



Winnersh Parish Council

Winnersh Community Centre
New Road, Sindlesham, Wokingham
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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD IN THE WINNERSH HALL ON TUESDAY 14 JANUARY 2020

PRESENT: Cllrs P Fishwick (Chairman); K Bradeepan; P Bray; F Breedlove; A Greenwood; S Hanna; G Harper; F Obileye; R Shepherd-DuBey; J Southgate; L Wooldridge.

IN ATTENDANCE: P Stoneman (Clerk).

1 APOLOGIES FOR ABSENCE

Cllrs B Krauze; C Taylor; R Hamblin.

2 DECLARATIONS OF INTEREST

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

3 PRESENTATION ON YOUTH CLUB PROVISION

- 3.1 Jessica Kirby from Berkshire Youth and Mark Tompkinson from the WBC Localities Team updated the Committee on the Youth Club being run at Rainbow Park Community Centre.
- 3.2 The Youth Club was set up in March/April 2019 and the attendance is growing with up to fourteen young people attending on a regular basis. The sessions were for 7-11 year olds and 11-15 year olds with sessions running for one and a half hours each.
- 3.3 A variety of activities were taking place and these were being designed by the attendees. Further promotion would be taking place, particularly through local schools and social media.
- 3.4 Jessica advised that Verity Harper had an electronic version of the posters and would be asked to send these for use on the WPC website and other social media.
- 3.5 Additional funding to support the provision would be sought through the Rotary Club who were supporting similar schemes in the Bracknell area.

- 3.6 In response to a question about when the Council would receive invoices for the agreed level of support, Jessica would follow this up with Verity Harper.

4 MINUTES OF THE PREVIOUS MEETING

- 4.1 The minutes of the Parish Council meeting held on 10 December 2019 were **AGREED**, and the Parish Council **RESOLVED** that the Chairman should sign them as a true record.

5 MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

- 5.1 (Minute 6.3) The Clerk to write to Kirsty Ross to thank her for helping to set up the Youth Club at Rainbow Park. **ACTION: CLERK**
- 5.2 (Minute 11.6) Cllr Fishwick and Cllr Wooldridge would review the draft allotment lease and, subject to being satisfied with the terms, would sign the lease for the surrender of the former site in Reading Road and for the new site in Woodward Close.

6 PUBLIC SESSION

There were no members of the public in attendance.

7 WOKINGHAM BOROUGH COUNCIL MATTERS

- 7.1 The Chairman advised that there were several meetings taking place at WBC in order to progress business that had been delayed due to the General Election.
- 7.2 The Chairman updated on a series of matters as detailed in Appendix 1.
- 7.3 In relation to the site at Winnersh Farm that WBC had included in the Local Plan Update, Cllr Bray advised that there were three tests that should be met when potential new sites were being assessed and these were Suitability, Availability and Deliverability. There was some uncertainty about whether these tests had been applied and Cllr Bray was seeking a response from WBC. **ACTION: CLLR BRAY**
- 7.4 Cllr Bray informed the Council that WBC were in the process of updating the strategy on learning disabilities. The Corporate Parenting Board had been reconstituted and that a meeting was to be held shortly.
- 7.5 Cllr Shepherd-DuBey advised that the Winnersh Relief Road was between 6 and 11 months behind schedule and that the current focus was on providing a new electricity sub-station off the Reading Road, near the former allotment site.
- 7.6 Cllr Shepherd-DuBey advised that she was seeking an update from WBC Planning about water sprinklers in schools to ensure these were being installed in accordance with planning requirements.

8 PARISH QUESTIONS ON PARISH MATTERS

There were no questions on Parish matters.

9 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

- 9.1 Cllr Harper advised that training provided through BALC was now all free of charge and that courses were published on the BALC website. Cllr Harper agreed to ask about the Councillor Fundamentals training that had recently been cancelled.

ACTION: CLLR HARPER

10 PLANNING COMMITTEE MEETING

- 10.1 The minutes of the meeting of the 6 January 2020 were agreed and the Parish Council **RESOLVED** to sign them as a true record.

- 10.2 In the absence of Cllr Taylor (Chairman of the Planning Committee) Cllr Harper highlighted the following matters:-

- 10.2.1 Application 193052: St Catherine's Lodge - the committee had questioned why trees needed to be removed rather than relocate the security cameras.

- 10.2.2 Application 193101: 29 Arbor Lane the Committee had objected to the application.

- 10.2.3 Application 193339: Nirvana Spa – the Committee had objected on a range of issues and these had been annexed to the Planning Committee minutes.

11 RECREATION AND AMENITIES COMMITTEE

- 11.1 The minutes of the meeting of the 7 January 2020 were agreed, and the Parish Council **RESOLVED** to sign them as a true record.

- 11.2 Cllr Hanna reported on the following matters:-

- 11.2.1 The connection to the mains water supply had been made and the allotment standpipes were now all working.

- 11.2.3 Water ponding on the allotment site, following some heavy rain, was being investigated by WBC with options for how it could be drained.

- 11.2.4 Allotment security – a question was asked about the need for the gate to the access track (closest to Wheatfield School) given that there was now a height barrier. Cllr Harper advised that there had always been a lockable gate in that location and the local farmer and WBC would be asked about the necessity of it. **ACTION: CLERK**

- 11.2.5 Cllr Hamblin was thanked for taking the lead on the successful and well attended Christmas Lights event. It was agreed that more lighting in the trees at the front of the Allnatt Pavilion/Community Centre should be provided.

- 11.2.6 Meadow View - a wire fence considered dangerous should be removed.

11.2.7 It was agreed that WPC should arrange the local Litter Pick for Sunday 29 March.

11.2.8 In view of the deterioration to some parts of the external cladding to the Community Centre it was agreed that the Caretaker should carry out temporary repairs with self-adhesive flashing material.

12 CLIMATE CHANGE EMERGENCY

12.1 The Chairman confirmed that the WPC Climate Change Working Group would take place on Wednesday 29 January 2020 at 7pm. Draft terms of reference would be prepared, considering any feedback from the Strategy/Ideas Workshop.

13 STRATEGY/IDEAS WORKSHOP

13.1 Cllr Wooldridge updated the Council on plans for the Workshop that would take place in the Maidenhead Room, Sindlesham Court on Wednesday 15 January, 7pm - 9.30pm.

13.2 Cllr Southgate referred to the existing WPC Strategic Aims which he felt would be helpful to consider when reviewing and setting the priorities for the Parish. Cllr Wooldridge explained that the existing aims, which were to some extent still relevant, would not influence the discussion as the main purpose of the workshop was to generate and harvest a broad range of ideas without constraint.

14 ACCOUNTS

14.1 A schedule of payments, due since the last meeting, was tabled and upon the **PROPOSAL** of Cllr Harper, **SECONDED** by Cllr Breedlove, the Parish Council **RESOLVED** to make payments totalling £15,091.01 as shown in Appendix 2.

14.2 The bank balance as at 31 December 2019 was confirmed as £138,013.34.

14.3 There were still some Councillors that had not been registered with UNITY bank as signatories. It was agreed that to resolve this Councillors would be asked to visit the office so that the FAO could call the bank and deal with any registration/password issues over the phone.

15 MEETING DATES DURING 2020

15.1 A schedule of proposed meeting dates set out in (Appendix 3) was agreed.

16 THE GENERAL POWER OF COMPETENCE

16.1 Following the **PROPSAL** from Councillor Fishwick, **SECONDED** by Councillor Wooldridge, the Council **RESOLVED** that it meets the eligibility criteria to exercise the General Power of Competence, as defined in the Localism Act 2011 and Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012, and would adopt the power with immediate effect, in accordance with the legislation.

16.2 Cllr Breedlove advised that it would be necessary to review and update relevant policies to reflect that the Council has the General Power of Competence.

17 CORRESPONDENCE

17.1 The Clerk circulated a list of correspondence as set out in Appendix 4.

Item 6 - Consultation from WBC about the removal of payphones: it was agreed that WPC would express interest in obtaining a payphone that could be sited at Winnersh Community Centre to house a defibrillator. **ACTION: CLERK**

Item 8 - Graffiti at Winnersh Railway Station: Cllr Southgate updated the committee on the issue of graffiti at Winnersh Railway Station and it was agreed that WPC would write to Network Rail about the graffiti and other anti-social behaviour. **ACTION: CLERK**

18 ANY OTHER ITEMS CONSIDERED URGENT BY THE CHAIRMAN

There were no urgent items.

19 DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

Tuesday 11 February 2020 at 19:45.

PART II – Confidential Session

20 The Council **RESOLVED** in accordance with the Public Bodies (admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personnel or confidential matters where publicity might be prejudicial to the special nature of the business.

21 STAFFING MATTERS

21.1 The Clerk provided an update on the effectiveness of the measures introduced in September 2019 to improve the efficiency of the office, as set out in the minutes of the Parish Council meeting held on the 10 September 2019.

21.2 It was **PROPOSED** by Cllr Fishwick, **SECONDED** by Cllr Wooldridge, and **RESOLVED** that the Chairman and Clerk would liaise with the HR Specialist from HALC, to explore options for restructuring to help the Parish Council carry out its business more efficiently. The Executive Committee would meet and consider the options before making a recommendation to Full Council on the 11 February 2020.

There being no further business the meeting closed at 22:45.

APPENDIX 1

Wokingham Borough Council matters – update 14th January 2020
Councillor Paul Fishwick

Item 7

Corporate and Community Overview & Scrutiny Committee (6th January and 13th January 2020)

- Medium Term Financial Plan 2020-23 Revenue Budget (6th January)
- Medium Term Financial Plan 2020-23 Capital Budget (14th January)
- Burial Capacity
- Borough Design Guide update

Extraordinary Executive (15th January)

- Local Plan Update – Question submitted by me as follows;

Paul Fishwick has asked the Executive Member for Planning and Enforcement the following question:

Question

Under Policy H2, sites allocated for residential use / mixed use on page 80 of the Local Plan Update it indicates that Winnersh Farm, Winnersh will be allocated 250 dwellings. Up until now the Winnersh Borough councillors have been informed that Winnersh would only have a couple of small sites allocated.

Why have these 250 dwellings suddenly been added to this schedule?

Climate Change Working Group

- I am on the Climate Change Working Group and we have held our second meeting on this very important topic. We reviewed the Action Plan and Report and made comments / suggestions. This will now come to Full Council on 23rd January 2020.

Adoptions of Estate Infrastructure Task & Finish Group

- I also sit on this group which has now met for the fourth time and the report is now finalised with 12 Recommendations. This will go to Overview and Scrutiny (Management) Committee on 22nd January 2020.

Reported issues

King Street Lane approach to Sainsbury's junction – Traffic signals

- Traffic signals appear to be functioning reasonably.

Major Flooding over Christmas New Year (B3030 Mole Road j/w Mayfields

- This appears to have been resolved following Volker Highways intervention finding the Highway drainage inspection system covered in the verge with soil and Gigaclear's apparatus running over the top of it. The drainage system was unblocked.

Winnersh Station

- South Western Railway finally after 2 years of constant complaining have fixed the Real Time Passenger Information screen on the London bound platform at Winnersh station.

B3030 KEEP CLEAR Markings

- After many requests for KEEP CLEAR markings to be installed at King Street Lane j/w Grasmere Close and Mole Road j/w Mayfields, these were finally installed last week.

APPENDIX 2

WINNERSH PARISH COUNCIL MEETING 14 JANUARY 2020			
SCHEDULE OF PAYMENTS - January 2019/20			
Payee	Description	Amount	Ref
Salaries (PS-AL-CF-JR)	Salaries for January	4,037.87	BACS B
HM Revenue & Customs	Tax & NI - Month 10 Year 2019/20	1,317.07	876080811 B
The Berkshire Pension Fund	Pension Contributions	1,506.22	858589112 B
Biffa Waste Services Limited			
	Trade Waste Service Additional Lift / CR Note	0.00	N/A Q
Castle Water Limited			
	INV2365729 Charges for 1/11 - 30/11 AP/PH	62.20	B
	INV2437471 Charges for 1/12 - 31/12/19 AP/PH		
Dave Kinght			
	Window Cleaning Jan20 - INV220104	100.00	B
Holly Digital			
	INV302281 Copy Charges to 13/12/19	92.31	B
ITQED Business Solutions			
	10553 SKYKICK 365 Exchange/SPoint BackUp £16.80	248.68	B
	10970 MS Office 365 Enterprise E3 £46.44		
	10741 MS Exchange On Line - Plan 1 £63.36		
	11026 Managed AV, PC Monitoring, Backup £23.28		
	10915 Monthly Support Contract Jan20 £98.80		
Nick Robins Limited			
	13442 Grounds Maintenance for Dec19	352.80	B
Peter Amor			
	Allotment Transitioning	84.36	B
PRS for Music			
	Annual Charges Period Ending 6 Jan20 - 5 Jan21	873.38	B
Reading Borough Council			
	Bind 8 Volumes of Parish Minutes	446.40	B
Rialtas Business Solutions Limited			
	Purchase/Training (Omega/ManRep/Bookings/Allc	4,281.24	B
Sindlesham Court (Trading) Limited			
	Room Hire/Refreshments - Strategy Workshop	178.20	B
Society of Local Council Clerks			
	Full Membership for Parish Clerk	202.00	B
Castle Water			
	2407549 CC for 1 - 31 Dec19 (Statement 22)	142.75	DD 15/1
npower Business			
	CC Gas to 31 Dec19	421.90	DD 17/1
npower Business			
	AP Gas charges to 1 Jan20	609.05	DD 17/1
Plusnet			
	1718336-021 Telecoms Charges to 9 Feb20	62.58	DD 17/1
Sage UK			
	INV08415530 Sage 50 Cloud - CoverExtra	72.00	DD 15/1
Total Expenditure for the month		15,091.01	
Payments made after last meeting			
Plusnet			
	1718336-020 Telecoms Charges to 9 Jan20	62.64	DD 17/12
		62.64	
Unity Bank Balance			
	£	122,889.07	
NatWest Current Account			
	£	2,500.00	
NatWest Business Reserve Account			
	£	12,624.27	
Financial Position 31 December 2019		£ 138,013.34	

APPENDIX 3

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Winnersh Parish Council Meeting Dates for 2020

Full Council

Tuesday 14 January
Tuesday 11 February
Tuesday 10 March
Tuesday 14 April
Tuesday 12 May (8.30pm)
Tuesday 9 June
Tuesday 14 July
Tuesday 8 September
Tuesday 13 October
Tuesday 10 November
Tuesday 8 December
(payments)

Annual Parish Meeting

Tuesday 12 May (7.30pm)

Recreation & Amenities Committee

Tuesday 7 January
Tuesday 4 February
Tuesday 3 March
Tuesday 7 April

Committee

Tuesday 5 May
Tuesday 2 June
Tuesday 7 July
Tuesday 1 September
Tuesday 6 October
Tuesday 3 November
Tuesday 1 December

Planning Committee

Monday 6 January
Monday 27 January
Tuesday 18 February
Monday 9 March
Tuesday 31 March
Monday 21 April
Monday 11 May
Monday 1 June
Tuesday 23 June
Monday 13 July
Tuesday 4 August (authorise

Tuesday 25 August
Tuesday 15 September
Monday 5 October
Monday 26 October
Tuesday 17 November
Monday 7 December

Finance & General Purposes

Tuesday 28 January
Tuesday 28 April
Tuesday 28 July
Tuesday 27 October

All meetings start at 7:45pm (unless otherwise advertised) and take place at Winnersh Community Centre in either the Sindlesham Room, Winnersh Hall or Allnatt Pavilion.

APPENDIX 4

WINNERSH PARISH COUNCIL MEETING Tuesday 14 JANUARY 2020 at 19.45 Correspondence

- 1) **17 December 2020** - email from Wokingham Borough Council
Subject: Wokingham Borough Council to adopt homelessness and rough sleeping strategy
- 2) **27 December 2020** - email from Wokingham Borough Council
Subject: Council supports people with learning disability and their families
- 3) **1 January 2020** - email Citizens Advice Wokingham
Subject: Advice Task Force
- 4) **6 January 2020** - email from Home-Start
Subject: Volunteers Urgently Needed
- 5) **7 January 2020** - email from Reading Borough Council
Subject: Recycling Centres
- 6) **9 January 2020** - email from Wokingham Borough Council
Subject: Consultation for the Removal of Payphones
- 7) **9 January 2020** - email from Wokingham Borough Council
Subject: Environmental protection and quality of life at the heart of the draft local plan
- 8) **10 January 2020** - email from local resident
Subject: Winnersh Station Graffiti
- 9) **13 January 2020** - email from Highways England
Subject: King Street Lane Bridge Repairs