

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 4th November 2019**

In the Howard Palmer Room, St Sebastian's Memorial Hall, Nine Mile Ride

Commencing 7:30 pm and concluding at 9:45 pm

Present: Councillors D Dye, R Fenny, L Foxwell, B Gough, N Martin, K Newland, J Rogers and P Stephens. Katy Hughes - Clerk, Sharon Way – Assistant Clerk. Borough Councillor A Ross.
Apologies: Councillor C Lancaster, D Latimer, A Plume and S Turtle. Borough Councillors C Bowring and P Helliars-Symons.

19/123 Welcome

Cllr Newland welcomed everyone to the meeting.

19/124 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Lancaster, Latimer, Plume and Turtle. Borough Councillors Bowring and Helliars-Symons.

19/125 DECLARATIONS OF INTEREST

None

19/126 TO APPROVE AND ADOPT THE MINUTES OF THE MEETING HELD ON 7th October 2019.

Cllr Newland invited comments from the floor. Following a proposal from Cllr Martin and seconded by Cllr Fenny it was:

RESOLVED: Minutes of the 7th October 19 were AGREED and signed.

19/127 MATTERS ARISING FROM MINUTES OF 7th October 2019.

With respect to the WBC traffic forecasting model, the Clerk noted that a meeting has been arranged with Judy Kelly and Chris Easton on Wednesday 7th November at 11am at WBC Shute End Office. Cllrs Fenny, Foxwell and Borough Cllr Ross indicated their intention to attend the meeting.

Cllr Fenny noted that council has previously been told that the traffic forecast had not been carried out for the SDL, however WBC have a traffic forecast for 2026 which is claimed to account for all foreseen developments – this is a contradiction which needs to be explained by WBC.

19/128 QUESTIONS FROM THE PUBLIC

Members of the public present: AM, PC, JC and JA.

Comments were received from the owner of 25 Edgcumbe Park Drive with respect to the proposed development at 23 Edgcumbe Park Drive (192474).

Comments were received from the owner of 20 Lupin Ride regarding planning application 192552.

Cllr Newland thanked the members of the public for their comments.

19/129 BOROUGH COUNCILLORS BRIEFING

Cllr Ross provided a briefing. A site visit was held with the WBC Public Rights of Way Officer and the Highways Officer outside Hatchride School / Oaklands Lane. The school Headteacher was present and there was engagement with members of the public. A number of matters were discussed relating to pupil safety and the treatment of the end of Oaklands Lane. This will be considered by the WBC officers and WWPC will be involved in any consultation.

Cllr Ross noted that the recent liaison meeting was useful.

With respect to the Heathlake car park, Cllr Ross has been approached regarding improvements to the car park surfacing and the longer term needs to be considered. It was noted that Johnson & Johnson originally funded the car park. Cllr Ross will look at economic surfacing options and possible options for financing.

Cllr Newland noted that WWPC are currently investigating improvement options for the car park at Pinewood and Cllr Ross agreed to facilitate advice from WBC regarding this.

Regarding the Southern Distributor Road, a planning application for the section from Waterloo Road to Finchampstead Road is expected imminently.

A public drop-in session will be held on 5th November on the Eastern Gateway 5-8pm at Montague Park Primary School. The Clerk stated that WWPC had not been informed – Cllr Ross will follow this up.

Works on The Avenue are progressing - several TPOs and works are being approved.

19/130 CLERKS REPORT

A review was held on the Fit for Life class. It is very popular and a one year anniversary event will be held in January to celebrate its success.

A neighbourhood plan steering group meeting was held on 9th October. Three dates are scheduled for public consultation events, one at Shute End and the others at school Christmas fair events on 23rd November and 13th December.

The community litter pick was held on 13th October. 21 people attended in bad weather and more than 30 bags of rubbish were removed.

A parish/ward liaison meeting was held on 17th October and notes of the meeting have been circulated. The next meeting will be held on 16th December. Regarding enforcements, Cllr Fenny stated that training sessions are not sufficient. Cllr Newland noted that the Borough Councillors accepted that there were some problems, and also that there were cases where the parish had not been aware of the full context. Cllr Newland suggested that the enforcement issue is revisited at the next meeting.

A fire risk assessment of the Memorial Hall has been carried out. A report from the assessors has not yet been received.

WWPC took part in the successful Crowthorne Trails over the half term, with a display at the parish office.

BT are reviewing the phone booths in the Borough. The booth on Ellis Road has only been used once in the last 12 months. WBC are requesting comments if WWPC object to its removal. The option for WWPC to adopt it has been previously considered and rejected and the Clerk will write to WBC accordingly.

A consultation on the revised growth strategy for the Bracknell Forest local plan is running until 6th December. The strategy document has been circulated electronically to all members. The Clerk requested that any comments by members be forwarded to the parish office for collation, distribution and agreement at the December meeting.

The Crowthorne neighbourhood plan is up for consultation which closes before the December meeting. Members were requested to forward any comments to the Clerk for electronic circulation and agreement. Cllr Rogers enquired how many of our previous comments were acted upon – the Clerk will investigate and report back.

Comments regarding the Pinewood car park have been collated and sent to KPG Associates, and it is expected that a response will be received in the near future. If councillors consider a further meeting is required please raise this with the Clerk. Cllr Stephens requested that members provide feedback to the working group on whether they are happy with the plans or wish to raise any objections/ comments. Cllr Newland encouraged members to read the correspondence, and noted the Clerk's offer of a further meeting following the response from KPG Associates. Cllr Stephens stated that a cut-off date should be established.

The Clerk referenced reports from the Wokingham local papers regarding community volunteering / street clearance activities, and asked if there was an appetite amongst members to co-ordinate a morning when this activity could be undertaken. Key walking routes could be targeted initially. The parish office would need to provide equipment and establish community support from, for example, the local school / church. Cllrs Fenny and Rogers volunteered to work on this project.

19/131 VERBAL REPORTS FROM EXTERNAL MEETINGS

- i) Neighbourhood Plan Steering Group – 9th October: Reported in 19/130.
- ii) Parish & Ward member update meeting - 17 October: Reported earlier. Cllr Newland noted that the meeting gives a forum to discuss topics in a less formal setting. Future topics may include, for example, the long term vision for Pinewood.
- iii) Site visit for Bewley Homes / Oakham Park SANG – 22 October. The Clerk reported that the site meeting was held to pick up on issues with the management of the SANG and was attended by The Clerk and Cllr Plume. Other attendees were from Bewley, Sennen (SANG management) and representatives from Wokingham United Charities. A proposal is being developed for WWPC to take on responsibility for emptying the waste bins in the SANG as is thought to be the most cost effective approach.
- iv) Appeal for Beaufort Park planning application. Cllr Rogers noted that WWPC had objected strongly as the proposed development is in the gap between Crowthorne and Bracknell. Bracknell Forest also objected. Immediately prior to the appeal for the application for 68 houses, Bracknell Forest withdrew their objection. The application was therefore approved.
- v) Cllr Foxwell attended the allotment AGM.
- vi) Cllr Stephens attended the open evening at Squires Garden Centre, and will be meeting Sarah Squires (Director) with the aim of developing a strategic partnership. Several other councillors attended as did the Clerk.

19/132 Cllr Stephens presented slides on the plans to upgrade the toddler play area. The plans are currently under development with input from several councillors with the aim to complete the installation by Easter next year. The aim is for any work to be undertaken when there is lower levels of use in the Pinewood playgrounds.

Cllr Stephens described the current toddler play area. There had been discussion between councillors and also with members of the public, which was followed by quotations being received from local suppliers for a range of play equipment.

Cllr Rogers asked what would happen to the current equipment. Cllr Stephens confirmed that apart from the trampoline, the current equipment would be retained.

Cllr Stephens presented three designs received, including the preferred option from Proludic. He noted that Proludic demonstrated a good understanding of WWPC requirements, provided excellent follow-up support, excellent references, and met the specified budget and timescale.

The Clerk outlined that only approximate total costings were currently available due to the timing of the receipt of designs, but the known elements of cost are circa £18-19k and that the final budget to include surfacing is expected to be below £25k. The proposal is that this work will be funded from existing CIL balances. Following a discussion it was proposed that members set a capped budget of £25,000 and delegate the final decision to Cllr Stephens and the Clerk.

Cllr Newland requested as a condition of agreement of the capped budget, members should be able to comment on the final position of the equipment in order to ensure the open space is maximised for future flexibility, e.g. provision of marquee. Cllr Rogers suggested that the project could include maintenance improvements to the current equipment. Cllr Dye noted that consideration should be given to those with colour blindness when considering the paint colours.

Following a proposal from Cllr Fenny and seconded by Cllr Martin it was:
RESOLVED: A capped budget of £24,999 funded from CIL was AGREED.

Following a proposal from Cllr Foxwell and seconded by Cllr Rogers it was:
RESOLVED: To delegate the final decision to Cllr Stephens and the Clerk was AGREED.

19/133 ST SEBASTIAN'S MEMORIAL HALL – FIRE RISK ASSESSMENT REPORT

- i) To review the Fire Risk Assessment carried out by Risk and Safety Plus and a summary of findings from a review carried out by the Clerk and Cllr Foxwell. Cllr Newland noted that the report from Cllr Foxwell and the Clerk had been circulated along with a recommendation from Risk & Safety, and requested comments from members. Cllr Fenny commented that it was expensive. Cllr Newland stated that a review had been undertaken in accordance with guidelines and reflected the need to integrate the system between rooms. The Clerk noted that the supplier is an existing supplier and on the approved supplier list.

Following a proposal from Cllr Rogers and seconded by Cllr Martin it was:
RESOLVED: The recommendation for the installation of an automated fire alarm as described in the circulated report was AGREED.

19/134 FINANCIAL INFORMATION - papers circulated prior to meeting

- a) Report on outstanding balances was received and noted.
- b) Cheques for signature and payments both made and still to be made were approved and signed. No queries were raised.
- c) A detailed income and expenditure report and financial performance against budget report was received and noted.
- d) A report of total salary expenditure to date for the year was received and noted.

19/135 PLANNING/LICENCE APPLICATIONS

The following responses were **AGREED**:

No	Site	Comments
192474	23 Edgumbe Park Drive Crowthorne RG45 6HU	Wokingham Without Parish Council have reviewed this application and object to the proposed development for reasons of overdevelopment of the site, which would be harmful to the character and appearance of the area. Further concern was raised with regard to the three dormer windows overlooking neighbouring property, which is close to the boundary.
191842	Unit 1, Birchin Inhams Farm Heathlands Road Wokingham RG40 3AP	WWPC have no objection to this application provided the planning officer assigned is satisfied noise levels will not increase to the detriment of surrounding properties and there is adequate access to the site.
192612	Land East of Fairways The Devil Highway Crowthorne RG45 6BJ	No comment.
192768	16 Croft Road Wokingham RG40 3HU	No comments submitted as not in Wokingham Without Parish.
192552	20 Lupin Ride Crowthorne RG45 6UR	Wokingham Without Parish Council have reviewed this application and recognise that there is no easy solution with regard to the mass and bulk issues. We accept that the new plans are an improvement on the previous (refused) application, but still represent a larger extension than that which was formerly approved (F/2014/2368).
192559	Hambridge Farm Easthampstead Road Wokingham RG40 3BS	WWPC request that should planning permission be granted the following conditions are attached: 1). The buildings are solely to be used for the purposes stated namely animal livestock and storage and not be adapted in any way for accommodation be that temporary or permanent or any individual use. 2). The drainage and management of waste products from the new facilities are reviewed to ensure containment within the site or management in such a way that protects neighbouring water courses from spillage.
192646	54 Ellis Road Crowthorne RG45 6PT	No comment.

19/136 CHAIRMAN'S COMMUNICATIONS

Since the next meeting is December the agenda will be short to allow a toast to the Christmas season.

Regarding Pinewood leases - progress is being made. A further meeting with WWPC solicitors, who are currently working up the full sub-leases, will be held on 5th November. Heads of Terms have been sent to WBC solicitors.

19/137 ITEMS FOR INFORMATION AND DISCUSSION AT FUTURE MEETINGS:

None.

19/138 MEETING CLOSED AT 9:45 PM

Date of next meeting – Meeting of the Parish Council at 7.45pm in the Howard Palmer Room on Monday 2nd December 2019.

Signed:

Date: 2nd December 2019