

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 5th October 2020**

Via Zoom Video Conference

Commencing 7:30pm and concluding at 9:28pm

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

At the time of this meeting both NALC and the Society of Local Council Clerks (SLCC) have asked local councils to stop holding any physical meetings or gatherings. This includes full council, committee meetings, annual parish or council meetings. In order to comply with NALC guidance, this meeting was undertaken using Zoom video conferencing.

In line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meeting) (England and Wales) Regulations 2020, Part 2, item 5: 5.—(1) A reference in any enactment to a meeting of a local authority is not limited to a meeting of persons all of whom, or any of whom, are present in the same place and any reference to a “place” where a meeting is held, or to be held, includes reference to more than one place including electronic, digital or virtual locations such as internet locations, web addresses or conference call telephone numbers.

20/87 WELCOME

Cllr Newland welcomed everyone to the meeting.

20/88 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Stephens and Gough, and Borough Cllr Bowring.

20/89 DECLARATIONS OF INTEREST

None.

20/90 MINUTES OF COUNCIL MEETINGS

- a) Cllr Newland invited comments on the minutes of the meetings held on Monday 7th September 2020. No comments were made.

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

RESOLVED: Minutes of Monday 7th September were AGREED

- b) Matters arising from the minutes of the above meeting.

The Clerk stated in relation to minute 20/77 (i) regarding CIL expenditure there were a couple of duplicate items, so the corrected figure is £13,234.99 rather than £16284.99 as stated in appendix 10 of the September agenda.

The Clerk confirmed that insurance cover for Pinewood has been renewed for one year. This will be reviewed in further detail prior to renewing next year. Cllr Newland thanked the Clerk and members involved for their efforts in obtaining the best possible quote.

Regarding Pinecopse, the Clerk confirmed that a letter had been sent to the WBC Chief Executive

and that a response had been received from Susan Parsonage's P.A., who has confirmed that the letter has been passed to relevant department heads who will respond in due course. The Clerk will circulate the letter to all members.

20/91 PUBLIC QUESTIONS

None

20/92 BOROUGH COUNCILLORS BRIEFING

Cllr Helliari-Symons stated that there had been several floods in the borough and local ward councillors have been busy dealing with this.

Covid-related issues are utilising most of the borough's resources, most recently checking that public places have identity-capturing measures in place, and working to ensure that the budget deficit is contained as much as possible.

John Halsall has spearheaded a campaign against the government's new planning proposals which will result in an additional 1000 homes being built. All local MPs are behind this campaign.

Regarding Bigshotte Park, the police have taken on new (Section 60) powers so that they can take action where there are disturbances. Levels of ASB complaints from residents have fallen recently, but this is thought to be related to changing weather.

The company that collects paper and cardboard waste will no longer collect it when it is wet, resulting in an additional cost. A decision has been taken to swap the black boxes with green sacks which are waterproof and sealable and are likely to be distributed in January.

Cllr Canon asked why WBC had not considered the use of bins as used in Bracknell Forest. Cllr Helliari-Symons stated that this was due to the cost of the wheelie bins and a survey found that the majority of the borough did not want them.

Cllr Rogers asked what additional powers the police had been granted to deal with the anti-social behaviour at Bigshotte Park. Cllr Helliari-Symons stated that the powers enabled the police to break up groups and send people away if they are causing a disturbance. Cllr Rogers stated that the residents have been seeking a Public Spaces Protection Order (PSPO) and WBC seem unwilling to do this because the consultation takes time, however if this was started now the PSPO could be in place for next summer.

Cllr Latimer stated that prior to the Covid crisis, he had worked with the Clerk and an officer of WBC regarding the provision of equipment and facilities for families at Bigshotte Park and this is something that should be looked at.

Cllr Ross stated that Section 60 powers had been required to deal with the recent flare-up of antisocial behaviour in Crowthorne and Sandhurst. This is not a long-term solution as it moves the behaviour to other areas. Cllr Ross has stated that the use of the facilities, pavilion, parking, needs to be looked at as a whole. WBC has committed to looking at the PSPO and Cllr Ross will follow-up progress on this.

A further discussion on the recent flooding ensued. Cllr Ross asked Cllr Rogers to send him details of the flooding opposite the Memorial Hall.

Cllr Plume stated that a proper maintenance programme would ensure that the recent flooding would not have happened, and that maintenance of drainage and road verges has been lacking. Cllr Helliari-Symons stated that the top of New Wokingham Road did not flood in the recent rains,

and there was no flooding in the Wokingham Without ward.

Cllr Ross stated that there is a new contract for clearance of the road drains and hoped that this would improve this issue. The WBC priority is to avoid flooding to residential properties and this has not been an issue in the Wokingham Without ward for several years.

Cllr Latimer was pleased to see road drains being cleared in his local road.

Cllr Ross stated that the planning applications for the SDR and SDL may be submitted in November at the earliest, and also congratulated WWPC on the latest newsletter.

20/93 CLERKS REPORT

The Clerk confirmed that the pond project has been delayed as heavy rain has meant the pond has filled and is now overflowing.

With regards to the play areas, the Clerk confirmed that fencing at the toddler playground has been completed, as per the photographs circulated to members. Some further works will be carried out regarding the planting over the next week or so, as well as installation of the final park bench.

The Clerk will schedule a working group meeting with the PS&A group, with a view to considering the adventure play area fencing which is in a poor state of repair, along with consideration for some further benches for the adventure play area and bins for the play area and meadow area.

The Clerk confirmed that a delivery of woodchip has been received and distributed into the adventure play area.

The grounds team have been looking at options for a replacement tractor. There is a potential need for a tractor capable of being used on the land surrounding the memorial hall – the Clerk hopes to bring some options and prices to the November council meeting.

With respect to the Heathlake car park works, this is expected to start on 12th October. The car park will be closed for the duration of the work which may be up to two weeks. Information about this will be shared on social media.

The Clerk stated that bookings for the Memorial Hall have been received for mornings and most evenings, however very few bookings have been received for the Howard Palmer Room. Some back-filling of space is now being achieved with new hirers.

The Pinewood Hall is now almost back to normal bookings, one hirer is due to return after half-term and one possibly moving to the Memorial Hall.

The Clerk has been reviewing the London Bridge protocol (relating to the death of a senior member of the royal family) and hopes to bring an updated version to council next month for approval.

The parish office is currently opening Monday, Wednesday, and Friday 10 till noon, one member of staff only. The Clerk will monitor national and local guidance and review again if the guidance changes.

Cllr Cannon stated that the heating in the Memorial Hall is set very high, so maybe this could be reduced to save cost and improve comfort for users. Cllr Turtle suggested that something had been done to prevent a high setting being selected. The Clerk will look into heating of the hall.

Cllr Latimer suggested that additional signs should be provided to indicate the location of the toddler play area at the Pinewood. Cllr Latimer also stated that the current signage required updating in accordance with the latest legislation. The Clerk confirmed that signage would be added as an agenda item at the next working group meeting.

Cllr Turtle stated that a large 'no dogs allowed' sign was required for the toddler play area.

20/94 REPORTS FROM OUTSIDE / OTHER MEETINGS

- A) SW SDL – Community Hub meeting – 21st September 2020. Cllr Newland stated that Mark Redfearn had requested the meeting via Zoom. It appears that little cognisance had been taken of the issues raised at the last meeting, and these requests for information were reiterated. Cllr Newland asked members whether there was interest in doing preparatory work for the community hub, or whether this should be postponed until more is known about the SW SDL. Cllr Rogers stated that WWPC has learned from the CPC experience. Cllr Lancaster stated that this work will be developer funded and led. Cllr Rogers stated that the questions now being asked of Mark Redfearn are important and should be captured, and that it is essential to understand the operational business case. The Clerk confirmed that the list of questions was emailed to Mark Redfearn after the meeting. Cllr Lancaster referenced the Core Strategy Appendix 7, which provides a list of the infrastructure to be provided for the community by the developer.
- B) Review of SDL Planning Applications – 21st September 2020 (see appendix 8 of the agenda). The Clerk confirmed that the comments prepared following the meeting were sent to WBC prior to the deadline of 30th September.

20/95 PROPOSAL TO SCHEDULE AN AGM IN NOVEMBER

To consider a proposal to schedule an Annual General Meeting of the council in November 2020 to consider the appointment of Chairman and Vice-Chairman.

Cllr Plume stated that minute 19/226 of the April 2020 Minutes stated that the May AGM would not take place and that Cllr Newland and the Clerk would discuss and agree the arrangement for holding an AGM after the immediate crisis. Cllr Plume asked whether this was done and what was the outcome. Cllr Plume stated he was not calling for an AGM, but was seeking adherence to Standing Orders and procedures and seeking a timeline for holding the next AGM. Cllr Plume stated that the situation was now different from that in April, and it is for the council to decide whether to further delay the AGM or hold one in November as proposed.

Cllr Plume requested that the vote on this agenda item be recorded.

The Clerk clarified that the new legislation relating to coronavirus overrides the Standing Orders and removed the requirement to hold an AGM in May. Cllr Newland and the Clerk did not have time between the issue of the legislation and the April meeting to raise this as a formal agenda item. The Clerk advised Cllr Newland to follow the guidance of the legislation not to hold an AGM, and that it should be deferred until such time as an in-person meeting could be held. An AGM can be held if members wish to – this must be a formally minuted decision.

Cllr Fenny stated that members needed to decide whether to proceed without an AGM until May, or hold an AGM in November, at which point a Chair and Vice-Chair would need to be determined.

Cllr Rogers asked whether it was acceptable for other matters usually determined at the AGM to be deferred until May 2021. The Clerk clarified that any matters that required to be reviewed

and updated in accordance with the standing orders were covered in the subsequent meetings. The only other matters, aside election of chairman and vice-chairman not addressed were allocating members to working groups and allocating representatives to clubs and outside bodies.

Cllr Newland clarified that the reason that this item is on the agenda is because he has been asked to resign and that the decision to hold a vote for a new Chair requires an AGM. This agenda item allows time for potential candidates to consider the position and whether to put themselves forward. He advised councillors that he intends to stand down at the AGM in May 2021.

Following a proposal from Cllr Latimer and seconded by Cllr Plume a recorded vote was held with the following outcome:

For: Cllrs Fenny, Latimer, Plume

Against: Cllrs Cannon, Dye, Foxwell, Lancaster, Martin, Newland, Rogers and Turtle

it was therefore:

RESOLVED: The proposal to hold an AGM in November 2020 was NOT PASSED.

The Clerk confirmed that the Standing Orders state that once a decision has been made it cannot be reviewed for a period of six months, which effectively determines that the next AGM will be held in May 2021 unless legislation changes in the meantime.

20/96 FIXED WINDOW REPLACEMENT – PINWOOD HALL (STUDIO AREA)

To consider a request from JACAD to replace two fixed top window panels in the rear area of Pinewood Hall with openable windows to improve ventilation (see appendix 10 of the agenda).

Cllr Turtle stated that the windows were being prevented from opening by the mirrors, however the detailed circumstances around the installation of the mirrors is not known. Cllr Turtle suggested that WWPC agree to a 50/50 (matched funding) split in the cost of new top windows.

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

RESOLVED: The amended proposal to offer JACAD matched funding for the replacement of the fixed top window panels, was AGREED.

20/97 FEEDBACK ON PLANNING WHITE PAPER (AUGUST 2020)

To review and approve comments from WWPC to submit as feedback from the parish council on the planning White Paper (see appendix 11 of the agenda)

Cllr Turtle stated that the wording needed to be condensed and that facts should not be offered as suggestions.

Cllr Martin stated that he did not believe that global warming was man-made and therefore did not accept the necessity for electric car points.

Cllr Fenny considered it to be an excellent document but stated that it was highly personalised and that it needed to be accepted collectively without necessarily agreeing it word-for-word.

Cllr Newland asked whether any councillors were willing to carry out the short editorial work required. Cllr Turtle agreed to do this. It was agreed that after Cllr Turtle's editorial work the document would be circulated to members for comment prior to submitting it before the

deadline of 26th October. Any comments should be submitted back to Cllrs Turtle and Lancaster for consideration.

Following a proposal from Cllr Martin and seconded by Cllr Lancaster it was:

RESOLVED: The proposal to submit feedback following editorial work and a comment period, was AGREED.

20/98 WBC CLIMATE EMERGENCY GROUP PARISH REPRESENTATIVE

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

RESOLVED: The proposal to appoint Cllr Cannon as the council's representative on the WBC Climate Emergency working group and Cllr Foxwell as the deputy representative, was AGREED by a majority vote.

One member abstained.

20/99 PLANNING

The content of Appendix 13 of the Agenda was noted.

Cllr Lancaster thanked Cllr Rogers for her efforts preparing comments on the Oak Apples planning application.

20/100 CHAIRMAN'S COMMUNICATIONS

The Chairman gave a short update on the leases.

Comments received from the clubs' solicitor to the basic lease have been reviewed and a response has been sent. The solicitor working for WWPC has not formally heard from the clubs' solicitor to confirm that they are happy with the responses to the modifications, but believes the situation looks reasonably promising. The response to the Break Clause remains uncertain.

The Chairman stated that he would keep everyone informed as things evolve. The Chairman also mentioned his frustration with the slowness of the responses from both WWPC's and the clubs' solicitors.

20/101 ITEMS FOR INFORMATION AND DISCUSSION AT FUTURE MEETINGS:

None.

20/102 MEETING CLOSED AT 9:28 PM

Date of next meeting – Meeting of the Parish Council at 7.30pm on Monday 2nd November 2020

Signed:

Date: 2nd November 2020