



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE ANNUAL MEETING OF WINNERSH PARISH COUNCIL HELD AT 8.30 PM ON TUESDAY 14 MAY 2019 IN THE SINDLESHAM ROOM

PRESENT: Cllrs G Harper (Retiring Chairman), P Bray, F Breedlove, P Fishwick,
S Hanna, B Krauze, F Obileye, R Shepherd-DuBey, J Southgate, L Wooldridge.

1 ELECTION OF CHAIRMAN FOR COMING YEAR

1.1 Cllr Harper **PROPOSED** and Cllr Hanna **SECONDED** Cllr Fishwick as
Chairman for the forthcoming year and this was **RESOLVED**.

2 ELECTION OF VICE-CHAIRMAN

2.1 Cllr Harper **PROPOSED** and Cllr Fishwick **SECONDED** Cllr Wooldridge as
Vice-Chairman for the forthcoming year and this was **RESOLVED**.

3 DECLARATION OF ACCEPTANCE OF OFFICE

3.1 The RFO, deputising for the Parish Clerk, handed out Acceptance of Office
Forms to all the councillors attending and countersigned the forms once
completed. Cllr Fishwick said he would contact urgently the two councillors
who were not in attendance and get them to sign before the next meeting.

ACTION Cllr Fishwick

4 NEW CHAIRMAN'S STATEMENT

4.1 Cllr Fishwick thanked Cllr Harper for his efforts and commitment in what has
been a difficult year. The councillors added their thanks. Cllr Fishwick said he
had two main aims for the next year 1) to get more members of the public to
attend meetings and 2) encourage councillors to attend committee meetings
more regularly.

5 APOLOGIES FOR ABSENCE - received from Cllr Caston, Cllr Taylor and Philip Stoneman (Parish Clerk)

6 DECLARATIONS OF INTEREST - None

7 MINUTES OF THE PREVIOUS MEETING

7.1 The minutes of the meeting held on 9 April 2019 were **AGREED**, and the Parish Council **RESOLVED** to sign them as a true record.

7.2 Cllr Fishwick reported that a supply of food waste containers had been held at the Community Centre and most people now had them. He agreed to put an item on the Winnersh Facebook page to inform residents that there were still some available. **ACTION Cllr Fishwick**

7.3 Cllr Harper reported that he had investigated the possibility of having another gate at the pedestrian entrance to the new allotments to prevent fly-tipping but this was not possible.

8 STANDING ORDERS

8.1 The Standing Orders had been reviewed by F&GP to include more detail about Committees from the previous version. They were declared fit for purpose and Cllr Breedlove **PROPOSED** and Cllr Harper **SECONDED** that they be adopted and this was **RESOLVED**.

8.2 It was agreed that the next F&GP meeting would review whether Standing Orders should be published on the WPC website. **ACTION F&GP**

8.3 It was agreed that at the next F&GP meeting all Policies, procedures and schedules would be reviewed. **ACTION F&GP**

9 ELECTIONS AND COUNCIL VACANCIES

9.1 Cllr Fishwick advised that he had been in touch with WBC Electoral Services who advised that as there had been a recent Local Government election, WPC could advertise for volunteers for co-option onto the Parish Council. These would be advertised on the Parish notice boards, the WPC website and on the Winnersh Facebook page. **ACTION Clerk**

10 APPOINTMENT OF COUNCILLORS TO COMMITTEES

10.1 Councillors were invited to submit their 1st and 2nd preferences for sitting on Standing Committees in advance of the Annual Council Meeting. Interim Chairmen were to be elected to sit for the first meeting at which the members of the Committees would elect a Chairman for the remainder of the year.

10.1.1 Recreation and Amenities Committee: Cllrs Breedlove, Hanna, Caston, Obileye, Wooldridge, Southgate.

Interim Chairman Cllr Hanna – proposed by Cllr Breedlove and seconded by Cllr Fishwick.

- 10.1.2** Planning Committee: Cllr Obileye, Krauze, Taylor, Wooldridge., Fishwick (temporary).

Interim Chairman Cllr Krauze – proposed by Cllr Wooldridge and seconded by Cllr Fishwick.

- 10.1.3** Finance & General Purposes Committee: Cllrs P Bray, Breedlove, Caston, R Shepherd-DuBey, Southgate, Harper, Krauze, Fishwick.

Interim Chairman Cllr Breedlove – proposed by Cllr Harper and seconded by Cllr Fishwick.

11 WINNERSH FUEL ALLOTMENT TRUST

- 11.1** Cllr Harper reported that there were two changes of WFAT Trustees from last year. Mr Carter had resigned as he had moved from the area and Mr Southgate was elected to replace him.

The current trustees are G Harper (Chairman), Prue Bray, Roberta Tweedy, Tony Auch, Richard Tilbe, Samantha Lane, Peter Dennis and John Southgate.

The Parish Council **RESOLVED** to confirm the members of WFAT.

12 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

- 12.1** The following WPC representatives on outside bodies were **RESOLVED**:

12.1.1 WDALC / BALC – Cllr Harper.

12.1.2 WBC Waste Management Committee/Cleaner & Greener – Cllr Fishwick

12.1.3 Hurst Consolidated Charities - Cllr Harper.

12.1.4 Borough Parish Liaison Forum - Cllr Hanna.

12.1.5 Wokingham Traffic Forum- Cllr Fishwick.

- 13 PUBLIC SESSION** - There were no members of the public in attendance.

14 REPORTS FROM BOROUGH COUNCILLORS AND QUESTIONS FROM PARISH COUNCILLORS

- 14.1** Cllr Shepherd-DuBey reported that she had got a commitment that the trees cut down to make way for the Winnersh Relief Road would be replaced.

- 14.2** Cllr Bray reported that her detailed report had been included in the Winnersh Annual Parish Meeting held earlier this evening.

14.3 Cllr Fishwick reported that he had been elected as Borough Councillor for Winnersh in the recent Local Elections and that he had attended a WBC Planning meeting and objected to two planning applications that affected Winnersh 1) Lord Harris Court was approved by a narrow margin with amendments and 2) Trident Court was narrowly passed as the objection to parking provision was not met as they were unassigned parking spaces and therefore had a lower planning requirement.

14.4 There were no questions from Parish Councillors.

15 **PARISH QUESTIONS ON PARISH MATTERS - None**

16 **REPORT OF THE LAST PLANNING MEETINGS**

16.1 The minutes of the meeting of 16 April 2019 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

16.2 The minutes of the meeting of 29 April 2019 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

16.3 Cllrs Fishwick reported on the two meetings.

At the 16 April meeting there were no objections to two Planning Applications. The Toutley Road/Old Forest Road NDR junction was discussed and comments made. The Rights of Way Plan comments from Cllr Fishwick were considered and the Clerk had forwarded them to WBC.

At the 29 April meeting there were four Planning Applications and no objections. The Landscape Assessment Consultation was discussed and the Clerk was asked to forward the completed document to WBC.

17 **REPORT OF THE LAST F&GP COMMITTEE MEETING**

17.1 The minutes of the meeting of 30 April 2019 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

17.2 Cllr Breedlove reported that the accounts had not been available for the meeting and would now be reviewed at a meeting to be held on 4 June 2019.

17.3 Cllr Breedlove reported that approval had been granted for new lights in the Community Centre to be paid for out of the CIL allocation and a new laptop and chair for the Parish Clerk. **ACTION Clerk**

17.4 The Committee discussed the merits of Sage vs RBS. Sage would not write a new report that WPC needed, and neither would RBS. It was agreed to find a Parish Council of a similar size to Winnersh and review with them how they did their accounts using RBS. **ACTION: Clerk**

Cllr Obileye said he had experience of using Excel to write reports and he would liaise with the Parish Clerk to see if he could help.

ACTION Cllr Obileye

17.5 The Risk Assessment Procedure had been reviewed and was Fit for Purpose with some minor amendments **ACTION Clerk**

17.6 It had been agreed that for large Special Projects a councillor would be appointed to work alongside the Parish Clerk to take joint ownership of the project and review progress regularly.

18 REPRESENTATIVES ON OUTSIDE BODIES - None

19 WINNERSH FETE 2019

19.1 Cllr Southgate reported that preparations were going well. Stalls numbers are slightly up on last year however there is a decrease in business stalls.

19.2 Cllr Krauze reported that the arena schedule was now confirmed.

19.3 Cllr Bray said she has the PDF software and offered to edit the fete flyers and posters. **ACTION Cllr Bray**

19.4 Cllr Fishwick reported that he had signed up five sponsors for a total of £1200.

20 ACCOUNTS FOR PAYMENT - MAY 2019

20.1 Cllr Hanna queried the invoice from WBC for the allotment rent for 2019-2020 as 1) it had the wrong allotment address and 2) it had been agreed at a recent meeting with WBC that the rent would be waived in compensation for the additional delays in the transfer to the new site. The RFO is to request a credit note. **ACTION RFO**

20.2 Cllr Breedlove queried the invoices from Castle Water as both the Community Centre and Allotment invoices appeared excessive. The RFO to query invoices with Castle Water. **ACTION RFO**

20.3 Councillor Breedlove queried the future of the BALC Exec now that HALC was taking over the running of the BALC affairs. Cllr Harper replied that the BALC Exec had the responsibility for looking after the BALC members interests and ensuring that HALC met the terms of the contract. The BALC Exec had already done this by insisting that all training of BALC members be done at a Berkshire location rather than at Eastleigh as HALC preferred.

20.4 It was **PROPOSED** by Cllr Breedlove and **SECONDED** by Cllr Southgate and the Parish Council **RESOLVED** to pay the accounts for May 2019 as set out in Appendix 1.

21 CORRESPONDENCE - None

22 ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

- 22.1** Cllr Harper reported on the move to the new allotment site. He was pleased to report that it had been completed successfully, not without issues but he had resolved them. Plotolders were making good progress in creating their new plots. One major issue remaining is the water supply. WBC ordered the connection to the mains supply from Thames Water in January but Thames Water were still unable to provide a connection dates. WBC continue to press them for a date on a regular basis. The neighbouring farmer had allowed a connection to his water supply, and whilst this was limited pressure, it did allow plotholders to water their plants. The old allotments were now officially closed and the entrance gate padlocked shut.

23 TIME AND DATE OF NEXT PARISH COUNCIL MEETING

- 23.1** The next meeting of the Parish Council will be held on Tuesday 11 June 2019 at 7.45 p.m. in the Sindlesham Room.

The meeting closed at 10.20

Appendix 1

WINNERSH PARISH COUNCIL MEETING 14 May 2019				
ACCOUNTS FOR PAYMENT - May 2019/20				
Payee	Description	Amount	Ref	
Salaries (CH-AL-CF-JR)	May Salaries	3,864.13	BACS	B
HM Revenue & Customs Only	Tax & NI - Month 2 Year 2019/20	1,234.38		B
The Berkshire Pension Fund	Pension	1,465.08		B
A Solo Security				
A Solo Security	Replacement Battery for Allnatt Pavilion	43.80		B
A Star Signs Limited	Date Change to Fete Banner	30.00		B
BALC	Annual Subscription for 5,000 Electorate	1,692.61		B
Came & Company	Annual Insurance Cover	3,193.15		B
Charley Zakrzewski	Deposit Refund	63.00		B
Dave Kinght	Window Cleaning May19	90.00		B
Geoff Harper	Refreshments for Parish Meetings	19.15		B
Home Smart	Grant	400.00	300153	Q
itQED Business Solutions	Monthly Support Contract & Services for May19	285.08		B
Keep Mobile	Grant	1,750.00		B
Me2	Grant	100.00		B
Nick Robins Limited	Grounds Maintenance for April19	1,185.60		B
RCJ Electrical Services	Investigate Solar Panels, replace switch and socket	105.00		B
Readibus	Grant	2,250.00		B
Sage (UK) Limited	Sage Instant Payroll - Annual Cover	234.00		B
Saint Sebastian Wokingham Band	Fete - Brass Band	350.00	300154	Q
Wokingham Borough Council	Annual Licence Fee for Reading Road Allotments	1,000.00		B
Castle Water				
	CC 1/4 - 30/4 £932.79			
	AP/PavHse 1/4 - 30/4 £85.51	1,850.97	DD 17/5	
	Allotments 1/4 - 30/4 £832.67			
Daisy	Caretaker Mobile Phone to 30/4	11.35	DD 13/5	
NatWest OneCard	Annual Fee	35.00	DD 10/5	
Plusnet	1718336-013 Telecoms Charges to 9 June19	47.26	DD 17/5	
Total Expenditure for the month		21,299.56		
Payments made after last meeting				
Aditi Verma	Damage Deposit Refund	200.00	13/5	B
Plusnet	1718336-012 Charges to 9/5	55.45	DD 17/4	
		255.45		
Financial Position as at 30 April 2019				
Bank Balance	£	100,806.09		