

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 5th November 2018**

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

Commencing 7:30pm and concluding at 9:42pm

Present: Councillors L Foxwell, B Gough, K Newland, J Rogers, P Sturgess, D Dye, A Plume, R Fenny, J Shill. Katy Hughes - Clerk, Sharon Way - Assistant Clerk. Borough Councillors P Helliar-Symons and A Ross.

Apologies: Councillors S Turtle and C Lancaster. Borough Councillor D Sleight

18/806 WELCOME

Cllr Newland welcomed everyone to the meeting.

18/807 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies were received from Councillors Turtle, Lancaster and Borough Councillor Sleight.

18/808 DECLARATIONS OF INTEREST

None declared.

18/809 TO APPROVE AND ADOPT THE MINUTES OF THE MEETING HELD ON 1st October 2018

The Chairman invited comments from the floor. None were received.

RESOLVED: minutes of the 1st October 2018 were AGREED and signed.

18/810 MATTERS ARISING FROM MINUTES OF 1st OCTOBER 2018

Item 18/794: A final version of the Strategic Vision document was distributed to the councillors present.

Item 18/795: The survey of the Memorial Hall was carried out on Tuesday 30 October and the Parish Office is expecting to receive a report in the next two weeks.

Item 18/796: Comments have been submitted by the Parish Office on the 'Wokingham Together' document.

Item 18/797: A meeting of the Grants Review Working Group is currently being organised to review the grant applications received.

Item 18/805: Purchase of the land has been actioned.

18/811 QUESTIONS FROM THE PUBLIC.

None

18/812 BOROUGH COUNCILLORS' BRIEFING

Borough Councillor Ross briefed the meeting on the South Wokingham Strategic Development Location (SDL) consultation event, held on 3rd November. WBC are undertaking the design and construction of the Southern Distributor Road (SDR). A developer consortium put forward proposals for the SDL, but this did not include the land adjacent to Finchampstead Road, in which Persimmon have an interest, who are not part of the consortium. Borough Councillors are seeking discussion with senior planners as soon as possible to ensure that the consultation is 'joined up'. There may be a 'triangle forum' or an 'SDL' forum. Councillor Ross has initiated a briefing for councillors to bring together public rights of way, green ways, SANG to ensure these issues are considered early in the process. WWPC members' views would be appreciated.

Cllr Newland noted that highway planning and traffic management would affect Crowthorne, so CPC needed to be brought 'on board' with the consultation. Also that the plans had located SANG adjacent to Greys Farm, and BFC's plans for the east of Old Wokingham Road would be of interest in terms of maintaining separation between settlements.

Cllr Plume noted that access to the consultation was required for residents in the south of the Parish. Cllr Helliari-Symons noted that a further consultation meeting will be arranged, possibly in January. Cllr Newland and the Clerk will work with Zoe Knott (Principal Planner, Nexus) to ensure this happens and that Crowthorne residents are made aware of it.

The Clerk did not see merit in a further consultation until answers were available with respect to traffic planning queries raised. Cllr Newland noted that the date for submission of full applications was not fixed and therefore there may not be an issue with a consultation meeting in January, which may be hosted by CPC.

Cllr Sleight has proposed a meeting of councillors, including council officers, which may be held in December.

Cllr Helliari-Symons noted the issue of children crossing the railway line; a solution may be to build a pedestrian tunnel under the railway line.

With respect to the plans for the Parish Office, Cllr Newland requested Cllr Ross' support in encouraging the pre-application to be moved forward.

Cllr Shill asked Cllr Ross what happens to plastics collected in the recycling boxes, Cllr Ross confirmed that it is recycled.

18/813 PINWOOD FESTIVAL

Cllr Newland had discussed the festival with the Clerk and due to the workload for next year the view was that the council does not have the necessary resources available to additionally take on the organisation of the festival. A smaller event may be possible but only if it could be reasonably undertaken by the Parish Office. Cllr Foxwell proposed further discussion with the Rotary Club to establish what level of assistance would be available. Cllr Plume noted feedback from the Deputy Clerk - Finance, that the workload continues after the festival.

A smaller scale 'celebratory' event was discussed. The Clerk suggested potentially working with L&G to create a community event, e.g. fair, open air cinema etc.

Cllr Newland will raise the matter of the festival at the Pinewood Forum, noting the resource issue and seeking ideas for alternative event(s).

ACTION: Cllr Foxwell and the Clerk to progress.

18/814 BUDGET

A working group was formed comprising Cllrs Foxwell, Plume and Rogers.

Members should bring proposals for new budget items to the Clerk.

18/815 LEASE REGULARISATION STRATEGY

Cllr Newland invited comments on the report which was attached to the agenda.

Cllr Rogers raised the issue of timing with respect to budgets for the financial year.

The recommendations (paragraphs 2.1, 2.2 and 2.3) were discussed.

With respect to recommendation 2.1, the Clerk noted that a decision had been made not to proceed with the appointment of a Facilities Manager, but that the results of this assessment will facilitate better management of the site by the Parish Office.

Following a proposal from Cllr Plume and seconding by Cllr Foxwell it was:

RESOLVED: Recommendation 2.1 was AGREED.

With respect to recommendation 2.2, Cllr Fenny noted that this was not consistent with the agenda. The content of the paper would be followed. Cllr Fenny suggested that the tenants should bear part of the cost of the legal fees. Cllr Rogers emphasised the benefits of the clubs using a single solicitor.

Following proposal from Cllr Plume and seconding by Cllr Rogers it was:

RESOLVED: Recommendation 2.2 was AGREED.

With respect to recommendation 2.3, the Clerk advised members on the basis for the £3000 figure for hire of qualified valuers. There was a general discussion on the matter.

Following proposal from Cllr Plume and seconding by Cllr Rogers it was:

RESOLVED: Recommendation 2.3 was AGREED.

18/816 NEIGHBOURHOOD PLAN

The Clerk advised members of the proposal to appoint Planning Consultant O'Neill Homer, as detailed in the paper appended to the agenda. Only one quote had been obtained due to the clear synergies with Crowthorne Parish who have appointed O'Neill Homer.

Cllr Rogers requested clarification on the 4th bullet point regarding SA/SEA work. The Clerk advised this related to spacial awareness / strategic environmental assessment, required if parcels of land are allocated for development, however it is likely that this will not be required.

Following proposal from Cllr Foxwell and seconding by Cllr Plume it was:

RESOLVED: following the advice of the Neighbourhood Plan Steering Group and Clerk that Financial Regulations be suspended as per Section 18, and that under section 11.1a.ii (Specialist Services) O'Neil Homer be appointed to assist with the creation of the Wokingham Without Neighbourhood Plan.

O'Neill Homer has proposed an inception meeting on 15th November. A workshop for the steering committee will be held following that. Interested people should be engaged prior to the workshop so that policy areas can be defined at the workshop. The Clerk will send O'Neill Homer a copy of the WWPC Vision Statement.

The Clerk to prepare a simple flyer to collect expressions of interest, email addresses, telephone numbers etc in line with GDPR that can be completed by interested parties at the awards

ceremony.

18/817 ROMANS PARKING AT PINWOOD

The Clerk updated members on Romans' parking provision at Pinewood. 48 cars have recently been parking on site rather than the agreed 30. Romans have now formally requested 50 spaces. A discussion on parking provision and appropriate rates followed. Cllr Newland proposed that it was agreed that the additional 20 spaces could be offered on the basis that April 1st is set as a review date, at which rates could potentially be increased.

Cllr Newland suggested that the income from parking provision be ring-fenced for the re-development of the car park. Cllr Rogers noted that a car park fund is in place, and the income should go into that.

The Clerk proposed to prepare a paper pulling together the car park funding and proposals for changes to the car park including soft landscaping to improve parking provision. Cllr Rogers noted that a transport plan for Pinewood could also be beneficial.

18/818 CLERK'S REPORT

On the 3rd October eight members of staff and three councillors attended the first aid course. Positive feedback was received. Among other outcomes, first aid boxes have been reviewed and upgraded.

WWPC/CPC Liaison meeting was held, attended by Cllrs Newland, Plume, Rogers, Clerk and Assistant Clerk. Minutes have been circulated.

Clerks Forum meeting was attended on 31st October, with a presentation of the Localities Programme by Borough Officer Jude Whyte.

Clerk and Assistant Clerk attended a Clerks lunch, including a discussion on the new planning portal. Members are requested to notify the Clerk should they notice any issues.

Community Awards Night: Cllr Fenny confirmed his attendance, and roles were assigned to members.

Allotment fencing: Quote has been received which is very expensive and the project has been put on hold pending completion of the list of possible Pinewood projects. In the interim additional quotes will be sought.

Pond condition: The presence of dirty water in the pond has been reported to the Environment Agency.

CIL income and expenditure was summarised. Advice has been received on the VAT implications of the CIL money, which will be circulated to members.

Polling Stations: A borough consultation was held, it is suggested to fully support the reports made by the Borough members.

Request from parishes to flag up any issues with curb sides, road signs etc, and concerns to be forwarded to the Clerk.

Litter Strategy: A report on the litter strategy was appended to the agenda. A general discussion was held with respect to litter, fly tipping and traffic speed hindering collection.

With respect to bins, WWPC is in possession of 11 bins, mix of dog waste bins and general refuse bins. If members are aware of locations requiring a bin please notify the Clerk.

The Waterloo Road 'take your litter home' sign is expected to be added this week.

L&G Social Charter: L&G are looking for projects for their contractors which have social value. After the building survey and land purchase there are likely to be numerous projects which can be proposed.

Cllr Fenny asked what had happened with the footpath survey. The Clerk met with 'footpath people' Mark Morris and Angie Gibson – they are looking to upgrade local footpaths and are seeking CIL funding. The Clerk to follow-up.

18/819 REPORTS FROM EXTERNAL MEETINGS

Cllr Foxwell reported that police and community support officers were meeting the public on Greenwood Road. They were happy with the event and will be holding further events.

Cllr Rogers met with My Journey. Passed travel plan assistance provided to the Clerk.

18/820 FINANCIAL INFORMATION - papers circulated prior to meeting

- a) Report on outstanding balances was received and noted.
- b) Cheques for signature and payments 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.

There were no questions regarding finances.

18/821 PLANNING/LICENCE APPLICATIONS

The following responses were **AGREED**:

No	Site	Comments
182676	35 Old Wokingham Road Crowthorne RG45 6SS	No comments or objections.
182673	41 Lea Croft Crowthorne RG45 6RJ	The parish council have no objection to this application provided the planning officer assigned is content that it is not a change of use and the side elevation window is not overlooking neighbouring property.
182634	33 The Avenue Crowthorne RG45 6PB	No comments or objections.

18/822 CHAIRMAN'S COMMUNICATIONS

The Parish Council should be facilitating and encouraging the elderly population to keep fit.

Lead of community engagement team at WB wishes to discuss and facilitate this, and the Wokingham Volunteer Bureau also wish to find out more about their potential involvement in this initiative. A meeting is being held at 9.30 on 12th November at the parish office, members are welcome to attend.

A Pinewood Forum is being held on Thursday 8th November. Members are encouraged to attend if possible.

Members are encouraged to obtain their WWPC email address, and are reminded that having a WWPC email address will ensure that only this account will be accessed if the member is subject to a Freedom of Information request.

18/823 ITEMS FOR INFORMATION AND DISCUSSION AT FUTURE MEETINGS:

Traffic management: Cllr Gough stated that he wanted the speed limit on the Old Wokingham Road to be reduced due to the large number of school children using this road. Cllr Rogers noted that the success of the SANG at Bucklers Park was highlighting an issue with pedestrians crossing the road to access the SANG. Cllr Rogers will be taking up the issue with L&G and include Cllr Gough's suggestion.

Cllr Gough also noted a traffic management issue in the Crowthorne parish – on the Bracknell Road between the High Street and Lightfoot Hill cars travel at excessive speed causing a hazard to pedestrians at Brookers Corner. The Clerk will prepare a letter to BFC describing the issues identified at these locations, copied to CPC.

Cllr Foxwell noted that Borough Cllr Sleight had advised that New Wokingham Road 30 MPH signs will be removed and replaced by 20/30 signage which will be 20 MPH at school times.

18/824 MEETING CLOSED AT 9:42 PM

Date of next meeting – Meeting of the Parish Council at 7.30pm in the Howard Palmer Room
Monday 3rd December 2018

Signed:

Date: 3rd December 2018