



# Wokingham Without Parish Council

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27<sup>th</sup> February 2019

To: All Parish Councillors

Dear Councillors,

You are summoned to attend the meeting of the Parish Council which will be held **at 7.30 pm on Monday the 4<sup>th</sup> March** in the Howard Palmer Room, Nine Mile Ride.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Katy Hughes'.

Katy Hughes

Clerk to the Council

## AGENDA

- 1 **Welcome and Introductions**
- 2 **Acceptance of Apologies for Absence**
- 3 **Declarations of Interest:**
  - Members are asked to declare any Personal Interest or Disclosable Pecuniary Interest which they may have in any of the items under consideration at this meeting. *\*See notes at the end of the Agenda.*
- 4 **Minutes of the meeting held on the 4<sup>th</sup> February 2019**
  - To approve and adopt the minutes of the previous meeting held on 4<sup>th</sup> February 2019 (attached). *Please contact the Clerk ahead of the meeting if there are any inaccuracies.*
- 5 **Matters arising from minutes of 4<sup>th</sup> February 2019**
- 6 **Questions from members of the public, previously submitted to the Clerk**
- 7 **Borough Councillors Briefing**
9. **Clerk's Report**
  - a. Including a review of the Oaklands Lane report (circulated 30.1.19) and decision regarding the council's sponsorship of the project
  - b. Verbal report on Pinewood Car Park and Memorial Hall car parking

## 10. Verbal Reports from External Meetings

### 11. Approval of regular payments

1. To review a list of regular payments arising from a continuing contract, statutory duty or obligation and approve payments for 2018-19 and 2019-20, within the approved budget, in-line with Financial Regulation item 5.6 (*see appendix 11*)
2. In line with Financial Regulation items 6.7 and 6.8, to authorise the council's use of Direct Debits, Standing Orders and BACS payments for settling invoices.

### 12. Internal Audit Report

1. To receive the report from the Internal Auditor for 2019/20 (*see appendix 12*)
2. To receive a verbal update from the Clerk on matters arising from the report

### 13. Playground equipment replacement

- a. To consider a quote from Playdale to replace the Rocking Log in the Pinewood Adventure Playground at a cost of £873

### 14. Crowthorne Neighbourhood Plan

- a. To receive, consider and give feedback on the draft Crowthorne Neighbourhood Plan (*see appendix 14*)

### 15. Legal Representation for Pinewood Clubs

- a. To consider three quotes for legal representation for the Pinewood clubs for the renewal of the lease (*see appendix 15a and 15b*)

### 16. Council policies

- a. **To consider and RESOLVE to ADOPT the following policies**
  - a) Anti-Fraud and Corruption Policy (*see appendix 16a*)
  - b) Data Breach Policy (*see appendix 16b*)
  - c) Equality and Diversity Policy (*see appendix 16c*)
  - d) Retention of Documents Policy (*see appendix 16d*)

### 17. Financial Information

- a) To receive a report on outstanding balances (*see appendix 17a*)
- b) To approve cheques for signature and payments both made and still to be made – available at the meeting (*see appendix 17b*)
- c) To receive detailed income and expenditure report and financial performance against budget report (*see appendix 17c*)
- d) To receive a report of total salary expenditure for February 2019 (*see appendix 17d*)

### 18. To review and comment on recent planning applications.

These applications are available to view at [www.wokingham.gov.uk/planning/services/search/](http://www.wokingham.gov.uk/planning/services/search/) Councillors initials have been included in the last column for those plans they are reporting on at the Council meeting.

No	Site	Proposal
183529	Heathlands Farm Honey Hill Wokingham RG40 4BG	Proposed erection of two storey side extension to existing dwelling to create disabled lift installation enclosure and associated ramp, plus changes to fenestration.
190009	83 Greenwood Road Crowthorne RG45 6JS	Proposed erection of single storey side/rear extensions following demolition of existing garage, plus internal alterations and changes to fenestration.

No	Site	Proposal
190348	92 Ellis Road Crowthorne RG45 6PN	Proposed erection of a single storey front/side extension including a first floor rear Juliette balcony and new detached garage.
190465	Oakwood, Waterloo Road, Wokingham RG40 3DA	Consultation from Bracknell Forest Council for the erection of a single storey side extension to existing indoor climbing centre.

#### 19. Chairman's Communications

- a. Update on Pinewood Lease
- b. Update on Fit For Life classes at the Memorial Hall

#### 20. Items for Information and Discussion at Future Meetings

#### 21. Date of Next Meeting – Meeting of the Parish Council at 7:30 pm in the Howard Palmer Room, 1<sup>st</sup> April 2019.

#### **\*Notes on Declaration of Interest**

*Members with a Disclosable Pecuniary Interest, as listed in Appendix A of the Code of Conduct, or with an interest listed in Appendix B of the Code of Conduct, in any matter to be considered in this Agenda, should declare the interest at the start of the meeting, and withdraw from the meeting when the matter is under consideration. If Members have any questions about this process, they are requested to speak to the Clerk before the meeting, as it is not practical to give detailed advice at the meeting itself.*

Timetable for submission of Council papers	Dates
Date of next council meeting	01/04/2019
Agenda packs collated and posted	27/03/2019
Draft agenda reviewed by Chairman	26/03/2019
Draft agenda compiled in office no later than	25/03/2019
Reports and draft decision papers received in office (suggested date)	25/03/2019