for setting and agreeing the budget would start much earlier in the future starting from October 2019, allowing more time for it to be carefully scrutinised.

6.3 Highways related matters, including complaints about pot holes and roadworks had traditionally come in to the Council through several different routes. WBC had now streamlined the services so that there was a single point of contact available 24/7.

6.4 An event was planned for the 18 March at 19.00 in the WBC Council Chamber to explain the new Highways Contract and WPC would be welcome to attend.

6.5 A discussion took place about the regeneration of Wokingham Town Centre and Cllr Houldsworth spoke about a very good report recently provided by a consultant on the overall project.

6.6 Cllr Harper mentioned that the regeneration had been covered on the local television news earlier in the day and was disappointed by the WBC spokesperson who appeared to be dismissive of the issues and concerns raised by stakeholders.

6.7 Cllr Harper read out an update from Cllr Shepherd-DuBey: -

6.7.1 The work to clear trees for the Winnersh Relief Road (Phase 2) had started and the path from Longdon Road to Reading Road had been closed for safety reasons. The roadworks were scheduled to start in December.

6.7.2 The initial phase of the dual lane on Lower Earley Way would see the development of a new footway requiring the temporary closure of the southbound carriageway. There would continue to be two-way traffic flow with lanes narrowed to allow the works to be carried out.

6.7.3 A presentation to the Parish Council on the new food waste recycling scheme had been requested and could be held at the Community Centre if there was enough interest.

7 PARISH COUNCILLORS QUESTIONS ON BOROUGH MATTERS

Cllr Holdstock raised a concern about the increasing number of potholes in and around Grovelands Avenue and Grovelands Park and explained that these were becoming deep and hazardous and required filling. He was also concerned that there had been no gritting in the Grovelands park area during the recent period of snow and ice. Cllr Fishwick explained that as these were not on main routes they would not normally be gritted.

8 PARISH COUNCIL MATTERS

The Clerk advised that no questions had been submitted in advance. The Chairman invited the Committee to raise any matters but there were none.

9 PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of the 22 January 2019 were received and approved as an accurate record of the meeting. It was **AGREED** and **RESOLVED** that Cllr Fishwick, who had chaired the meeting in the absence of Cllr Taylor, should sign them as a true record.

9.2 Cllr Fishwick highlighted key points from the minutes and spoke about a concern that had been raised by a local resident about the planning application for Nirvana Spa. The Clerk was instructed to respond advising that the Planning Committee had considered the application and had seen no reason to object to the application, other than to raise concerns about the potential noise nuisance from the roof top garden/bar and this point had been submitted to WBC.

9.3 Cllr Taylor advised that the Planning Committee had agreed at the meeting on the 11 February to defer consideration of an application for the Northern Distributor Road until the next meeting on the 4 March 2019. It was explained that the application contained many documents and plans and that more time would be needed to review the application with some clarification from WBC.

10 RECREATION AND AMENITIES COMMITTEE MEETING

10.1 The minutes of the meeting of 5 February 2019 were received and approved as an accurate record of the meeting. It was **AGREED** and **RESOLVED** that Cllr Hanna, as Chairman of R&A Committee, should sign them as a true record.

10.2 Cllr Hanna explained that the zip wire had recently been broken and this was being replaced.

10.3 Cllr Hanna confirmed that the hire charges for the Community Centre and Allnatt Pavilion would be increased by 2% in line with the rate of inflation and the new charges would be applicable from the 1 April 2019.

10.4 Cllr Hanna advised that further reductions had been made to the list of projects, given the budget reductions planned for 2019/20.

10.5 The Clerk advised that quotes had been sought for the Grounds Maintenance Contract and these were due to be returned by 25 February 2019. In view of the need to appoint a contractor as soon as possible it was **AGREED** and **RESOLVED** that Cllr Harper and Cllr Hanna would be granted delegated authority to consider the quotations and appoint the contractor that would best deliver the service in the most cost effect way. The quotations would be circulated to R&A committee for any comments in advance of the decision.

10.6 Cllr Hanna advised that R&A Committee had discussed the provision of a Defibrillator on the outside wall of the Community Centre and the Clerk had been instructed to seek the full costs and Cllr Fishwick had agreed to try and seek sponsorship in part or full.

10.7 The annual litter pick was discussed and the Clerk was instructed to circulate details to all Councillors. **ACTION: CLERK**

11 FINANCE & GENERAL PURPOSES (F&GP) COMMITTEE MEETING

11.1 The minutes of the meeting of the 29 January 2019 were received and approved as an accurate record of the meeting. It was **AGREED** and **RESOLVED** that Cllr Southgate, who had chaired the meeting in the absence of Cllr Breedlove, should sign them as a true record.

11.2 In the absence of Cllr Breedlove, Cllr Southgate as the Vice Chairman updated the Committee on the key points. Cllr Southgate advised that most of the meeting had focussed on the budget for 2019/20 and for calculating the precept for recommendation to Full Council. This would be dealt with under Item 14.

11.3 The outstanding debt referred to under item 3.3 in the minutes of the last F&GP meeting had been written off as the debtor had been declared bankrupt and there was no realistic possibility of obtaining the payment due. The RFO had been instructed to reflect that in the budget.

11.4 The Internal Audit had been reviewed and the action to resolve the financial reporting still needed to be resolved.

12 REPRESENTATIVES ON OUTSIDE BODIES

12.1 Cllr Fishwick informed the Committee that he had attended a meeting of the Overview & Scrutiny Committee at Wokingham Borough Council to hear about the town centre (Market Place) project and overall regeneration. A report received by that Committee was critical of how the Market Pace project had been managed.

12.2 Issues including trip hazards, the colour scheme of the paving on footways and carriageway and that WBC had not carried out an equality impact study were all criticised. The Overview & Scrutiny Committee had asked for a further report after the road safety audit had been completed.

12.3 Cllr Harper gave an update on the BALC executive meeting that he had attended to consider the move to link with HALC with effect from the 1 April 2019. It was explained that the executive was keeping BALC operating in the meantime.

13 ACCOUNTS

13.1 A schedule of payments due since the last meeting was tabled and upon the proposal of Cllr Harper, seconded by Cllr Southgate, the Parish Council **RESOLVED** to make payments totalling £10,018.90 shown in Appendix 1. Bank balances at 31 January were confirmed as £55,071.31. Post meeting note: Cllrs Harper and Southgate deferred signing the accounts at the meeting until the RFO had given a full breakdown of salaries which had subsequently been done.

14 BUDGET AND PRECEPT 2019/20

14.1 Budget papers were tabled and Cllr Southgate gave an update on the Councils financial position at the end of Quarter 3. Cllr Southgate confirmed that the position at the end of Quarter 3 was as expected although income for hall hirings was lower than estimated.

14.2 It was explained that expenditure in 2018/19 was significantly higher than planned due to the employment costs of Locum Clerks and that some projects, that had been delayed, were now completed. As much of the expenditure was unforeseen it would be necessary to draw from reserves. It was **RESOLVED** to accept the Q3 accounts as set out in Appendix 2.

14.3 Cllr Southgate advised that the proposed budget for 2019/20 was very similar to that for 2018/19. It was noted that CIL funding of £5,249 was included in 2017/18 and nothing in 2018/19. The RFO would be asked to clarify and amend the budget accordingly.

ACTION: RFO

14.4 Provision was being made to ensure a minimum of three months of operating costs could be funded from reserves. As a result, it had been necessary to reduce the number of capital and special projects planned for 2019/20.

14.5 It was confirmed that funding relating to CIL and the History Project would be ring-fenced and would not form part of the operational budget.

14.6 It was suggested that the costs for running the Summer Fete could be slightly reduced.

14.7 It was agreed that the planned contribution to the Youth Project could be reduced as an employed Youth Worker would not be necessary if trained volunteers could be found.

14.8 The project to provide cladding to the Winnersh Hall had been reduced slightly from £11,000 to £10,700. Cllr Caston questioned the cost of the cladding which appeared to be high and the Clerk explained that quotes for alternative materials would be sought.

14.9 Cllr Southgate proposed that the budget for 2019/20 be accepted (as set out in Appendix 3) and it was **RESOLVED** to accept the budget and adopt a precept of £137,314.

15 STANDING ORDERS

Cllr Harper advised that whilst the Standing Orders had recently been updated and adopted they did not contain information about Standing Committee's including membership, quorum and scheme of delegation. It was considered that a sub-committee, consisting of Cllr Harper, Cllr Fishwick, Cllr Bray and the Clerk, should be set up to further review the Standing Orders and the proposal was unanimously **AGREED**.

16 WINNERSH MATTERS COMMUNITY NEWSLETTER

16.1 Cllr Harper referred to a discussion that had taken place at F&GP about the need to reduce expenditure and that suggestions included reducing the number of editions of Winnersh Matters. It was proposed that there be one 8-page edition published in May and that a flyer replace the Winter/Christmas edition. It was **RESOLVED** accordingly to reduce the number of editions with effect from this year.

16.2 Cllr Fishwick advised that Facebook could be used more extensively to promote activities and events.

17 WINNERSH SUMMER FETE

17.1 Cllr Southgate updated the Committee on progress reporting that the second meeting of the group had taken place. The arena programme was progressing well and Cllr Krauze had been leading on securing a wide range of entertainment.

17.2 Cllr Fishwick and Cllr Caston were actively seeking sponsorship and had contacted over thirty companies. Two companies that had sponsored the event in 2018 had agreed to sponsor again in 2019.

17.3 Cllr Southgate advised that all the key attractions had been booked and 120 invitations had been sent to encourage organisations to participate.

18 WBC LOCALITIES SERVICE

18.1 Cllr Harper updated the Committee on a meeting that had taken place with WBC involving himself, Cllr Wooldridge and the Clerk. The meeting was an opportunity to discuss aspirations for both WBC and WPC and how partnership working could be further developed.

18.2 WBC would plan to hold further meeting but the frequency had not yet been agreed.

18.3 Cllr Wooldridge informed the Committee that she felt it was a positive meeting but was disappointed about the lack of support in the past from WBC for ideas and initiatives that she had suggested for people with disabilities.

18.4 Cllr Harper summarised by saying that the meeting had been a constructive, open and exploratory meeting and would welcome further opportunities to meet with WBC and expected that to be within the next couple of months.

19 CORRESPONDENCE

19.1 A list of correspondence received since the last meeting was tabled (Appendix 4) and considered.

19.2 A discussion took place about information for Prospective Candidates for Borough and Parish elections and the Clerk was asked to circulate the details to all Councillors.

ACTION: CLERK

20 ANY OTHER MATTERS CONSIDERED URGENT BY THE CHAIRMAN

Cllr Harper advised that there were currently vacancies for membership of two Standing Committees and it was proposed by Cllr Harper and unanimously **AGREED** that Cllr Caston become a member of F&GP and that Cllr Ross become a member of R&A.

21 NEXT PARISH COUNCIL MEETING

The next meeting to be held in the Sindlesham Room on Tuesday **12 March 2019 at 19.45.**

There being no further business the meeting closed at 21:30.

Appendix 1

WINNERSH PARISH COUNCIL MEETING 12 February 2019			
SCHEDULE OF PAYMENTS - February 2018/19			
Payee	Description	Amount	Ref
Salaries (PS-AL-CF-JR)	February Salaries	3,944.19	BACS B
HM Revenue & Customs Only	Tax & NI - Month 11 Year 2018/19	1,241.06	BACS B
The Berkshire Pension Fund	Pension	1,328.20	BACS B
			B
A Solo Security	Recabling of CCTV	856.80	B
Bowak Limited	Bin Bags/Cloths/cleaners/descaler/z fold/erase all blocks	218.96	B
Collingwood Health Limited	OHP Consultation with CH	396.00	B
Dave Knight	Window Cleaning Jan19	90.00	B
itQED Business Solutions	Monthly Services / Support Contract Jan19	199.36	B
National Association of Local Councils	PS Study Book - Local Council Explained	19.99	B
Nick Robins Limited	Clearance of dog bins	36.00	B
Sage (UK) Limited	Sage 50 Making Tax Digital	358.82	B
Southern Maintenance Solutions UK Ltd	Supply/fit new actuator head to zone valve	219.00	B
Sunshine Commercial Services Limited	Grounds Maintenance for Jan19	1,019.94	B
Sage UK	Sage 50 Monthly Cover	90.58	DD16/2
Total Expenditure for the month		10,018.90	
Financial Position as at 31 January 2019			
Unity Bank	£	25,732.88	
NatWest Business Reserve	£	26,838.43	
NatWest Current Account	£	2,500.00	
	£	55,071.31	

Winnersh Parish Council							
Income (all sources) - 2018 / 2019							
Q3 - October to December 2018							
	Last Year	Budget	Qtr 3	YTD	Remaining	% Qtr	% YTD
GENERAL INCOME							
Winnersh Hall Lettings	42,908	40,000	9,746	27,780	12,220	25%	69%
Allnatt Pavilion Lettings	3,524	2,500	1,419	1,968	532	4%	79%
John Grobler Room Lettings	400	500	46	184	316	18%	37%
Sindlesham Room Lettings	6,916	7,500	1,666	4,296	3,204	15%	57%
Community Centre Sub-Total	53,748	50,500	12,877	34,228	16,272	22%	68%
Allotment Rents	2,026	1,900	0	0	1,900	0%	0%
Bearwood Recreation Ground	4,133	4,000	2,070	3,642	358	14%	91%
Franchise Fee Bar	742	800	316	897	-97	49%	112%
Other Income Sub-Total	6,900	6,700	2,385	4,540	2,161	14%	68%
TOTAL GENERAL INCOME	60,649	57,200	15,262	38,767	18,433	21%	68%
OTHER INCOME							
Precept / WBC Tax Support Grant	112,366	114,990	0	114,990	0	49%	100%
S106 Income	0	0	0	0	0		
Interest Received	23	0	11	21	-21		
Sundry Income	0	0	0	0	0		
FIT	133	0	208	256	0		
Winnersh Matters Advertising	230	0	0	230	-230		
Winnersh Summer Fete	300	0	300	1,575	-1,575		
TOTAL OTHER INCOME	113,053	114,990	519	117,072	-2,082	50%	102%
Total Income	173,702	172,190	15,782	155,839	16,351	40%	91%
Note							
CIL Income	5,249	11,875	8,344	20,219	-8,344	0%	170%
Fete Monies for Charity			0	0	0		
Christmas Lights Monies for Mayor's Charity			0	0	0		

Winnersh Parish Council
Expenditure - 2018 / 19
Q3 - October to December 2018

	Last Year	Budget	Qtr 3	YTD	Remaining	% Qtr	% YTD
Community Centre							
Employment Costs - Caretakers	21,773	26,000	6,312	17,963	8,037	22%	69%
Gas/Elec/Water/Waste Services	6,664	5,000	3,776	6,139	-1,139	29%	123%
Scheduled Maintenance	7,398	8,000	1,633	5,937	2,063	20%	74%
Unscheduled Maintenance	4,178	2,500	742	2,780	-280	51%	111%
Rates	0	1,000	0	0	1,000	0%	0%
Refunds	0	0	0	0	0		
Sundries	0	0	0	0	0		
Community Centre - Total Costs	40,012	42,500	12,463	32,819	9,681	24%	77%
Allnatt Pavilion							
Gas/Elec/Water/Waste Services	1,848	500	125	266	234	24%	53%
Scheduled Maintenance	113	200	0	0	200	0%	0%
Unscheduled Maintenance	307	100	0	0	100	0%	0%
Refunds	0	0	0	0	0		
Allnatt Pavilion - Total Costs	2,267	800	125	266	534	15%	33%
Allotments							
Water & Maintenance	685	800	0	323	477	0%	40%
Rent to WBC	1,000	1,000	0	1,000	0	0%	100%
Sundries	0	250	0	47	203	19%	19%
Refunds	0	0	0	0	0		
Allotments - Total costs	1,685	2,050	0	1,370	680	2%	67%
Recreation Grounds							
Bearwood Rec - Scheduled Maint	12,148	13,000	2,692	8,865	4,135	27%	68%
Bearwood Rec - Unscheduled Maint	9	50	0	822	-772	1621%	1644%
Sundries	0	0	0	0	0		
Refunds	0	0	0	0	0		
Recreation Grds - Total Costs	12,157	13,050	2,692	9,687	3,363	33%	74%
Pavilion House							
Pavilion House Maintenance	163	350	0	0	350	0%	0%
Pavilion House - Total costs	163	350	0	0	350	0%	0%
Office & General Costs							
Employment Costs	53,551	55,300	18,410	47,568	7,732	26%	86%
Stationery/Office Supplies	158	400	70	256	144	12%	64%
IT Infrastructure	1,697	2,900	442	1,544	1,356	16%	53%
Copier	932	150	46	191	-41	41%	127%
Insurances	2,595	2,595	0	2,734	-139	-3%	105%
Training Councillors	80	160	0	43	117	0%	27%
Training Staff	120	300	350	393	-93	0%	131%
Chairman's Allowance	396	400	93	179	221	22%	45%
Sundries	25	0	0	0	0	0%	0%
Election expenses	0	3,794	0	0	3,794	0%	0%
NALC/BALC Subscription	1,599	1,627	0	1,627	0	0%	100%
Subscriptions	1,119	1,100	420	420	680	0%	38%
Professional Fees	6,090	1,410	905	3,430	-2,020	122%	243%
Employment Advertising	0	0	415	415	0		
Bank Charges	116	25	0	91	-66	210%	363%
Credit Card Annual Fee	32	32	0	35	-3	0%	109%
Telecoms	602	700	171	506	194	28%	72%
Postage	127	250	71	74	176	1%	30%
Travel & Subsistence	11	150	0	0	150	0%	0%
Total Office & General Costs	69,251	71,293	21,394	59,506	11,787	24%	83%
Street Lights	693	700	77	473	227	11%	68%
Other Expenditure							
S137 / WFAT	0	0	0	0	0	0%	
Grants	3,460	3,000	875	975	2,025	0%	33%
Community Transport	3,800	4,000	0	0	4,000	0%	0%
Mispostings	0	0	0	0	0	0%	
Bad Debt W/O	0	0	0	0	0	0%	
Total Other Expenditure	7,260	7,000	875	975	6,025	0%	14%
Sub-Total Expenditure	133,488	137,743	37,625	105,096	32,647	23%	76%
Capital / Special Projects							
R&A	22,454	95,675	8,987	82,096	13,579	12%	86%
F&GP	3,029	9,379	-528	3,749	5,630	17%	40%
Planning	2,289	2,650	175	175	2,475	0%	7%
Other Projects	1,495	3,924	0	0	3,924	0%	0%
Contingency	0	35,000	9,376	30,194	4,806	29%	86%
S106 Expenditure	0	0	0	0	0		
Capital & Special Projects Costs	29,267	146,628	18,010	116,214	30,414	16%	79%
TOTAL EXPENDITURE	162,755	284,371	55,635	221,310	63,061	19%	78%

Winnersh Parish Council
Capital / Special Projects - 2018 / 19
Q3 - October to December 2018

	Budget	Qtr 3	YTD	Remaining	% Qtr	% YTD
Recreation & Amenities Committee						
R&A - Play Area Matting	10,000	0	9,410	590	0%	94%
R&A - Pavilion House Internal Fixtures	3,000	0	0	3,000	0%	0%
R&A - WH Kitchen / Lobby Upgrade		0	1,295			
R&A - Redecorate Community Hall	6,000	0	0	6,000	0%	0%
R&A - Street Light Upgrade	2,500	0	1,009	1,491	40%	40%
R&A - Play Area Improvements	2,000	0	673	1,328	0%	34%
R&A - Internal Lights Upgrade	2,500	0	0	2,500	0%	0%
R&A - Christmas Lights	500	472	472	28	0%	94%
R&A - Brickwork Repairs	13,000	0	12,380	620	0%	95%
R&A - Community Flat Roof Replacement	8,000	0	7,700	300	96%	96%
R&A - Allotment Transitioning	1,000	736	1,435	-435	70%	144%
R&A - Youth Club Worker & Training	4,000	0	0	4,000	0%	0%
R&A - Community Hall Floor Reseal	8,000	0	6,684	1,316	42%	84%
R&A - Car Park Upgrade	30,000	0	33,243	-3,243	0%	111%
R&A - Rear Entrance Gates & Post	2,200	0	0	2,200	0%	0%
R&A - Guttering Repairs	975	975	975	0	0%	100%
R&A - Miscellaneous	2,000	6,804	6,820	-4,820	1%	341%
R&A - Total	95,675	8,987	82,096	88,855	12%	86%
Finance & General Purposes Committee						
F&GP - Winnersh Matters Newsletter	1,000	-528	1,324	-324	93%	132%
F&GP - Winnersh Parish Fete	3,500	0	2,425	1,075	19%	69%
F&GP - Accounting Package Transitioning	2,000	0	0	2,000	0%	0%
F&GP - Winnersh History Project	2,379	0	0	2,379	0%	0%
F&GP - Miscellaneous	500	0	0	500	0%	0%
F&GP - Total Including Miscellaneous	9,379	-528	3,749	5,630	17%	40%
Planning Committee						
Planning - Tree Husbandry / Replacement	2,000	175	175	1,825	0%	9%
Planning - Emergency Planning Goods	400	0	0	400	0%	0%
Planning - Miscellaneous	250	0	0	250	0%	0%
Planning - Total Including Miscellaneous	2,650	175	175	2,475	0%	7%
Other Projects						
Other Projects	3,924	0	0	3,924	0%	0%
Other - Total Including Miscellaneous	3,924	0	0	3,924	0%	0%
Contingency						
Contingency - Balance	35,000	9,376	30,194	4,806	29%	86%
Contingency - Total	35,000	9,376	30,194	4,806	29%	86%

Winnersh Parish Council							
Budget Estimates for 2019-20							
INCOME							
	Actual 2017/18	Q1 Q2 Q3 2018/19	Q4 Est 2018/19	Total Est 2018/19	Budget 2018/19	Budget 2019/20	
Winnersh Hall Lettings	42,908	27,780	9,000	36,780	40,000	40,000	
Allnatt Pavilion Lettings	3,524	1,968	1,000	2,968	2,500	2,500	
John Grobler Room Lettings	400	184	100	284	500	400	
Sindlesham Room Lettings	6,916	4,296	1,811	6,107	7,500	7,000	
Community Halls sub-total	53,748	34,228	11,911	46,139	50,500	49,900	
Allotment Rents	2,026	0	0	0	1,900	1,500	
Bearwood Recreation Ground	4,133	3,642	1,386	5,028	4,000	4,800	
Franchise Fee bar	742	897	200	1,097	800	1,000	
Other Income sub-total	6,901	4,540	1,586	6,126	6,700	7,300	
Interest	23	21		21	0	0	
Sundry Income	0	0	0	0	0	0	
FIT	133	256	0	256	0	300	
General Income Total	60,805	39,044	13,497	52,541	57,200	57,500	
S106 Income	0	0	0	0			
CIL Income	5,249	0	0	0			
Precept / Support Grant	112,366	114,990	0	114,990			
Winnersh Matters Advertising	230	230	0	230			
Fete Sponsorship	300	1,575	0	1,575			
TOTAL INCOME	178,950	155,839	13,497	169,336			

**Winnersh Parish Council
Budget Estimates for 2019-20**

EXPENDITURE

	Actual 2017/18	Q1 Q2 Q3 2018/19	Q4 Est 2018/19	Total Est 2018/19	Budget 2018/19	Budget 2019/20
Community Centre						
Employment Costs - Caretakers	21,773	17,963	6,204	24,167	26,000	24,750
Gas/Elec/Water	6,664	6,139	2,500	8,639	5,000	5,500
Scheduled Maintenance	7,398	5,937	2,100	8,037	8,000	8,000
Unscheduled Maintenance	4,178	2,671	954	3,625	2,500	2,000
Sundries		109				
Rates	0	0	0	0	1,000	0
Refunds	0	0	0	0	0	0
Community Centre - Total Costs	40,012	32,819	11,758	44,468	42,500	40,250
Allnatt Pavilion						
Gas/Elec/Water	1,848	266	300	566	500	1,000
Scheduled Maintenance	113	0	100	100	200	200
Unscheduled Maintenance	307	0	0	0	100	100
Refunds	0	0	0	0	0	0
Allnatt Pavilion - Total Costs	2,267	266	400	666	800	1,300
Allotments						
Water / Pest Control	685	323	300	623	800	800
Rent to WBC	1,000	1,000	0	1,000	1,000	1,000
Maintenance / Sundries	0	47	0	47	250	100
Refund	0	0	0	0	0	0
Allotments - Total costs	1,685	1,370	300	1,670	2,050	1,900
Recreation Ground						
Bearwood Rec. - Scheduled Maint.	12,148	8,865	2,800	11,665	13,000	12,500
Bearwood Rec. - Unscheduled Maint	9	822	275	1,097	50	250
Sundries	0	0	0	0	0	0
Refunds	0	0	0	0	0	0
Rec Ground - Total Costs	12,157	9,687	3,075	12,762	13,050	12,750
Pavilion House Maintenance	163	0	0	0	350	300
Office & General Expenses						
Employment Costs	53,551	47,568	15,200	62,768	55,300	62,000
Stationery / Office Supplies	158	256	100	356	400	400
IT Infrastructure	1,697	1,544	1,337	2,881	2,900	3,000
Copier	932	191	50	241	150	250
Insurances	2,595	2,734	0	2,734	2,595	2,750
Training Councillors	80	43	100	143	160	200
Training Staff	120	393	210	603	300	800
Chairman's Allowance	396	179	203	381	400	400
Employment Advertising	0	415	0	415	0	0
Election expenses	0	0	0	0	3,794	3,998
NALC/BALC Subscription	1,599	1,627	0	1,627	1,627	1,700
Subscriptions	1,119	420	750	1,170	1,100	1,300
Professional Fees	6,090	33,624	400	34,024	1,410	1,250
Bank Charges	116	91	38	129	25	150
Credit Card Fee	32	35	0	35	32	35
Telecoms	602	506	130	636	700	700
Post	127	74	50	124	250	150
Travel & Subsistance	11	0	0	0	150	75
Office & General - Total Costs	69,226	89,700	18,568	108,267	71,293	79,158
Street Lights	693	473	77	550	700	400
Other Expenditure						
S137 / WFAT	0	0	0	0	0	0
Grants	3,460	975	350	1,325	3,000	3,000
Community Transport	3,800	0	1,900	1,900	4,000	4,000
Mispostings	0	0	0	0	0	0
Bad Debt Write Off	0	0	0	0	0	0
Other - Total Costs	7,260	975	2,250	3,225	7,000	7,000
Total Running Expenditure	133,465	135,290	36,427	171,608	137,743	143,058
Major / Special Projects						
R&A	22,454	82,096	5,250	87,346	110,675	
F&GP	3,029	3,749	0	3,749	9,379	
Planning	2,289	175	0	175	2,650	
Other Projects	1,495	0	0	0	8,250	
Contingency	0	0	0	0	35,000	
S106 Expenditure	0	0	0	0	0	
Major & Capital Projects	29,267	86,020	5,250	91,270	165,954	
TOTAL EXPENDITURE	162,732	221,310	41,677	1,362,878	303,697	

WINNERSH PARISH COUNCIL

BUDGET SUMMARY 2019/20

		2019/20	2018/19
		£	£
a	Expenditure excluding Capital/Special Projects	143,058	137,743
b	Income excluding Precept	57,500	57,200
c=a-b	Excess of Expenditure over Income	85,558	80,543
d	Contingency	35,000	35,000
e	Bank Balance Brought Forward	4,829	112,181
f=c+d-e	Balance to be Funded excluding Projects	115,729	3,362
g	Capital / Special Projects (see below)	22,200	107,704
h	Other Projects	0	3,924
i	Council Tax Support Scheme grant	615	1,230
j=f+g+h-i	Total for Funding by Precept	137,314	113,760
	<i>Change from Previous Year</i>	+20.7%	+2.9%
k	<i>Tax Base (nominal number of Band D properties)</i>	4,117.7	4,011.3
m=j/k	Council Tax Charge for Band D Property	33.35	28.36
	<i>Change from Previous Year</i>	+17.6%	0%
CAPITAL / SPECIAL PROJECTS			
	F&GP		
	Winnersh Matters newsletter	1,000	
	Winnersh Parish Fete	3,250	
	Miscellaneous	500	
n	Total	4,750	9,379
	Planning		
	Tree husbandry / replacement	2,000	
	Miscellaneous	250	
p	Total	2,250	2,650
	R&A		
	Christmas Lights Event	500	
	Youth Club	2,000	
	Community Centre Recladding	10,700	
	Miscellaneous	2,000	
q	Total	15,200	95,675
g=n+p+q	Total Capital / Special Projects	22,200	107,704
Note:	The following 'ring fenced' items are not included in the above summary:		
	CIL	25,468	
	Allotment and facilities hire deposits	3,000	
	Winnersh history project	2,379	

Correspondence

- 1)** 15 January 2019 - email from Monika Bulmer, re3 Marketing & Comms Manager
Subject: Information about the re3cyclopedia app and recycling of foil containers
- 2)** 15 January 2019 - email from BALC
Subject: Newsletter
- 3)** 17 January 2019 - email from Liz Penn, Community Navigation Scheme Manager
Subject: Information about Community Navigators
- 4)** 18 January 2019 - email from Berkshire Pension Fund
Subject: Winter Newsletter
- 5)** 18 January 2019 - email from NALC
Subject: Funding and Grants Bulletin
- 6)** 22 January 2019 - email from Wokingham BC, Senior Strategy Officer
Subject: Arts and cultural strategy
- 7)** 24 January 2019 - email from Balfour Beatty
Subject: Project Update – Winnersh Relief Road
- 8)** 24 January 2019 - email from Sarah Wright, Communities Operation Manager, Cractus
Subject: Date for Hatchwood Mill residents meeting
- 9)** 25 January 2019 - email from Wokingham BC, Democratic Services
Subject: Information for Prospective Candidates for Borough and Parish Elections
- 10)** 30 January 2019 - email from Involve Community
Subject: Involve hosting first networking session - 25 February in WBC Council Chamber
- 11)** 31 January 2019 - email from Wokingham BC, Assistant Director, Place based Services
Subject: Launch event for the award of the new highways term contracts to WSP to take place on the 18 March at 19.00 in WBC Council Chamber
- 12)** 1 February 2019 - email from Wokingham BC, Community Engagement Officer
Subject: Details about the Annual Community Litter Picks on the 23/24 March
- 13)** 5 February 2019 - email from Highways England
Subject: News Bulletin M4 Upgrade to smart motorway
- 14)** 5 February 2019 - Wokingham BC, Peter Baveystock
Subject: Invitation to attend the new food waste service briefing at WBC on either the 21 February (18.00 - 19.00) or 14 March (17.00 - 18.00)
- 15)** 6 February 2019 - Wokingham BC, Comms, Marketing & Engagement Manager
Subject: Community Conference on 27 February to discuss the Borough/ Council Plan
- 16)** 8 February 2019 – Involve:
Subject: February edition of the Wokingham Chain Newsletter