



**Winnersh Parish
Council**

Winnersh Community Centre
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To all Winnersh Parish Councillors

Dear Councillor,

You are summoned to attend a meeting of the **PARISH COUNCIL** on **Tuesday 13 December 2022 at 19:30** in the Winnersh Community Centre.

Present: Councillors David Green (Chair), Paul Fishwick (Vice Chair), Geoff Harper, John Southgate, Raf Nicholson, Femi Obileye, Prue Bray, Rachelle Shepard-Dubey, Shaun Hanna

1. Apologies for absence: Councillors Lesley Doyle, Clinton Taylor & Joseph Boadu.
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: 8 November 2022 were approved.

Matters that are not on the agenda:

Item 6 - Referred to F&GP for policy review
Item 9 – Matter approved at Planning meeting
Item 10 – Q2 Accounts circulated for review
Item 14 – WBC informed
Item 18 – Carried forward to next meeting

4. Public session: No members of the public were in attendance
5. Ward Councillors briefing: Reports attached from Councillors Prue Bray and Paul Fishwick as Appendix A – Cllr Geoff Harper commented on the inspection the road by the allotments – it was confirmed that a road is not being build, the gap in the hedge is to enable drainage works.
6. To receive questions from Parish Councillors on Parish matters considered urgent and not covered by reports and matters arising.

Cllr Raf Nicholson – Raised concerns about a fence that had been erected closing and established cut-through. Cllr Prue Bray confirmed that the erection of the fence is part of the original planning condition. There is another established cut-through nearby.

7. Representatives on Outside Bodies: No reports were received.
8. Recreation and Amenities Committee: Councillors approved the minutes of the meeting held on 6th December 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 Council on the following points:

Allotments – 3 payments outstanding, action underway to chase, with notice to pay or recover allotment

Playground repairs – Some Red items are not yet addressed; delays are being caused due to parts supply.

Capital Projects update – Quotes are being obtained to prepare for budget submission and existing FY:

Architect commissioned to sketch out options for toilet refurbishments

Suppliers engaged to cost up floor refurbishment – original supplier has inspected and confirmed that floor is suitable for at least one further refurbishment. One quote obtained so far, due to costs, Council asked R&A to obtain further quotes.

Action Chair of R&A Committee

Ongoing noise complaints – following the complaint raised the R&A committee have recommended the following:

The purchase of a handheld decibel-meter – **RESOLVED**

Replace 2 of the wall fans at the cost of £850 – **RESOLVED**

Following R&A to review setup/clean-up concessions for regular hirers

Action R&A committee

9. Planning & Transport Committee: Councillors approved the minutes of the meeting held on 15th November and to receive any recommendations and it was Resolved that Cllr Paul Fishwick would sign them as a true record.

Cllr Paul Fishwick updated the Council on the following points:

5 -7 Mayfields Councillor Geoff Harper represent WPC P&T Committee and its views at the WBC planning meeting on 14th December.

42 King Street Lane, plans for demolition of existing building and build of new dwelling have been approved. Existing gate pillars are on Highways land and are under investigation.

10. The Coronation of King Charles: Discussions on what would be an appropriate commemorative celebration were held. Councillors were asked to prepare suggestions and associated costs for next Full Council meeting **Action All Councillors**

11. Internal and External audit. The following points were discussed:

11.1 Notice of conclusion of audit 2021/22. - Noted

11.2 Draft interim audit report from November 2022. Council agreed that this was generally a

positive report. Issues around interim staffing levels and training will be addressed when the new Parish Clerk is in post.

12. Staffing: to consider the extension of Interim Parish Clerk to end of January 2023. Council **RESOLVED** to extend the contract of the Interim Parish Clerk out to Mid-February 2023 to facilitate a handover to new Parish Clerk.
13. CIL Funding: WBC have been informed that CIL funding has been prioritised in support of energy sustainability and will be used to purchase battery storage.
14. Winnersh Fete 2023: Council **RESOLVED** to hold the 2023 Winnersh Summer Fete on 3rd Saturday in June. Fete working group kick-off meeting to be arranged for January 2023.
Action Cllr John Southgate
15. Budget and Precept 2023/24: Committees were reminded that budget requirements for 2023/24 financial year need to be available for review before end of Jan 2023.
- 15.1 Full Council Meeting for formal approval of budget.
Council discussed the need to move standing meeting to enable WPC to submit Precept requirements into WBC within their required budgetary deadlines. Council **RESOLVED** to swap January F&GP with January Full Council, resulting in F&GP to be held on 17th January and Full Council to be held on 24th January.
16. Schedule of Payments:
 - 16.1 To consider and approve the schedule of payments made since the last meeting;
APPROVED (Appendix B)
 - 16.2 Councillors David Green and Paul Fishwick agreed to be responsible for authorising the payments.
17. Climate Change Emergency Working Group (Appendix C): Cllr Fishwick stated that the working group will carry out a full review of the action plan in January/February.
Cllr David Green presented the quotes and options for a battery storage solution for the existing solar energy production. Council **RESOLVED** to install a Solar Edge solution using Greenpower Installations.
ACTION Parish Clerk to inform supplier of contract award
18. Winnersh Sustainable Transport Working Group: Written update was reviewed and noted. (Appendix D)
19. Correspondence: to receive any items of correspondence. Noted
- 19.1 Feedback from prospective parish councillor. Noted
20. Date of the next meeting: **Tuesday 24 January 2022 at 19.30.**

Part II

21. To pass a resolution 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 matter where publicity might be prejudicial to the special nature of the business.

21.1 NALC salary award 2022/23 backdated to 1st April 2022: to note £1925.00 annual increase on each scale point for APC, CELO, Caretaker and Relief Caretaker.

RESOLVED

21.2 Staff Pension: to note amendments to staff pension contributions as per the Internal Audit report.

RESOLVED

**Item 5 - Ward member update to Winnersh Parish Council from Borough Councillors Prue Bray, Paul Fishwick and Rachelle Shepherd-DuBey
12th December 2022**

Finance

The Borough Council remains in a difficult financial situation and a draft Medium Term Financial Strategy is currently going through the Community and Corporate Overview and Scrutiny committee process in preparation for setting a draft budget proposal at the meeting of Council on 16th February 2023.

Car parking charges

The Executive approved the raising of car parking charges, the first in nearly 5 years, at their meeting on 29th September 2022, to try and partly cover a £600,000 to £800,000 forecast shortfall against the car parking budget in 2022/23, that was reported to the Executive on 28th July.

The decision by the Executive was called in and debated at the meeting of the Community and Corporate Overview and Scrutiny Committee (CCOS) on 25th October. The CCOS resolved that the Executive decision relating to Off Street Car Park Charges be confirmed. However, a petition was presented to Council requesting that car parking charges are frozen and this was debated at Council on 17th November and referred to Executive on 24th November where they reaffirmed the original decision.

The delay in advertising the draft Traffic Regulation Order (Notice of Proposal) until mid-December will mean that new charges cannot be introduced during the original intended period of late January/February 2023 and there will now be several months delay costing an estimated £45,000 per month loss of income putting additional pressure on the financial situation.

Moving Traffic Offences

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 Traffic Management Act](#) was introduced in 2004, with Part 6 which allows local authorities to carry out enforcement only partially introduced, such as parking and misuse of bus lanes. In May 2022, the Government invited councils with local highway authority status to apply for these enforcement powers.

The majority of the current restrictions were introduced for road safety reasons. Wokingham Borough Council are consulting the public on applying for these powers and it should be noted that unlike funds raised by speed camera enforcement, which goes to central government, the Borough Council will keep any fines paid through this enforcement, but it can only be spent on recouping the costs of ensuring that moving traffic enforcement is meeting its objectives. Any surplus can only be used for:

- Paying for public transport provision
- Paying for highway improvement projects
- Paying for environmental improvements in the authority's area

Making money is not an aim of enforcing moving traffic offences. We're applying for these powers to improve the highway network, and not as a source of financial income.

The aim of enforcing moving traffic offences is to make our road network safer for you and the travelling public. The consultation closes on 2nd January 2023.

The new SEND school mentioned above is on course for its planned opening in September 2023. This will help ease the shortage of SEND capacity. The council is currently liaising with schools over the provision of resource bases and SEND units at mainstream schools, to provide places for children who can access mainstream schooling with support.

Last week we had a peer review of our virtual school. The virtual school has responsibility for overseeing the education of children in care. These children attend school in the same way as other children but receive support from the virtual school to help them reach their potential. The initial feedback from the review was positive and included some ideas for making further improvements. We expect the report in early January.

Royal Berkshire Fire and Rescue Service (RBFRS)

The RBFRS is doing safe and well visits and checking smoke alarms for elderly and disabled residents of Berkshire. Also, warnings of taking care when using candles if we have rolling blackouts.

Appendix B

Schedule of Payments - December 2022				
	Payee	Description	Amount	Comments
Payroll				
1	Net Salaries	Net Salaries (LP/CF/JN/JR/KS)	£ 5,706.68	Dec-22
2	HMRC	PAYE & NI	£ 1,353.30	
3	Berkshire LGPS	LGPS Contributions	£ 2,750.49	
4	Berkshire LGPS	Backdated Contribution	£ 4,249.19	
Invoiced Payments				
5	ARD Playgrounds	Seat Swing Repair	£1,128.00	December 2022
6	Claire Connell	Internal audit	£ 310.00	December 2022
7	Collard	Waste Removal	£ 112.10	December 2022
8	Dave Knight	Window Cleaning	£ 120.00	November 2022
9	Dave Knight	Window Cleaning	£ 120.00	December 2022
10	EON	Gas - Allnatt Pavilion	£ 113.67	1st Oct-10th Nov
11	EON	Gas - Allnatt Pavilion	£ 140.06	11th Nov - 4th Dec
12	EON	Gas - Community Centre	£ 1,063.21	11th Nov- 6th Dec
13	EON	Electric - Allnatt Pavilion	£ 62.57	1st Oct - 31st Oct
14	EON	Electric - Allnatt Pavilion	£ 25.56	1st Nov - 30th Nov
15	EON	Electric - Comm'ty C'tre	£ 241.94	1st Oct - 16th Nov
16	EON	Electric - Comm'ty C'tre	£ 197.52	17th Nov - 30th Nov 2022
17	Ian Wisdom	Relief Caretaker	£ 240.00	November 2022
18	Involve	Fire Training JY/KS	£ 50.00	December 2022
19	Involve	First Aid Training JY/KS	£ 110.00	November 2022
20	ITQED	IT monthly support	£ 38.80	December 2022
21	ITQED	PC backups & anti-virus	£ 57.60	December 2022
22	ITQED	365 backup	£ 36.70	December 2022
23	Nick Robins	Grounds Maintenance	£ 931.20	November 2022
24	Pest Control	Contract Renewal Allotments	£ 566.28	27/11/2022 -
25	Rialtas	Half Year Consultancy	£ 474.00	November 2022
26	SES Business Water	Check email	£ 34.06	November 2022
27	Simon White	Relief Caretaker	£ 435.83	November 2022
28	Thrower Signs	Updating Honours	£ 196.80	November 2022
29	Web Marketing Matters	Website Support	£ 177.12	Decemebr 2022
30	Alice Dott	Hall Hire Deposit	£ 60.00	December 2022
TOTAL for Payroll/Invoiced Payments/Refunds			£ 21,162.68	
Direct Debits				
31	BT	Broadband and phone	£ 39.00	Decemebr 2022
32	Sage	Accounts Software	£ 61.20	Decemebr 2022
33	Sage	Payroll (April 2022)	£ 8.40	Decemebr 2022
34	Daisy	Caretaker mobile phone	£ 12.49	Decemebr 2022
TOTAL for Direct Debits			£ 121.09	
Lloyds/UNITY Bank Multipay Card				
35	Lloyds Bank	Multipay Card Fee	£ 3.00	Decemebr 2022
36	TLC	Christmas lights	£ 197.04	November 2022
37	Wokingham BC	Parking - Training KS	£ 4.00	November 2022
38	Wokingham BC	Parking - Training JY	£ 4.00	November 2022
39	Timpson	Office Keys	£ 24.00	November 2022
TOTAL for Multipay Card by Direct Debit			£ 3.00	
TOTAL SPEND				
Paid since the last meeting				
TOTAL paid since last meeting			£ -	
Bank Balance				
Unity Bank			£ 261,433.22	As at 13 Dec 2022
NatWest Current Account			£ 2,500.00	As at 13 Dec 2022
NatWest Reserve Account			£ 44,913.82	As at 30 Nov 2022
TOTAL for all Bank Accounts			£ 308,847.04	

**Winnersh Parish Council
Climate Change Action Plan
Action – update (12th December 2022)**

Item 17

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 last week but delayed until next week due to poor weather conditions.

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 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 – Draft January/February 2023 e-newsletter almost finalised. 183 residents are signed up for the e-newsletter and this will also 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' to be printed for 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 January/February 2023 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 its 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 January 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
Winnersh station**

I have reported a missing seat in the shelter of platform 1 to South Western Railway on Monday 12th December.



**Winnersh and
Sindlesham
Community
Speedwatch**

Since the last meeting of Full Council there has been one Community Speedwatch session as follows.

Wednesday 16th November between 10:30am and 11:30am at Hatch Farm Way Winnersh towards Kings Street Lane. Speed limit 40mph (+10% +2mph = police criteria 47mph and above).

Group Paul Fishwick, Prue Bray, and Lesley Doyle

During the 1-hour period 2 vehicles were recorded as exceeding the police criteria for speeding and reported to Thames Valley Police out of 316 counted passing the site (0.6%). The fastest speed recorded was 52mph.

It was planned to survey towards Lower Earley Way but low sunshine combined with a wet road surface made it difficult to see oncoming vehicle registration plates. Therefore, the site had to be switched on the day.

Further sessions will be planned during January 2023, and recruitment of new volunteers is continuing with an article in the forthcoming e-newsletter.



Paul Fishwick, Chair of the Winnersh Sustainable Transport Group.