



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 12 APRIL 2022

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

IN ATTENDANCE: P Stoneman (Clerk).

1 APOLOGIES FOR ABSENCE:

- 1.1 Apologies were received from Cllrs K. Bradeepan; B Krauze; L Wooldridge.
- 1.2 Cllr B Krauze had formally requested in writing that his leave of absence be extended for a further three months. In view of his personal circumstances, the Council agreed unanimously to accept the request and the Clerk was asked to respond accordingly.

ACTION: CLERK

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 March 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 9.2: The Clerk informed the committee that the grounds maintenance contract had been issued and three companies had been invited to quote. The existing contractor had agreed to continue providing the service with a nominal inflationary uplift until the end of May. The quotations were due to be returned by the 25 April 2022 and would be reported to R&A Committee on the 3 May 2022.
 - 3.2.2 Item 10.3: It was noted that the review of energy (gas and electric) by the Climate Change Emergency Working Group was work in progress.
 - 3.2.3 Item 16.2: Cllr Fishwick informed the committee that all the equipment required to start the Speedwatch scheme had been received. The proposed sites for monitoring had been approved by Thames Valley Police (TVP) with the exception of three sites. Cllr Fishwick advised that he was liaising with TVP about the remaining sites.

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

5 REPORTS FROM WOKINGHAM BOROUGH COUNCILLORS

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

5.2 Cllr R Shepherd-DuBey advised that the following issues had been reported:-

- Fly tipping on Robin Hood Lane;
- Numerous concerns relating to the provision of new prefabricated buildings at Grovelands Park;
- Trees over hanging the road on Robin Hood Way, and a lamp post that was completely covered by a tree.

5.3 Cllr Harper requested that an amendment be made to Cllr Fishwick's report to remove the political reference that should just read 'Executive' and this was agreed.

5.4 Cllr Harper thanked Cllr Bray for highlighting in her report that the Post Office in Winnersh would be located in the Winnersh Convenience Store in Sherwood Road.

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.

7.2 Cllr Harper advised that he had not been added to the e-mailing list for the Borough Liaison Forum. The Clerk advised that he would contact WBC again to correct this.

ACTION: CLERK

8 PLANNING & TRANSPORT COMMITTEE

8.1 The minutes of the Informal Planning & Transport (P&T) Committee meeting held on the 15 March 2022 were **APPROVED** and it was **RESOLVED** that Cllr Taylor 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 5 April 2022 were **APPROVED** and it was **RESOLVED** that Cllr Hanna should sign them as a true record.

9.2 Cllr Bray asked about Gorillas Bakes providing a coffee, tea, cake, and rolls service from a converted horse box at the community centre. The Clerk informed the committee that the proposal was to allow the arrangement on a free trial basis for one month to establish if it was viable. This was agreed subject to checking with Winnersh Rangers FC what the arrangement was for the coffee facility provided on Saturday morning's. Cllr Boadu volunteered to liaise with the football club to establish what the arrangement was with the existing coffee van provider.

ACTION: CLLR BOADU

- 9.3 A discussion took place about outreach youth provision by Berkshire Youth (BY). The committee **AGREED** unanimously to the proposal from BY that the service be provided on a trial basis for eleven weeks at a weekly cost of £200.71/week. A discussion took place about how the performance of the service should be measured and the Clerk would liaise with BY about the measures they use. It was further **AGREED** that the service provision would be reviewed at Full Council on the 14 June 2022.

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 Fishwick, **SECONDED** by Cllr Clinton, it was **RESOLVED** to make payments totalling £15,213.83 which included direct debits of £121.09, credit card payments of £429.95 and payments of £258.13 made since the last meeting.
- 10.2 The bank balance at the 31 March 2022 was £170,375.73.
- 10.3 A discussion took place about the cost of heating the Allnatt Pavilion, including the hot water. Alternative lower cost and more efficient options would be explored by Cllr Green and the Clerk.
ACTION: CLLR GREEN/CLERK

11 NATIONAL SALARY AWARD 2021/22

- 11.1 The Clerk advised the national salary award had been agreed and the pay scales would be increased by 1.75% with effect from 1 April 2021. The council **AGREED** to implement the pay award to existing staff and the Assistant Clerk who left in October 2021 who was eligible for back pay between 1 April 2021 and 28 October 2021.

12 CLIMATE CHANGE EMERGENCY

- 12.1 Cllr Fishwick had circulated a Climate Change Emergency report (Appendix 3) in advance of the meeting and the report was noted.
- 12.2 Cllr Harper and Cllr Hanna volunteered to support the wildflower meadow planting in Hatch Farm Way on Sunday 24 April.
- 12.3 Cllr Fishwick gave an update on EV charge points and advised that he and the Clerk would look at the options provided by BP Pulse and the Hampshire County Council framework.

13 THE WINNERSH SUSTAINABLE TRANSPORT GROUP

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

14 FACILITIES DEVELOPMENT WORKING GROUP

- 14.1 Cllr Fishwick advised that as Cllr Wooldridge was unable to attend this meeting that an update would be given at the Recreation & Amenities Committee on the 3 May and at Full Council on the 10 May 2022.

15 WINNERSH FETE

- 15.1 Cllr Southgate gave an update on plans for the Winnersh Fete. Thirty-eight stalls were signed up and it was likely that number would increase.
- 15.2 Cllr Fishwick, Cllr Nicholson and Cllr Doyle were continuing to seek sponsorship and prizes for the raffle.
- 15.3 Cllr Obileye suggested that a football match could be played in place of the bird of prey display that was no longer available.
- 15.4 Cllr Green thanked Cllr Obileye for his suggestion about filling the forty-minute gap in the arena programme. Cllr Fishwick also offered to explore whether, as part of family fun time, primary schools would be interested in a children's tug-o-war competition.
- 15.5 Cllr Bray advised that Forest School would help promote the event and that some of the students may be able to run some of the stalls.

16 GRANT APPLICATION

- 16.1 The Clerk presented a grant application from Bearwood Primary School that would help support the school in obtaining Green Flag Eco-School Accreditation.
- 16.2 Cllr Hanna proposed that the application be supported as this was an excellent project. The committee agreed unanimously to award a grant of £500 and that any further contribution would be considered at Finance & General Purposes Committee.

17 ANNUAL PARISH MEETING (APM)

- 17.1 A discussion took place about the best time to hold the APM. It was agreed that an event would be held in October that would give time to invite guest speakers.
- 17.2 In order to comply with legislation an APM would be held on the 10 May that would start at 7pm for one hour. There would then be a 30-minute break until 8.30pm at which time the Annual Meeting of the Parish Council would start.
- 17.3 The agenda for the APM would include the Chairmans report 2021/22, and possibly presentations from organisations that had received grants.

18 MEETINGS

- 18.1 Cllr Fishwick proposed that Planning & Transport Committee, and Recreation & Amenities Committee remain as informal virtual meetings, subject to a further review in October. It was also proposed that the next Finance & General Purposes Committee be virtual but the July meeting be held in person. The committee **AGREED** unanimously to the proposal.

19 PURDAH

- 19.1 The committee noted the guidance relating to the pre-election period 28 March to 5 May 2022 inclusive.

20 CORRESPONDENCE

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

- 20.1.1 30/03/22 Email from Thames Valley Police
Subject: Community Fund – award of grant for CCTV
- 20.1.2 30/03/22 Email from Wokingham Borough Council
Subject: Environmental and Licencing Functions from 1 April 2022
- 20.1.3 01/04/22 Email from Wokingham Borough Council
Subject: Parish precept from 1 April 2022
- 20.1.4 04/04/22 Email from Wokingham Community Energy
Subject: Community Funded Solar Panels
- 20.1.5 06/04/22 Email from Gallagher Insurance
Subject: Insurance Renewal

21 URGENT MATTERS: None

22 DATE OF THE NEXT MEETING: Tuesday 10 MAY 2022 at 20:30.

There being no further business the meeting closed at 21.42

Signed: Cllr P Fishwick _____

Chairman of Winnersh Parish Council

REPORTS FROM BOROUGH COUNCILLORS ON 12 APRIL 2022 (Agenda Item 5)

Report from Borough Councillor Paul Fishwick

Borough Council committee meetings

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

Overview & Scrutiny Management Committee – 17th March 2022

Key items on the agenda were:

Item 48 – Quarter 3 21/22 Key Performance Report

Item 49 – Change Report

Item 50 – 5-year Housing Land Supply

Item 51 – Tree & Biodiversity Task & Finish Group Report. This report also includes the investigation into the loss of circa 450 semi-mature, mature and veteran trees at Bearwood Park which this Parish Council made representations on during 2021.

[Agenda for Overview and Scrutiny Management Committee on Thursday, 17th March, 2022, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

Community and Corporate Overview & Scrutiny Committee – 23rd March 2022

Key items on the agenda were:

Item 76 – Local Police Service update

Item 77 – Local Fire Service update

Item 78 – Flood Risk Management update

Item 79 – Enforcement and safety Service update

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

Full Council – 24th March 2022

[Agenda for Council on Thursday, 24th March, 2022, 7.30 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

Executive – 31st March 2022

A key item that affects Winnersh is item 135 Winnersh Farm. Although this was deferred at the meeting 'for more information and further review.' It indicates the intent of the Executive.

[Agenda for Executive on Thursday, 31st 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.

It is now understood that this consultation has been delayed until mid-May.

Winnersh Relief Road Phase 2

A series of phased road closures will be taking place overnight as follows:

Monday 25th April to 06:00am every night until Saturday 30th April (20:00pm-06:00am) On Longdon Road and the A329 Reading Road between Longdon Road and Roundabout Lane.

Includes Woodward Close 'table defect' is planned to be rectified.

Please note that a Temporary Traffic Management team will be present during the works and access to affected properties will be maintained throughout the works. Residents/businesses may be asked to wait for a short period of time when accessing/exiting roads within the closure points.

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

Road maintenance (draft programme) 2022/23

Carriageway life-cycle schemes

A329 Reading Road Showcase roundabout to Longdon Road roundabout.

Micro asphalt schemes

Mayfields between 7 and 21 (end of road)
St Mary's Road – whole road

Footway schemes

Sherwood Road (North side)
Sherwood Road (South side)

Report from Borough Councillor Prue Bray

I had to give my apologies for the March Council meeting due to being at the Electoral Review working group at the Borough Council. That working group reported to the March meeting of the Borough Council on its initial task, which was to make a recommendation on the appropriate number of councillors that the Borough Council should be seeking to have after the review. The working group's unanimous recommendation was to retain 54 councillors and that was passed by full council, and has been relayed to the team conducting the review.

My March report highlighted the shortage of secondary school places in the borough which had led to over 50 girls being offered places at schools outside the borough. There has been

movement on places since then, and it has now been possible for the council to offer the majority of those families a place at a school in the borough.

The squeeze on places has highlighted an issue with the application for schools, in that it appears that parents have not fully understood that failing to choose their nearest school as part of their options means that if they are unsuccessful in obtaining a place at any of the 4 schools they had opted for, the council will not pay for school transport to the school at which their child is placed, even though it was not their choice to be allocated to that school. I am attempting to get this made clearer to parents for next year.

This week the council is undergoing an Ofsted inspection, focused on Children in Care. I have an interview on Monday 11th to discuss the Corporate Parenting Board.

And finally, in case people have not heard, from 18th May we will once again have a permanent Post Office in Winnersh, which will be located in the Winnersh Convenience Stores in Sherwood Road.

APPENDIX 2

	Schedule of Payments - April 2022			
	Payee	Description	Amount	Comments
	Payroll			
1	Net Salaries	Net Salaries (PS/CF/JN/JR)	£ 3,952.57	Payroll - April 2022
2	HMRC	PAYE & NI	£ 1,270.54	
3	Berkshire LGPS	LGPS Contributions	£ 1,476.64	
	Invoiced Payments			
4	Bowak	Cleaning supplies	£ 148.15	16 March 2022
5	Bowak	Vacuum Cleaner	£ 126.61	30 March 2022
6	Business Stream	Water - Allotments	£ -	Invoice in dispute
7	Castle Water	Water - Allnatt Pavilion	£ 221.23	1 Feb 2022 - 31 July 2022
8	Collard	Waste removal	£ 106.46	31 March 2022
9	D Knight	Window cleaning	£ 120.00	April 2022
10	Glasdon	Nexus 200 Recycling bin	£ 958.78	April 2022
11	EON	Gas - Community Centre	£ 979.40	March 2022
12	EON	Gas - Allnatt Pavilion	£ 267.67	March 2022
13	EON	Electric - Allnatt Pavilion	£ 50.22	March 2022
14	EON	Electric - Comm'ty C'tre	£ 146.91	March 2022
15	Holly Digital	Printer/copier charges	£ 67.57	23/12/21 - 24/3/2022
16	ITQED	IT monthly support	£ 98.80	April 2022
17	ITQED	PC backups & anti-virus	£ 35.64	March 2022
18	ITQED	365 backup	£ 55.20	March 2022
19	MAS Seeds	Wildflower seed mix	£ 450.00	26 March 2022
20	N Robins	Trees for Platinum Jubilee	£ 972.00	March 2022
20/1	N Robins	Grounds Maintenance	£ 1,223.04	March 2022
21	SES Business Water	Water - Allotments	£ -	Invoice in dispute
22	Sign Wizzard	Speedwatch Sign	£ 131.34	25 March 2022
23	SLCC	Membership - J Yeomans	£ 144.00	1 May 2022
24	SSE Southern Electric	Car Park Lighting	£ 195.04	24/12/21 - 28/3/22
25	Web Mark'ting Matt's	Website support	£ 147.60	March 2022
26	Winnersh Allotment Assoc'tion	Maintenance /Improvements	£ 999.25	2022/23
27	A Shukla	Booking deposit return	£ 60.00	Cancelled event
	TOTAL for Payroll/Invoiced Payments/Refunds		£ 14,404.66	
	Direct Debits			
28	BT	Broadband and phone	£ 39.00	March 2022
29	Sage	Payroll (April 2022)	£ 8.40	April 2022
30	Sage	Accounts Software	£ 61.20	March 2022
31	Daisy	Caretaker mobile phone	£ 12.49	April 2022
	TOTAL for Direct Debits		£ 121.09	
	Lloyds/UNITY Bank Multipay Card			
32	Lloyds Bank	Multipay Card Fee	£ 3.00	
33	AOS Online	Sanitiser/soap/dispensers	£ 260.96	
34	RBLI	Plaque - Platinum Jubilee	£ 144.99	
35	Bracknell Forest Council	TEN Licence Fee for Fete	£ 21.00	
	TOTAL for Multipay Card by Direct Debit		£ 429.95	
	TOTAL SPEND			
	Paid since the last meeting			
36	Shafabeeh Ltd	Bushnell - Speed gun	£ 181.92	For Speedwatch - reimburse P Stoneman
37	Simply Hi Vis Clothing UK	Hi Viz Waistcoats	£ 71.22	For Speedwatch
38	Amazon	Tally Counter	£ 4.99	For Speedwatch
	TOTAL paid since last meeting		£ 258.13	
	Bank Balance at 31 March February 2022			
	Unity Bank		£127,096.82	At 31 March 2022
	NatWest Current Account		£ 2,500.00	At 31 March 2022
	NatWest Reserve Account		£ 40,778.91	At 31 March 2022
	TOTAL for all Bank Accounts		£170,375.73	

APPENDIX 3

Winnersh Parish Council Climate Change Action Plan (Agenda Item 12)

Action – update (5th April 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. An area of 236m² was treated with herbicide on 18th March and by the 5th April the area was looking brown. The Council's contractor Nick Robbins is programmed to rotavate the area week commencing 18th April in readiness for the wildflower seed mixed with sharp sand and sown (by resident volunteers with Parish Councillors) on Sunday 24th April (10am until 12 noon).

It would be helpful to have a few more volunteer councillors on the 24th April.

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 a trial site using soil that was deposited during the Community Centre extension has been used to gauge the sharp sand requirement (seed/sand mix) before commencing Action 12 above. This was carried out by Cllr Fishwick on Sunday 3rd April.

Action closed

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 and Wokingham Borough Council off street EV chargepoints

Update – 1st March 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)

5th April update – Wokingham Borough Council have a trial scheme for on-street EV parking. This does not extend to off-street facilities such as at Bearwood Recreation Ground.

However, as we have not received any feedback from Hampshire CC, I have approached BP Pulse who have an installation at Shinfield Parish Council.

Please see spec sheets are attached for different units BP Pulse offer for public charging (see Annex A)

BP Pulse have given some rough guide prices below as follows:

7kw- £1,700.00 per unit

22kw- £2,100.00 per unit

50kw- £19,000.00 per unit

Please also see public charging overview attached, this will explain more about the billing process. Units can be operated over a public network connected via GPRS or ethernet connection. They can function with a BP Pulse RFID card or the app.

Recommendation that the Clerk and Cllr Fishwick investigate more accurate costings and a business case with BP Pulse.

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 Spring 2022. Further updates will appear in the Winnersh Sustainable Transport Report.

Lead Cllr Fishwick

Affordable journeys – reported at last Full Council as 1st March 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))

Action is closed.

Action 19 Paperless meetings. Whilst meetings have been ‘virtual’ and copies of reports have been sent electronically. Meetings are now returning to ‘in person’ and what measures can be introduced so that the Parish Council can reduce the paper copies required for meetings to zero.

Explore technology of using screen/projector – Cllr Green

Update - Projector and associated laptop has been tested in a trial ‘paperless’ meeting at the March Full Council. As a success all future face to face meetings will use this presentation method.

Action closed

Action 21 Energy of the future. This topic is to look at what the Parish Council could do to generate its own energy requirements in the future. This is to be considered with the facilities improvements plan.

Explore battery storage – Cllr Green

Update - Access to Solar Edge granted, request for quote sent, quote and recommendations have been received, but not yet reviewed. Supplier suggested an additional call to discuss potential alternative to Battery.

Action 22 Carbon footprint of goods and supplies. Wherever possible to purchase goods and supplies locally sourced.

Link with new Action 24 (see below)

Action 23 Winnersh Matters. To reduce the paper version of Winnersh Matters from 5,000 copies (Summer 2021) to 500 by Summer 2022 with introduction of e-newsletter and magazine.

Lead Cllr Doyle (also see new Action 29)

Update – The final full paper version of Winnersh matters will include a sign up for the regular newsletter.

Action 24 Future procurement. Whenever relevant and practical, to obtain an Environmental/Climate change policy from suppliers and contractors to demonstrate what steps are being taken to mitigate Climate change.

Lead Cllr Green

Update - I have confirmed that we do not have any existing Environmental statements or requirements in our tender documentation, this will be added as part of the ongoing documents review (F&GP working group)

Action 27 Communication with residents. Promotion of what Winnersh Parish Council is doing about Climate Change and suggesting ways in which they can help mitigate the impacts.

Lead - Cllr Fishwick, to be progressed, but probably a quarterly update on the web site and in the planned e-newsletter.

Action 28 – Fruit trees planted at Bearwood Recreation Ground/Allotments.

Planting of fruit trees as a small orchard like Winnersh Meadows. Residents may pick the fruit, or it's used in the Café? .

Lead Cllr Shepherd-DuBey

Update – Feasibility taking place with Cllr Harper and the Winnersh Allotment Association. If successful, potential to plant Autumn 2022.

Action 29 – Residents suggested actions. Residents suggested ideas for action using e-newsletter and web site/social media.

Lead Cllr Doyle – part of development of e-newsletter (links with Actions 23 and 27).

Councillor Paul Fishwick, Chair of the Climate Change Working Group

The Winnersh Sustainable Transport Group (Agenda Item 13)

Stations Adoptions Winnersh and Winnersh Triangle stations

The Winnersh Sustainable Transport Group

Stations Adoptions Winnersh and Winnersh Triangle stations

Quotes are being obtained by the Community Rail Partnership for the installation of the artwork at both stations.

It has been agreed to keep the artwork within the 4 panels above the seats, to avoid any shadowing, and as they are portrait, place the logo's in the 'spare' right hand panels with some text as follows:

These art works are commissioned by Winnersh Parish Council, and Winnersh Business Park for the benefit of our community. The installation is sponsored by Southwestern Railways, Southeast Community Rail Partnerships and the pieces have been donated by Wokingham Art Society.

Councillor Paul Fishwick, Chair of the Winnersh Sustainable Transport Group