



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 9 APRIL 2019

PRESENT: Cllrs G Harper (Chairman), P Bray, F Breedlove, A Caston, P Fishwick, S Hanna, R Holdstock, D Hunt, B Krauze, K Ross, R Shepherd-DuBey, J Southgate and L Wooldridge.

In attendance: P Stoneman (Clerk).

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs C Taylor and F Obileye.

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 the 12 March 2019 were **AGREED** and it was **RESOLVED** that the Chairman should sign them as a true record.

4 MATTERS ARISING FROM THE PREVIOUS MEETING

Minute 11.6: A meeting between Wokingham BC and Winnersh PC (Allotments Sub-Committee) had been arranged for the 10 April at 16.30 to discuss the project.

Minute 15: The Clerk advised that as the Insurance renewal wasn't due until the 29 May the quotation would be referred to F&GP for consideration.

5 PUBLIC SESSION

There were no members of the public present.

6 WOKINGHAM BOROUGH COUNCIL MATTERS

Cllrs Bray and Shepherd-DuBey gave an update on Wokingham Borough Council matters.

- 6.1 Susan Parsonage had recently taken up the position of Chief Executive.
- 6.2 A significant grant from government had just been announced to support the delivery of 15,000 houses in Grazeley.
- 6.3 In the first week of the food recycling scheme 66 tonnes of food waste had been collected.
- 6.4 On the 1 April the new highways contract went live that would see a new contractor, VolkerHighways replace Balfour Beatty.
- 6.5 The days for green waste collection had changed and residents had bene informed.

7 PARISH COUNCILLORS QUESTIONS ON BOROUGH MATTERS

Cllr Harper suggested that a quantity of food waste containers and bags be retained at the Winnersh Council Offices that could be collected, as required, by local residents. The Clerk was asked to liaise with WBC to make the arrangements.

ACTION: CLERK

8 PARISH COUNCIL MATTERS

No questions had been submitted in advance and none were raised at the meeting.

9 PLANNING COMMITTEE MEETING

9.1 The minutes of the meeting of the 26 March 2019 were received and approved as an accurate record of the meeting. It was **AGREED** and **RESOLVED** that Cllr Fishwick, in the absence of Cllr Taylor, should sign them as a true record.

9.2 Cllr Bray advised that plans relating to Planning Application 190595 were now available on the planning portal and that the consultation period had been reset and started.

10 RECREATION AND AMENITIES COMMITTEE MEETING

10.1 The minutes of the meeting of the 2 April 2019 were received and approved as an accurate record of the meeting. It was **AGREED** and **RESOLVED** that Cllr Hanna should sign them as a true record.

10.2 Cllr Hanna highlighted the following key points:-

10.2.1 The naming of the new allotment garden, and arrangements for an official opening, possibly with a celebrity gardener, would be considered at the next meeting of R&A.

ACTION: CLERK

10.2.2 Issues relating to the performance of the CCTV system, would be investigated by the Clerk.

ACTION: CLERK

10.3 Cllr Holdstock raised concern about the potential for fly-tipping at the pedestrian entrance to the new allotment garden and suggested that a gate be installed. Cllr Harper agreed to investigate the possibility and ways of preventing fly tipping at that location.

ACTION: CLLR HARPER

11 REPRESENTATIVES ON OUTSIDE BODIES

11.1 Cllr Fishwick had attended the new highways alliance meeting and reported that it was a little disappointing in content as it hadn't focussed at all on what the alliance would be doing at a local level.

11.2 Cllr Hanna had attended the Wokingham Borough Liaison Meeting that had focussed on housing, health & well-being and services for children. The format had been workshop style and a follow up report would be provided by WBC in due course. It was felt the meeting had been successful with an opportunity to meet the new Chief Executive.

11.3 Cllr Harper informed the committee that BALC had been formally closed with effect from 1 April 2019 and that the service for Berkshire authority members would run from the HALC office in Eastleigh. Councillor training would be scheduled.

11.4 Cllr Harper had attended a Board of Trustees meeting for Hurst Charities. The Council were informed that property development was progressing well and the new build would see investment from the charity of £600k and the property had been valued at £1million. Applicants from potential tenants in the local area had already been received.

12 STANDING ORDERS

Cllr Harper advised that the Standing Orders Sub-Committee had met and had considered what revisions should be made. These included the terms of reference for standing committees, a 50% quorum, a maximum number of eight members for each standing committee, that the Chair and/or Vice-Chair would continue to be ex-officio Members, but they would not necessarily both be required as members on each standing committee. Members would be restricted to sitting on a maximum of two standing committees unless there were any vacancies.

Additionally, it was to be proposed that the Chair and Vice Chair of the Council be substitute members for all standing committees.

It was **PROPOSED** by Cllr Harper and **SECONDED** by Cllr Fishwick and **RESOLVED** that the recommendations of the sub-committee be referred to the next meeting of F&GP for further review, after which the final draft would be presented for adoption at the Annual Council meeting on the 14 May 2019.

13 WINNERSH SUMMER FETE

13.1 Cllr Southgate updated the Council on progress with the planning and organisation of the Fete.

It was reported that there had been good progress with the main arena displays and exhibitors. Applications for stalls were being received with more from charitable organisation and fewer from businesses compared to previous years.

13.2 Cllr Southgate requested that as many members of the organising committee as possible, attend the final two meetings so that plans and updates could be presented and finalised.

13.3 Cllr Krauze reported that a full arena programme had been put together including falconry, dog agility, football skills, tug of war, wheelbarrow racing, Morris Dancers, brass band and dancers.

13.4 Cllr Caston suggested that Reddan House be considered for inclusion as they had an excellent gymnastics club that could potentially give demonstrations. Cllr Caston agreed to provide Cllr Krauze with contact details. **ACTION: CLLR CASTON**

13.5 Cllr Fishwick advised that sponsorship was increasingly difficult to find but he and Cllr Caston would continue to seek sponsorship and would contact VolkerHighways given that Balfour Beatty had supported the event in the past. **ACTION: CLLR FISHWICK**

14 ACCOUNTS

14.1 Cllr Breedlove expressed disappointment that the reporting format had reverted to the manual excel method rather than direct from SAGE. Cllr Harper explained that the SAGE report looked complex and until that had been resolved, F&GP preferred to see a more presentable format.

14.2 A schedule of payments, due since the last meeting, was tabled and upon the proposal of Cllr Hanna, seconded by Cllr Krauze, the Parish Council **RESOLVED** to make payments totalling £17,096.22 and payments made after the last meeting of £762.75. Bank balances at 31 March were confirmed as £42,490.98. Post meeting note: the payment was adjusted to £17,213.19 to reflect a revised payment to HMRC and Berkshire Pension Fund as set out in Appendix 1.

15 CORRESPONDENCE

There were no matters arising from the correspondence, received since the last meeting, as set out in Appendix 2.

16 ANY OTHER MATTERS CONSIDERED URGENT BY THE CHAIRMAN

16.1 Cllr Fishwick reminded Members that this was the last Ordinary Full Council Meeting that Cllr Harper would chair and thanked him on behalf of the whole Council for the tremendous amount of effort he had put in during his 3-year extended term as Chairman. It was recognised and appreciated that Cllr Harper had to preside during a very challenging year where Locum Clerks had been brought in to cover staff absence and to lead on the recruitment of a new Clerk.

Cllr Harper thanked all Councillors and staff for their help and support throughout his term as Chairman.

16.2 Cllr. Harper informed the Council that it would be necessary to start putting editorial copy together for Winnersh Matters magazine. Members were asked to send items of interest direct to himself or to Cllr Taylor for potential inclusion in the 8-page edition.

16.3 It was agreed that the Clerk should make arrangements for the Annual Council Meeting reception. **ACTION: CLERK**

17 NEXT PARISH COUNCIL MEETING

The next meeting to be held in the Sindlesham Room on **Tuesday 14 MAY 2019 at 20.30.**

There being no further business the meeting closed at 21:00.

APPENDIX 1

WINNERSH PARISH COUNCIL MEETING 9 April 2019				
SCHEDULE OF PAYMENTS - April 2019/20				
Payee	Description	Amount	Ref	
Salaries (PS-AL-CF-JR)	April Salaries	3,902.05		B
HM Revenue & Customs Only	Tax & NI - Month 1 Year 2019/20	1,215.41	78023081	B
The Berkshire Pension Fund	Pension Contributions	1,436.42	687970085	B
ABA (Construction) Limited	Play Area Repairs	4,529.40	10183535	B
A Solo Security	Annual Maintenance Fee for Fire and Intruder Alarms	1,158.00	205958087	B
Berkshire Youth	DBS Fees	74.00	35748119	B
Cannon Hygiene Limited	Sanitary Disposal Units (April 2019 - March 2020)	288.29	583055328	B
Dave Knight	Window Cleaning April19	90.00	696131694	B
Holly Digital	Copy Charges to 28 March19	102.70	481932564	B
itQED Business Solutions	Monthly Services / Support Contract March/April	83.76	4523513	B
Ormecomm	Installation of Data Cable for Solar Panel Software	125.00	126690718	B
Prestige Plumbing and Heating	Service Gas Appliances Allnatt Pavilion & Pavilion House	225.00	300152	Q
SSE Enterprise Lighting	Q4 Street Light Maintenance	91.93	776228955	B
Sunshine Commercial Services Limited	Grounds Maintenance for March19	1,019.94	507116620	B
Surrey Hills Solicitors	Services in relation to lease of allotment	120.00	335982621	B
Viking	1st Aid Kit / File / Whiteboard cleaner etc / Mop Heads	128.60	761071125	B
Castle Water	Charges 12 Dec18 - 31 March19	50.81	DD 16/4	
	Charges 1 March - 31 March19	932.34	DD 16/4	
	Charges 1 Dec18 - 31 March19	733.66	DD 17/4	
Daisy	8890930 Caretaker Mobile Phone to 31/3	11.54	DD 13/4	
npower Business	Gas / Elec Charges	822.34	DD 8/1	
Sage UK	Sage 50 Monthly Cover	72.00	DD16/4	
Total Expenditure for the month		17,213.19		
Payments made after last meeting				
Castle Water	Services for 5 Feb - 28 Feb19	721.81	DD 1/4	
Plusnet	1717336-011 Charges to 9 April19	40.94	DD 18/3	
		762.75		
Financial Position as at 31 March 2019				
Unity Bank	£	21,991.23		
NatWest Business Reserve	£	17,999.75		
NatWest Current Account	£	2,500.00		
	£	42,490.98		

Correspondence

- 1) 22 March 2019 - email from NALC
Subject: Chief Executive's Bulletin
- 2) 26 March 2019 - email from Wokingham Borough Council
Subject: Food Waste liners (and containers)
- 3) 1 April 2019 - email from Thames Valley Police
Subject: Strategic Independent Advisory Group (SIAG)
- 4) 2 April 2019 - email from Wokingham Borough Council
Subject: Notification of Application for minor variation of premises licence – Nirvana Spa
- 5) 2 April 2019 - email from Thames Valley Police
Subject: New Commander for Bracknell and Wokingham LPA
- 6) 3 April 2019 - email from NALC
Subject: Newsletter
- 7) 4 April 2019 - email from Wokingham Borough Council
Subject: Highways - New contract and ways to report issues
- 8) 5 April 2019 - email from NALC
Subject: Chief Executive's Bulletin
- 9) 8 April 2019 - email from Wokingham Borough Council
Subject: Litter Hero Ambassadors
- 10) 9 April 2019 - email from BALC
Subject: BALC Newsletter April Edition
- 11) 9 April 2019- email from Wokingham Borough Council
Subject: News Release - Food Waste Scheme