



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD AT WINNERSH COMMUNITY CENTRE ON TUESDAY 8 MARCH 2022

PRESENT: Cllrs P Fishwick (Chairman); J Boadu; K. Bradeepan; L Doyle; D Green;
S Hanna; G Harper; F Obileye; R Shepherd-DuBey; J Southgate; L Wooldridge.

IN ATTENDANCE: P Stoneman (Clerk).

- 1 APOLOGIES FOR ABSENCE:** Apologies were received from Cllrs P Bray; B Krauze;
R Nicholson; C Taylor.
- 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 8 February 2022 were **APPROVED**, and the Parish Council **RESOLVED** that the Chairman should sign them as a true record.
 - 3.2 Matters arising:-
 - 3.2.1 Item 1.1: The Clerk confirmed that he had responded to Cllr Krauze.
 - 3.2.2 Item 7.5: The Clerk confirmed that he had contacted Wokingham Borough Council with the request that Cllr Harper be added to the distribution list.
 - 3.2.3 Item 9.2: The Clerk had sought quotes for the doors to the Community Centre, Sindlesham Room, and Parish Office.
 - 3.2.4 Item 10.4: The Clerk advised that the list of aged debtors and creditors would be progressed as soon as possible.
 - 3.2.5 Item 13.3: The Clerk advised that the CELO was in the process of adding the glass recycling sites to the WPC website.
 - 3.2.6 Item 15.2: Cllr Wooldridge and Cllr Southgate would liaise on a suitable location at the Summer Fete where historical artifacts from the Coronation could be displayed.

3.2.7 Item 17.2: The Clerk confirmed that an English Oak tree and a Cherry Blossom tree had been ordered and would be delivered and planted before the end of March 2022.

3.2.8 Item 18.1.1: Cllr Bradeepan advised that he had not been able to follow up on the anti-poverty strategy.

3.2.9 Item 18.1.6: The Clerk advised that the CELO had submitted a bid to Thames Valley Police 'proceeds of crime' fund, seeking a contribution towards funding an upgraded CCTV system for the community centre. The cost of setting up Speedwatch was significantly less than originally anticipated and would be met from the 2021/22 budget.

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

5 REPORTS FROM WOKINGHAM BOROUGH COUNCILLORS

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

6 QUESTIONS FROM PARISH COUNCILLORS ON PARISH MATTERS

6.1 There were no questions on parish matters.

7 REPRESENTATIVES ON OUTSIDE BODIES

7.1 There had been no meetings of outside bodies to report on.

8 PLANNING & TRANSPORT COMMITTEE

8.1 The minutes of the Informal Planning & Transport (P&T) Committee meeting held on the 15 February 2022 were **APPROVED** and it was **RESOLVED** that Cllr Fishwick should sign them as a true record.

9 RECREATION & AMENITIES COMMITTEE

9.1 The minutes of the Informal Recreation & Amenities (R&A) Committee held on the 1 March 2022 were **APPROVED** and it was **RESOLVED** that Cllr Wooldridge should sign them as a true record.

9.2 The Clerk advised that it had not been possible to progress the renewal of the grounds maintenance contract that was due to end on 31 March 2022. In order to allow sufficient time to prepare and issue tender documents it was **RESOLVED** that the incumbent contractor be asked to continue providing the service until the end of May 2022. The new contract would run until the 31 March 2024. **ACTION: CLERK**

9.3 Cllr Wooldridge advised that R&A Committee were supportive of running the Spring Clean litter pick on the 3 April and arrangements were being made. The council **RESOLVED** to support the event and several councillors indicated that they would attend and participate in the event.

10 SCHEDULE OF PAYMENTS

10.1 The schedule of payments, due since the last meeting, was circulated in advance of the meeting (Appendix 2), and upon the **PROPOSAL** of Cllr Harper, **SECONDED** by Cllr Southgate, it was **RESOLVED** to make payments totalling £16,067.45.

10.2 The bank balance at the 28 February 2022 was £179,722.29.

10.3 A discussion took place about the growing cost of energy (gas and electric) and it was noted that one of the actions in 2022 for the Climate Change Emergency Working Group was to investigate how heating the Community Centre and Allnatt Pavilion could be done more efficiently.

ACTION: CLLR FISHWICK

11 CLIMATE CHANGE EMERGENCY

11.1 Cllr Fishwick had circulated a Climate Change Emergency report (Appendix 3) in advance of the meeting and the report was noted.

12 THE WINNERSH SUSTAINABLE TRANSPORT GROUP

12.1 Cllr Fishwick had circulated a Stations Adoptions report (Appendix 4) in advance of the meeting and the report was noted.

13 HISTORY PROJECT

13.1 Cllr Wooldridge had circulated a History Project report (Appendix 5) in advance of the meeting and the report was noted.

14 WINNERSH FETE

14.1 Cllr Southgate gave an update on plans for the Winnersh Fete.

14.2 Cllr Green had volunteered to run the main arena and would seek additional performers/attractions and would co-ordinate activity on the day.

14.3 Cllr Doyle was in the process of co-ordinating the last paper version of Winnersh Matters and that would include a front-page editorial about the Fete.

14.4 Cllr Doyle was in the process of seeking donations for the raffle.

14.5 Cllr Fishwick and Cllr Nicholson were seeking sponsorship and it was confirmed that a gold sponsor had been secured.

15 CIVIC AWARDS 2022

15.1 Cllr Southgate provided background information on the awards process and it was agreed that awareness of the scheme should continue to be promoted through the WPC website where the community can nominate individuals by completing an on-line or downloadable form.

15.2 Consideration would need to be given to the selection process and whether that should be delegated to a committee or Full Council. It was **RESOLVED** that the cut-off date for entries would be the beginning of May 2022.

16 SPEEDWATCH

16.1 Cllr Fishwick provided details of the proposed Speedwatch scheme including the process for identifying sites that would need to be approved by Thames Valley Police (TVP). It was explained that there was strict criteria for approving sites and at this stage eight sites had been provisionally identified for assessment and approval by TVP.

16.2 A budget of £500 was **AGREED** for the purchase of a speed gun, signage, and fluorescent tabards and the Clerk was asked to order the items. **ACTION: CLERK**

16.3 Several Councillors and the Clerk had received on-line training. When the scheme was launched it would be promoted through the WPC website and social media to create general awareness and to seek additional volunteers to help run the scheme.

17 CORRESPONDENCE

17.1 The following items of correspondence were raised and noted:-

17.1.1 21/02/22 Email from Wokingham Borough Council
Subject: Annual Community Litter Picks

17.1.2 21/02/22 Email from Wokingham Borough Council
Subject: Overview and Scrutiny Work Programmes

17.1.3 28/02/22 Email from Collard Environmental Ltd.
Subject: Collard Environmental - price increase from 1 April 2022

17.1.4 28/02/22 Email from Wokingham Borough Council
Subject: New Anti-Social Behaviour Service launching on 1 April 2022

17.1.5 01/03/22 Email from Daisy Communications
Subject: Mobile phone charges – price increase from 1 April 2022

17.1.6 04/03/22 Email from Utilitec
Subject: Installation of automatic meter reading device – gas meter WCC

17.1.7 04/03/22 Email from Wokingham Borough Council
Subject: Council modernising temporary housing for homeless families

17.1.8 08/03/22 Email from BALC – Hampshire ALC
Subject: Berkshire ALC Newsletter – March 2022

18 URGENT MATTERS: None

19 DATE OF THE NEXT MEETING: Tuesday 12 APRIL 2022 at 19:30.

There being no further business the meeting closed at 20.55.

Signed: Cllr P Fishwick _____

Chairman of Winnersh Parish Council

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

- 21.1 The Clerk updated the Council on the recruitment process for the Assistant Parish Clerk. Following the interview and selection process a suitably qualified and experienced candidate had been found and was offered the position. The Clerk and CELO would be meeting with the successful candidate to discuss working patterns.

ACTION: CLERK/CELO

22 QUOTATIONS

- 22.1 The Clerk updated the Council on the replacement of doors to the community centre and parish office and that in addition to the quote received from Berkshire Construction, further quotations were being sought. The quotes would need to include the provision and installation of the doors and an access control system.

ACTION: CLERK

There being no further business the meeting closed at 21:07.

Signed: Cllr P Fishwick _____

Chairman of Winnersh Parish Council

APPENDIX 1

REPORTS FROM BOROUGH COUNCILLORS ON 8 MARCH 2022 (Agenda Item 5)

Report from Borough Councillor Paul Fishwick

Borough Council committee meetings

Since the last Full Council meetings (8th February 2022), there have been several meetings held where I am on that committee.

Full Council – 17th February 2022

This meeting was primarily the budget setting meeting of the Borough Council. However, the Council also considered the consultation questions on the boundary review set out in Cllr Bray's report.

[Agenda for Council on Thursday, 17th February, 2022, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

Overview & Scrutiny Management Committee – 23rd February 2022

Key items on the agenda were:

Item 81 – Anti-poverty Strategy

Item 82 – Equality Plan update

Item 83 – Customer Excellence Programme

[Agenda for Overview and Scrutiny Management Committee on Wednesday, 23rd February, 2022, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

Licensing and Appeals Committee – 2nd March 2022

Key items on the agenda were:

Item 30 – Hackney Carriage Tariffs

Item 31 – Return of licensing functions from Public Protection Partnership

[Agenda for Licensing and Appeals Committee on Wednesday, 2nd March, 2022, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

Winnersh specific

Local Cycling and Walking Infrastructure Plan (LCWIP)

As reported at the last Full Council, it was understood that the Borough Council would be asking for comments on the primary route network of the LCWIP in mid-February 2022 where the Parish Council can make representation through the Planning & Transport Committee.

However, this consultation appears to have been delayed and no new date has been set at the time of writing.

Winnersh Relief Road Phase 2

As reported to the last Full Council, on the 10th September I highlighted to the Project team 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.

A date to rectify this 'defect' has not yet been announced but should be carried out during the Spring 2022.

I am continuing to press for further remedial action at other locations (along with Prue and Rachelle) on this project.

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 remedial works have continued across the estate.

Cllr Bray and I have a meeting tomorrow (9th March) with the Planning Officer related the estate.

Report from Borough Councillor Prue Bray

I have to give my apologies for the March meeting of the parish council as I am at a meeting of the borough council's Electoral Review working group. As you will remember, the borough council is in the throes of a boundary review. The working group is meeting before the March borough full council to see if we can come to an agreement as to a recommendation about the number of councillors there should be after the review. The hope is that all the political groups will be able to agree a proposal on the number of councillors which can then be put to the Electoral Commission Boundary Review team. However, there is no guarantee that the team will accept the proposal.

The other activity on the boundary review that is currently going on is that the council is consulting on whether to move to elections every 4 years or keep elections by thirds. Opposition councillors objected to the biased nature of the consultation, which promotes elections every 4 years, but the ruling group refused to amend the wording to be more balanced. This unfortunately undermines the validity of the consultation, not only by the fact that it may skew the responses, but also because it suggests that the ruling group have already made up their minds which option they intend to support and therefore there is little point in responding.

The decisions on whether to switch to 4 yearly all-out elections will be made at full Council in the Summer. It requires a 2/3rds majority to pass.

The other issue that I wanted to draw to the parish council's attention is that there have been some problems in allocating secondary school places for September. The council knew that there would not be enough places for next year's Year 7 cohort and had arranged for an additional 176 places to be provided through new buildings at several schools. However, it became clear as the day for announcing offers approached that this would not be enough. 52 girls have had to be offered places in Reading schools, as there were insufficient places in Wokingham. This has never happened before to my knowledge. The families affected are in Woodley and Earley. However, some Winnersh families, while having places in the Borough, have not got their child into the school they wanted.

The council will be taking some more steps and does expect some movement on the places between now and September. The Executive is considering the issue at an Extraordinary Meeting on 7th March. I have asked a question about what the factors were that led to this situation.

Report from Borough Councillor Rachelle Shepherd - DuBey

I have been helping a resident of Greenacres with problems of Bovis planting trees behind his house in a way that contradicted the approved plan. I was in touch with council officers that resulted in the meeting tomorrow that I will be attending with Prue and Paul. I also have been pushing for Balfour Beatty to finally fix the entrance to Woodward Close asking several questions in council and with Paul on the highways portion finally resulting in a plan to hopefully fix the problem. I also worked with a resident who had problems crossing the Winnersh Relief Road roundabout safely. We had previously made complaints about the safety of the crossings at both new roundabouts. It is more hazardous with residents with mobility problems and for students crossing the roundabout at many times of the day.

The boundary review commission is consulting on new council wards that will probably be only three councillor per ward in all parts of Wokingham. As a result, they may move areas into other wards in the process. It is unlikely the Winnersh will be affected it is mainly aimed at single or two member wards. There may also be a change in the ward boundaries for MPs as well with a few proposals (one gives new boundaries to wards since parliament believes each ward so represent a similar number of residents).

APPENDIX 2

Schedule of Payments - March 2022			
Payee	Description	Amount	Comments
Payroll			
Net Salaries	Net Salaries (PS/CF/JN/JR)	£ 4,281.98	Payroll - March 2022
HMRC	PAYE & NI	£ 1,317.84	
Berkshire LGPS	LGPS Contributions	£ 1,476.64	
Invoiced Payments			
ASOLO	Call Out - Fire Alarm	£ 120.00	26-Jan-22
ASOLO	Extension smoke detectors	£ 860.40	03-Feb-22
Bulgarian School	Damage Deposit	£ 200.00	Final session 5Feb22
Collard	Waste removal	£ 75.79	28-Feb-22
D Knight	Window cleaning	£ 120.00	01-Mar-22
EON	Gas - Community Centre	£ 3,054.03	13Aug21 - 7Feb22
EON	Gas - Community Centre	£ 493.21	Feb-22
EON	Gas - Allnatt Pavilion	£ 143.38	Feb-22
EON	Electric - Allnatt Pavilion	£ 56.85	Feb-22
EON	Electric - Comm'ty C'tre	£ 164.48	Feb-22
ITQED	365 monthly licences	£ 1,343.52	27Feb22 - 27Feb23
ITQED	IT monthly support	£ 98.80	Feb-22
ITQED	PC backups & anti-virus	£ 35.64	Feb-22
ITQED	365 backup	£ 55.20	Feb-22
N Robins	Grounds maintenance	£ 436.80	Feb-22
St Sebastian Band	Fete 2021	£ 350.00	01-Sep-21
T&P Cleaning	Clean staircase and path	£ 200.00	Feb-22
Web Mark'ting Ma	Website support	£ 147.60	Feb-22
TOTAL for Payroll/Invoiced Payments/Refunds		£ 15,032.16	
Direct Debits			
BT	Broadband and phone	£ 39.00	DD 16-Feb-22
Sage	Payroll (March 2022)	£ 8.40	DD 28-Feb-22
Sage	Accounts	£ 61.20	DD 01-Mar-22
Daisy	Caretaker mobile phone	£ 11.59	DD 13-Feb-22
TOTAL for Direct Debits		£ 120.19	
Lloyds/UNITY Bank Multipay Card			
Lloyds Bank	Multipay Card Fee	£ 3.00	02-Feb-22
Timpson	Keys - External Store	£ 20.00	02-Feb-22
INDEED	Job advert - Feb 22	£ 46.42	01-Mar-22
One Stop	Payment error - refunded	£ 3.00	06-Feb-22
TOTAL for Multipay Card by Direct Debit		£ 72.42	
TOTAL SPEND		£ 15,224.77	
Paid since the last meeting			
Nothingbutpadlocks	2 x Allotment padlocks	£ 342.68	17-Feb-22
Place2Be Charity	Donation from 2021 Fete	£ 500.00	18-Feb-22
TOTAL paid since last meeting		£ 842.68	
Bank Balance at 28 February 2022			
Unity Bank		£ 136,443.73	
NatWest Current Account		£ 2,500.00	
NatWest Reserve Account		£ 40,778.56	
TOTAL for all Bank Accounts		£ 179,722.29	

Winnersh Parish Council (Agenda Item 11)

Climate Change Action Plan – update (1st March 2022)

Action 12 Wildflower meadow off Hatch Farm Way. Commenced the establishment of a Wildflower meadow off Hatch Farm Way in partnership the developers Bovis Homes and Persimmon Homes.

Lead - Cllr Fishwick. Update, the area measures 118 metres in length and the planting area will be a 2-metre strip. Therefore, an area of 236m² will be treated with herbicide in mid-March and then rotovated first week of April by Nick Robbins (contractor to Winnersh Parish Council).

The wildflower seed mixed with sharp sand can be sown (by resident volunteers with Parish Councillors) shortly afterwards when germinating time will be at its most prevalent.

Action 13 Wildflower Meadow Bearwood Recreation Ground. A natural wildflower meadow has been established in the area around the site of an old tree stump on the Bearwood Roadside of the ground. This remained uncut during 2021 and wildflowers grew during the summer period. It is planned to retain this area for 2022 as a natural wildflower meadow.

Lead Cllr Fishwick. Update, before the Hatch Farm Way area is sown two trial sites where soil was deposited during the Community Centre extension can be used to gauge the sharp sand requirement (seed/sand mix) before commencing Action 12 above, during mid-March.

Action 14 EV charge points. Investigate the feasibility of installing Electric vehicle charging points at Bearwood Recreation Ground car parking area. Awaiting feasibility study ordered with Hampshire CC.

Lead – Cllr Fishwick Investigate potential OLEV grant.

Update - This has been investigated and the OLEV grant cannot be applied for in this instance see below.

The government link to the grant is here [Grant schemes for electric vehicle charging infrastructure - GOV.UK \(www.gov.uk\)](https://www.gov.uk/grant-schemes/electric-vehicle-charging-infrastructure)

There appears to be no grant available for off street public parking, but there is a Workplace place parking for local authorities, which is set out below.

Site eligibility

Applicants must have designated off-street parking facilities with spaces dedicated for staff and/or fleet use that are suitable for charge point installations. **All parking must be designated to the applicant,** although the rest of the car park may be shared with other organisations.

Each site must:

- have a minimum power supply of 3kW to each individual socket that is not diminished by their simultaneous use
- have no more than one socket installed for each accessible parking space
- be for staff and/or fleet use

Sites that **are not** eligible for this scheme

The following sites are not eligible for the scheme:

- locations outside England, Wales, Scotland, and Northern Ireland (including the Channel Islands and Isle of Man)
- parking facilities that are part of a domestic property (and it is not your primary place of work) – you may be able to apply to the [EVHS](#) instead if you want to install an EV charge point in a residential dwelling
- where the site of installation is an address that has claimed previously under the EVHS or Domestic Recharging Scheme (DRS)
- parking facilities that are solely for customer use
- parking facilities not designated to the applicant

Action 18 Adoption of Winnersh and Winnersh Triangle Stations. The adoption of the two stations and work to make the locations a pleasant and safe gateway to and from the area is ongoing. This will assist in encouraging the travelling public to choose rail as a means of travel as an alternative to the private car, reducing harmful greenhouse gases and helping towards tackling Climate Change.

Phase 1 installation of Artwork in the 4 waiting shelters at the stations on the theme of destinations (travel by rail) linked to Climate change is ongoing with installation planned for the autumn of 2021.

Lead Cllr Fishwick Affordable journeys.

Update - The link to the Rail Delivery Group booklet explaining how rail fares are set is worth a read. [file.html \(raildeliverygroup.com\)](http://file.html(raildeliverygroup.com))

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

A virtual meeting of the Winnersh Sustainable Transport Group took place on 10th February 2022 to discuss the next phase of improvements at the stations, recruit volunteers from the public and obtain Health & Safety training for all.

The following have been passed onto the Community Rail Partnership for consideration with South Western Railways.

The working group considered several potential projects to explore and to discuss with the Community Rail Partnership.

These were:

- Wildflowers within the embankment of Winnersh station and limited space at Winnersh Triangle
- Winnersh station “Winnersh” spelt out in white pebbles on the embankment
- Enhanced litter picking over and above SWR
- Signage something like “Please look after YOUR community station” “No litter”

We also considered recruitment and agreed the following plan. To canvass existing Parish Councillors to help out with activities, set a date for training with the Community Rail Partnership/SWR/NR and then canvass residents as volunteers.

No date was set for the next meeting, but Cllr Fishwick would update the Working Group and Full Council following discussions with the Community Rail Partnership.

Artwork for stations

A virtual meeting took place with the Community Rail Partnership, Southwestern railways, Winnersh Triangle Business Park and myself on Friday 3rd March 2022. Southwestern Railways would not approve destination station stations outside of their network. Therefore, the artwork for Bath was rejected.

The shelters at each station have 3 large panels, but since the original survey Southwestern Railway require one panel to display the station assistance sign ready for the introduction of the new rolling stock. Therefore, the artwork can only go into two panels in each station.

It was agreed that the following destinations were acceptable to SWR.

Platform 1 at Winnersh Triangle and Winnersh (up platform).

Guildford

Portsmouth Harbour

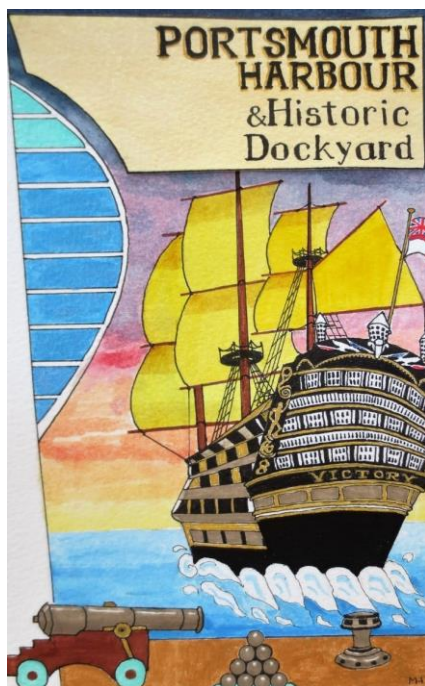
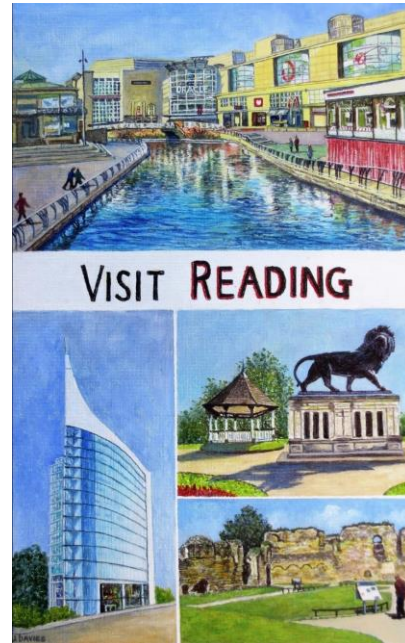
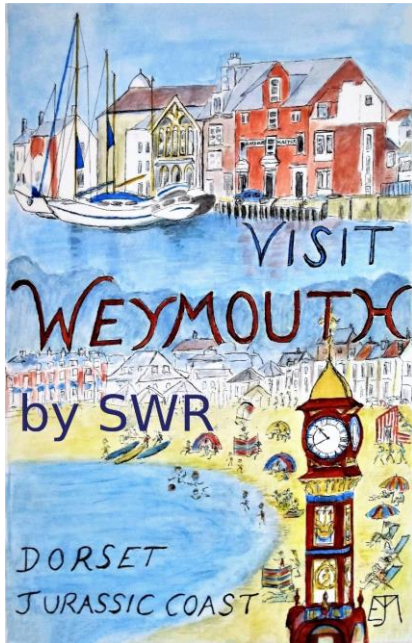
Platform 2 at Winnersh and Winnersh Triangle (down platform)

Reading

Weymouth

SWR are now checking the final pieces of artwork against their approved pallet of colours.

The final draft pieces of artwork are shown below.



Councillor Paul Fishwick, Chair of the Winnersh Sustainable Transport Group

The History Group report - 8 March 2022 (Agenda Item 5)

The History Group work has been on hold so status is unchanged from the last report.

Equally the plans to work with Berkshire record Office are still in place.

The archive records have been relocated back to the Parish Council Offices to facilitate further work on the indexing and the conversations with Berkshire Records Office.

Councillor Bray has asked if there could be a display at the fete with items from 1952 when Queen Elizabeth was crowned. This will be considered at the next History Group meeting with a view to it being a joint project with the Fete working Group.

WBC has posted on social media that they are seeking records, memories, and memorabilia for a project they are planning on the impact of Covid19 on the borough – this is a topic the History Group are also keen to pursue before memories fade!

Councillor Linda Wooldridge, Chair of the History Group