

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 5th August 2019**

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

Commencing 7:30pm and concluding at 21:25 pm

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

In the Chairman's absence the Deputy Chair, Cllr Lesley Foxwell Chaired the meeting, in accordance with the council's adopted Standing Orders.

19/71 WELCOME

Cllr Foxwell welcomed everyone to the meeting.

19/72 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr K Newland.

19/73 DECLARATIONS OF INTEREST

None

19/74 TO APPROVE AND ADOPT THE MINUTES OF THE MEETING HELD ON 1st July 2019

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

RESOLVED: Minutes of the 1st July 2019 were AGREED and signed.

19/75 MATTERS ARISING FROM MINUTES OF 1st July 2019

None.

19/76 QUESTIONS FROM THE PUBLIC

None

19/77 BOROUGH COUNCILLORS BRIEFING

Cllr Ross noted that there are a number of large planning application currently in the system including the SDL, associated SANG and Ravenswood. Cllrs Ross and Bowring, being on the WBC planning committee, are unable to express an opinion on the applications.

Cllr Helliar-Symons stated that she would be opposing the Ravenswood application, and noted several planning reasons for this opinion. She will be writing to WBC and asked members if they had any points that they wished to add to this letter.

Cllr Plume noted that an information session for parish councillors, has been planned with representatives of Norwood. Cllr Plume also considered that a public consultation should be held.

Cllr Dye noted that the promotional email circulated by Norwood referred to improvement of 'neglected woodland', and questioned how this would be achieved to the benefit of the current wildlife.

Cllr Fenny noted that a meeting will be held at the Parish Office on Wednesday 21st August to discuss the Ravenswood application. It was agreed that Cllr Helliar-Symons would be kept informed of any views.

Cllr Ross noted that there are ongoing noise and parking issues being raised by residents of The Avenue in relation to Our Lady's Preparatory School. The new head teacher is keen to meet with local residents to discuss these issues.

With respect to the flooding problems at the top of New Wokingham Road / St Sebastian's, more work is required and the contractor has changed from Balfour Beatty to Volker, and progress on this work will be chased by the WBC officer.

Crowthorne Fire Station building work is well underway and is planned to be open by next summer. A photoshoot will be held on 21st August at 4:00pm.

With respect to CIL, Cllr Ross asked whether WWPC would be interested in participating in a 3-way meeting (Borough Councillors, Parish Councillor and Borough Officers) in order to give joint consideration to ways of spending these funds. The Clerk noted that a meeting had been held with Borough Officers, for example with regard to the Community Hub project. Cllr Ross was not aware of these meetings and pointed to this as illustrative of the need for a 3-way meeting so that all parties are aware of CIL plans. Cllr Rogers noted that there were challenges in knowing which officers should attend such a meeting. Cllr Ross would assist determining the appropriate officers to attend.

With respect to the Rights of Way Improvement Plan, the consultation will end in September. Cllr Ross has been working on one particular scheme to provide a circular walking route from the south of the parish into the northern part. There is a section of track / footpath running parallel to Nine Mile Ride which it is proposed will officially become part of a circular route. Cllr Fenny noted that the idea had been floated that WWPC may take a more active role in the maintenance of footpaths to ensure they are more usable, e.g. in winter. Cllr Ross asked to be kept informed.

Cllr Helliar-Symons noted Borough Officer Andrew Fletcher intended to contact WWPC regarding the possible use of CIL funds towards the construction of a cycleway from the tarmacked section of Oaklands Lane to Hatch Ride school.

Cllr Rogers noted that the tarmacking of Hatch Ride appears to be extending beyond the point expected by WWPC and local residents are raising major concerns about this. The Borough Cllrs will follow-up regarding the extent of the tarmac works as a matter of urgency. Cllr Rogers noted further that the tarmacking works have narrowed the lane which will cause issues with respect to the construction of a cycle way. Cllr Plume noted that there had been a lack of information provided to WWPC regarding this work.

On Easthampsted Road, the footpath from Star Lane level crossing to Woods Farm has been cleared, and it is intended to extend this to Heathlands Road, and then further along the east side to provide safer access for walkers / cyclists from Wokingham to Holme Grange school.

Cllr Ross suggested that, given the number of planning applications, a Triangle and police forum should be held. This was supported by the new police Superintendent. A date circa late September / early October was suggested.

Cllr Helliars-Symons noted that anxiety had been expressed regarding the works at the junction of Hatch Ride and Old Wokingham Road. Borough Office Chris Easton is in charge of the project and has been recently liaising with BFBC who are responsible for the project, to obtain updates on plans and status. However to date further information has not been received from BFBC. Mr Easton has requested that WWPC inform him of their concerns and suggestions which will then be passed to Bracknell Forest. The Clerk noted that this was an agenda item for later in the meeting, however the principle concern was around the narrowing of the vehicle exit from Hatch Ride due the introduction of the cycle way. Cllr Rogers suggested that the concerns of residents would be alleviated if more information, evidence and assurances could be provided in layman's language that the proposed works will improve safety of road users.

Cllr Plume raised the matter of planning enforcement notices. The enforcement notices are opened but do not appear to be closed and the enforcement list keeps getting longer. WWPC will inform Cllr Ross of particular cases and he will follow these up.

The Clerk noted that WBC previously provide printed plans for major planning applications, however nothing has been received for the SDL and Ravenswood. Having printed copies of at least the principle documents, e.g. the Design and Access Statement, Site Location Plans, etc, would greatly assist WWPC to assess the applications. The Clerk will contact Cllr Ross for assistance if this has not been progressed satisfactorily with the borough officer, Marcia Head in the next couple of days.

19/78 CLERKS REPORT

A Neighbourhood Plan Steering Group meeting will be held on Thursday 8th August at 7.30om in the in Main Hall of the Memorial Hall.

An SDL meeting to review the main planning applications will be held on Monday 19th August at 7.30pm in the Howard Palmer Room.

A meeting for council members to review the Ravenswood planning application will be held on Wednesday 21st August at 10.30am in the Parish Office.

The Clerk and Cllrs Dye, Foxwell and Stephens met to discuss possible enhancements to the pond area, and proposals will be brought to council in a decision paper. The pond water level has continued to fall and following discussion with a number of members, information from L&G in relation to water flows and follow-up from Thames Water regarding provision of ad-hoc supplies, a survey has been commissioned for a borehole. A discussion followed regarding the role of L&G and the Environment Agency and it was agreed that a co-ordinated approach was necessary and was being taken forward by the Clerk.

With respect to the car park, the Clerk has liaised with MyJourney Wokingham and has drafted a survey for car park use. A meeting has been held with the car park consultant and a survey has been commissioned to review design, layout, safety improvements, capacity etc, incorporating improved pedestrian and cycle access and improved recycling facilities. The report will be circulated when received.

A meeting was held with WBC officers including the PROW officer and localities officers to review options for the parish taking on greater responsibility for the management of footpaths. It is proposed that a decision paper will be prepared with the intention to bring this to the October

council meeting, and if it gains approval progress this further and consider this in the budget process, with the potential to appointing additional staff to carry out this role.

Regarding the Parish Office, the planning application is live on the WBC website (ref 190388). The Clerk will notify members when the application is determined.

Regulations for website accessibility come into force later this year, which will need to be implemented on the Parish Council website. Two volunteers are being sought to look at the options for updating the current website to meet the requirements, or possibly recreating the website using a compliant system. Cllr Stephens volunteered to join the Comms group to take on this task.

A letter of introduction has been received from the new owners of the garden centre on Heathlands Road.

An invitation has been received to attend the Berkshire Vision AGM at 10.30am on 27th September. Please advise the Clerk if you would like to attend.

A collection of files relating to St Sebastian's Playing Field Trust has been received from Peter Sturgess' daughter. Following discussion it was agreed that the files should be passed to the Trust.

19/79 VERBAL REPORTS FROM EXTERNAL MEETINGS

Cllr Stephens attended an L&G Stakeholders meeting. It appears from informal discussions that fewer properties are being sold to families than was expected and this may impact the delivery of the new schools. Cllr Stephens made the point that he felt the development was not family or commuter friendly. Cllr Stephens also discussed the water management plans and requested a site visit to see what is in place, and discuss the plan for the final water management infrastructure on completion of the development. Cllr Stephens also met the community policing officer and it was noted that the small SANG car park opposite Ellis Road has become a meeting place for youths carrying out antisocial behaviour. Cllr Stephens asked what was being done and it was suggested that these views were consolidated and raised with WBC in order for them to lobby BFC.

Cllr Plume attended a public consultation meeting about the planned development at the Western end of the SDL, which was very well attended. There was no new information to report.

19/80 TREE WORKS AT PINWOOD

Cllr Dye suggested that the trees stumps should be retained above ground level as this will provide a good habitat for birds and invertebrates.

Following a proposal from Cllr Plume and seconded by Cllr Turtle it was:

RESOLVED: That the proposed tree works at Pinewood were APPROVED.

19/81 INTERNAL AUDIT

Following a proposal from Cllr Turtle and seconded by Cllr Plume it was:

RESOLVED: to reappoint Claire Connell as the council's internal auditor for 2019/20.

19/82 LOCAL COUNCILS AWARD SCHEME

The Clerk introduced the circulated paper which summarised the requirements to attain

foundation level, where the documents can be found and other related information.

Following a proposal from Cllr Foxwell and seconded by Cllr Rogers it was:

RESOLVED: That the council meets the criteria for the Local Council Award Scheme foundation level.

19/83 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 including June 2019 was received and noted.

19/84 PLANNING/LICENCE APPLICATIONS

The following responses were **AGREED**:

No	Site	Comments
191575	St Sebastian's School Nine Mile Ride RG40 3AT	No comment
191632	Two Oaks, Oakland Lane Crowthorne RG45 6JU	No comment
191766	21 The Brackens Crowthorne RG45 6TB	No comment
191789	11 Frensham Road Crowthorne RG45 6QJ	No comment
191933	24 Ellis Road Crowthorne RG45 6PU	No comment
191736	56 Hatch Ride Crowthorne RG45 6LB	No comment
191920	42 Lupin Ride Crowthorne RG45 6UR	No comment
APPEAL APP/X036/W/19/3231789	Land at Oak Apples Oaklands Lane RG45 6JX	See attached (appendix 19/84)

Ravenswood Village Nine Mile Ride RG45 6BQ (191911)

The Clerk summarised that a meeting for members will be held to discuss the Ravenswood Planning Application and prepare recommended comments on 21st August. The applicant will present to members ahead of the next council meeting on 2 September, and a final set of comments will be sent to WBC the following day.

WBC Parking Management Plan

The Clerk introduced a paper summarising the comments that had been received. Following a discussion of the parking issues of the Parish and Wokingham Town it was agreed that members would send any further comments to the Clerk by 8th August, and a final set of comments would be issued to WBC based on the circulated paper prior to the 16th August deadline.

19/85 CHAIRMAN'S COMMUNICATIONS

Cllr Foxwell congratulated the Clerk on being in post for just over one year. Sharon Way and Sarah Koudijs were also thanked for their work in the Parish Office over the last year.

Cllrs Foxwell met with Adam Coppins and Liz Gentry of Sodexo, the facilities management contractor for J&J to discuss the possibility of J&J sponsoring new picnic tables and benches around the pond area at Pinewood. Cllr Stephens and the Assistant Clerk were also in attendance. Sodexo were very positive towards the idea, and recognised the benefit to J&J staff who frequently use the site at lunch times. Sedexo mentioned that it might be possible to source the outside furniture through a company called Simply Cups, a recycling company who make a wide range of products through reprocessed material. Sedexo will need to consult with J&J before any decisions can be made.

19/86 ITEMS FOR INFORMATION AND DISCUSSION AT FUTURE MEETINGS:

Cllr Nicholas Martin's paper on 5G.

19/87 MEETING CLOSED AT 21.30 PM

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

Signed:

Date: 2nd September 2019