



**WINNERSH PARISH COUNCIL**

Winnersh Community Centre  
New Road, Sindlesham  
Wokingham, Berks, RG41 5DU  
[www.winnersh.gov.uk](http://www.winnersh.gov.uk)

**MINUTES OF THE MEETING OF WINNERSH PARISH COUNCIL  
HELD ON TUESDAY 20<sup>th</sup> JUNE 2023 AT 7:30pm  
AT THE WINNERSH COMMUNITY CENTRE**

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**Councillors:**

Cllr J Boadu

Cllr P Giacon

Cllr N Kilby

Cllr R Shepherd-Dubey

Cllr L Doyle

Cllr G Harper

Cllr R Nicholson

Cllr J Southgate

Cllr P Fishwick

Cllr M Kak

Cllr F Obileye

**Officers:**

Marcia Milsom, Clerk

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Bray and Green.

**2. DECLARATION OF INTEREST**

None.

*The following item was brought forward.*

**3. PUBLIC SESSION**

There were 8 members of the public (residents of Alder Mews, King Street Lane and Bearwood Road) in attendance.

The residents raised concerns regarding the application for a proposed telecoms mast on the junction of Bearwood Road and Mole Road, stating the following points:

- Inappropriate structure in a conservation area;
- Radiation and emissions concern;
- Close to a primary school and nursery school – lots of children walking close by;
- Elderly care home in close proximity;
- Traffic visibility will be impaired;
- Traffic travelling from Bearwood Road at 40mph;
- Footpath narrow and already difficult to pass;
- Applicant and agent details inconsistent

Cllr Fishwick noted that WPC had reviewed the application at its meeting on 23<sup>rd</sup> May but that there had been a conflict of interest with those members present and therefore no comment had been submitted to WBC. He noted that the installation of masts is permitted development and that site lines would need to comply with the relevant regulations. He encouraged all Councillors to object individually.

The residents also raised concerns regarding the application for outline permission of the access to the rear of 69 King Street Lane, stating the following points:

- Concerns over suitability of the access
- Already severe congestion in the area

Cllr Fishwick stated that WPC had reviewed the application at its meeting on 23<sup>rd</sup> May and submitted comments to WBC.

Cllr Fishwick advised that WBC Ward Councillors had also submitted comments on both applications. He thanked the residents for attending.

#### **4. CO-OPTION**

Following the recent election, WPC has two vacancies in the North Ward. Following advertising of the vacancies, one application had been received and circulated to all members.

It was **RESOLVED** that whilst members felt the application held merit, consideration would be deferred to allow Councillors to meet the applicant in person.

The Clerk advised that as the timescale for co-option following an election had passed, both vacancies would now need to be submitted to WBC for advertising and, if no by-election was called, they would then revert to WPC for further advertising. The current applicant would be invited to attend and meet Councillors, along with any new applicants, at the September meeting.

**ACTION: CLERK**

#### **5. GENERAL POWER OF COMPETENCE**

The General Power of Competence is a power available to local authorities in England to do “anything that individuals generally may do”. It was provided for in the Localism Act 2011 and replaces the wellbeing powers in the Local Government Act 2000. It was brought into force for local authorities on 18 February 2012.

The Parish Council is eligible to adopt the General Power of Competence provided that:

- The number of Councillors elected at the last ordinary election, or at a subsequent by-election, equals or exceeds two thirds of its total number of Councillors (does not include co-options since the election).
- The Parish Clerk holds at least one of the sector specific qualifications and has passed CILCA Unit 7 General Power of Competence.

The Clerk confirmed that the Council was eligible and it was **RESOLVED** that Winnersh Parish Council adopt the General Power of Competence.

## 6. APPOINTMENT OF COUNCILLORS TO STANDING COMMITTEES

Cllr Giacon had requested to join the Planning & Transport Committee.

It was **RESOLVED** that Cllr Giacon be formally elected to the Planning & Transport Committee.

## 7. CLERK'S REPORT

- i. The Clerk's report was attached as Appendix 1. **Noted.**
- ii. Council had discussed the following motion tabled at the May 2023 meeting:

That this Council seeks to remove the North and South wards at the first opportunity to avoid an election in one ward and vacancies in the other as has just happened in May 2023.

The Clerk had circulated a response from WBC regarding the implications of single ward elections and the process of requesting a Community Governance Review.

It was **RESOLVED** that the Clerk write to WBC formally requesting a Community Governance Review.

**ACTION: CLERK**

## 8. MINUTES OF THE PREVIOUS MEETINGS

It was **RESOLVED** that the minutes of the meeting held on 16<sup>th</sup> May 2023 (previously circulated) be confirmed and signed as a true record.

## 9. CORRESPONDENCE

The following item of correspondence had been received:

- i. Consultation on proposal for The Forest School to become a co-educational school – attached at Appendix 2.

It was **RESOLVED** that the Clerk submit a response to the consultation noting WPC's support of the proposal with the proviso that there was an expectation that appropriate facilities would be in place for girls for 2024.

**ACTION: CLERK**

## 10. MEETINGS OF COMMITTEES OF COUNCIL

- i. **Recreation & Amenities Committee**

- i.i It was **RESOLVED** that the minutes of the Recreation & Amenities Committee meeting held on 6<sup>th</sup> June 2023 (previously circulated) be confirmed and signed as a true record.

## ii. **Planning & Transport Committee**

It was **RESOLVED** that the minutes of the Planning & Transport Committee meetings held on 23<sup>rd</sup> May and 13<sup>th</sup> June 2023 (previously circulated) be confirmed and signed as a true record.

## **11. QUESTIONS**

There were no questions from Parish Councillors on parish matters not covered elsewhere on the agenda.

## **12. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES.**

Cllr Harper had attended a meeting of BALC Executive on 7<sup>th</sup> June 2023. He reported that the AGM would be held on 9<sup>th</sup> November 2023 in Newbury and that Shaw House in Newbury had been agreed as the training centre.

He advised that the Executive were advertising for new members to join the Committee as there were currently only 6 members. **Noted.**

## **13. REPORTS FROM WBC WARD AND PARISH COUNCILLORS**

- i. A written report from Ward Councillors was attached at Appendix 3. **Noted.**
- ii. There were no verbal reports from Parish Councillors on matters within their wards.

## **14. CAPITAL PROJECT UPDATE**

- i. An update on 2023-24 capital projects was attached at Appendix 4. **Noted.**

## **15. WINNERSH FETE**

Cllr Southgate gave an overview of the fete. He noted that once again, the event had gone well and expressed his thanks to the sponsors for funding.

He also expressed his thanks to all Councillors that had attended and helped, in particular Cllrs Green and Fishwick for co-ordinating the arena programme, Cllr Harper for arranging the parking and Cllrs Doyle, Nicholson and Shepherd-DuBey for managing the information tent and raffle. Members noted their thanks to the staff for their help throughout the day.

Members also expressed their thanks to Cllr Southgate for overall co-ordination of the event.

Cllr Kak queried whether there was a need for physical leaflet delivery and it was noted that although the Council was keen to reduce the use of paper, while the social media and e-newsletter sign-up was still growing, a physical newsletter was the best way to inform residents of the event.

Cllr Southgate advised that the raffle and contributions from stallholders had totalled over £1,000.00. He proposed, and it was **RESOLVED** that the two nominated charities, LINK

Visiting Scheme and First Days Children's Charity, be given a donation of £500.00 each and that the ATC and Saxcelerate be awarded £75 each for their contribution to the fete.

## 16. ORDERS FOR PAYMENT

A schedule of all payments had been previously circulated and is attached at Appendix 5.

- i. It was **RESOLVED** to approve the schedule of payments.
- ii. It was **RESOLVED** that Cllrs Doyle and Boadu would examine and authorise the payments listed on the schedule.

**ACTION: CLLRS DOYLE & BOADU**

## 17. COMMUNITY INFRASTRUCTURE LEVY (CIL)

- i. A report of total CIL funds received and expenditure to date was attached at Appendix 6. **Noted.**
- ii. Local Bus Services Co-Funding bid

WBC had requested WPC's consideration for funding of £2,660.59 per year for 3 years from WPC CIL reserves towards local bus services – attached at Appendix 7. The amount had been calculated using active miles within the parish as actual usage figures were not available.

Cllr Fishwick advised that the 127/128/129 service was currently fully funded by WBC and linked Wokingham Town to Reading via Winnersh, Hurst, Twyford, Sonning and Woodley. There were a number of school children that utilised the service to access schools in Wokingham and residents used the service to get to Twyford station.

Cllr Kilby noted that the route also enabled quick and easy access to London via Twyford station and WPC should work towards promoting the service.

It was **RESOLVED** that WPC contribute £2,660.59 per year for 3 years from WPC CIL reserves towards the 127/128/129 bus service.

## 18. ANNUAL RETURN

- i. The latest internal auditor's report was attached at Appendix 8. Claire Connell had confirmed her willingness to continue to provide internal audit services for 2023/24 at the same rate.

The content of the internal audit report was noted and accepted.

It was **RESOLVED** to appoint Claire Connell to carry out internal audit services for 2023/24.

- ii. Under the Governance & Accountability for Smaller Authorities Practitioner's Guide to Proper Practices and The Accounts and Audit Regulations 2015 - Regulations 3 and 6, the Council is required to audit the effectiveness of its internal financial, accounting and other controls and of the internal audit process. This forms part of the evidence

for the statements asserted in Section 1 - Annual Governance Statement of the Annual Governance & Accountability Return (AGAR).

A review of effectiveness of the internal controls & audit for the AGAR Section 1 for the year to 31st March 2023 was attached as Appendix 9.

It was **RESOLVED** to approve the Internal Controls & Audit: Review of Effectiveness for 2022/23.

- iii. The Annual Governance Statement Evidence for the AGAR Section 1 was attached at Appendix 10.

It was **RESOLVED** to accept the Annual Governance Statement Evidence.

- iv. The Unaudited Financial Statements for the year ending 31st March 2023, which provides evidence for the Accounting Statements in the AGAR Section 2 were attached at Appendix 11.

It was **RESOLVED** to approve the Unaudited Financial Statements.

- v. It was **RESOLVED** to agree that Section 1 of the AGAR - Annual Governance Statement (attached at Appendix 12) be signed by the Chairman and the Clerk.
- vi. It was **RESOLVED** to accept and agree that Section 2 of the AGAR - Accounting Statements (attached at Appendix 13) be signed by the Chairman.
- vii. The total cash and bank balances at 31st March 2023 were attached as Appendix 14. **Noted.**

## 19. CLERK'S PROBATION

The Chairman met with the Clerk to discuss progress since employment began on 1st February 2023.

As per the Clerk's contract of employment, the probationary period was 13 weeks and the Chairman has confirmed that the Clerk has successfully passed her probation.  
**Noted.**

## 20. STAFF PPE

The Chairman and Clerk have discussed the provision of 'corporate' PPE to the Caretaker and Relief Caretaker to create a more professional image. This would be in the form of polo shirts, sweatshirts and fleece with logo, work trousers and safety footwear. The Clerk has investigated costs for products and estimates the total cost to be approximately £350.00.

It was **RESOLVED** that the Clerk purchase PPE for the Caretaker and Relief Caretaker.

**ACTION: CLERK**

## 21. CHRISTMAS EVENT 2023

In previous years, WPC has hosted a 'Christmas Lights Switch On' event at the beginning of December on Bearwood Recreation Ground, the last being held in 2019 (flyer attached at Appendix 15). There are a number of light strings already installed in the trees outside the Community Centre.

Members discussed potential activities at the event including, face-painting, stalls, schools singing. It was suggested that sponsorship could be sought to cover costs.

It was **RESOLVED** to host a Christmas Lights Switch On event on either 1<sup>st</sup> or 8<sup>th</sup> December (dependent on hall availability) with a budget of £500.00. A Working Group would be formed to arrange the event and volunteers were asked to contact the Clerk.

**ACTION: CLERK & WORKING GROUP**

## 22. FACILITIES DEVELOPMENT WORKING GROUP

A structural survey of the Allnatt Pavilion was carried out on 31<sup>st</sup> May and the report had been forwarded to the Working Group to review and report to Council. **Noted.**

Cllr Fishwick expressed an interest in joining the Working Group and this was agreed.

## 23. CLIMATE CHANGE EMERGENCY WORKING GROUP

- i. A report by Cllr Fishwick was attached at Appendix 16. **Noted.**
- ii. The EPC reports from Dexmah had been received and forwarded to the Working Group to review and report to Council. **Noted.**

## 24. WINNERSH SUSTAINABLE TRANSPORT WORKING GROUP

- i. A report by Cllr Fishwick was attached at Appendix 17. **Noted.**

Cllr Fishwick reported that Network Rail had agreed to allow artwork on the tunnel.

The next Full Council meeting would be held on Tuesday 18<sup>th</sup> July 2023 at 7.30pm.

The meeting closed at 9.53pm.

## Full Council Clerk's Report - Jun 2023

| Meeting Action Point             | Date Decision Ratified | Minute reference | Owner              | Notes  | Status      |
|----------------------------------|------------------------|------------------|--------------------|--|-------------|
| Hall floor sand/seal             | 24.01.23               | 8.6              | Clerk/GH           | Works scheduled for August 2023.   | In progress |
| CIL Co-funding                   | 21.02.23               | 12               | Clerk              | Agreed to fund £5k CIL funds to California Country Park project. No further update received. Works due to commence April 23.                               | In progress |
| Winnersh Fete                    | 21.02.23               | 13               | DG/JH/PF/JS/ Clerk | Review on agenda for discussion.   | Complete    |
| Coronation bench                 | 21.03.23               | 7 i.a            | Clerk              | Bench delivered and in situ  | Complete    |
| Bearwood Rec signage             | 21.03.23               | 7 i.c            | Clerk              | Signage installed  | Complete    |
| Utilities                        | 21.03.22               | 19               | Clerk              | New contracts set up   | Complete    |
| Local Bus Services               | 21.03.22               | 23               | Clerk              | On agenda for discussion. Cllr Fishwick has advised usage figures are not available. Contribution costs are based on active mileage in the Parish.         | In progress |
| Allotment combination locks      | 18.04.22               | 7 i.i c          | Clerk              | An order has been placed with A1 Locks for replacement combination locks. Work will be completed once WBC have carried out adjustments to the vehicle gate | In progress |
| Sindlesham Room/JGR drawings     | 18.04.22               | 7 i.i d          | Clerk              | Sketch drawings being prepared for R&A   | In progress |
| Pavilion House works             | 18.04.22               | 7 i.i e          | Clerk              | Windows and doors installed. All other orders for works have been placed.  | In progress |
| MH disabled toilet refurbishment | 18.04.22               | 7 i.i f          | Clerk              | An order has been placed with Berkshire Construction   | In progress |
| Allnatt Pavilion building survey | 18.04.22               | 7 i.i g          | Clerk              | A surveyor attended 31st May. Report received and circulated to Facilities Working Group   | In progress |
| Basketball re-marking            | 18.04.22               | 7 i.i h          | Clerk              | Re-marking completed   | Complete    |
| Memorial Bench                   | 18.04.22               | 7 i.i i          | Clerk              | Bench delivered and in situ  | Complete    |
| Sindlesham Room door magnet      | 18.04.22               | 7 i.i j          | Clerk              | The steel frame has been installed and magnet awaiting fitting   | In progress |
| WRFC goal store                  | 18.04.22               | 7 i.i k          | Clerk              | No longer required   | Complete    |
| MH LED mood lighting             | 18.04.22               | 7 i.ii           | Clerk              | LED mood lighting and replacement switches installed   | Complete    |
| Civic Awards WG                  | 18.04.22               | 14               | PF/DG/GH/ Clerk    | Winners notified. Certificates ready and vouchers being given out at fete.   | Complete    |
| Boundary/Ward Review             | 16.05.23               | 12               | Clerk              | The Clerk has contacted WBC regarding the process for a Community Governance Review. On agenda for discussion  | In progress |
| Tables Budget Vire               | 16.05.23               | 18 1.1 a         | Clerk/APC          | The Clerk and APC have transferred the budget to the relevant line   | Complete    |
| Fete flyer                       | 16.05.23               | 23               | Clerk              | Fete flyer was emailed to all members  | Complete    |

## Other issues:

|  |  |
|--|--|
|  |  |
|  |  |

## Meetings/Training attended by Clerk:

|                 |   |
|-----------------|---|
| 11th May        | Meeting with architect                          |
| 12th May        | Meeting with energy audit company               |
| 12th May        | Meeting with GH at allotments                   |
| 16th May        | Meeting with GH, CELO and Volkers at allotments |
| 16th May        | Annual Parish Meeting                           |
| 16th May        | Full Council Meeting                            |
| 17th May        | Internal audit visit                            |
| 18th May        | Meeting with toilet contractor re refurbishment |
| 23rd - 29th May | Annual Leave                                    |
| 1st June        | Collection of gazebo and signs                  |
| 2nd June        | Probation meeting with Chairman                 |
| 7th June        | WBC staff induction presentation                |
| 7th June        | Fete meeting with JS and CELO                   |
| 8th June        | SLCC Branch meeting with APC and CELO           |





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Headteacher  
Ms Shirley Austin B.Ed.(Hons);  
B.A.(Hons); B.Sc.(Hons)

26 May 2023

Dear Parents, Guardians, Carers, staff members and other stakeholders

### **Consultation on proposal for The Forest School to become a co-educational school.**

The Forest Academy Trustees have agreed that a consultation be undertaken to consider the proposal to change the status of the school from a single-sex boys' school to a co-educational school. The proposal is that the school would receive the first co-educational cohort in Year 7 from September 2024.

This document is designed to:

- Notify you formally of the proposal to change The Forest School to a co-educational provision
- Explain why this change is being proposed
- Invite your comments on this proposal and outline how you can take part in the consultation

### **Background and reasons for change**

This proposal for change to co-educational provision at The Forest School is based on the following:

- A need to address the issue of surplus capacity at The Forest School
- A recognition of the accelerating pressure on secondary school places and requests from Wokingham Borough Council to help it address the significant shortage in secondary school places, particularly for girls
- A commitment to ensuring that the school prepares all pupils to navigate and thrive in the modern workplace and world
- A desire to continue to drive up the educational standards at The Forest School

### **Pressure on secondary school places**

Wokingham currently has a significant lack of places available in the secondary phase, and this will continue to increase as the rise in primary school numbers moves through the



system (as referenced in the Wokingham Borough Educational Partnership Group and Forum Minutes). Currently there are only surplus places at The Forest School in September 2023.

As the numbers of children needing secondary school places grow, the pressure on secondary school places in the areas close to Winnersh will be particularly acute due to the lack of girls' places at The Forest School. This impacts other local schools that will be asked to expand beyond capacity.

The DfE Admissions Code requires allocation according to strict criteria. It precludes Wokingham Council from meeting the shortfall in places for girls by sending boys to The Forest School to free up spaces in local co-educational schools.

### **Numbers on roll and surplus capacity**

The school was inspected and rated 'Good' in July 2021. The Ofsted report outlines the school's strengths as it continues its drive to "Outstanding". However, the Ofsted 'Good' rating has yet to have the hoped for impact on the numbers on roll, and as such, The Forest School continues to have surplus capacity. Without an increase in the numbers on roll, the Trustees consider it will not be possible to continue to improve standards at the pace they desire.

The current Published Admission Number (PAN) is 210 annually, and the school has not been to capacity since 2015. The Trustees have had to implement an operational capacity to ensure budget, staffing and year groups are secure. The current numbers for each year group are as follows:

| Confirmed Year 7 2023 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 |
|-----------------------|--------|--------|--------|---------|---------|
| 133                   | 163    | 117    | 116    | 124     | 92      |

As of May 2023, the confirmed Year 7 intake in September 2023 will be 133, leaving 77 spaces available at The Forest School. On National offer day, Wokingham Borough Council had a shortfall in school places for 57 girls. These families were not offered a secondary school place on National offer day. The Forest School can help meet the future shortfall if it moves to co-educational provision and will also reduce pressure on other non-selective secondary schools in Wokingham Borough. This will help ensure enough local school places for students.

### **Benefits of a co-educational environment**

A co-educational environment fosters respect for peers of both sex and exposes students to different viewpoints. Pupils will become more confident with the opposite gender which will prepare and enable them to navigate the modern workplace.

This proposal would benefit The Forest boys by enabling them to continue to develop their communication skills and confidence with all gender. They will also benefit from the drive that girls bring to education as we continue to drive up the educational standards at the Forest school. Statistically girls outperform boys at GCSE. The Forest progress scores are

above national average. However, we have witnessed in the sixth form that the girls provide an additional competitive edge that drives the boys to stretch and attain.

### **The proposal**

The proposal is to change the status of The Forest School from a single-sex boys' secondary school with a co-educational sixth form to a co-educational secondary school allowing admission to future year 7s. The structure of the Forest day will not change. The earliest the first co-educational cohort could enter Year 7 would be September 2024. Current year groups would continue unchanged.

The proposal is being made with the support of Wokingham Borough Council.

The proposal provides an opportunity for the Trustees of The Forest School to build on current good practices and its Good Ofsted rating and develop a sustainable and exciting way forward for the school and the local community.

### **Consultation process**

We are consulting widely to hear and collect your views. The formal consultation period commences on Friday 26th May 2023 and will close at midnight on Friday 30th June 2023. The consultation process, agreed by The Forest Academy Trust Board, has been designed to gather as wide a range of views as possible from all stakeholders including:

- Students
- Parents/Guardians
- Staff and their trade union representatives
- Local schools
- Local business
- Prospective parents and students
- Local Councils
- Local councillors
- Local community groups
- Any other interested parties

We are grateful to those who have already provided feedback on the proposal following our letter to parents on 16th May 2023 announcing the intention to consult. All responses received provide valuable feedback and will be collated. You can get involved in the consultation by:

- Attending the drop in information session on Monday 19th June 2023 between 4:30pm and 6:00pm at The Forest School
- Completing the online questionnaire on the [school website](#)
- Email the attached questionnaire to [co-ed@forest.academy](mailto:co-ed@forest.academy) titling your email 'Co-educational consultation'
- Sending your response by paper copy. Please hand into the main school office, in a sealed envelope clearly marked 'FTAO The Academy Trust Board - Co-educational consultation'

## **What happens next?**

No decision, other than to consult, has been made at this stage.


The Forest Academy Trust Board will assess the consultation responses and decide whether to approve the proposal. The Trustees will collate the responses and publish a summary document for stakeholders after the consultation.

If, following this consultation, the Trustees approve the proposal, then The Forest School will submit the business case to the Regional Schools Commissioner to request the proposed change. If the change is formally approved by the Regional Schools Commissioner, the new admissions arrangements would start from September 2024. The Forest School would start accepting girls and boys in Year 7, and over time the whole school would become co-educational in line with the school's current Sixth Form provision.

A separate statutory consultation on any consequent changes to The Forest School's admissions policy will be carried out alongside this consultation.

Naturally, any decision to become a co-educational school will divide some existing and potential parents and pupils. Some will wish to remain single-sex, while others may feel this is a logical and natural next step given that girls have been joining the Forest Sixth form for many years. We are interested in hearing from all stakeholders, and this consultation provides the opportunity for all stakeholders to offer their views in relation to the proposal, so please take part and let us know what you think.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Alison Løvland', written in a cursive style.

**Alison Løvland**

Chair of Trustees of The Academy Trust Board

**PROPOSED CHANGE FOR THE FOREST SCHOOL TO BECOME  
A CO-EDUCATIONAL SCHOOL**

Do you support the proposal to move to a Co-educational provision at The Forest School?

|  |   |
|--|---|
| Please tick the box that indicates your view | ✓ |
| Yes  |   |
| No   |   |
| I neither support nor object                 |   |

**Comments**

Please give your reasons to help the Trustees understand stakeholder views.

|  |
|--|
|  |
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|  |   |
|--|---|
| Please tick the box that indicates the category you belong to:           | ✓ |
| Current student  |   |
| Current parent/Carer   |   |
| Current staff and their trade union representatives                      |   |
| Parent/carer of student(s) due to start secondary school September 2024  |   |
| Parent/carer of student(s) due to start secondary school at a later date |   |
| Parent/carer of another school   |   |
| Member of staff at a local school  |   |
| Former student   |   |
| Former parents/carers  |   |
| Former staff   |   |
| Local schools  |   |
| Local community groups   |   |
| Winnersh resident  |   |
| Non-Winnersh Resident  |   |
| Other  |   |

**Please submit your feedback form by midnight on Friday 30th June 2023:**

- online questionnaire on the [school website](#)
- electronically by email to [co-ed@forest.academy](mailto:co-ed@forest.academy)
- paper copy in a sealed envelope addressed to the Chair of Trustees to the main school office.

Thank you for your response.

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

**20<sup>th</sup> June 2023**

### **Active travel.**

Following approval of a Local Cycling and Walking Infrastructure Plan and a Capability rating of level 2 (rating are zero to 4), the Borough Council has been successful in being awarded £606k to develop, consult and design an active travel route from the BP garage at Winnersh along the Reading Road to Broad Street Wokingham.

The first meeting of the Active travel Group took place on 30<sup>th</sup> March involving the Cllr Paul Fishwick Executive member for active travel, transport and highways, selected members of the Corporate and Community Overview & Scrutiny Committee, with ward members and Parish and Town representatives along the route. Further meetings are planned shortly.

### **Bus Service Improvement Plan**

Following a revised submission of the approved BSIP to the Department of Transport, the Borough Council have been awarded with a special grant of £401k. We are in discussions with local bus operators Reading Buses, Thames Valley Buses and Arriva as well as the DfT as the Borough Council is developing an Enhanced Partnership legal agreement with operators that will include how this funding is allocated and who will be responsible.

### **IEMD – Proposed withdrawal of the Day Travelcard**

The Mayor of London is planning to withdraw the Day Travelcard which impacts on residents travelling into London from local stations including Winnersh and Winnersh Triangle.

The Executive member for active travel, transport and highways could not support the proposals and the Borough Council's submission was made on 23<sup>rd</sup> May.

[Agenda for Executive - Individual Member Decisions on Tuesday, 23rd May, 2023, 12.15 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

### **IEMD – Old Forest Road reduced speed limit.**

An IEMD took place on 12<sup>th</sup> May when a report was presented to Cllr Paul Fishwick to consider the reduction in speed limit on Old Forest Road from 40mph to 30mph. This was approved and the 40mph speed limit is now being reduced to 30mph.

[Agenda for Executive - Individual Member Decisions on Friday, 12th May, 2023, 2.30 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

## **Climate Change Overview & Scrutiny Committee**

The Committee met on 23<sup>rd</sup> May and two agenda items maybe of interest to Council. Item 8 Climate Emergency Action Plan and the Local Plan, and Item 9 Climate Emergency Action Plan and traffic reduction. Item 9 links strongly with Active travel, highlighted earlier.

[Agenda for Climate Emergency Overview and Scrutiny Committee on Tuesday, 23rd May, 2023, 7.00 pm - Wokingham Borough Council \(moderngov.co.uk\)](#)

## **Amendment 5 and 6 Yellow lines**

New yellow lines have been installed in Pheasant Close near Reading Road junction and Jersey Drive around the chicanes.

The survey work for amendment 6 has been completed and ward members will receive the draft report mid-June for comment and the consultation on the supported sites will be held during July.

These sites will include Sadlers Lane near Reading Road, Lenham Close near Old Forest Road.

## **Dolphin Close playpark**

Prue and Rachelle met with a WBC officer on site to discuss the state of the playpark. The soft surface is not in good condition, and the equipment has sunk. It is also not in good repair. There are a number of trees overhanging the playpark, some of which are shedding dead branches into it as well as leaves. The park has been closed for some time due to these issues.

WBC does not want to remove the trees, which act as screening from the new relief road. It would be expensive to replace the soft surface and repair all the equipment, and there would still be issues over the usability of the area. Officers propose to replace the existing equipment with some pieces that are suitable for younger children such as mushrooms, which do not require soft surface, and to install some new pieces of equipment suitable for primary-age children in the larger play area in Allnatt Avenue, which is about 200 metres away. This may upset one or two of the residents in Dolphin Close but there does not seem to be any other practical solution. Residents will be written to in due course.

## **Hatchwood Mill**

There is a meeting on Friday 16<sup>th</sup> June at Hatchwood Mill development with the developers, Executive member for Planning and the Local Plan, Borough ward members lead residents and Wokingham BC officers.



This meeting is to show and discuss issues on the development.

### **Forest School**

Forest School are consulting on their plans to become co-educational from September 2024. They are holding a drop-in session at the school on 19<sup>th</sup> June at 4.30 pm for parents and residents. Prue will be attending and can feed back at the Parish Council meeting if required. The consultation can be found at [Co-Educational Consultation 2023 - The Forest School](#)

### **Special Educational Needs**

At the end of June WBC is set to announce the location of the two SEND schools it has been awarded by the government. Both schools will have a capacity of 100 students.

WBC was also awarded £6.3 million in additional capital funding to help pay for other building work associated with the provision of SEND bases, smaller units to cater for children who spend some of their time in mainstream school and some in a specialist setting.

A new unit for Early Years children with special needs will be opening in the old Farley Hill school in September.

The new special school in Woodward Close, for children aged 5-19 is on course to open in September. It will have an autism specialism, and is part of the Maiden Erlegh Trust. You can read more about it here: [Oak Tree School - About us](#)

## Capital Projects Update 2023/24

| Item No |      | Project                             | Budget              | Committed/<br>Actual Cost to<br>date | Project Detail  | Action/Notes   |
|---------|------|-------------------------------------|---------------------|--------------------------------------|---|--|
| 1       | R&A  | Community Hall Floor                | 10,000.00           | 8,784.12                             | Agreed to carry out sand and re-seal of existing floor and replace at a future date.  | Works scheduled for August 2023.   |
| 2       | R&A  | Toilet Refurbishment                | 30,000.00           | 5,527.62                             | Replace the toilets in the WCC and replace with 3 unisex and 1 accessible + corridor to lead to the outside   | Disabled toilet quotes agreed and order placed. Quotes being sought for main toilet upgrade. |
| 3       | R&A  | Path Renewals & Ramps               | 15,000.00           |                                      | Replace the footpath with bitmac/resin or similar or replace/repair rocking and broken slabs between the car park and the community centre and around by the Sindlesham Room/Parish Office. | Cllr Harper sourcing quotes  |
| 4       | R&A  | Dimmable Lighting                   | 5,000.00            | 342.18                               | Low level/dimmable lighting in the Winnersh Hall and Sindlesham Room  | LED mood lighting quote agreed. Order placed.  |
| 5       | R&A  | Sindlesham Room/Parish Office       | 25,000.00           |                                      | Strip out bar area and install internal lift and staircase from bar area to John Grobler Room   | Clerk meeting with architect   |
| 6       | R&A  | Car Park levelling                  | 10,000.00           |                                      | Disabled bay tarmac and gravel  | Cllr Harper sourcing quotes  |
| 7       | R&A  | Play Area Equipment replacement     | 20,000.00           | 16,857.40                            | New toddler unit  | Toddler unit order placed with ARD. Installation anticipated May.                            |
| 8       | R&A  | Hall Curtains                       | 5,000.00            |                                      | Replace the curtains in the main hall   | Cllr Doyle sourcing quotes   |
| 9       | R&A  | Pavilion House                      | 30,000.00           | 18,729.41                            | New kitchen & bathroom, electrical works, plastering works, carpet to stairs and landing  | Orders placed. Decorating quotes being sought  |
|         |      | Windows/Doors                       |                     | 1,023.33                             | New windows and doors   | Windows/doors fitted 22nd/23rd May   |
| 10      | F&GP | Small Projects                      | 500.00              |                                      |   |  |
| 11      | FC   | Climate Change Working Group        | 10,000.00           | 145.20                               |   | Additional key fobs for access control   |
| 12      | FC   | Sustainable Transport Working Group | 500.00              |                                      |   |  |
| 13      | FC   | Coronation                          | 1,000.00            | 770.86                               |   | Bench and artwork frames   |
|         |      |                                     | <b>£ 162,000.00</b> | <b>£ 52,180.12</b>                   |   |  |

|    | Schedule of Payments - June                 |                               |              |                   |
|----|---|-------------------------------|--------------|-------------------|
|    | Payee                                       | Description                   | Amount       | Comments          |
|    | Payroll                                     |                               |              |                   |
| 1  | Net Salaries                                | Net Salaries (MM/CF/JR/JY/KS) | £ 5,881.45   | Jun-23            |
| 2  | HMRC  | PAYE & NI                     | £ 1,512.52   |                   |
| 3  | HMRC  | PAYE & NI                     | £ 410.24     |                   |
| 4  | Berkshire LGPS                              | LGPS Contributions            | £ 2,255.44   |                   |
|    | Invoiced Payments                           |                               |              |                   |
| 5  | Alpha Windows                               | PH windows                    | £ 6,144.00   | June 2023         |
| 6  | ARD   | New Play area equipment       | £ 20,228.88  | June 2023         |
| 7  | ARD   | Rec Ground Repairs            | £ 1,651.80   | June 2023         |
| 8  | A Star Signs                                | Fete Banners                  | £ 858.00     | June 2023         |
| 9  | Avern Cleaning Supplies                     | Numatics scrubber dryer       | £ 1,739.99   | April 2023        |
| 10 | Berkshire Construction                      | Allotment Taps                | £ 486.00     | June 2023         |
| 11 | Berkshire Extinguisher Service              | Service on all extinguishers  | £ 456.00     | June 2023         |
| 12 | Big on Bouncing                             | Hire of Bouncy Castle         | £ 390.00     | June 2023         |
| 13 | Bowak                                       | Caretaker supplies            | £ 73.18      | June 2023         |
| 14 | Collard                                     | Waste Removal                 | £ 140.63     | June 2023         |
| 15 | David Knight                                | Window Cleaning               | £ 120.00     | June 2023         |
| 16 | EON   | Final bill for all facilities | £ 120.56     | Final Bill        |
| 17 | Geoff Harper                                | Bottled water Fete            | £ 7.00       | June 2023         |
| 18 | Gopak                                       | 25 Folding Tables             | £ 1,528.31   | June 2023         |
| 19 | GreenPower Installations                    | Solar System Repairs          | £ 1,797.60   | June 2023         |
| 20 | ITQED                                       | IT monthly support            | £ 98.80      | June 2023         |
| 21 | ITQED                                       | PC backups & anti-virus       | £ 40.19      | June 2023         |
| 22 | ITQED                                       | 365 backup                    | £ 57.60      | June 2023         |
| 23 | Lee Norris Design                           | Design sketches for WC Refurb | £ 650.00     | June 2023         |
| 24 | Nick Robins                                 | Grounds Maintenance           | £ 960.00     | June 2023         |
| 25 | Nick Robins                                 | Installing new benches        | £ 546.00     | June 2023         |
| 26 | Nick Robins                                 | Remarking Basketball courts   | £ 558.96     | June 2023         |
| 27 | Nick Robins                                 | Markings for Fete             | £ 456.00     | June 2023         |
| 28 | Sound & Lighting Hire                       | Hire PA system for Fete       | £ 432.00     | June 2023         |
| 29 | The National Allotment Society              | Membership renewal            | £ 66.00      | June 2023         |
| 30 | Web Marketing Matters                       | Website support               | £ 177.12     | June 2023         |
|    | TOTAL for Payroll/Invoiced Payments/Refunds |                               | £ 49,844.27  |                   |
|    | Direct Debits                               |                               |              |                   |
| 31 | British Gas Lite                            | Gas- Community Centre         | £ 102.08     | June 2023         |
| 32 | BT  | Broadband and phone           | £ 39.00      | May 2023          |
| 33 | Daisy                                       | Caretaker mobile phone        | £ 14.17      | June 2023         |
| 34 | Sage  | Accounts Software             | £ 14.40      | June 2023         |
| 35 | Sirus Telecom                               | Monthly maintenance           | £ 55.98      | June 2023         |
| 36 | YGP   | Electric                      | £ 236.36     | May 2023          |
|    | TOTAL for Direct Debits                     |                               | £ 461.99     |                   |
|    | Lloyds/UNITY Bank Multipay Card             |                               |              |                   |
| 37 | Zoom  | Annual renewal                | £ 143.88     | May 2023          |
| 38 | Tesco                                       | Office/cleaning supplies      | £ 1.74       | May 2023          |
| 39 | Sainsburys                                  | Parish Meeting expenses       | £ 60.12      | May 2023          |
| 40 | Online Trophies                             | Trophies for Fete             | £ 95.40      | May 2023          |
| 41 | Amazon                                      | Cable ties for fete banners   | £ 12.98      | June 2023         |
| 42 | Lloyds                                      | Monthly fee                   | £ 3.00       | June 2023         |
|    | TOTAL for Multipay Card by Direct Debit     |                               | £ 317.12     |                   |
|    | TOTAL SPEND                                 |                               | £ 50,623.38  |                   |
|    | Paid since the last meeting                 |                               |              |                   |
| 43 | British Gas Lite                            | Gas - Allnatt                 | £ 634.24     | May 2023          |
|    | TOTAL paid since last meeting               |                               | £ 634.24     |                   |
|    | Bank Balance at                             |                               |              |                   |
|    | Unity Bank                                  |                               | £ 264,266.79 | As at 15 Jun 2023 |
|    | Natwest Business Reserve                    |                               | £ 49,452.29  | As at 31 May 2023 |
|    | Natwest Current Account                     |                               | £ 2,500.00   | As at 11 May 2023 |
|    | TOTAL for all Bank Accounts                 |                               | £ 316,219.08 |                   |

## CIL Income and Expenditure

| Winnersh Parish Council | Date Paid      | Amount Paid       | Amount Spent/Agreed | Outstanding       | Spend Deadline |
|-------------------------|----------------|-------------------|---------------------|-------------------|----------------|
|                         | 28-Oct-17      | £5,249.18         | £5,249.18           | £0.00             | 28-Oct-22      |
|                         | 28-Apr-18      | £11,874.70        | £11,874.70          | £0.00             | 28-Apr-23      |
|                         | 28-Oct-18      | £8,344.26         | £4,385.18           | £3,959.08         | 28-Oct-23      |
|                         | 28-Apr-19      | £2,768.00         | £0.00               | £2,768.00         | 28-Apr-24      |
|                         | 28-Oct-19      | £3,321.60         | £0.00               | £3,321.60         | 28-Oct-24      |
|                         | 28-Apr-20      | £6,559.30         | £0.00               | £6,559.30         | 28-Apr-25      |
|                         | 28-Oct-20      | £8,405.79         | £0.00               | £8,405.79         | 28-Oct-25      |
|                         | 28-Apr-21      | £10,775.82        | £0.00               | £10,775.82        | 28-Apr-26      |
|                         | 28-Oct-21      | £13.74            | £0.00               | £13.74            | 28-Oct-26      |
|                         | 28-Apr-22      | £26,862.48        | £0.00               | £26,862.48        | 28-Apr-27      |
|                         | 28-Apr-23      | £6,098.38         | £0.00               | £6,098.38         | 28-Apr-28      |
|                         | <b>Totals:</b> | <b>£90,273.25</b> | <b>£21,509.06</b>   | <b>£68,764.19</b> |                |

| Projects funded by CIL      | Spent   | Amount            |
|-----------------------------|---------|-------------------|
| Height Barrier              | 2019/20 | £2,850.62         |
| LED lighting conversion MH  | 2019/20 | £4,635.00         |
| LED lighting conversion JGR | 2020/21 | £897.00           |
| Defibrillator installation  | 2021/22 | £300.00           |
| Solar battery               | 2022/23 | £7,826.44         |
| California Park co-funding  | 2023/24 | £5,000.00         |
|                             |         | <b>£21,509.06</b> |

## **Briefing Paper – Local Bus Service Contribution**

From WBC:

Most of the Council's contracted bus services are currently out at tender again. We propose to make no changes to the services, so the routes and frequencies would remain the same as are currently provided. With a competitive tender there is always a risk that the operator could change, but this is the nature of a competitive tender and something we do not have control over. Based on discussions with the current bus operators and experience of a previous tender, we are expecting the cost of providing these services to increase significantly.

Whilst our Executive Committee have made provision for what we think will be sufficient funding to cover the increased costs, this funding does draw on finite S106 funding.

We are approaching all the Town and Parish Councils who have contracted local bus services in their areas to discuss the possibility of a financial contribution. Initially as a guide we have identified a sum which is proportionate to the mileage of the services operating in their area. I understand from our S106 team that whilst the borough can only use S106 funding towards bus services, our Towns and Parishes could also consider CIL funding if they felt it appropriate.

Initially I am discussing this proposal with the Town and Parish clerks to see what their thoughts are. I have had some positive responses, but I understand each Town and Parish is very different and will have different levels of funding and different pressures.

As a guide the amount we would be looking for from Winnersh Parish Council is £2,600.59 per year for a 3 year period. We would ideally look to invoice for a contribution from September 2023 when the new contracts are due to commence. I would be grateful if you could discuss this with your members and then let me know if this is something which Winnersh Parish Council would be prepared to contribute towards.

# Claire Connell MA, ACA, CTA

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The Councillors of Winnersh Parish Council  
c/o Mrs M Milsom  
Winnersh Parish Council  
Winnersh Community Centre  
New Road  
Wokingham  
Berkshire  
RG41 5DU

2<sup>nd</sup> June 2023

Dear Ladies and Gentlemen

## **Internal audit for the year ended 31<sup>st</sup> March 2023 – final report**

Further to my final audit visit for 2022-23, I am pleased to report that I have satisfactorily completed my internal audit review.

I attach a summary of my findings from my work in 2022-23 in Appendix 1.

I trust that these comments are self-explanatory, but please do not hesitate to contact me if you would like further details.

Yours faithfully



Claire Connell

## Appendix 1: Summary of internal audit work covered in 2022-23

| <u>Annual Return Section</u>   | <u>Objective met?</u> | <u>Comments</u>  |
|--|-----------------------|--|
| <b>A.</b> Appropriate accounting records have been properly kept throughout the financial year.  | Yes                   | The bookkeeping is carried out using a package specifically designed for parish councils with an integrated bookings package.<br><br>There is a suitable level of reporting to Council.                |
| <b>B.</b> This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for. | Yes                   | Testing and review of systems shows that expenditure is properly incurred, payments approved and VAT appropriately accounted for.  |
| <b>C.</b> This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.                               | Yes                   | Minutes, Standing Orders, Financial Regulations, insurance cover and the Risk Register indicate that there are proper risk assessment and management procedures.                                       |
| <b>D.</b> The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.  | Yes                   | Budgeting and reporting are carried out in a thorough and robust manner.   |
| <b>E.</b> Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.                       | Yes                   | No issues were found during testing and review of systems.<br><br>Sales invoices are raised in a timely manner.<br><br>Outstanding debtors have been reviewed by officers and appropriately monitored. |
| <b>F.</b> Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.                              | N/A                   | Petty cash was not used during the year.   |
| <b>G.</b> Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.       | Yes                   | Payroll is operated in-house.<br><br>There have been some issues with the payment of pension contributions over the year but this was corrected at the year end.                                       |
| <b>H.</b> Asset and investments registers were complete and accurate and properly maintained.  | Yes                   | The fixed assets register is maintained in Excel and has been updated for changes in assets during the year.<br><br>The register will be thoroughly reviewed during 23-24.                             |

|   |     |   |
|---|-----|---|
| <b>I.</b> Periodic and year-end bank account reconciliations were properly carried out.   | Yes | Monthly reconciliations are performed.<br><br>These have not been reviewed by councillors during the year in question.<br><br>I recommend that the reconciliations and bank statements are reviewed by the Chair of F&GP on a quarterly basis in 23-24.   |
| <b>J.</b> Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded. | Yes | These assertions have been met.   |
| <b>K.</b> If the authority certified itself as exempt from a limited assurance review in 2021-22, it met the exemption criteria and correctly declared itself exempt  | N/A | Not covered – the Council had a limited assurance review of its 2021/22 AGAR  |
| <b>L.</b> The authority published the required information on a free to access website up to date at the time of the internal audit in accordance with any relevant legislation.  | Yes | The AGARs for the past five years are available on the Council website for the past 5 years as required by the Accounts and Audit Regulations 2015.<br><br>Details of all payments are included in the minutes. I suggest that compliance with other aspects of the Transparency Code should be reviewed. |
| <b>M.</b> The authority, during the previous year (2020/21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations.  | Yes | Yes, the period for the exercise of public rights was held for the correct length of time and before the deadline and the notice was correctly advertised   |
| <b>N.</b> The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).   | Yes | Yes, all of the documents were published at the right time  |
| <b>O. (For local councils only)</b><br>Trust funds (including charitable) – The council met its responsibilities as a trustee.  | N/A | Not applicable  |



## Winnersh Parish Council – Internal Controls & Audit: Review of Effectiveness for Financial Year 2022/23

Report to Full Council 20<sup>th</sup> June 2023

Under the Governance & Accountability for Smaller Authorities Practitioner's Guide to Proper Practices and The Accounts and Audit Regulations 2015 - Regulations 3 and 6, the Council is required to audit the effectiveness of its internal financial, accounting and other controls and of the internal audit process. This review forms part of the evidence for the statements asserted in Section 1 - Annual Governance Statement of the AGAR.

| Compliance Area   | Confirmed?                                       | Supporting Evidence  |
|---|--|--|
| 1. Scope of the internal audit – that an adequate and effective internal audit process has been followed, covering risk management, internal controls and governance processes. | Yes – the scope for internal audit is adequate.  | The scope of the internal audit is directed by the Practitioner's Guide to Proper Practices. Audit checks are performed on all key internal controls – bank reconciliation, risk assessment, contractual payments, payroll and income. Processes are checked for compliance against the Council's Standing Orders and Financial Regulations.   |
| 2. Independence of the Internal Auditor.  | Yes – the Internal Auditor is fully independent. | <p>Audit reports are issued by the Auditor in their own name. The auditor is independent of the Council and the Parish Clerk.</p> <p>The appointment of the Internal Auditor complies with the Council's Financial Regulations.</p> <p>The Internal Auditor has access to all of the necessary accounting records and other information to form a full and independent view.</p>   |
| 3. Competence of the Internal Auditor.  | Yes – the Internal Auditor is competent.         | <p>The Internal Auditor has over 30 years' experience in the financial sector with the last 12 specialising in local government. They have extensive knowledge of the proper practices, risk management and legislative powers of town and parish Councils.</p> <p>Audit work is completed objectively and thoroughly, with any observational comments serving to improve the Council's financial effectiveness and drive for continuous self-improvement. The information provided in the audit reports is reliable and balanced.</p> |

|   |  |   |
|---|--|---|
|   |  | The Auditor completes internal audits for other similar town and parish Councils.   |
| 4. Relationships with the Clerk, the Authority, and the Internal Auditor – ensuring that the Responsible Financial Officer provides all of the relevant documents to the internal auditor for inspection and issues any resulting audit reports to the Authority. | Yes – the relationships between the Clerk, Authority and Internal Auditor are appropriate. | <p>The Parish Clerk has provided the Internal Auditor with all information and explanations requested to assist with the audit.</p> <p>The Parish Clerk presents the internal audit reports, with an explanation of any action required post audit, to the Finance &amp; General Purposes Committee and Full Council. Individual Councillors do not attend internal audit visits.</p> <p>The Council takes a proactive approach to addressing any matters identified by the Internal Auditor. Finance training is available to Council Members to support their role.</p> |
| 5. Audit Planning and Reporting – that the internal audit process has been suitably planned and reported upon.  | Yes – the audit process was effectively planned and reported upon.                         | <p>The internal audit process is planned to mesh in with the external audit timetable. Three internal audit visits took place for the 2022/23 financial year, in May, June and December, which is adequate for the Council's budget.</p> <p>The internal audit reports were issued to the Council at the next relevant meeting after they were issued. Any issues and recommendations have been reported to Council and actioned.</p>   |

If any of the compliance areas have been answered as 'No', this will be addressed in an appropriate action plan.

**AGAR Section 1 – Annual Governance Statement Evidence 2022/23**

| Question – confirm for the year ending 31.03.23   | Answer | Evidence  |
|---|--------|---|
| 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.  | Yes    | The Council employs a Clerk, experienced in Local Council work to prepare, with the Assistant Parish Clerk, the draft budget and the annual year end accounts. Budget monitoring is completed at the quarterly F&GP Committee meeting and the month end processes/checks are completed by the APC. The Rialtas Omega finance software is used to prepare the Council's accounts. The Clerk and APC monitor income and expenditure reports monthly and any points of concern are raised with the Council, as required.   |
| 2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.   | Yes    | Each invoice is approved at a Council meeting prior to payment and a list of these payments are included in the relevant minutes. The bank reconciliation for each account is completed monthly and will be verified periodically against the original bank statements by the Chairman of F&GP Committee. Direct Debits and contractual payments are approved by the F&GP Committee annually. The Internal Auditor completes a visit at least twice per year. Cash receipts are low in value now but are banked promptly. The Council has fully updated Standing Orders and Financial Regulations for the period. Payroll is managed by the APC via an online system (SAGE). VAT returns are completed quarterly. The fixed asset register is maintained by the Clerk and APC and approved by the Council annually. The Council reviewed and approved the Annual Risk Assessment on 21.10.22. |
| 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances. | Yes    | The Council employs a qualified Clerk/RFO, who is responsible for ensuring that the Council operates within the legal framework. Decision making in relation to expenditure and contracts are made in accordance with the Council's Financial Regulations. The Council meets the criteria for the General Power of Competence and will formally agree whether to use this power at the Full Council meeting in June 2023 (election year). The final internal audit completed for the year confirmed that there are no specific audit matters that need to be drawn to the Council's attention.  |
| 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.   | Yes    | Last year's accounts made available for public inspection within the correct timeframe. The relevant audit and conclusion notices were placed on Council's noticeboard and website.   |
| 5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of  | Yes    | The Council reviewed and approved the Annual Risk Assessment at the Full Council meeting on 21.10.22. Risk assessments for individual activities are prepared and reviewed at least   |

|  |     |  |
|--|-----|--|
| internal controls and/or external insurance cover where required.  |     | annually. Playgrounds are inspected by an independent competent authority 4 times per year plus operational inspections occur weekly throughout the year. Inspections of boilers are carried out annually. The Council has full insurance cover in place, including public and employer's liability cover and the fidelity guarantee. The Council's Standing Orders and Financial Regulations are in place and up to date.               |
| 6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.   | Yes | Interim internal audits took place in May, June and December 2022 and the final audit in May 2023. The bank reconciliations for all accounts are completed monthly. Creditors and debtors are reviewed monthly by the Clerk and APC. The F&GP Committee receives a summary of creditors and debtors quarterly. Outstanding debtors are chased in line with proper practices. Any significant debtors are referred to the F&GP Committee. |
| 7. We took appropriate action on all matters raised in reports from internal and external audit.   | Yes | There was one minor issue identified on the previous year's external audit reports regarding the timing of the previous Clerk's signing of Section 2 of the AGAR. The new Clerk is aware of the requirements for signing. Any observation comments made on the internal audit reports have been completed.   |
| 8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.           | Yes | No such contingent liabilities expected at time of writing. Any potential financial liabilities have been accounted for in the year end accounts.  |
| 9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee, we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. | n/a | n/a.   |

**WINNERSH PARISH COUNCIL**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2023**

## **Winnersh Parish Council**

### **Explanatory foreword to the financial statements for the year ended 31 March 2023**

The Council's financial statements are prepared in compliance with the Accounts and Audit Regulations 2015. The statutory accounts are included in Section 2 of the Annual Governance & Accountability Return. The amounts thereon are drawn from these detailed financial statements, which are solely for the Council's internal use.

The accounts comprise the following:

- Income and Expenditure Account, recording financial transactions during the year for both revenue and capital schemes;
- Balance Sheet, summarising the Council's financial position at the year end;
- Notes to the financial statements, providing explanatory detail and more information on the accounts and operational assets such as community centres;
- Fixed Assets, including long-term investments, are not required to be included in these accounts but are shown separately as a note to these financial statements.

The Council falls within the limited assurance audit regime and so is required to complete the Annual Governance & Accountability Return, containing a summary of the Council's income, expenditure, reserves and bank balances. This will be approved at the Council meeting on 20<sup>th</sup> June 2023. The external auditor's opinion will be given on this annual return rather than these financial statements. Once given, the auditor's opinion will be publicly advertised.

# Winnersh Parish Council

## Income and Expenditure Account for the year ended 31 March 2023

|   |       | 2022/23        | 2021/22        |
|---|-------|----------------|----------------|
| Income  | Notes | £              | £              |
| Precept   |       | 186,917        | 174,675        |
| Community Infrastructure Levy (CIL)             |       | 26,862         | 10,790         |
| Interest and investment income                  |       | 196            | 3              |
| Miscellaneous income                            |       | 3,119          | 1,034          |
| Feed in Tariff (FIT)                            |       | 657            | 494            |
| Grants  |       | 5,000          | 0              |
| Lettings & other income from Council facilities |       |                |                |
| Winnersh Community Centre                       |       | 37,653         | 37,780         |
| Sindlesham Room                                 |       | 7,112          | 7,767          |
| Allnatt Pavilion                                |       | 6,998          | 3,606          |
| Bearwood Recreation Ground                      |       | 7,208          | 7,704          |
| Allotments                                      |       | 2,978          | 3,005          |
| Fete income                                     |       | 1,706          | 1,176          |
| Newsletter income                               |       | 0              | 160            |
| Capital receipts and similar external funding   |       | 0              | 0              |
|   |       | <b>286,406</b> | <b>248,194</b> |
| Expenditure                                     |       |                |                |
| General administration                          |       | 116,215        | 106,863        |
| Council Services                                |       |                |                |
| Street Lighting                                 |       | 1,330          | 767            |
| Grant & discretionary payments                  | 4     | 4,940          | 3,090          |
| Community Transport                             | 4     | 2,500          | 2,000          |
| Youth Work                                      | 4     | 1,556          | 2,250          |
| Council Facilities                              |       |                |                |
| Winnersh Community Centre & Sindlesham Room     |       | 22,780         | 13,278         |
| Allnatt Pavilion                                |       | 2,870          | 1,959          |
| Bearwood Recreation Ground                      |       | 17,159         | 10,916         |
| Allotments                                      |       | 4,041          | 4,560          |
| Pavilion House                                  |       | 0              | 225            |
| Capital Expenditure                             | 2     | 36,258         | 76,589         |
| Fete expenditure                                |       | 3,026          | 4,872          |
| Newsletter Expenditure                          |       | 755            | 805            |
|   |       | <b>213,431</b> | <b>228,174</b> |
|   |       |                |                |
| <b>Net income for the year</b>                  |       | <b>72,975</b>  | <b>20,020</b>  |
| Transferred from/to(-) reserves                 |       | 8,826          | -1,248         |
| <b>Amount added to balances</b>                 |       | <b>81,801</b>  | <b>18,772</b>  |

# Winnersh Parish Council

## Balance Sheet at 31 March 2023

|   |                               |              | <b>2023</b>    | <b>2022</b>    |
|---|-------------------------------|--------------|----------------|----------------|
|   |                               | <b>Notes</b> | <b>£</b>       | <b>£</b>       |
| <b>Current assets</b>                       |                               |              |                |                |
|   | Debtors & prepayments         | 9            | 14,712         | 11,815         |
|   | Clearing bank balances & cash |              | 247,467        | 170,375        |
|   | Pension Liability             |              | 605            | 0              |
|   | Creditors                     |              | 0              | 80             |
|   |                               |              | <b>262,784</b> | <b>182,270</b> |
| <b>Current liabilities</b>                  |                               |              |                |                |
|   | Creditors                     | 10           | 16,680         | 9,143          |
|   |                               |              | <b>16,680</b>  | <b>9,143</b>   |
| <b>Net assets</b>                           |                               |              | <b>246,104</b> | <b>173,127</b> |
| <b>Represented by reserves and balances</b> |                               |              |                |                |
|   | General reserves              |              | 148,316        | 29,503         |
|   | Earmarked reserves            |              | 97,788         | 143,624        |
|   |                               |              | <b>246,104</b> | <b>173,127</b> |

The above statement represents fairly the financial position of the Council as at 31 March 2023 and reflects the income and expenditure for the year then ended.

Approved at a meeting of Winnersh Parish Council held on 20<sup>th</sup> June 2023

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Marcia Milsom  
Clerk and Responsible Finance Officer

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David Green  
Chairman



# Winnersh Parish Council

## Notes to the financial statements for the year ended 31 March 2023

### 1. Basis of preparation

The Council's financial statements are prepared in compliance with the Accounts and Audit Regulations 2015. These financial statements are prepared on the accruals basis and therefore include amounts receivable and payable but not settled at the year end. As income and expenditure is less than £6,500,000, the statements do not include fixed assets on the Balance Sheet. All capital receipts and expenditure are included in the Income and Expenditure Account when incurred.

### 2. Capital Expenditure

|                                    | 2022/23       | 2021/22       |
|------------------------------------|---------------|---------------|
| Access Control system              | 10,409        | 0             |
| Replacement Doors                  | 6,466         | 0             |
| Blinds for Office/SR               | 1,472         | 0             |
| CCTV Installation                  | 6,320         | 0             |
| RBLI Jubilee Plaque                | 121           | 0             |
| Speedwatch Equipment               | 109           | 245           |
| Wildflower Bund                    | 1,261         | 0             |
| Recycling Bin                      | 799           | 4,976         |
| Solar Battery                      | 7,826         | 0             |
| Immersion Diverter                 | 530           | 0             |
| Defibrillator                      | 0             | 1,511         |
| AP/Streetlight connection to Solar | 945           | 0             |
| Christmas Decorations              | 0             | 491           |
| Noticeboard                        | 0             | 1,425         |
| Gazebo                             | 0             | 286           |
| Winnersh Hall Extension & Cladding | 0             | 67,655        |
|                                    | <b>36,258</b> | <b>76,589</b> |

### 3. Publicity

The Council incurred the following expenses on publicity:

|                              | 2022/23      | 2021/22      |
|------------------------------|--------------|--------------|
| Parish events and newsletter | 3,781        | 5,677        |
| Website maintenance          | 1,919        | 1,875        |
|                              | <b>5,700</b> | <b>7,552</b> |

# Winnersh Parish Council

## Notes to the financial statements for the year ended 31 March 2023 (cont'd)

### 4. Grants and Community Support

The Council adopted the General Power of Competence in 2019. The Council is also entitled under Section 137(3) of the Local Government Act 1972 to spend £8.82 per elector to contribute to UK charities, public sector funds and public appeals. Based on an electorate of 7,867, the Council was therefore empowered to spend £69,387 in the year to 31 March 2023, although no expenditure was incurred.

|                               | 2022/23      | 2021/22      |
|-------------------------------|--------------|--------------|
| Me2Club                       | 500          | 1,000        |
| Wokingham Job Support Club    | 500          | 500          |
| The Cowshed                   | 500          | 0            |
| Berkshire Vision              | 300          | 0            |
| Wokingham CAB                 | 1,000        | 1,000        |
| Bearwood Primary School       | 500          | 0            |
| Link Visiting Scheme          | 640          | 290          |
| First Days Children's Charity | 250          | 0            |
| ARC Youth Counselling         | 250          | 0            |
| Keep Mobile                   | 2,500        | 0            |
| Home Start Wokingham          | 500          | 0            |
| Youth Club                    | 1,556        | 0            |
| Greenwood Pre-School          | 0            | 250          |
| St Catherine's Church         | 0            | 50           |
|                               | <b>8,996</b> | <b>3,090</b> |

### 5. Pensions

The Council's staff are members of the Berkshire Pension Scheme. The employer's contribution in 2022/23 was 26.3% of pensionable salary (2021/22: 25.3%), and the amount paid was £17,377 (2021/22: £16,203).

### 6. Tenancies

The Council is lessee to Wokingham Borough Council on the following land:

|                                       | <u>Expiring in</u> | <u>Rental (£)</u> |
|---------------------------------------|--------------------|-------------------|
| Land for allotments at Woodward Close | 2035               | 1,000             |

# Winnersh Parish Council

## Notes to the financial statements for the year ended 31 March 2023 (cont'd)

### 7. Fixed Assets

The Council owns land for the benefit of the community at Bearwood Recreation Ground. The land is held for perpetuity and has no resale value. It is valued at a nominal £1.

Other fixed assets have been acquired over a period of years. Properties are stated at latest valuation and other assets are stated at cost.

|  | 2022/23        | 2021/22        |
|--|----------------|----------------|
|  | £              | £              |
| <b>Operational properties at valuation</b> |                |                |
| Bearwood Recreation Ground                 | 500            | 500            |
| Allnatt Pavilion                           | 1              | 1              |
| Pavilion House                             | 1              | 1              |
| Winnersh Community Hall                    | 213,000        | 213,000        |
| <b>Contents in operational properties</b>  |                |                |
| Allnatt Pavilion                           | 12,063         | 12,063         |
| Pavilion House                             | 3,588          | 3,588          |
| Winnersh Community Hall                    | 52,608         | 52,608         |
| John Grobler Room                          | 2,482          | 2,482          |
| Office                                     | 18,200         | 12,177         |
| <b>Play area equipment, etc</b>            |                |                |
| Installed in play areas                    | 169,509        | 169,509        |
| Playing Field                              | 19,990         | 13,670         |
| <b>Allotments</b>                          | 521            | 521            |
|  | <b>492,463</b> | <b>480,120</b> |

### 8. Earmarked Reserves

|                                 | Notes | Opening balance<br>@ 01.04.22 | Additions<br>/ Usage | Closing Balance<br>@ 31.03.23 |
|---------------------------------|-------|-------------------------------|----------------------|-------------------------------|
|                                 |       | £                             | £                    | £                             |
| CIL                             | a     | 37,840                        | 29,826               | 67,666                        |
| History Project                 | b     | 2,379                         | 0                    | 2,379                         |
| Allotment Transitioning         | c     | 28,742                        | -999                 | 27,743                        |
| FC Projects 20/21 (*)           | d     | 22,338                        | -22,338              | 0                             |
| R&A Projects 20/21 (*)          | d     | 41,535                        | -41,535              | 0                             |
| CIL 21/22 (**)                  | e     | 10,790                        | -10,790              | 0                             |
| <b>TOTAL EARMARKED RESERVES</b> |       | <b>143,624</b>                | <b>-45,836</b>       | <b>97,788</b>                 |

# Winnersh Parish Council

## Notes to the financial statements for the year ended 31 March 2023 (cont'd)

- a This reserve is the balance of CIL funds received since 2016.
- b This reserve was created following funds transferred from the Winnersh Historical Society.
- c This reserve was created following funds transferred from Wokingham Borough Council following the creation of the new allotment site in 2019. The funds are used for capital projects at the allotments and funds the Winnersh Allotment Association up to £1,000 per annum.
- d Transferred to General Reserve
- e Combined into CIL Reserve

### 9. Debtors

|                              | 2022          | 2021          |
|------------------------------|---------------|---------------|
|                              | £             | £             |
| Charges for Council Services | 7,338         | 10,695        |
| Prepayments                  | 3,450         | 1,120         |
| VAT recoverable              | 3,924         | 0             |
|                              | <b>14,712</b> | <b>11,815</b> |

### 10. Creditors

|                     | 2022          | 2021         |
|---------------------|---------------|--------------|
|                     | £             | £            |
| Accruals            | 2,637         | 2,477        |
| Receipts in Advance | 786           | 2,185        |
| Other Creditors     | 13,227        | 0            |
| Deposits held       | 30            | 3,469        |
| VAT Control A/C     | 0             | 1,011        |
|                     | <b>16,680</b> | <b>9,141</b> |

## Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Winnersh Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

|   | Agreed |     | 'Yes' means that this authority:  |
|---|--------|-----|---|
|   | Yes    | No* |   |
| 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.  | ✓      |     | prepared its accounting statements in accordance with the Accounts and Audit Regulations.   |
| 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.  | ✓      |     | made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.   |
| 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. | ✓      |     | has only done what it has the legal power to do and has complied with Proper Practices in doing so.   |
| 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.   | ✓      |     | during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.   |
| 5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.  | ✓      |     | considered and documented the financial and other risks it faces and dealt with them properly.  |
| 6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.  | ✓      |     | arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority. |
| 7. We took appropriate action on all matters raised in reports from internal and external audit.  | ✓      |     | responded to matters brought to its attention by internal and external audit.   |
| 8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.                                  | ✓      |     | disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.   |
| 9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.                         | Yes    | No  | N/A   |
|   |        |     | ✓   |

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

and recorded as minute reference:

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

## Section 2 – Accounting Statements 2022/23 for

## Winnersh Parish Council

|   | Year ending           |                       | Notes and guidance   |
|---|-----------------------|-----------------------|--|
|   | 31 March<br>2022<br>£ | 31 March<br>2023<br>£ |  |
| 1. Balances brought forward                                 | 153,108               | 173,127               | <i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>  |
| 2. (+) Precept or Rates and Levies                          | 174,675               | 186,917               | <i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>   |
| 3. (+) Total other receipts                                 | 73,519                | 99,489                | <i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>   |
| 4. (-) Staff costs  | 86,810                | 95,165                | <i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i> |
| 5. (-) Loan interest/capital repayments                     | 0                     | 0                     | <i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>  |
| 6. (-) All other payments                                   | 141,365               | 118,265               | <i>Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).</i>   |
| 7. (=) Balances carried forward                             | 173,127               | 246,104               | <i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>   |
| 8. Total value of cash and short term investments           | 170,376               | 247,466               | <i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>   |
| 9. Total fixed assets plus long term investments and assets | 480,120               | 492,463               | <i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>  |
| 10. Total borrowings  | 0                     | 0                     | <i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>  |

| For Local Councils Only                                    | Yes | No | N/A |  |
|--|-----|----|-----|--|
| 11a. Disclosure note re Trust funds (including charitable) |     |    |     | <i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i> |
| 11b. Disclosure note re Trust funds (including charitable) |     |    | ✓   | <i>The figures in the accounting statements above do not include any Trust transactions.</i>                         |

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**

Date

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

# Winnersh Parish Council

## Bank - Cash and Investment Reconciliation as at 31 March 2023

|                                       |            | <u>Account Description</u>            | <u>Balance</u>    |
|---------------------------------------|------------|---------------------------------------|-------------------|
| <u>Bank Statement Balances</u>        |            |                                       |                   |
| 1                                     | 31/03/2023 | Unity Trust A/C                       | 199,519.72        |
| 2                                     | 31/03/2023 | Natwest Current A/C                   | 2,500.00          |
| 3                                     | 31/03/2023 | Natwest Reserve A/C                   | 45,446.69         |
| 5                                     | 03/01/2023 | Lloyds Credit Card                    | 0.00              |
|                                       |            |                                       | <b>247,466.41</b> |
| <u>Other Cash &amp; Bank Balances</u> |            |                                       |                   |
|                                       |            | Bank Suspense Account                 | 0.00              |
|                                       |            |                                       | <b>0.00</b>       |
| <b>Closing Balance</b>                |            |                                       | <b>247,466.41</b> |
| <u>All Cash &amp; Bank Accounts</u>   |            |                                       |                   |
| 1                                     |            | Unity Trust Account                   | 199,519.72        |
| 2                                     |            | Natwest Current                       | 2,500.00          |
| 3                                     |            | Natwest Reserve                       | 45,446.69         |
| 5                                     |            | Lloyds Credit Card                    | 0.00              |
|                                       |            | Other Cash & Bank Balances            | 0.00              |
|                                       |            | <b>Total Cash &amp; Bank Balances</b> | <b>247,466.41</b> |



HOLIDAY FUN FOR THE WHOLE FAMILY

# Winnersh Christmas Lights

Organised by  
Winnersh Parish Council

Friday 13th DECEMBER 2019  
FROM 18.00 - 20.30  
Bearwood Recreation Ground, Mole Road

**FREE ENTRY**

**COME & TAKE PART**

- LIGHTS SWITCH ON
- CHRISTMAS CAROL SINGING
- FIREWORKS DISPLAY (19.00)
- FREE MINCE PIE & MULLED WINE
- SHOP AT OUR GIFT MARKET  
INCLUDING: Candy & Sweet Cones, Tropic Skincare, Cookbooks, Custom Embroidery, Womens and Mens accessories, Gourmet Teas & More!
- CHARITY RAFFLE
  - An overnight stay, with breakfast for two at The Oakley Court Hotel, Windsor
  - An overnight stay for two at De Vere Wokefield Estate
  - Champagne
  - Christmas Cake
  - & More to be announced!

Raffle tickets will only be sold on the evening, in exchange for a food bank donation per ticket, or 25p per ticket (£1 per line of 5) Money raised will be donated to Shelter.  
Please contact Rachael Hamblin (rae.hamblin@gmail.com) if you have any questions

Made with PosterMyWall.com



## **Winnersh Parish Council**

### **Climate Change Action Plan**

#### **Action – update (20<sup>th</sup> June 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.

Work has commenced installing the on-street Electric Vehicle charging points with SSEN, that includes two chargepoints in Chatsworth Drive Winnersh. These will be active during July/August 2023.

**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 – ongoing action to promote the Climate emergency in further versions of e-newsletter are planned after the fete.

**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 was 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 December meeting of Council. However, the National Highways works have been delayed due to bad weather in December and January.

The trees will be planted during the autumn of 2023.

**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). – Planned article in future e-newsletter.

**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 31<sup>st</sup> January 2022 and reported to Council on 8<sup>th</sup> February 2022 (item 13 refers).

The Council set itself 29 actions most of which have been completed or are ongoing. As there have been elections the new Climate Change Working Group can consider new actions for 2023/24 and bring to the new Parish Council as soon as possible.

## The Winnersh Sustainable Transport Group

### Stations Adoptions Winnersh and Winnersh Triangle stations



Winnersh Parish Council, as lead for the two stations, is represented on the Community Rail Partnership Group (CRP) by Cllr Paul Fishwick.

The CRP hold quarterly meetings, but none have been held since the last update.

I have chased up the suggestions put forward to improve the appearance of the bridge walkway at Winnersh Triangle and the wildflower garden, reported to Council on 21<sup>st</sup> February 2023.

### Winnersh and Sindlesham Community Speedwatch

Since the last meeting of Full Council on 16<sup>th</sup> May there has not been any Community Speedwatch session due to lack of resource.

The current volunteer team consists of Cllrs Bray, Doyle Fishwick and Shepherd-DuBey and former Cllr Hanna who is only available at weekends.

Several residents have shown interest in becoming volunteers but have not completed the compulsory online Police training session.

We do need to recruit more volunteers to enable the approved sites to be monitored.

Further sessions will be planned, when resources allow, and recruitment of new volunteers is continuing through the e-newsletter and a planned sign-up at the Community fete.

