



## Winnersh Parish Council

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### MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT WINNERSH COMMUNITY CENTRE ON TUESDAY 9 NOVEMBER 2021

**PRESENT:** Cllrs P Fishwick (Chairman); P Bray; L Doyle; D Green; S Hanna; G Harper;  
R Nicholson; F Obileye; R Shepherd-DuBey; J Southgate.

**IN ATTENDANCE:** P Stoneman (Clerk).

**1 APOLOGIES FOR ABSENCE:** Apologies were received from Cllrs J Boadu;  
B Krauze; C Taylor; L Wooldridge.

**2 DECLARATIONS OF INTEREST:** None.

#### **3 MINUTES OF THE LAST MEETING AND MATTERS ARISING**

3.1 The minutes of the Parish Council meeting held on the 12 October 2021 were  
**APPROVED**, and the Parish Council **RESOLVED** that the Chairman should sign them  
as a true record.

3.2 Matters arising: (Minute 17.2) - Cllr Fishwick advised that he had written to Earley Town  
Council about the proposed 50<sup>th</sup> Anniversary civic ceremony and permanent memorial  
and was awaiting a response.

**4 PUBLIC SESSION:** There were no members of the public in attendance.

#### **5 REPORTS FROM WOKINGHAM BOROUGH COUNCILLORS**

5.1 Borough Cllrs Bray, Fishwick and Shepherd-DuBey had circulated reports in advance of  
the meeting relating to WBC matters (Appendix 1), and these were noted.

5.2 Cllr Bray gave an update on the delay to the SEND School, including that the new access  
road to serve the new school and the allotments would not happen until the project  
progressed.

5.3 Cllr Harper thanked Cllr Fishwick for his efforts in encouraging Wokingham Borough  
Council to undertake the footpath surfacing works to the bridge off Woodward Close,  
particularly as the existing surface was slippery and deemed to be health & safety  
hazard. Cllr Harper confirmed the works had been completed.

**6 QUESTIONS FROM PARISH COUNCILLORS ON PARISH MATTERS:** None

**7 REPRESENTATIVES ON OUTSIDE BODIES:** None

## **8 PLANNING & TRANSPORT COMMITTEE**

8.1 The minutes of the Informal Planning & Transport (P&T) Committee meeting held on the 19 October 2021 could not be approved as there were insufficient P&T members present. It was **RESOLVED** that the minutes be referred to the next meeting of P&T on the 16 November, 2021 for approval. **ACTION: CLLR TAYLOR/CLERK**

## **9 FINANCE & GENERAL PURPOSES COMMITTEE**

9.1 The minutes of the Informal Finance & General Purposes (F&GP) Committee meeting held on the 26 October 2021 were **APPROVED** and the Parish Council **RESOLVED** that Cllr Southgate should sign them as a true record.

9.2 Cllr Southgate presented the recommendations made by F&GP and the Council **APPROVED** the following:-

9.2.1 (F&GP Item 6.1): A grant of £2,000 be awarded to Keep Mobile.

9.2.2 (F&GP Item 7.1): The quotation of £620 for Internal Audit services 2021/22.

9.2.3 (F&GP Item 9): The Quarter 2 accounts represented the true financial position of the council.

9.2.4 (F&GP Item 10): A Working Group be set up to review policies and procedures.

9.2.5 (F&GP Item 11): The contract to provide website technical support be extended by two years.

## **10 RECREATION & AMENITIES COMMITTEE**

10.1 The minutes of the Informal Recreation & Amenities (R&A) Committee meeting held on the 2 November 2021 were **APPROVED** and the Parish Council **RESOLVED** that, in the absence of Cllr Wooldridge (R&A Chair), that Cllr Hanna (R&A Vice-Chair) should sign them as a true record.

10.2 Cllr Hanna presented the recommendations made by R&A and the Council **APPROVED** the following :-

10.2.1 (R&A Item 6.2.2): The contribution to the Winnersh Allotment Association (WAA) would be made as a top up to £1,000 at the beginning of the financial year subject to receipt of the WAA Master Plan.

10.2.2 (R&A Item 7.6): The use of fireworks (indoor and outdoor) be prohibited at WPC facilities and reference be made in the conditions of hire.

10.2.3 (R&A Item 8.3): Following a recent visit by the Fire Safety Inspecting Officer that the recommendations made by him be implemented including arrangements for a Fire Risk Assessment carried out by a competent fire risk assessor.

10.2.4 (R&A Item 10.1): The Christmas Lights Event be cancelled given concerns about the increasing number of coronavirus cases in the Wokingham area.

10.2.5 (R&A Item 11.3): The Council noted and approved the key actions of the Facilities Working Group.

## **11 CLIMATE CHANGE EMERGENCY**

11.1 The Chairman had circulated a Climate Change Emergency report (Appendix 2) in advance of the meeting and the report was noted.

11.2 Cllr Green was invited to join the Climate Change Working Group and accepted the invitation.

## **12 THE WINNERSH SUSTAINABLE TRANSPORT GROUP**

12.1 The Chairman had circulated a Stations Adoptions report (Appendix 3) in advance of the meeting and the report was noted.

12.2 The Chairman explained that the next meeting of the working group would be on the 6 December 2021. Five draft paintings had been received from the Wokingham Art Society and these would be circulated to the working group. These would, with any suggested changes, be used as the artwork for the shelters on Winnersh and Winnersh Triangle station platforms.

**ACTION: CLLR FISHWICK**

## **13 HISTORY PROJECT**

13.1 The next meeting of the working group would be held on the 10 November 2021 and a representative from the Berkshire Records Office had agreed to attend to advise on options for how the material and artefacts held by Winnersh Parish Council could be used and preserved.

## **14 SCHEDULE OF PAYMENTS**

14.1 The schedule of payments, due since the last meeting, was circulated in advance of the meeting (Appendix 4), and upon the **PROPOSAL** of Cllr Southgate, **SECONDED** by Cllr Shepherd-DuBey, it was **RESOLVED** to make payments totalling £11,355.48.

14.2 The bank balance at the 31 October 2021 was £206,356.59.

## **15 WINNERSH FETE**

15.1 Cllr Southgate provided a summary of the fete budget (income and expenditure) and explained that costs were significantly higher compared to previous years as Wokingham Borough Council were unable to be involved this year and the costs, including first aid and climbing wall, normally procured and paid for WBC, were paid this year by WPC.

15.2 The income generated through the raffle and stall holder donations amounted to £1,013.50 and that would traditionally be split between the charities that had been designated as beneficiaries for the 2021 event. It had already been agreed that the ATC that provided car parking and stewarding would receive a donation of £50 leaving £963.50. It was agreed this would be rounded up to £1,000 enabling a donation of £500 each to the Cowshed and Me2 charities.

15.3 Cllr Nicholson asked about the process for selecting beneficiaries and Cllr Southgate confirmed that these were suggested by the Fete Working Group, for approval by Full Council, and would normally consist of one local charity and one national charity that provided benefit to the local community.

15.4 A discussion took place about the benefits of holding the event in September (as this year) or returning to the 3<sup>rd</sup> week of June as had been traditional. After an exchange of views about the merits of both dates it was agreed that the event be moved back to June, subject to review in the event of further restrictions being necessary to help control the pandemic.

**16 CORRESPONDENCE:** None

**17 URGENT MATTERS:** None

**18 DATE OF THE NEXT MEETING: Tuesday 14 DECEMBER 2021 at 19:30.**

There being no further business the meeting closed at 20.25.

Signed: Cllr P Fishwick \_\_\_\_\_

Chairman of Winnersh Parish Council

## APPENDIX 1

### REPORTS FROM BOROUGH COUNCILLORS (Agenda Item 5)

**Borough Councillor Paul Fishwick**

**Report to the Parish Council Meeting on 9 November 2021**

#### **Borough Council committee meetings**

Since the last Full Council meetings (12<sup>th</sup> October 2021), I have attended the following committee meetings:

#### **Overview and Scrutiny Management Committee – 18<sup>th</sup> October 2021**

Key items on the agenda were:

Item 38 Waste Strategy

Item 39 Domestic Abuse Strategy 2021-24

Item 40 WBC web site improvement

Item 41 Executive response to the Climate Emergency Task & Finish Group Recommendations

[Agenda for Overview and Scrutiny Management Committee on Monday, 18th October, 2021, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

#### **Licensing and Appeals Committee – 20<sup>th</sup> October 2021**

Item 14 Adoption of the Statement of Gambling Principles

Item 15 Annual Report 2020/21

Item 16 Taxi Liaison meeting

[Agenda for Licensing and Appeals Committee on Wednesday, 20th October, 2021, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

#### **Executive – 28<sup>th</sup> October 2021**

I asked a Member question related to Winter Maintenance and cycling routes

[Agenda for Executive on Thursday, 28th October, 2021, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

## Extraordinary Community and Corporate Overview and Scrutiny Committee – 3<sup>rd</sup> November 2021

Key items on the agenda were:

Item 44 BME Forum Progress update

Item 45 Medium Term Financial Plan 2022-25: Revenue and Capital Budget - Adult Social Care and Children's Services directorates

[Agenda for Community and Corporate Overview and Scrutiny Committee on Wednesday, 3rd November, 2021, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

### Winnersh specific

#### Winnersh Relief Road Phase 2

I highlighted to the Project team (10<sup>th</sup> September) issues with the raised junction pedestrian/cycle table at entrance access to Woodward Close, where vehicles were close to 'grounding' the front of the vehicle.

This wasn't rectified during the end of September/early October overnight closures, and I have been reminding them ever since. They have now responded to say that they have commissioned a survey of the junction to understand the issues and rectify accordingly.



There are also some remedial works to be completed that are planned during the autumn 2021.

#### Hatchwood Mill Estate

The three Borough ward councillors have continued to be involved with the condition of the none adopted infrastructure on the estate that is due to be handed over to the Management Company later this year, and the planned NEAP.

#### Significant Carriageway defect

**B3030 Robinhood Lane** on its approach to the A329(M) overbridge has significant cracks within the carriageway that have been extending over the last few weeks. These have been reported to Highways at WBC and could be caused by movement in the embankment.



### **Footbridge over railway line opposite Winnersh Station**

Works were carried out over the weekend of the 16<sup>th</sup> and 17<sup>th</sup> October to replace the defective deck boards on this footbridge that I had reported previously. I have enquired what WBC will do about the 'temporary' yellow ramps at either end.



### **Footbridge over railway line Woodward Close**

I reported issues with this footbridge surface in 2020 and temporary slippery when wet signs were installed by Wokingham BC until the surface treatment could be applied, which was completed last week.

**Report to the Parish Council Meeting on 9 November 2021**

**SEND school**

Since our last full council, the Department for Education have told the Borough Council there will be a delay of at least a year in the funding of the new SEND school that was due to be built in Woodward Close.

The school has planning permission. A trust is waiting to run it. Both Wokingham and Reading Borough Council have been planning for it to be part of their SEND provision for some years. It was supposed to open in September 2022. For the DfE to announce a delay at this stage is absolutely disgraceful, particularly as at the same time the government is claiming they are creating 30,000 additional SEND school places.

The borough council is in constant contact with the DfE and are attempting to persuade them of the short-sightedness of the decision. Because of rising construction costs, any delay in the build will increase the funding needed for the project. Alternative provision for the children will be found – but is likely to be considerably more expensive than the council had been budgeting for.

**Local Plan**

On Friday the borough council executive will be voting to put a revised Growth Strategy out for consultation. This includes a proposal to put 4,000 houses at Hall Farm, between Sindlesham and Arborfield.

The consultation will run until 17<sup>th</sup> January.

**Electoral Review**

Wokingham Borough will be undergoing a boundary review over the next 2 years. The preliminary meeting has been held for councillors with the people conducting the review.

The review will not change the external boundaries of the borough or the external boundaries of parishes, but will change the borough wards. It may result in fewer borough councillors. It is likely to mean more 3-member wards and fewer 1-member wards.

Changes will be based on the principle that each councillor should represent as near the same number of electors as possible (which is not the same as saying they must represent the same number of the general population), but community links will be taken into account.

The initial step will be a decision on whether the borough wishes to change from election by thirds to elections every 4 years.

There is a plan for communication with parish and town councils once the review properly starts.



**Borough Councillor Rachelle Shepherd – DuBey**

**Report to the Parish Council Meeting on 9 November 2021**

The first thing achieved was moving the bus stop for the park and ride to a location that meets blue badge requirements. I also have been working with Balfour Beatty to fix the entrance to Woodward Close which is presently hazardous. I used both entrance and exit multiple times and compared it to table junctions at Laburnum and Sandstone off the Winnersh Relief Road

Reading buses is discontinuing the Winnersh Park and Ride (500) service and it will be moved to Thames Valley Park and Ride as Of 29 November until the Winnersh Car Park double decking is finished. Reading buses originally proposed adding a stop at Thames Valley Park and keeping the Park and ride but was unable to do and keep to the bus service schedule.

There are 23 outstanding enforcement actions in Winnersh.

Lastly the local plan update is coming to the executive with the 250 Homes behind Maidensfield and proposing up to 4500 homes on Hall Farm with proposed exits on to Mill Lane ( form Hatch Farm on Mill Lane) and Moll Road , a possible closing of Mill Lane and an undesigned connection to the Relief Road off of Mill Lane.

### **Climate Change Emergency Report – November 2021**

At the last meeting of Full Council, the Climate Change Emergency Action Plan Review was published, which included work topic areas completed, ongoing and to be investigated/actioned.

The Working Group currently consists of councillors Fishwick (Chair), Krauze, Shepherd-DuBey and Doyle. There was also interest from Cllr Green at the last meeting of Council, but he hasn't yet confirmed.

Now that the working group has at least one new member, it is intended to hold a meeting later this month/early December and report to the next available Full Council.

#### **Hatch Farm Way – Wildflower Meadow**

I have been engaging with both developers (Bovis/Persimmons) who are supportive of the creation of the Wildflower Meadow.

I have also been in discussions with Wokingham Borough Council Planning team and through them the Tree and Biodiversity officer.

The draft plan would be to treat the roadside slope during February 2022 with a herbicide, rotavate the soil, remove any grass and weeds. Following that the area would be sown with a mix of seed and sharp sand.

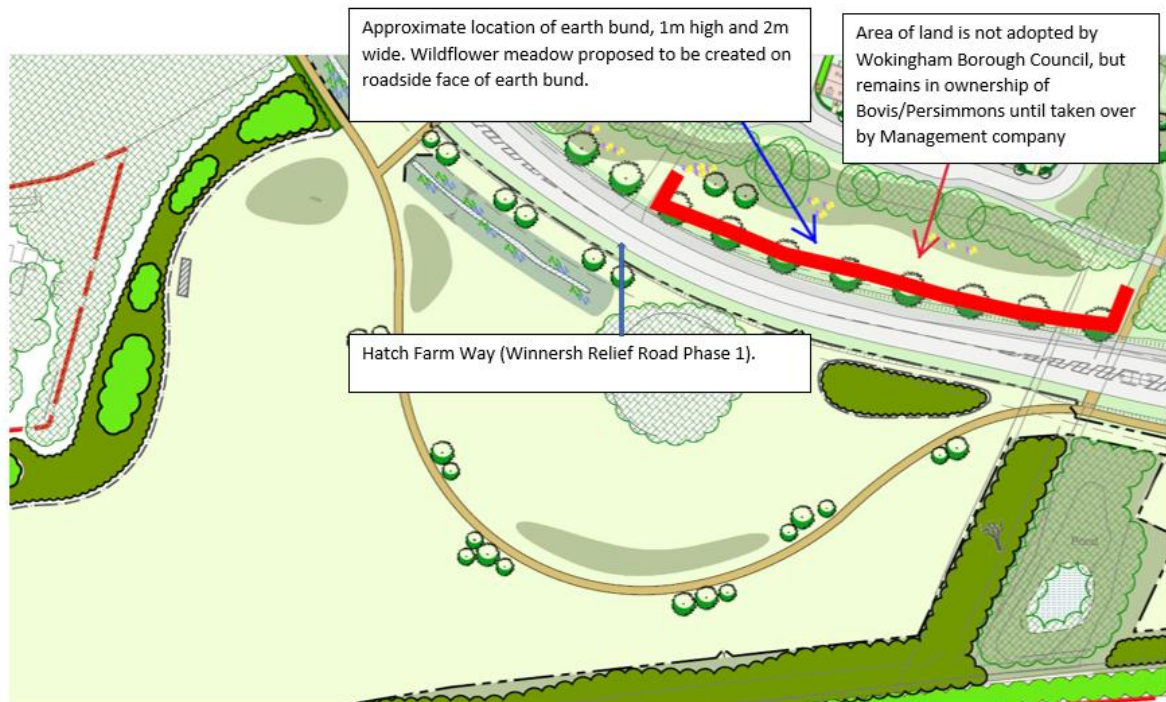
Flowering will take place during the summer and in late autumn the area will then be cut. A wildflower meadow would then be maintained in future years, with the Parish Council as lead together with residents as volunteers. An agreement between the Parish Council and the landowner would need to be in place and this would continue until such time as either party wished to terminate the agreement.

The Parish Council would also look to place a small sign at either end of the bund to indicate to the public the wildflower meadow.

There are still some areas to be agreed but I will ask Council to approve a small budget, taken from the Climate Change fund, to enable the purchase of seeds, sharp sand, hire of rotavator, application of herbicide and removal of 'green waste' at the 14<sup>th</sup> December 2021 Full Council.

Please see Annex 1 for location of bund and proposed wildflower meadow.

**Hatch Farm Way bund location and proposed wildflower meadow (Annex 1)**



**Councillor Paul Fishwick, Chair of the Climate Change Working Group**

### **The Winnersh Sustainable Transport Group (Agenda Item 12)**

#### **Stations Adoptions Winnersh and Winnersh Triangle stations**

The Wokingham Arts Society are preparing their artwork for the shelters, and it is hoped that this will be ready for viewing shortly.

An application to hold a Dr Bike session at both stations was rejected due to limited space.

It has been difficult to find a date for all of the Working Group of Parish Councillors to meet virtually to agree the next phase of improvements at the stations, recruit volunteers from the public and obtain Health & Safety training for all. At the time of writing the 6<sup>th</sup> December is our best option.

#### **Try a Train**

A special announcement was made by the Community Rail Partnership for Primary school children to Try and Train (see Annex 2). This however relates to GWR routes and the nearest is from Wokingham station along the North Downs Line.

#### **Naming of the Community Rail Line through Winnersh Parish**

The Community Rail Partnership held a competition to name the line running through the parish. There were three options:

1. The Windsor Lines of Berkshire
2. South West Thames Line
3. **Windsor to Reading Line** was named as the clear winner at the Community Rail Partnership's hybrid meeting on Tuesday 2<sup>nd</sup> November.

#### **Community Rail Partnership hybrid meeting – 2<sup>nd</sup> November**

I attended the meeting in person which was held at Reading Borough Council offices and chaired by Councillor Tony Page (Reading BC). Approximately 22 people attended the meeting with around 50% online. The meeting went well as the Borough Council has suitable IT facilities to hold such an event.

The Community Rail Network Report: Community Rail and Sustainability Development was discussed and views on Sustainable Development. My input was the whole travel journey of getting to and from the station in a sustainable way, either through safe walking or cycling routes, travel by bus with connectivity with rail and including biodiversity at stations that will link with tackling Climate Change.

South Western Railway provided a verbal update on the network. Over 2,000 responses were received to the consultation on the proposed changes to the Winter 2022 timetable, including Winnersh Parish Council.

The patronage on the network has seen a steady increase for weekday travel and weekend Leisure travel is now at 80% of pre-pandemic levels.

I asked when the new Arterio trains were due to commence operation on the Reading to London (Waterloo) route, and the response was 'soon'. Below is a photo of the new trains.



A schedule of stations on the Windsor to Reading line was presented with the current status for adoption and activity. The majority of stations have not yet been adopted, with only Winnersh, Winnersh Triangle, Wokingham and Windsor & Eton Riverside fully adopted. Ash, Earley and Datchet are potentially going to be adopted.

**Councillor Paul Fishwick, Chair of the Winnersh Sustainable Transport Group.**

## APPENDIX 4

Schedule of Payments - November 2021			
Payee	Description	Amount	Comments
Salaries (PS-CF-JN-JR)	November	£ 3,973.10	November payroll
HM Revenue & Customs	November	£ 1,228.33	
The Berkshire Pension Fund	November	£ 1,476.64	
ARD	Basketball backboards &	£ 828.00	
ARD	Repair slide	£ 511.50	
ARD	Repair playarea gate	£ 383.40	
Bowak	Cleaning supplies	£ 138.65	
Collard	Waste removal	£ 48.28	12-Oct-21
D Knight	Window cleaning	£ 100.00	Invoice awaited
EON	Gas - Allnatt Pavilion	£ 134.81	13Aug - 23Oct2021
EON	Gas - Allnatt Pavilion	£ 20.25	24Oct - 31Oct2021
EON	Electric - Allnatt Pavilion	£ 97.49	13Aug - 30sept2021
EON	Electric - Allnatt Pavilion	£ 65.26	1Oct - 1Nov2021
EON	Electric - Community Ce	£ 208.53	1Oct - 8Nov2021
ITQED	365 monthly licences	£ 133.02	Nov-21
ITQED	IT monthly support	£ 98.80	Nov-21
ITQED	PC backups & anti-virus	£ 35.64	Oct-21
ITQED	365 backup	£ 55.20	Oct-21
NALC	Job Advert	£ 120.00	
N Robins	Grounds maintenance	£ 1,215.60	Oct-21
Web Marketing Matters	Website support	£ 164.00	Oct-21
West Berkshire Council	Premises Licence Fee	£ 180.00	Valid to 23Nov2022
<b>TOTAL</b>		<b>£ 11,216.50</b>	
Direct Debits			
Sage Payroll		£ 8.40	
Sage Accounts		£ 54.00	Invoice awaited
Daisy	Caretaker mobile phone	£ 11.59	
<b>TOTAL</b>		<b>£ 73.99</b>	
Credit card			
Amazon	Copier paper	£ 17.99	
Timpson Ltd.	Allotment toilet keys	£ 44.00	
Lloyds/Unity	Monthly card fee	£ 3.00	
<b>TOTAL</b>		<b>£ 64.99</b>	
<b>TOTAL SPEND</b>		<b>£ 11,355.48</b>	
Paid since the last meeting			
R Wigly	Paid allotment rent twice	£ 35.00	
BT	Internet & Phone	£ 39.00	
<b>Total</b>		<b>£ 74.00</b>	
Bank Balance at 31 October 2021			
Unity Bank		£ 165,505.51	
Natwest Current Account		£ 2,500.00	
Natwest Reserve Account		£ 38,351.08	
<b>Bank Total</b>		<b>206,356.59</b>	