



Wokingham Without Parish Council

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07th April 2021

To: All Parish Councillors

Dear Councillors,

You are invited to attend a digital meeting of the Parish Council which will be held at 7.30 pm **on Monday 12th April 2021** via Zoom.

This meeting is open to the public – please contact the Clerk in advance of the meeting if you would like to attend.

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 council meetings**
 - a) To approve and adopt the minutes of the meeting held on 01st March 2021 (*attached*)
 - b) To approve and adopt the minutes of the Annual Parish Meeting held on 15th March 2021
Please contact the Clerk ahead of the meeting if there are inaccuracies.
 - c) Matters arising from the minutes of the above meetings
- 5 Public questions**
- 6 Borough Councillors' Briefing**
- 7 Clerk's Report**
 - a) Establishing a Crowthorne area Neighbourhood Action Group (NAG)

- b) WWPC & CPC Liaison meeting
- c) Date of May meeting
- d) Request from 2nd Crowthorne Scouts to erect a marquee to facilitate outdoor scout meetings from mid-April to July 2021.

8 Reports from Outside / Other Meetings

	Meeting	Date	Present	Report
A	Planning consultation review meeting	8 th March	Cllrs RF, NM, KN, AP, JR	App. 8A
B	Finance working group	18 th March	Cllrs NM, AP, JR	Verbal report
C	Neighbourhood Plan steering group	18 th March	Cllrs JC, NM, KN, AP	App. 8C
D	Master planning meeting	22 nd March	Cllrs RF, LF, NM, KN, JR	App. 8D
E	Parish and ward member meeting	25 th March	Cllrs JC, RF, LF, NM, KN	App. 8E
F	Public spaces and amenities working group	29 th March	Cllrs DD, LF, AP, ST	Verbal report and agenda item 12
G	Memorial hall land working group <i>to include a brief report from Cllr Stephens on ideas circulated following the working group meeting</i>	30 th March	Cllrs DD, RF, AP, JR, PS, ST,	App. 8G (To be circulated)
H	Meeting with Simon Price (WBC Assistant Director, Neighbourhoods and Communities)	30 th March	Cllr KN, Clerk	Verbal report
I	Footpaths and cycle ways meeting	6 th April	Cllrs JC, JR	App 8I (To be circulated)

9 Planning

- a) To receive and confirm comments from members on current planning applications (circulated 24.03.2021 and 07.04.2021).
- b) To receive a verbal report on any planning matters of note from Cllr Lancaster
- c) To note comments submitted and updates received on planning applications - previously circulated via email to members (*see appendix 9*).

10 Financial Information

- a) To receive a report on outstanding balances (see appendix 10A)
- b) To approve payments both made and still to be made (see appendix 10B)
- c) To receive a detailed income and expenditure report and financial performance against budget report to 28th February 2021. Note: total salary expenditure to date for the year appears under code 4000 (see appendices 10C and 10D)

11 Review and adoption of documentation and policies

To review and approve the following documents and policies: (*see appendix list below and appendix 11F: Summary of policy changes*)

Appendix	Policy / Document name	Proposed news view date
A	CCTV policy	April 2023
B	Employer Policy Statement of Discretionary Functions	April 2023
C	Flexible Working Policy	April 2023
D	Training and Development Policy	April 2023
E	WWPC (Injury allowance) Pension Regulation	April 2023

- 12 CCTV**
To approve a recommendation from the Public Spaces and Amenities Working Group for upgrading the CCTV system at Pinewood (see appendix 12).
- 13 Pinewood Allotment Fence replacement project**
To approve a bid for S106 funds from WBC to replace the fencing around the Pinewood allotment (see appendices 13 and 13A).
- 14 Pinewood Leases**
To receive a verbal update on the lease position from Cllr Newland.
- 15 Chairman's Communications**
- 16 Items for Information and Discussion at Future Meetings**
- 17 Date of Next Meeting – Meeting of the Parish Council at 7.30pm on Tuesday 4th May 2021** [Please note: Mays council meeting has been rescheduled to allow the meeting to be held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meeting) (England and Wales) Regulations 2020 prior to its expiry on 6th May.]

***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.