



Winnersh Parish Council

Winnersh Community Centre
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MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL HELD ON TUESDAY 24 JANUARY 2023 AT 7:30 PM AT THE WINNERSH COMMUNITY CENTRE

PRESENT: Cllrs David Green (Chair), Joseph Boadu, Lesley Doyle, Paul Fishwick, Shaun Hanna, Geoff Harper, Southgate,

1 APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence had been received from Cllrs Raf Nicholson, Femi Obileye, Rachelle Shepherd-Dubey, Clinton Taylor

2 DECLARATIONS OF INTEREST

- 2.1 None.

3 MINUTES OF THE LAST MEETING

- 3.1 The minutes of the meeting held on Tuesday 13 December 2022 were **AGREED** as a true record. All actions had been completed or transferred to Committees.
- 3.2 Cllr Harper asked whether the battery to be connected to the solar panels would be installed by the end of March in order to be able to use the pending CIL monies. Cllr Green will get an update from the suppliers.

ACTION: Cllr Green

4 PUBLIC SESSION

- 4.1 No members of the public were in attendance.

5 WARD COUNCILLORS BRIEFING

- 5.1 The Borough Councillors had submitted a joint report (see Appendix A).
- 5.2 There was a discussion about a possible contribution to subsidies for bus services through the parish. The 4/X4 service is commercially viable and does not need a subsidy. Cllr Fishwick stated that WBC will be writing to WPC about subsidies for the 128/129 service to Reading via Winnersh and Twyford.

6 QUESTIONS FROM PARISH COUNCILLORS

- 6.1 None.

7 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

- 7.1 No meetings of outside bodies had been attended since the last meeting.

8 RECREATION & AMENITIES COMMITTEE

- 8.1 The minutes of the meeting held on 3 January 2023 were **AGREED** as a true record.
- 8.2 Cllr Harper reported that the three allotment holders who had not paid had been chased up. Two had paid and the third had now been informed that their tenancy had been terminated.
- 8.3 It had proven very difficult to obtain quotes for several of the proposed projects so some budget proposals were rough estimates.
- 8.4 Cllr Doyle had obtained quotes for blinds for the Community Centre and installation had been approved by the R&A committee.
- 8.5 ARD had reported that most of the play equipment was sound and did not require replacement.
- 8.6 Cllr Harper reported that he had found only one other suitable supplier for refurbishment of the hall floor. He had obtained a quote which was a little lower the first quote but for only 2 coats of lacquer as against 3 as recommended by the installer. It was **RESOLVED** to go ahead with the original quote.

9 PLANNING COMMITTEE

- 9.1 The minutes of the meetings held on 20 December 2022 and 10 January 2023 were **AGREED** as a true record.

10 FINANCE & GENERAL PURPOSES COMMITTEE

- 10.1 The minutes of the meeting of the last meeting had not been circulated and it was agreed to consider them at the next meeting of the Council. The main topic of the meeting had been the 2023/24 budget (see next item).

11 BUDGET & PRECEPT 2023/24

- 11.1 Drafts of the day-to-day budget and an overall Budget Summary including a list of proposed projects for the next financial year had been circulated prior to the meeting. These were reviewed and some minor amendments made.
- 11.2 The Council **RESOLVED** to agree the 2023/24 budget as detailed in Appendices B and C to these minutes.
- 11.3 The Council thanked the Assistant Parish Clerk and Cllr Southgate for the work they had done in preparing the draft budget on a shorter timescale than in previous years.

12 INTERNAL AUDIT 2022/23

- 12.1 The Council **NOTED** the Interim Report which had been considered by the F&GP Committee. The report was generally very positive and some minor issues had now been resolved. Some further training will be arranged once the new Clerk is in post. The Council thanked the Assistant Parish Clerk and other office staff for ensuring that the parish's finances were kept in good order.

13 PARISH COUNCILLOR RESIGNATION

- 13.1 Kanagarajah Bradeepan had submitted his resignation having now moved away from Winnersh. The Council thanked him for his contributions whilst he had been on the Council.

14 FACILITIES REDEVELOPMENT WORKING GROUP

- 14.1 This Working Group had not met since the resignation of its Chair and of the Clerk. It was **AGREED** that it should be reconvened once the new Clerk was in place.

ACTION: Cllr Green & Clerk

15 WINNERSH FETE 2023

- 15.1 Cllr Southgate reported that it had been difficult to find a suitable date for a kick-off meeting but that some enquiries had started to come in. The saxophone octet is keen to attend again and Cllr Harper reported that he had contacted the Earley Air Cadets.

- 15.2 It was **AGREED** that:

- Cllr Green will start putting the arena programme together
- Cllr Southgate will confirm attendance of the Saxophone Octet
- Cllr Harper will confirm details with the new commanding officer of the Air Cadets
- Cllr Fishwick will contact potential sponsors and local schools re participation in arena events
- Cllr Harper will contact potential Morris dance groups
- Cllr Southgate will contact WBC Tenant Services re their support for the fete
- Cllr Southgate will send out invitations to participate in the fete

ACTION: Cllrs Green, Fishwick, Harper, Southgate

16 COMMEMORATION OF THE CORONATION OF KING CHARLES III

- 16.1 Several ideas had been proposed to commemorate the coronation. It was **RESOLVED** to go ahead with:

- (a) a bench made of recycled material

ACTION: R&A Committee

- (b) children's artworks to be hung in the Community Centre - local schools to be approached

ACTION: Cllrs Bray & Doyle

17 SCHEDULE OF PAYMENTS

17.1 It was **RESOLVED** to approve the Schedule of Payments (Appendix D) except for the Business Stream payment.

17.2 The apparently high Business Stream water bill will be reviewed by Cllr Harper who will decide whether it needs to be queried before payment.

ACTION: Cllr Harper

17.3 Cllrs Doyle and Hanna agreed to examine and authorise the payments.

ACTION: Cllrs Doyle & Hanna

17.4 The Council also **RESOLVED** to authorise payment for emergency tree works needed as a tree on the Recreation Ground is potentially dangerous.

18 CLIMATE CHANGE EMERGENCY WORKING GROUP

18.1 The Working Group report (Appendix E) was **NOTED**.

19 SUSTAINABLE TRANSPORT WORKING GROUP

19.1 The Working Group report (Appendix F) was **NOTED**.

20 CORRESPONDENCE

20.1 A letter had been received from representatives of Aldi regarding a proposed store in Gazelle Close. Cllrs Bray and Fishwick are to meet with these representatives and report back.

ACTION: Cllrs Bray & Fishwick

21 DATE OF NEXT MEETING

21.1 Tuesday 21 February 2023 at 7:30 pm.

The meeting closed at 9:15 pm.

APPENDIX A BOROUGH COUNCILLORS REPORT

Ward member update to Winnersh Parish Council from Borough Councillors Prue Bray, Paul Fishwick and Rachelle Shepherd-DuBey

Finance

The Borough Council remains in a difficult financial situation, as the government settlement at the end of December was not enough.

The extra money we have received for next year is 1.8M, which may sound like a big number, but it amounts to only a 7% increase on the grant we got last year - and it does not go anywhere near enough to cover our additional costs of running this Council. If we follow the current course, the inflation cost increase alone is predicted to be just under 9M, for us next year. Our government's funding, per resident, is still the worst in the country and if we were paid just the national average, it would inject a staggering £30M extra into our budget.

Moving Traffic Offences

As highlighted at the last meeting of the Parish Council the Department for Transport (DfT) recently announced that local authorities can apply for powers to enforce against 'moving traffic offences' which can currently only be enforced by the police under criminal law.

The aim of enforcing moving traffic offences is to make our road network safer for you and the travelling public. The consultation has now closed, and a report will be published shortly.

[Project • Moving traffic offences \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/project/moving-traffic-offences)

Bus Service Improvement Plan (BSIP)

Following the Overview and Scrutiny process highlighted to the Parish Council on 12th December, the revised BSIP will be presented to the Executive on 25th January 2023, item 74.6.

[Agenda for Executive on Thursday, 26th January, 2023, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](https://www.wokingham.gov.uk/agenda/Thursday%2C+26th+January%2C+2023%2C+7.00+pm+-+Wokingham+Borough+Council)

Financially supported local bus services

The Council's Executive Committee will consider the retender of bus service contracts at their February meeting. The Executive Committee will also consider additional annual budget growth for bus services as part of the Council's Medium Term Financial Plan at the same meeting. However, with costs increasing by 58% compared to 2 years ago, further funding still needs to be found. The Borough Council will look to S106 contributions which have been collected from developments across the borough. These contributions may sustain the services for a three-year period, but in many cases the service will then need to be reconsidered, with a risk of service reductions or withdrawals.

The Borough Council is therefore asking all Parish and Town Councils, as well as neighbouring authorities and other local partners to consider proportionate contributions towards services, to help sustain them for longer. Whilst the Borough Council cannot spend Community Infrastructure Levy (CIL) funding on local bus services, Parish and Town Councils do have a wider scope to spend these funds, and if a Parish or Town council believes that a bus service helps address demands which development places on

their area, then a contribution from these funds would be permitted under 59C(b) of the CIL regulations.

A formula based on the mileage which contracted local bus services currently operated within each Town and Parish area has been established and the contribution would be annually for 3 years from September 2023.

The Council has introduced a new system for general enquiries and the link is provided below.

[Highways General Enquiry · Customer Self-Service \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/highways-general-enquiry)

The report a problem remains open for anyone who wishes to use this system to report pot holes, blocked gullies, faulty street lights etc.

[Report problems - Wokingham Borough Council](#)

Where you will be directed to a schedule of common reported issues.

Winnersh reports

Your Borough ward councillors continue to report many issues, generally related to highways such as pot holes, blocked drainage systems , faulty street lights etc.

Repairs to B3030 Robinhood Lane

Repairs have been made to the road surface on the approach to the bridge over the A329(M) in Robin Hood Lane. We will continue to monitor this location for further issues.

Ofsted rating

We are pleased to report that Ofsted have rated the council's Adult Education service as "good" following an inspection in November.

We are awaiting decisions from the Department for Education on whether our bids for funding for 2 new special schools have been successful. We have submitted our bid to the Safety Valve programme for support with Special Educational Needs funding for the next 5 years. We expect to hear the outcome on both of these before the next Parish Council meeting in February.

Dolphin Close

There has been a change of ownership in Dolphin Close from L & Q to Southern Housing.

APPENDIX B ANNUAL BUDGET 2023/24



WPC Annual Budget
By Centre 2023-24.PDI

**Resolved at Winnersh Parish Council
Meeting held on 24 January 2023**

		2023/24 £	2022/23 £
a	Expenditure excluding Capital/Special Projects	205,734	172,775
b	Income excluding Precept	66,950	64,480
c=a-b	Excess of Expenditure over Income	138,784	108,295
d	General Reserve	40,000	40,000
e	Balance Brought Forward	180,000	85,978
f=c+d-e	Balance to be Funded excluding Projects	-1,216	62,317
g	Capital / Special Projects (see below)	161,000	104,600
h	Long term facility improvements	31,382	20,000
j=f+g+h	Total for Funding by Precept <i>Change from Previous Year</i>	191,166 +2.3%	186,917 +7.0%
k	<i>Tax Base (nominal number of Band D properties)</i>	4,433.8	4,465.3
m=j/k	Council Tax Charge for Band D Property <i>Change from Previous Year</i>	43.12 +3.0%	41.86 +3.0%
Capital/Special Projects (by Committee)			
	Full Council	10,500	16,100
	Climate Change Working Group 10,000		
	Sustainable Transport Working Group 500		
	F&GP	500	500
	R&A	150,000	88,000
	Community Hall floor 10,000		
	Toilet refurbishment 30,000		
	Path renewal and ramps 15,000		
	Dimmable lighting 5,000		
	Internal staircase (with grant for lift) 25,000		
	Car park levelling 10,000		
	Play area equipment replacement 20,000		
	Hall curtains 5,000		
	Pavilion House 30,000		
g	Total Capital/Special Projects	161,000	104,600
Note: The following earmarked reserves are not included above:			
	Allotment fund (from payment in lieu of storage units)	27,743	
	Community Infrastructure Levy (CIL)	48,630	
	Winnersh History Project	2,379	
	Total	78,752	

APPENDIX D

SCHEDULE OF PAYMENTS

	Schedule of Payments - January 2023			
	Payee	Description	Amount	Comments
	Payroll			
1	Net Salaries	Net Salaries (LP/CF/JN/JR/KS)	£ 4,856.92	Jan-23
2	HMRC	PAYE & NI	£ 923.70	
3	Berkshire LGPS	LGPS Contributions	£ 1,694.10	
	Invoiced Payments			
4	Active Risk Management	Q3 Playground Inspection	£ 368.00	January 2023
5	Alamo Blinds Ltd	Blinds - 50% Deposit	£ 883.44	January 2023
6	Berkshire Construction	Door Replacement	£ 7,768.64	December 2022
7	Berkshire Construction	Gents Toilet System	£ 346.97	December 2022
8	Berkshire Construction	Callout Roof Leak	£ 192.00	December 2022
9	Business Stream	Allotment Water	£ 370.72	20/09/22 - 29/12/22
10	Castle Water	Community Centre	£ 325.58	01/08/22 - 31/01/23
11	Castle Water	Recreation ground	£ 80.72	01/08/22 - 31/01/23
12	Collard	Waste Removal	£ 63.31	December 2022
13	Dave Knight	Window Cleaning	£ 120.00	December 2022
14	EON	Gas - Allnatt Pavilion	£ 111.20	5/12/22 - 31/12/22
15	EON	Gas - Community Centre	£ 1,395.52	7/12/22 - 1/1/23
16	EON	Electric - Allnatt Pavilion	£ 24.73	1/12/22 - 31/12/22
17	EON	Electric - Comm'ty C'tre	£ 306.46	1/12/22 - 7/01/23
18	Geoff Harper	Allotment Expense	£ 19.50	January 2023
19	ITQED	IT monthly support	£ 98.80	January 2023
20	ITQED	PC backups & anti-virus	£ 57.60	January 2023
21	ITQED	365 backup	£ 36.70	January 2023
22	Holly Digital	Service Charge	£ 28.80	December 2022
23	Nick Robins	Grounds Maintenance	£ 595.20	December 2022
24	Nick Robins	Dead Wood Oak Tree	£ 576.00	January 2023
25	PPL PRS	Music Licence 2023	£ 680.11	January 2023
26	Simon White	Relief Caretaker - 12 hours	£ 127.56	December 2022
27	Sirus	Remaining balance CCTV	£ 3,792.00	January 2023
28	SES Business Water	30/11/22-31/12/22	£ 35.72	December 2022
29	SLCC	July Job advert	£ 416.40	December 2022
30	SLCC	September Job Advert	£ 357.60	December 2022
31	SSE	Nov-22	£ 238.20	November 2022
32	SSE	Dec-22	£ 353.11	December 2022
33	Web Marketing Matters	Website Support	£ 177.12	December 2022
	TOTAL for Payroll/Invoiced Payments/Refunds		£ 27,422.43	
	Direct Debits			
34	BT	Broadband and phone	£ 39.00	January 2023
35	Sage	Accounts Software	£ 8.40	January 2023
36	Daisy	Caretaker mobile phone	£ 12.49	January 2023
	TOTAL for Direct Debits		£ 59.89	
	Lloyds/UNITY Bank Multipay Card			
37	Post Office	Allotment	£ 3.45	December 2022
38	TLC	Digital Sound Meter	£ 52.79	December 2022
39	Amazon	Fiscal Calandar 23/24	£ 5.99	December 2022
40	Lloyds Bank	Multipay Card Fee	£ 3.00	December 2022
	TOTAL for Multipay Card by Direct Debit		£ 3.45	
	TOTAL SPEND			
	Paid since the last meeting			
41	Kallkwick	Winnersh Matters Newsletter	£ 205.00	January 2023
	TOTAL paid since last meeting		£ 205.00	
	Bank Balance			
	Unity Bank		£ 246,287.92	As at 24 Jan 2023
	NatWest Current Account		£ 2,500.00	As at 30 Dec 2022
	NatWest Reserve Account		£ 44,943.35	As at 30 Dec 2022
	TOTAL for all Bank Accounts		£ 293,731.27	

APPENDIX E CLIMATE CHANGE ACTION PLAN

Action – update (23rd January 2023)

Action 14 EV charge points. Investigate the feasibility of installing Electric vehicle charging points at Bearwood Recreation Ground car parking area.

Lead Cllr Fishwick Update – Options continue to be considered with Wokingham Borough Council, but no new funding opportunities are currently available. Note that there will be a site in **Chatsworth Avenue** Winnersh with two charging points obtained through a Wokingham BC arrangement.

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.

Lead Cllr Green Update –

1. Change Power supply to Allnatt Pavilion – work has been completed.
2. Street lighting metered supply now removed and electric supply fed from Allnatt Pavilion as 1 above.
3. Maintenance – Greenpower Installations Ltd planned to carry out work late Jan/early Feb - Weather permitting.
4. Energy storage - Greenpower Installations have been informed of contract award. Awaiting feedback regarding product lead time.

Action 22 Carbon footprint of goods and supplies. Wherever possible to purchase goods and supplies locally sourced and **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 – Carbon Footprint - At the document review it was agreed that where appropriate during procurement, the Council will request information about the carbon footprint and equipment and services provided. **Action can be closed.**

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 Update – Winter 2022/23 e-newsletter completed. 183 residents are signed up for the e-newsletter and will be published on the Parish Council web site and link on Winnersh and Sindlesham Facebook page, with opportunity for more residents to sign up for future copies.

500 'hard copies' awaiting printing and distribution in library, stations, Sainsbury's.

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 Update – an article has been included in the Winter 2022/23 edition of the 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 / Cllr Harper Update –

The planting of 8 trees is planned during March 2023, after the National Highways works have been completed and a donation of £150 taken from the Climate Change fund was approved by Council at the last meeting.

Once the trees are planted this action will be marked as completed.

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).

Summary and recommendation.

The Climate Change Action Plan has an Annual Review and updates and new actions are reported to Council at each meeting. The last annual review was carried out on 31st January 2022 and reported to Council on 8th February 2022 (item 13 refers).

The Council set itself 29 actions most of which have been completed or are ongoing. It is **recommended** that the Climate Change Working Group review the Action Plan during late January/early February 2023 and develop a schedule of new actions to investigate that are reported to the meeting of Council in February 2023.

**The Winnersh Sustainable Transport Group
Stations Adoptions Winnersh and Winnersh Triangle stations**

Southeast Communities Rail Partnership meeting 12th January 2023

I attended the meeting at Reading Borough Council offices and minutes related to our stations are set out below.

Winnersh & Winnersh Triangle - Cllr Paul Fishwick reported on upgrades to shelters at both venues, posters provided by Wokingham Arts Society featuring destinations within SWR network. It will feature in Parish magazine. Project idea to spell out station names in stones. Karen Mann (CLASP) suggested Addington School may be interested in helping deliver project.

Actions: Paula to help with survey of ground re cables etc and obtain necessary permissions. Karen to provide Paul with contact at school.

David W (SWR) reported that missing seat at Winnersh had been replaced and thanked Paul for notifying team about this.

Julie (WBC) to introduce Sandy to Active Travel for business who may be able to lead walk at Winnersh and suggest a more accessible route from stations.

Paul to connect Sandy to organisations (WATCH) who maybe able to lead cycle rides using stations

Winnersh and Sindlesham Community Speedwatch

Since the last meeting of Full Council on 12th December there hasn't been any Community Speedwatch sessions.

Further sessions will be planned and recruitment of new volunteers is continuing with an article in the forthcoming e-newsletter.