



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

14th March 2024

To all Winnersh Parish Councillors

Dear Councillor

You are hereby summoned to a **Meeting of Winnersh Parish Council** to be held at Winnersh Community Centre on Tuesday 19th March 2024 at **7.30pm**, when it is proposed to transact the business specified in the agenda hereto.

Yours sincerely

M Milsom

Marcia Milsom
Clerk of the Council

AGENDA

1. APOLOGIES FOR ABSENCE

To Receive apologies for absence. Members are reminded that apologies must be submitted to the Clerk by 12pm on the day of the meeting.

2. DECLARATION OF INTEREST

To Receive any personal or prejudicial interests in relation to any items on the agenda.

3. CLERK'S REPORT

The Clerk's report with updates on matters arising from previous minutes is attached at Appendix 1. *For noting.*

4. MINUTES OF THE PREVIOUS MEETINGS

To Receive and Sign as a correct record the Minutes of the Meeting of Council dated 23rd January 2024 – draft minutes attached.

5. PUBLIC SESSION

To Receive questions and/or comments from members of the public present.

6. CORRESPONDENCE

The following items of correspondence have been received:

- i. The Clerk has contacted The Glass Company regarding the advertising agreement discussed at the last meeting. This arrangement has been accepted by The Glass Company – see attached at Appendix 2a.

To Consider an advertising agreement with The Glass Company.

- ii. Details of Healthwatch Wokingham Borough workplan survey to get feedback as to which project is the best one that they should be looking at for 2024/25. It is a short survey along with an opportunity to provide feedback as to what other health and social care services need to be looked at.

[What health and social care projects matter to you most for the coming year? \(healthwatchwokingham.co.uk\)](https://healthwatchwokingham.co.uk).

The survey closes on the 23rd of March. *For noting.*

- iii. Details of consultation from RBFRS – ‘changes to the way we respond to Automatic Fire Alarm (AFA) notifications’ for completion by Councillors – attached at Appendix 2b. *For noting.*
- iv. Letter of thanks, annual report and accounts from The Cowshed – available to view in the office.
- v. BALC newsletter – attached at Appendix 2c. *For noting.*
- vi. Email from Cllr Shepherd-Dubey re RBFRS training centre and station improvements – attached at Appendix 2d. *For noting.*

7. MEETINGS OF COMMITTEES OF COUNCIL

i. Recreation & Amenities Committee

To Approve and Sign the minutes of the meeting held on 5th March 2024 (draft minutes attached).

The Committee had resolved that the Sindlesham Room/JGR lift and staircase project be passed to the Facilities Development Working Group to look at as part of the Allnatt Pavilion project.

ii. Planning & Transport Committee

To Approve and Sign the minutes of the meeting held on 12th March 2024 (draft minutes attached).

8. QUESTIONS

To Receive questions from Parish Councillors on parish matters not covered elsewhere on the agenda.

9. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

To Receive verbal reports from Parish Councillors/Officers representing the Council on outside bodies.

10. REPORTS FROM WBC WARD AND PARISH COUNCILLORS

- i. A written report from WBC Ward Councillors is attached at Appendix 3.
- ii. To Receive verbal reports from Parish Councillors on matters within their wards.

11. CAPITAL PROJECT UPDATE

An update on 2023-24 capital projects is attached as Appendix 4. *For noting.*

12. SUMMER FETE 2024

- i. A progress report is attached at Appendix 5a. The Clerk to give a verbal update.
- ii. A list of previous charities supported by the fete is attached at Appendix 5b.

To Consider which charities to support for the 2024 fete.

- iii. Options of bouncy castles are attached at Appendix 5c.

To Consider which bouncy castle to book.

13. ORDERS FOR PAYMENT

A list of all payments due or made since the last meeting is attached at Appendix 6.

- i. To Agree the schedule of payments.
- ii. To Agree two Councillors authorised to make the payments listed on the schedule.

14. FACILITIES DEVELOPMENT WORKING PARTY

The survey for Allnatt Pavilion is now live and has been uploaded to the website/social media channels and forwarded to all Councillors for sharing. The closing date is 31st March 2024. *For noting.*

The next Full Council meeting will be held on Tuesday 16th April 2024 at 7.30pm.



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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting
held on **Tuesday 5th March 2024 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs Doyle, Fyfe, Green & Nicholson

Officers: Marcia Milsom - Clerk

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Kilby and Southgate.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 6th February 2024 (previously circulated) were approved and signed at Full Council on 20th February 2024.

The Clerk's report with updates on matters arising from previous meetings was attached at Appendix 1. **Noted.**

4. BERKSHIRE YOUTH

There was no representative from Berkshire Youth in attendance. The Clerk would invite them to attend the next meeting.

ACTION: CLERK

5. WINNERSH ALLOTMENTS

- i. The solar sheds were installed on 23rd January and 1st February. The solar components were due to be installed in March. **Noted.**
- ii. HM Land Registry have sent a Notice of an application for registration – B2-1 – attached at Appendix 2. The Clerk has spoken with WBC solicitors who were happy that WPC did not need to object to the application as the land in question

was behind the fence-line and therefore does not form part of the leased land.
Noted.

6. BAR PROVISION

A report was attached at Appendix 3.

It was **RESOLVED** that the Clerk apply for a personal alcohol licence and amend the Premises Licence to remove the fixed bar and update the Designated Premises Supervisor to be the Clerk.

ACTION: CLERK

7. GORILLA BAKES

An email from Gorilla Bakes advising that they planned to cease trading at Bearwood Recreation Ground was attached at Appendix 4.

The Clerk had received details of other mobile catering companies requesting to trade from Bearwood Recreation Ground.

The Clerk was asked to contact the two other mobile catering companies to discuss their proposals.

ACTION: CLERK

8. GROUNDS MAINTENANCE CONTRACT

Following the decision made at the last meeting to award the Grounds Maintenance contract to Nick Robins, there had been a discussion between the Clerk and Nick Robins on the arrangement of regular payment instalments and frequency of certain tasks.

The Clerk advised that the schedule had been amended, resulting in the quote being reduced to £11,040.00. The proposed payment schedule was 12 equal instalments of £920.00 + VAT.

It was **RESOLVED** that the proposed payment schedule be accepted.

9. CAPITAL PROJECTS AND BUDGET REVIEW 23/24

- i. An update on 2023/24 capital projects was attached at Appendix 4. **Noted.**
- ii. SR/JGR lift – the Clerk had contacted a number of platform lift companies but only received a quote from one for supply and installation of a platform lift in the sum of £17,592.00 + VAT. Based on the lowest quote received for structural works and installation of the staircase, this brought the project cost to approximately £42,000.00 + VAT. It was anticipated that once revised quotes were received based on a full specification for the structural works, the cost was likely to be increased.

There was a discussion on the financial viability of the project and future use of all rooms following the works.

It was **RESOLVED** to refer the matter to Full Council to suggest incorporating the project into the Facilities Development Working Group as part of the Allnatt Pavilion project.

10. CORRESPONDENCE

No correspondence had been received.

11. DATE AND TIME OF THE NEXT MEETING

The next meeting was **AGREED** as Tuesday 2nd April 2024 at 7.30pm.

The meeting closed at 8.22pm.



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Minutes of the **PLANNING AND TRANSPORT COMMITTEE** meeting
held on **Tuesday 12th March 2024 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs G. Harper; P. Fishwick; D. Green; J. Boadu; M. Kak

Officers: Kerry Simpson, Assistant Parish Clerk

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST

None.

3. PUBLIC SESSION

There were no members of the public in attendance.

4. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 13th February 2024 were approved and signed at Full Council on 20th February 2024. ***Noted***

The Assistant Parish Clerk's report with updates on matters arising from previous meetings was attached at Appendix 1. ***Noted***

5. PLANNING APPLICATIONS

The committee considered the following planning applications:

i. **Application Number:** 240400

Site Address: 31 Potter Way, Winnersh, Wokingham, RG41 5SJ

Proposal: Householder application for the proposed erection of a single storey front extension to form porch

The committee noted the application had already been approved.

- ii. **Application Number:** 240433
Site Address: 1 Upper Terrace, Bearwood Road, Sindlesham, Wokingham, RG41 5BT
Proposal: Householder application for proposed construction of new wider gates following the removal of the existing gates, widening of the concrete kerb by one unit.

The committee reviewed this application in conjunction with application 240434.

- iii. **Application Number:** 240434
Site Address: 1 Upper Terrace, Bearwood Road, Sindlesham, Wokingham, RG41 5BT
Proposal: Application for Listed Building consent for the proposed removal of existing driveway gate and replaced with a wider vehicular gate and pedestrian pass gate, set back from the road; new post and rail fencing; removal of one hornbeam tree and one holly tree.

The committee have asked is there some way the design can accommodate the hornbeam tree.

- iv. **Application Number:** 240520
Site Address: Whitethorns, Roundabout Lane, Winnersh, Wokingham, RG41 5AD
Proposal: Outline application for the proposed erection of 3 no. detached dwellings and garages following demolition of the existing dwelling and garage, with existing access to be retained. (Access, Layout and Scale to be considered.)

The committee made no observations on the application.

- v. **Application Number:** 240584
Site Address: 17 Danywern Drive, Winnersh, Wokingham, RG41 5NS
Proposal: Householder application for the proposed raising of the roof to create first floor habitable accommodation. Along with single storey front, rear and two storey side extensions and changes to fenestration. Following demolition of existing roof and first floor.

The committee made no observations on the application.

6. DECISIONS, NOTIFICATIONS OF APPEALS AND INQUIRIES

The committee noted the following decisions:

Application No. 232806 – Approve Rivermead, Robin Hood Way (*Incongruent*)

The Committee were disappointed following the approval of the application.

The Committee have asked the APC to provide the following feedback. If the Planning and Transport Committee object to an application, the case should be escalated and not just approved by the Case Officer.

ACTION: APC

Appeal Reference: APP/X0360/W/23/3331651

Site Address: Land off Watmore Lane/Maidensfield, Winnersh, Berkshire Easting 478940 and Northing 170753

Decision: The appeal is allowed, and outline planning permission is granted for a residential development of up to 234 homes with all matters reserved except for an access from Maidensfield, at Land off Watmore Lane/Maidensfield, Winnersh, Berkshire Easting 478940 and Northing 170753, in accordance with the terms of the application, Ref: 230208, dated 18 January 2023, subject to the conditions set out in the attached schedule. Further details are attached at Appendix 2.

The Committee were disappointed with this decision following their objection.

7. TREE PRESERVATION ORDERS

The committee noted the following Tree Preservation Orders:

- i. **Application Number:** 1954/2024
Site Address: TREE AT WHITE COTTAGE, BEARWOOD PATH, WINNERSH, WOKINGHAM, BERKS, RG41 5EY
Proposal: Wokingham Borough Council has made Tree Preservation Order (Order) 1954/2024 to protect a tree at White Cottage, Bearwood Path, Winnersh in response to a recent planning application that revealed unauthorised works and tree removal on site. WBC believes that these aspects could adversely affect the tree and so harm the amenity. The harm contributes to the expediency for an Order. This Willow is locally prominent and contributes to the characteristics of White Cottage, which is a listed building. It is a visually important landscape feature that contributes significantly to the local environment. Attached at appendix 3 and 3a.
- ii. **Application Number:** 240469
Site Address: Land opposite 1 Mermaid Close, Winnersh, Wokingham
Proposal: APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 828/1996, T1 T1, Oak - Radial reduction removing up to 3m to balance crown and remove moderate dead wood; remove any swings/rope where possible.
- iii. **Application Number:** 240364
Site Address: 101 Arbor Lane, Winnersh, Wokingham, RG41 5JE
Proposal: APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 475/1989, GROUP 1 T1, Ash - Prune branches to give 2m clearance from no. 101 Arbor Lane; remove lowest limb that is resting against the outbuilding roof. T2, Ash - Prune branches to give 2m clearance from no. 101 Arbor Lane.
- iv. **Application Number:** 240505
Site Address: Lord Harris Court, Mole Road, Sindlesham, Wokingham, RG41 5EA
Proposal: APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1651/2018, T1 T1, Oak - Remove all deadwood (greater than 25mm); crown reduction by 1.5-2m.

8. CORRESPONDENCE

The committee noted the following items of correspondence:

- i. Email regarding the parking at Bearwood Road.

The Committee have asked the APC to reply and note that Cllr Fishwick has provided a detailed response.

ACTION: APC

- ii. Live Enforcement cases

The committee have asked the APC to follow up on the below enforcement cases:

RFS/2023/088772 - 20 King Street Lane. Site visit pending.

RFS/2022/087834 – Land Rear of 5 & 7 Mayfields. Investigation ongoing.

ACTION: APC

- iii. Closed Enforcement cases

9. DATE AND TIME OF NEXT MEETING

It was **AGREED** the next meeting will be held on Tuesday 9th April 2024 at 7.30pm.

Cllr Green gave his apologies for the scheduled meeting.

The meeting closed at 8.00pm.

Full Council Clerk's Report - March 2024

Meeting Action Point	Date Decision Ratified	Minute reference	Owner	Notes (updates in blue)	Status
CIL Co-funding - California Country Park	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
Sindlesham Room/JGR drawings	18.04.23	7 i.i d	Clerk	R&A referring to Facilities Development WG	In progress
Investment Accounts	19.09.23	8 iii d	Clerk/APC	CCLA account open. APC arranging for funds to be transferred	In progress
Woodland Tree pack	23.11.23	19 ii	Clerk	Tree whips delivered. Planting arranged for 22nd March. All three primary schools attending to help	In progress
MH Toilet refurbishment	19.12.23	9 i. a	Clerk	Project complete	Complete
Overview & Scrutiny	23.01.24	6 iv	Clerk	Clerk has submitted enforcement item to WBC for consideration. More info requested from DG	In progress
Insulation	23.01.24	7 i b	Clerk	Surveys carried out. Main Hall deemed to have sufficient insulation. Clerk arranging for additional insulation to be installed in JGR	In progress
Litter Pick	23.01.24	13	Clerk	Rainbow Park venue confirmed at 11am. Invites sent to Scouts & Brownies. Event advertised in e-newsletter and on social media / website	In progress
The Glass Company	20.02.24	6 ii	Clerk	Clerk has discussed advertising agreement option with The Glass Company. On agenda for discussion	In progress

Meetings/Training attended by Clerk:

20th February	Council meeting
21st February	Wokingham Clerk's Forum meeting
28th February	SLCC Berkshire Branch meeting (with JS and KY)
4th March	Meeting with Nick Robins to discuss contract
5th March	Scribe Accounting demonstration
5th March	R&A meeting
12th March	Meeting with caretaking staff

Upcoming Staff Holiday

27th - 28th March	Marcia Milsom
2nd - 4th April	Kerry Simpson

The Glass Company admin@theglasscompany.org

Mon 26/02/2024

Re: Helping increase your revenue via recycling

Dear Marcia,

Thank you for the update, we cannot wait to get started.

We are happy with the details outlined in your response. As a Winnersh resident, I would be happy to come to the Parish Offices to discuss further or set up a phone conversation. As a goodwill gesture, I would be willing to put forward the current customers based in Winnersh to kick start the charity grant.

I look forward to hearing from you,

David Nice

Director

W: www.theglasscompany.org

T: 07891141918



On 26 Feb 2024, at 12:51, Parish Clerk <Parishclerk@winnersh.gov.uk> wrote:

Good afternoon David

Further to your email below, I apologise for the delay in responding to you.

The Council discussed your proposals at a recent meeting. It is supportive of the principle of your business as the local authority does not provide a doorstep glass collection, however it does not feel that it would be appropriate to enter into a 'partnership' with you.

However, the Council would be keen to trial an 'advertising agreement' for one year, whereby we would advertise your services on our website and social media channels without recommending or endorsing the service. This would be on the same basis of receiving 10% of the profits of anyone signing up within our area. This amount would not be retained by the Council but granted to one of the local charities that we support.

If this arrangement is acceptable to you, please let me know and I will take the matter to the next Council meeting for further discussion and final decision.

Best wishes

Marcia Milsom (*mar-sha*)

Clerk

CiLCA

[Winnersh Parish Council](#)

For the attention of the Clerk

Good Afternoon,

We would be grateful if you could bring the below consultation to the attention of your Council.

We would like to invite local councillors to take part in our latest consultation – [changes to the way we respond to Automatic Fire Alarm \(AFA\) notifications](#).

If councillors are also able to share with their networks of contacts within the county we would appreciate it as it will help us to get responses from as many people as possible.

The public consultation on the plans will run for 10 weeks from 4 March 2024 until 13 May 2024.

We will continue to send fire engines to automatic fire alarm notifications at higher risk buildings, where anyone sleeps, such as hotels, hospitals, care homes, houses, and flats.

Most importantly, we will continue to maintain our emergency response to 999 calls, confirmed fires and to automatic fire alarm notifications from residential homes.

To take part in the consultation:

- [Provide your feedback in our online survey](#)
- Email: Consultations@rbfrs.co.uk
- Call us on 0118 945 2888
- Write to us at: Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire, RG31 7SD

The Service will also be holding online Q&A sessions as part of the consultation, which will take place online (on Microsoft Teams) on:

- 11 April 2024 between 12pm-1pm **or**
- 11 April 2024 between 7pm and 8pm.

People can register for the sessions, [by filling in our online form](#).

ROYAL BERKSHIRE FIRE AND RESCUE SERVICE

Jacob Wilding

Programme Office Assistant

07787 263 335 | wildingj@rbfrs.co.uk

Newsham Court | Pincents Kiln | Reading | Berkshire | RG31 7SD





Berkshire Association of Local Councils

Newsletter

March 2024

Inside This Issue

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- 6 Local Council Opportunities

New Contact number for Hampshire ALC

Please be aware that our telephone number has changed.

The new number for the office is **02381 730060**.

1. INTRODUCTION

BALC Responds to Member Councils' Requests for Additional Training Support

Over the past few months, BALC has received numerous requests from member councils regarding funding for specialised training courses they are organising. These courses fall outside the scope of the typical training sessions facilitated by HALC for BALC members, which are already covered under the annual subscriptions of member councils.

Recognising the importance of supporting such initiatives, BALC has recently provided funding for a training course on Public Speaking, organised and conducted by Twyford Parish Council. To extend this support to all member councils, BALC has developed a set of procedures outlining the criteria for funding and an application form for councils seeking financial assistance for such courses. These resources can be accessed via the BALC website under the "Training" section.

It's important to note that funding requests will only be considered by the BALC Executive if they are submitted using the provided application form. We encourage all interested councils to review the guidelines and submit their applications accordingly to take advantage of this opportunity.

For more information and to access the application form and guidelines, please visit the BALC website's Training section.

We look forward to supporting our member councils in their efforts to provide valuable training opportunities.

Vicky Rieunier, BALC Executive Committee

2. TRAINING AND EVENTS

The latest 2024 training courses, currently showing up until October, are now on the website [here](#).

Please note that there has been a venue change for the Knowledge & Core Skills Course scheduled for 27th June, this is now being held at **Shinfield**. Please also note that the Intro to Planning is **6th** June, not 16th June as published in last month's Newsletter.

The table below shows the up and coming training sessions, which some additional detail on two specialised sessions.

APRIL 2024				
Councillor Development	Councillor Networking – Auditing *	Tuesday 16 th April	10:00 – 12:30	Potters Heron Hotel, Ampfield
Development For All	Managing Employees in Local Councils *	Tuesday 23 rd April	10:00 – 12:30	Weybrook Park, Basingstoke
MAY 2024				
Councillor Development	Governance for Local Councils – Councillors*	Tuesday 7 th May	10:00 – 12:30	Weybrook Park, Basingstoke
JUNE 2024				
Development for All	Introduction to Planning *	Thursday 6 th June	18:30 – 21:00	On-line via Zoom
Officer Development	What You Need to Know *	Wednesday 12 th June Pt 1 Tuesday 25 th June Pt.2	10:00 – 12:30	Weybrook Park, Basingstoke
Development for All	Managing Absence & Capability *	Wednesday 26 th June	10:00 – 13:00	Weybrook Park, Basingstoke
Councillor Development	The Knowledge & Core Skills	Thursday 27 th June	10:00 – 14:30	School Green, Shinfield
JULY 2024				
Councillor Development	The Knowledge & Core Skills *	Tuesday 2 nd July	10:00 – 14:30	Weybrook Park, Basingstoke
Development for All	Handling Challenging Individuals*	Tuesday 9 th July	10:00 – 12:30	Weybrook Park, Basingstoke
Development for All	Introduction to Planning *	Wednesday 10 th July	18:30 – 21:00	On-line via Zoom
Councillor Development	Finance for Councillors	Thursday 11 th July	10:00 – 12:00	School Green, Shinfield
Officer Development	Clerks/Officers Update	Thursday 18 th July	10:00 – 12:30	School Green, Shinfield

*HALC Courses open to BALC members.

Please remember that as BALC members, training fees are included within your membership and paid for by BALC on your behalf, this includes attendance at Hampshire ALC courses.

However, please also note that under the [Terms and Conditions](#) of booking, if places are booked and the attendees do not turn up, or cancel within 14 days, the respective Councils will be charged. Where attendees are unable to attend, and this is notified in advance, delegates will be rebooked on a future course.

If you have any problems using the on-line booking system or need additional details on any of the courses, then please email training@hampshirealc.org.uk for assistance.

To ensure that you are provided with the training you need, we need you to feedback and let us know what training courses you want. Please email the BALC Executive at balcexec@balc.org.uk.

Councillor Networking – Auditing - 16th April 2024

A very successful Officers/Clerks session was held last week, and although a Hampshire venue, this Councillor Networking session is also open to Berkshire Councillors.

These relatively informal sessions are designed for information sharing and networking, with topical subjects introduced, usually by an expert speaker.

This particular event will focus on **Auditing**, aiming to improve Councillors understanding of their role within the audit process, as well as that of the External and Internal Auditors. Councillors will also come away with an understanding of the jargon used throughout the process, allowing them to have a better understanding to support and work with their Officers to complete the Council's annual financial responsibilities.

To find out more, and book a space, please visit our booking page [here](#).

HALC Annual Conference March 2024

Hampshire ALC are holding their Annual Conference on **Wednesday 20th March 2024** at the Solent Spa & Hotel in Whiteley, for the first time in five years.

The theme of the conference this is Partnerships in Action, with a range of workshops looking at how Local Councils can enhance services for, and interaction with, their local communities.

Whilst the conference is Hampshire focussed, BALC members are very welcome to attend, although please note that the delegate costs will be payable by your Council and are not included within your BALC membership.

The conference welcomes Cllr Rob Humby, the Leader of Hampshire County Council, to outline his vision for Hampshire 2050 and a representative from Hampshire's Youth Parliament, who will speak about Young Peoples Involvement in Democracy. There will be a plenary panel considering the future of local government and the position of parish and town councils, addressed by Professor Steven Griggs, and facilitated by our President, Rt Hon Professor John Denham. Together with optional workshops on community resilience; Civility and Respect Project with Jonathan Owen, Chief Executive of NALC; effective community engagement, and effective partnerships with the Hampshire & Isle of Wight Police & Crime Commissioner. All together it hopes to be an informative and thought provoking day.

For full details of the programme and to book your place, including refreshments and lunch [here](#).

3. CLERK/OFFICER UPDATES

CiLCA Training & Mentoring Programme

The CiLCA Training and Mentoring programme comprises four sessions which are held throughout the 12 months that you are registered to take CiLCA. For the 2024 candidates, sessions will be held on:

Session 1; Wednesday 27th March, 10.00am-3.00pm at Weybrook Park Golf Club, Basingstoke. Session 2; Wednesday 12th June, 9.30am to 1.00pm, online via Zoom. Session 3; Wednesday 25th September, 9.30 to 1.00pm, online via Zoom. Session 4; Wednesday 4th December, 9.30am to 1.00pm.

You must have completed the Introduction to CiLCA session before booking. Please contact admin@hampshirealc.org.uk for further details or to book your place.

Free Portrait of His Majesty The King for Town, Parish and Community Councils

To celebrate the new reign of His Majesty The King, the Cabinet Office announced a government funded voluntary scheme throughout the United Kingdom to allow public authorities to apply for a free, framed portrait. The deadline for all applications (including those public authorities that were covered in the first phase) is extended to 28th March 2024. You can view the image and apply for one free framed portrait per council using the link [here](#).

Please refer to the [FAQs](#) for any specific questions about the portrait and the scheme itself.

D-Day 80 Flag of Peace



The 80th Anniversary of the D-Day landings on 6th June is fast approaching. With this in mind, The National Association of Civic Officers (NACO) have developed a D-Day 80 Flag of Peace to be purchased and displayed in commemoration. The Flags come in various sizes with the largest being 5' x 3' at a cost of £28.80 including vat post and packaging, with the smallest being a 3' x 2' at a cost of £22.80 including vat post and packaging. The Flags can be purchased direct from Tracy Turner at Flags Limited.

Email: tracy@newtonnewtonflags.com

4. MEMBER SERVICES UPDATE

Use of Personal emails

The use of council rather than personal emails for all council related correspondence is strongly advised. Not only does it protect the Council from potential security breaches, but it also ensures that you are not required to share any personal emails should you be subject to a Freedom of Information request. A Hampshire ALC Topic Note with further information can be found [here](#).

NALC has recently published a briefing on council email addresses and password security. The briefing specifically explores gov.uk domain names and why they are recommended, highlighting the benefits they bring to the professionalism of local councils. This information is especially relevant at a time when many organisations, whether small or large, face an increased risk of security breaches. The document has been developed with input from the Parish Council Domains Helper Service and outlines best practices for managing passwords and ensuring email security. The Key Topic Note referred to earlier has a link to applying for a gov.uk domain name.

Funding Opportunity

On 7 December 2023, the Department for Culture, Media, and Sport launched a £25.5 million funding package to help voluntary, community, and social enterprise (VCSE) organisations in England improve their energy efficiency. Eligible organisations are encouraged to apply for an independent energy assessment and capital grants to install energy efficiency measures. The scheme is open to frontline community organisations across England. Groundwork UK, which is delivering the scheme, is particularly keen to hear from small and medium organisations with significant concerns around energy which are directly supporting individuals and communities with critical needs, especially those related to the rising cost of living. Examples include:

- services that address poverty, including providing food, warmth, emergency supplies or personal grants.
- shelter, accommodation, and housing for those most in need.
- advice for people experiencing financial, housing or legal challenges.
- services that address specific physical and mental health issues.
- education, training and employment services that improve employability.
- community hubs or centres, out of which a number of these services operate.

Councils are encouraged to share this scheme with VCSE organisations in their area and organisations are encouraged to apply as soon as possible!

5. COMMUNICATION OPPORTUNITIES: SHARING YOUR STORY

Finchampstead Parish Council (FPC) are delighted to have been able to provide Gorse Ride Schools and Nine Mile Ride School with a grant from their CIL fund to help towards the enhancement of the playgrounds, creating a more enjoyable and enriched environment for the children.

The opening of the new KS2 outdoor play area at Nine Mile Ride School, on Monday 5th February, was attended by Cllr Simon Weeks. Also present were representatives of Wokingham United Charities and FoNMRS who jointly funded the project with FPC. The equipment at Gorse Ride School was installed during the February half term and their standout feature is a 'state of the art' climbing and activity frame on their playing field. They are also replacing the aging infant trim trail. A spacious canopy is going to be constructed off the back of a classroom providing an outdoor classroom and essential shade for the Junior playground. The generous support of the Finchampstead Parish Council has made this project a reality, together with the crucial role played by staff and governors. The FPC grants to these two schools follow a similar grant given to Finchampstead Primary School in 2023



As usual, we are keen to celebrate all the interesting things that you are all are involved in. Please get in touch if you have any information, you think would benefit your fellow Clerks and Councillors such as good news stories, achievements and local information and examples of best practice. Please send any items to balcexec@balc.org.

Don't forget, if you would like to advertise an employment or voluntary opportunity on the Hampshire ALC website, please download and complete the form found on our website [here](#). Please email completed forms to admin@hampshirealc.org.uk

6. LOCAL COUNCIL OPPORTUNITIES

If you would like to advertise an employment or voluntary opportunity on the BALC website, further information can be found on the following [link](#): -

For current vacancies in Berkshire please see the following link:

<https://www.balc.org.uk/local-council-opportunities>

From: Rachelle Shepherd-DuBey <rachelle.shepherd-dubey@wokingham.gov.uk>
Sent: Wednesday, February 21, 2024 12:38:58 PM
To: Democratic Services <Democratic.Services@wokingham.gov.uk>
Cc: Mike Smith <Mike.Smith@wokingham.gov.uk>; Pauline Helliard-Symons <Pauline.Helliard-Symons@wokingham.gov.uk>
Subject: Fwd: Fire Authority update

Please distribute to all councillors

As the three WBC reps on RBFRS Myself, Mike Smith and Pauline Helliard-Symons will be alternating writing this update.

Regards
Rachelle Shepherd-DuBey

RBFRS is building a new training centre using modular building which will be more sustainable and less disruptive to the firefighters and our response time to fires whilst it is being assembled compared to conventional building.

We will be adding 10 new fulltime fire fighters and a new group of apprentices. We will also be doing this by adding only £2.31 to the precepts.

We are adding new sustainability over the next few years to the fire stations by putting in solar panels, replacing conventional illumination to LEDs, and adding electric vehicle charging points for our new electric auxiliary vehicles used for safe and well visits.

We are converting crew quarters from dormitories to individual rooms with beds, private showers, and bathrooms to help with EDI recruitment and privacy.

We are also changing fire stations areas to clean and dirty areas so fire fighters will not be exposed to noxious chemicals from fires. This should help long-term firefighter health.

Regards
Rachelle Shepherd-DuBey
RBFRS Sustainability Champion
Cllr Winnersh Ward

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

19th March 2024

Taylor Wimpey planning appeal determined

Appeal Ref: APP/X0360/W/23/3331651 Land off Watmore Lane/Maidensfield, Winnersh, Berkshire Easting 478940 and Northing 170753

The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant outline planning permission. The appeal is made by Taylor Wimpey Strategic Land (Taylor Wimpey UK Ltd) against the decision of Wokingham Borough Council.

The application Ref 230208, dated 18 January 2023, was refused by notice dated 11 August 2023. The development proposed is described as 'Residential development for up to 234 units, with all matters reserved except access from Maidensfield'.

Decision 1. The appeal is allowed, and outline planning permission is granted for a residential development of up to 234 homes with all matters reserved except for an access from Maidensfield, at Land off Watmore Lane/Maidensfield, Winnersh, Berkshire Easting 478940 and Northing 170753, in accordance with the terms of the application, Ref: 230208, dated 18 January 2023, subject to the conditions set out in the schedule with the Planning & Transport Committee minutes or via the Wokingham BC Planning Portal.

[Documents for reference 230208: Public Access \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/documents-for-reference/230208-public-access)

Tree planting at Hatchwood Mill



On Saturday 9th March volunteers helped plant new whips in that part of the country park, ranging from trees that like wet ground such as willow to trees that prefer drier ground. In total 939 new trees were planted.

Remedial works to carriageway surfacing in Churchill Drive and Mayfields

Volker Highways carried out remedial works to the surfacing in Churchill Drive and Mayfields on 13th and 14th March. These works are carried out at no cost to Wokingham BC as the specification wasn't met.

Capital Projects Update 2023/24 - March 2024

Appendix 4

Item No		Project	Budget	Actual Cost to date	Committed Cost to date	Original Project Detail	Action/Notes	Status
1	R&A	Floor Scrubber/Dryer		1,449.99			Machine purchased.	Complete
2	R&A	Community Hall Floor	9,000.00	8,784.12		Agreed to carry out sand and re-seal of existing floor and replace at a future date.	Sand and re-seal works completed	Complete
3	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 works completed	Complete
				17,532.99			Refurbishment project completed	Complete
		Total		23,060.61				
4	R&A	Path Renewals & Ramps	15,000.00	3,650.00		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.	Works completed	Complete
5	R&A	Dimmable Lighting	5,000.00	342.18		Low level/dimmable lighting in the Winnersh Hall and Sindlesham Room	LED lighting uprade completed	Complete
6	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	Project referred to Facilities Development WG	In progress
7	R&A	Car Park levelling	10,000.00	5,900.00		Disabled bay tarmac and gravel	Works completed	Complete
8	R&A	Play Area Equipment replacement	20,000.00	16,857.40		New toddler unit	New unit installed.	Complete
9	R&A	Hall Curtains	5,000.00	2,518.00		Replace the curtains in the main hall	Fitting completed January 2024	Complete
10	R&A	Pavilion House						
		Windows/Doors	28,344.00	6,143.33		New windows and doors	Works completed	Complete
		Kitchen/Bathroom		13,545.41		New kitchen & bathroom, electrical works, plastering works	Works completed	Complete
		Carpet		502.68		Carpet to stairs and landing	Works completed	Complete
		Decorating		3,600.00			Works completed	Complete
		Total		23,791.42				
11	R&A	New tables	1,656.00	1,273.59			Tables delivered	Complete
12	F&GP	Small Projects	500.00					
13	FC	Climate Change Working Group	10,000.00	6,904.82			SR/JGR windows replaced with uPVC. Programmable thermostats installed	Complete
14	FC	Sustainable Transport Working Group	500.00					
15	FC	Sindlesham Room Door Magnet	-	685.92			Magnet installed	Complete
16	FC	Coronation	1,000.00	1,162.89			Bench installed. Artwork framed and hung in hall.	Complete
			£ 161,000.00	£ 96,380.94	£ -			

Winnersh Summer Fete 2024 - Action List

Description	Detail	Status	Action	Who
Theme	Agree theme (if any)			Council
Charities	Two local charities		Agree 2 local charities to receive donations - list of previous recipients circulated	Council
Sponsorship	Sponsorship package levels	Packages same as 2023		Complete
	Business sign-up		PF to approach local businesses	PF
Publicity	Pre-advertising		Produce Save The Date flyer	Clerk
	Free press		Contact for advertising space	JY
	Winnersh Matters	Agreed no printed newsletter		Complete
	Flyer/poster design, printing, distribution	Clerk has design on Canva. Will update with current info as received.	Finalise design; Arrange printing; Organise delivery to all households	Clerk/ All Cllrs for delivery
	Banners		Update with 2024 date	Clerk
	On-street publicity		Banners and posters	JS/GH
	Website		Upload flyer	JY
	Social media		Upload flyer	JY
	Local radio		Advertise nearer the time	Clerk
	School newsletters		Send flyer to schools	Clerk
	Winnersh Triangle news bulletin		??	PF?
Stalls	Invitations to previous participants	Initial invitations sent to previous stall holders , equipment and entertainment providers. 38 stalls currently booked		Complete
	New groups	Post stall holding opportunity on social media	Repeating weekly	Clerk
	Info point		??	??
Static Attractions	Inflatables	Inflatable assault course and bouncy castle confirmed by WBC	Arrange another bouncy castle through same supplier	Clerk
	WBC activity equipment(climbing wall/ archery)	Climbing wall booked by WBC.		Complete
	Face painting		Awaiting confirmation from WBC	Clerk
	Magician/balloon modeller		Awaiting confirmation from WBC	Clerk
	Circus Scene	Confirmed attendance		Complete
	Fire service/police	Fire Service confirmed attendance		Complete
	Musical entertainment	Saxcelerate confirmed		Complete
	Scouts	JY has confirmed Scout attendance		Complete
Arena Programme	Dance display	Dance Zone confirmed display		Complete
	Brass Band?	Alternative musical entertainment booked		Complete
	Maypole dancing (Bearwood)	Bearwood School confirmed		Complete
	Wheelbarrow / Tug of War		Contact local schools	DG/PF
	Winnersh Games			JB
Parking	Arena & car park perimeter (Volkers)		Book 4-6 weeks before	Clerk

	Marshalling		Contact Earley ACT for volunteer marshalls	GH
	Straw & sandbags (depending on weather)		GH to arrange	GH
	Signage for parking		Check existing signage	Clerk/JY
Equipment	PA system	Booked - same cost as 2023		Complete
	Wheelbarrows		Arrange use of wheelbarrows	GH
	Trophies		Order trophies/medals	JY
	Fire extinguisher		Book hire of mobile extinguisher unit (£86) GH?	Clerk
	Music for races		Organise suitable music	Clerk/DG
Statutory	First Aid	First aid provision booked through Beyond First Aid		Complete
	TEN Licence	Licence received		Complete
	Insurance		Notify insurers of event. Obtain PLI certs from stallholders/ equipment providers	Clerk
	Risk Assessment		Update with 2024 details	Clerk
Catering	Ice cream van	Booked -Francas		Complete
	Candy floss / sweet stall	Booked		Complete
	Burgers / drinks	Scouts confirmed attendance		Complete
	Tea, coffee, cakes	Church confirmed attendance		Complete
	Mobile coffee van	Gorilla Bakes left site. Bluebell Box attending		Complete
	Bar - who? Siren Brewery/ Southern Bar/ Outback	Southern Bar Services confirmed attendance		Complete
	Pizzatron	Attending early		Complete
	Samosas	Stall holder confirmed		Complete
Raffle	Prizes		Source prizes	LD
	Ticket books	Sufficient books available		Complete
	Ticket Sales			RN
	SumUp machine		Ensure machine and mobile charged and ready	Clerk
Other	Mayor	Mayor booked to attend		Complete

Key:

PF	Paul Fishwick
GH	Geoff Harper
DG	David Green
RN	Raf Nicholson
JB	Joseph Boadu
JY	Joanne Yeomans

Year	Charities	
2010	Berkshire Cancer Centre	Cancer Research UK
2011	Help for Heroes	+ATC / Scouts
2012	Barnardos	
2013	Wokingham Cancer Care Trust	Cancer Research UK
2014	Thames Valley and Chilterns Air Ambulance	Age Concern (Slough & East Berks)
2015	Guide Dogs	Dementia UK
2016	Abbeyfield Memory Garden	Reading Family Aid
2017	Wokingham In Need	Just Around the Corner
2018	Cancer Research UK	Wokingham Food Bank
2019	ARC Counselling	Homestart
2020	<i>Fete not held</i>	
2021	Cowshed	Place2Be
2022	WADE	Prince's Trust
2023	LINK Visiting Scheme	First Days Children's Charity

Other grant recipients from 2021/22 - 2023/24

Wokingham CAB
 Parenting Special Children
 Me2Club
 Wokingham Job Support Centre
 Berkshire Vision
 Keep Mobile

Wokingham Borough Council are providing an inflatable assault course (suitable for users up to 1.8m tall) plus a bouncy castle with a slide. The below options would be suitable for younger users.

Option 1:



A perfect bouncy Castle for both boys and girls to enjoy hours of bouncing and fun.

Our Bugs Den Curved Bouncy Castle is fitted with an integrated sun cover.

Dimensions: 12.8ft width x 12.6ft depth x 11.2ft height

Up to 1.0m – Up to 6 Users at any one time
 1.0m – 1.2m – Up to 4 Users at any one time
 1.2m – 1.3m – Up to 4 Users at any one time
 1.3m – 1.5m – Up to 3 Users at any one time

Cost - £400.00 + VAT (3.5 hours with generator and staffing)

Option 2:



Jungle Play zone incorporates a Bouncy Castle, Ball Pond, Slide, air jugglers and we will also supply a couple of Soft Play rockers which fit comfortably into the base of the Play zone for you.

Dimensions: 19.5ft (Length) x 15.3ft (Width) x 8.52ft (Height)

Suitability:

Up to 1.0m – Up to 10 Users at any one time
 1.0m to 1.2m – Up to 8 Users at any one time

Cost - £445.85 + VAT (3.5 hours with generator and staffing)

	Schedule of Payments - March			
	Payee	Description	Amount	Comments
	Payroll			
1	Net Salaries	Net Salaries (MM/CF/VC/JY/KS)	£ 6,941.12	Mar-24
2	HMRC	PAYE & NI	£ 1,840.57	
3	Berkshire LGPS	LGPS Contributions	£ 2,448.89	
	Invoiced Payments			
4	Collard	Waste Removal	£ 185.43	Mar 2024
5	Green Power Installations	Supply & Install Thermostats	£ 638.79	Feb 2024
6	Green Power Installations	Repair broken socket	£ 48.00	Feb 2024
7	ITQED	IT monthly support	£ 98.80	Mar 2024
8	ITQED	PC backups & anti-virus	£ 40.19	Mar 2024
9	ITQED	365 backup	£ 57.60	Mar 2024
10	ITQED	Annual contract 24/25	£ 1,542.24	2024/2025
11	Nick Robins	Grounds Maintenance	£ 514.80	Mar 2024
12	Rex Renovations & Building LTD	Work on Toilets	£ 19,800.00	Mar 2024
13	SLCC	Membership MM	£ 348.00	Mar 2024
14	SLCC	Membership JY	£ 148.00	Mar 2024
15	Web Marketing Matters	Website Support	£ 202.80	Mar 2024
	TOTAL for Payroll/Invoiced Payments/Refunds		£ 34,855.23	
	Direct Debits			
16	Daisy	Caretaker mobile phone	£ 9.00	Mar 2024
17	Sage	Accounts Software	£ 15.60	Mar 2024
18	Sirus	CCTV maintenance	£ 55.98	Mar 2024
19	British Gas	Winnersh Hall gas	£ 868.66	14/02/24 - 14/03/24
20	British Gas	Allnatt Pavilion gas	£ 78.04	20/02/24 - 14/03/24
	TOTAL for Direct Debits		£ 1,027.28	
	Lloyds/UNITY Bank Multipay Card			
21	Nisbets	Baby Changing Unity	£ 459.58	Feb 2024
22	Lloyds Credit Card	Monthly fee	£ 3.00	Feb 2024
	TOTAL for Multipay Card by Direct Debit		£ 462.58	
	TOTAL SPEND		£ 36,345.09	
	Paid since the last meeting			
23	YGP	Electric	£ 251.87	Feb 2024
24	D Singh	Damage Deposit	£ 200.00	Mar 2024
25	Tom Wilson	Refund	£ 14.62	Mar 2024
26	CCLA	Investment	£ 100,000.00	Mar 2024
	TOTAL paid since last meeting		£ 100,466.49	
	Bank Balance at 14/03/2024			
	Unity Bank		£ 89,976.28	
	Redwood		£ 85,000.00	
	CCLA		£ 100,000.00	
	TOTAL for all Bank Accounts		£ 274,976.28	