



Winnersh Parish Council

Winnersh Community Centre
New Road, Sindlesham, Wokingham
Berkshire RG41 5DU
Phone 0118 978 0244
e-mail clerk@winnersh.gov.uk
www.winnersh.gov.uk

Draft minutes of the PARISH COUNCIL on Tuesday 8 November 2022 at 19:30 in the Winnersh Community Centre.

Present: Councillors Paul Fishwick (vice chair), Geoff Harper, John Southgate, Lesley Doyle, Raf Nicholson, Femi Obileye, Kanagarajah (Brad) Bradeepan, Prue Bray

Councillor Paul Fishwick chaired the meeting in the absence of the chair councillor David Green

1. Apologies for absence Councillors David Green, Joseph Boadu, Shaun Hanna, Rachelle Shepherd-DuBey, Clinton Taylor
2. Declarations of Interest: Cllr Geoff Harper item 8 related to Winnersh allotments as he is a member of the Winnersh Allotments Association.
3. Minutes of the last meeting: 11th October 2022 were approved.
Matters arising that are not on the agenda.
 - Item 10.1 - The CELO emailed all allotment plot holders to inform them of the council's decision relating to their end of tenancy appeals.
 - Policies and procedures relating to the allotment process, inspections and appeals is an ongoing action for the CELO and Chair of R&A over the coming months to have them in place and approved by the start of the growing season in 2023.
 - Item 13 – APC completed all actions.
 - Item 14 – Parish Clerk and RFO contract under review – change to notice period from one month to three months. Please see item 11.1 on agenda for 08.11.22.
 - Item 15 – Office emailed interested resident and invited to meetings.
 - Item 16 – Ongoing. Current issues relating to hybrid meetings, access to Zoom account, will be resolved once permanent Clerk is in post.
 - Item 17 – CELO emailed Berkshire Youth and Zara Odell from WBC. CELO requested an invoice which has not been received.

- Item 18 – Sirius contacted and appointed by Interim Parish Clerk. Direct Debit paperwork signed by Cllr Harper and Cllr Southgate for ongoing maintenance contract. Deposit payment for installation on schedule of payments for November.
- Item 19 – The available CIL is £8741.88 which expires in April 2023. Office still liaising with WBC on this matter. Note to be discussed under item 14 of November Full Council meeting.
- Item 20 – Completed.
- Item 23 – There are 183 people signed up for the E-Newsletter.
- Item 23 – Completed email to Green Power regarding maintenance.

4. Public session: one member of the public in attendance but no questions raised.
5. Ward Councillors briefing: reports attached from councillors Prue Bray and Paul Fishwick as annex A - Item noted.
6. To receive questions from Parish Councillors on Parish matters: Councillor Prue Bray raised a question related to a bird event and the Parish Councils policy on such matters. This is with the CELO and will be responded to as quickly as possible. **Action CELO**
7. Representatives on Outside Bodies: The Borough / Parish liaison minutes from the previous meeting were circulated to parish councillors today. Note that they are classified as confidential.
8. Recreation and Amenities Committee: Councillors Lesley Doyle and John Southgate approved the minutes of the meeting held on the 1st November and to receive any recommendations and it was **RESOLVED** that Cllr Geoff Harper should sign them as a true record.

Cllr Geoff Harper updated the meeting that ARD had commenced repairs to the playground equipment.

9. Planning & Transport Committee: the minutes of the meeting held on the 18th October will be referred to the next meeting of the Planning & Transport Committee (20th December 2022) as there were insufficient committee members available. **Action Chair Planning & Transport Committee**
10. Finance and General Purposes Committee: Councillors Geoff Harper and Prue Bray approved the minutes of the meeting held on 25th October and it was **RESOLVED** that Cllr John Southgate should sign them as a true record.

Cllr John Southgate requested that the Q2 accounts would need to be circulated in advance of and be available for the next meeting of Full Council (13th December 2022) **Action APC**
11. Recruitment of Parish Clerk: councillor Paul Fishwick updated the meeting and said that three candidates were interviewed on the 27th October 2022 and an offer had been made to someone who was already a Parish Clerk at another authority. They are now working their

Notice period and plan to start at Winnersh Parish Council on 1st February 2023.

12. Meeting dates for 2023: The schedule of meeting dates for 2023 were approved.
13. Parish Office Christmas closure: The planned parish office closure for the Christmas period Wednesday 21st December to Tuesday 3rd January 2023 inclusive was approved.
14. CIL Funding: the CIL Funding request from Wokingham Borough Council to contribute 100% of the estimated cost to upgrade the footpath at Winnersh Meadows was not approved as it was considered that the sustainable energy, using batteries. Was now a higher priority to the Parish Council. **Action Parish Clerk to inform Wokingham Borough Council**
15. Winnersh Fete 2023: Cllr John Southgate agreed to chair the Fete working group and set up a kick off meeting. Action Cllr John Southgate
16. Budget and Precept 2023/24: to consider projects for the 2023/24 financial year. Cllr Geoff Harper briefed the meeting on projects that the R & A committee were working on as follows;
 - Lift to John Grobler room to make the room DDA compliant
 - Refurbishment of the Sindlesham Room
 - Removal of the bar area in the Sindlesham Room
 - Replacement of curtains in the Community Hall, blinds in the Sindlesham Room, John Grobler Room and office.
 - Review playground equipment
 - Café
 - John Grobler Room external staircase

Cllr Paul Fishwick briefed the meeting on two topic areas that would require future budgets;

 - Climate Emergency
 - Station Adoptions
17. Schedule of Payments:
 - 17.1 To consider and approve the schedule of payments made since the last meeting; approved
 - 17.2 Councillors John Southgate and Geoff Harper agreed to be responsible for authorising the payments.
18. Climate Change Emergency Working Group: Cllr Fishwick had circulated the report in advance and the report was noted (Annex B). It was agreed to make a contribution to Freely Fruity of £150 towards the cost of the orchard at the allotments. Cllr Harper agreed to obtain the bank details of Freely Fruity. **Action CELO/Cllr Geoff Harper**
19. Winnersh Sustainable Transport Working Group: Cllr Fishwick had circulated the report in advance and the report was noted (Annex C).
20. Correspondence: to receive any items of correspondence - None

21. Date of the next meeting: **Tuesday 13 December 2022 at 19.30.**
Meeting closed at 20:45.