

**Wokingham Without Parish Council  
Minutes of the Council Meeting  
Held on Monday 5<sup>th</sup> July 2021**

**In the St Sebastian's Memorial Hall, Nine Mile Ride**

Commencing 8:15pm and concluding at 9.48pm

**Present:** Councillors J Cannon, R Fenny, L Foxwell, P Jordan, N Martin, A Plume, J Rogers, S Turtle and Katy Hughes - Clerk, Sharon Way – Assistant Clerk.

**Apologies:** Councillors D Dye, C Lancaster, K Newland and Borough Cllrs. A Ross and C Bowring

**21/40 WELCOME**

Cllr Plume welcomed everyone to the meeting.

**21/41 ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Dye, Lancaster and Newland and Borough Councillors Ross and Bowring.

**21/42 DECLARATIONS OF INTEREST**

No declarations of interest were made.

**21/43 MINUTES OF COUNCIL MEETINGS**

- a) Cllr Plume invited comments on the minutes of the meetings held on Monday 7<sup>th</sup> June 2021. No comments were made.

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

**RESOLVED: Minutes of Monday 7<sup>th</sup> June were AGREED**

- b) Matters arising from the minutes of Monday 7<sup>th</sup> June:

With respect to minute 21/30, Cllr Fenny stated that the details requested had been provided, but no reply had been received.

With respect to minute 21/32, the Clerk stated that licencing conditions for the chemical which had been intended to be used to treat the bracken at the land adjacent to Memorial Hall meant that it could not now be used. An alternative spray had been proposed at a similar price, which is the best alternative available to maintain the programme for opening the land to the public.

**21/44 PUBLIC QUESTIONS**

The Clerk stated that a resident had asked why the sink-hole along Nine Mile Ride had occurred. The matter will be raised at the Borough Councillor Surgery and the resident has been asked to inform WWPC of any progress arising.

A discussion followed regarding the history of numerous water leaks and repeated sink holes along Nine Mile Ride. Cllr Plume stated that he had written to Eddie Napper at WBC and would forward any response to members. Cllr Rogers emphasised that the issue requires a full analysis for the root cause.

Cllr Plume stated that the second matter raised by the resident related to speeding and signage along Nine Mile Ride, noting that proof needed to be provided to WBC and the police that there

is a speeding problem. The resident is being advised to contact the Clerk to find out about local speed monitoring courses run by TVP and organising an action group to provide the required evidence.

**21/45 BOROUGH COUNCILLORS BRIEFING**

No Borough Councillors were present to provide a briefing.

**21/46 CLERKS REPORT**

The Clerk stated that guardians have been identified for the Tesco and St Sebastian's pavilion defibrillators. The Clerk is waiting to hear back on the Holme Grange defibrillator. A discussion followed regarding the notification of appropriate organisations with respect to the location and availability of defibrillators. The Clerk agreed to follow-up this matter with the Community First Responders group.

The Clerk stated that Cllr Gough gave notice of his resignation. The vacancy has been advertised and WWPC now has two vacancies. Members were encouraged to inform anyone interested in joining the council to get in touch with the Clerk. Cllr Plume expressed his formal thanks to Cllr Gough for his service to WWPC. Cllr Cannon suggested that the vacancy should be advertised via an article in the Wokingham local paper.

The Clerk stated that the work to replace the fencing around the Pinewood allotments is scheduled to start on 23rd August. Following a meeting on site with allotment representatives and the contractor on Friday, the allotment team would now like to include a new gate in the project, at a cost of approx. £600. Following a show of hands WWPC permission was given to submit a S106 bid form for the gate.

The Clerk reminded members that the deadline for comments on the BFC no waiting / parking restrictions proposal is 10th July. Members were asked to notify the Clerk of their views over the next couple of days. Cllr Plume stated that a meeting was being organised with Martin Heath as it was felt that the level of consultation over the proposed changes has been inadequate to date and will notify members when a time and date for the meeting is confirmed.

The Clerk stated that the fence around the boundary on Nine Mile Ride has recently been repaired.

The Clerk stated that the playground installation has been carried out. The Clerk has raised a few small issues with Wicksteed to resolve, and the invoice will not be paid until this has happened.

The Clerk confirmed that the gate installed on Footpath 18 has been adapted and the WBC PROW team have verified that it meets the minimum criteria for opening widths.

The Clerk thanked Cllr Cannon for providing a map and descriptive text for a safe pedestrian route from Grays Farm to the existing footpath network. This has been forwarded to Devi Ingram, the WBC officer working on the Grays Farm plans.

The Clerk stated that virtual planning training is being offered by WBC on 13th July, 6-8pm. The Assistant Clerk has sent a calendar entry to all members.

The Clerk and Cllr Turtle have met with a project manager to look at a refurbishment of Pinewood Hall. The quotes received will be reviewed by the Buildings and Facilities WG and a paper will be brought to council in due course.

The Clerk has received a consultation notification from BFC for the Warfield Neighbourhood Plan. Members should contact the Clerk for more information if they are interested in reviewing and commenting.

The Clerk advised that the period for the public to view the council's unaudited accounts is currently running.

The WWPC accountant has given notice that he intends to retire at the end of this financial year. The council's internal auditor has indicated a willingness to take up this role. WWPC will need to identify and appoint a new internal auditor for the 2022-23 financial year onwards.

Cllr Martin commented on his dissatisfaction with Matt Warman's consultation on his proposed removal of planning permission powers of local authorities with regard to the siting of 5G masts. Cllr Martin stated that this would be a potential breach of the European Electronic Communications Code, which was made British law just before Brexit. Cllr Martin is planning to write to the European Commission on a personal basis, with a view to enabling them to advise the British Government of their potential breach of the code, if Mr Warman's proposals were to come into effect.

## **21/47      REPORTS FROM OUTSIDE / OTHER MEETINGS**

### **A. Byway 28 site meeting – 11<sup>h</sup> June**

Cllr Rogers expressed concern that the design work will not be carried out. Cllr Cannon agreed and stated that no urgency was expressed at the meeting. The Clerk has emailed Connor Clarke and depending on the response received this will be escalated to Andrew Fletcher and the Borough Councillors.

### **B. Broadmoor stakeholder group– 15<sup>th</sup> June**

Cllr Turtle referred to the report of the meeting previously circulated to members. No questions were raised.

### **C. 2<sup>nd</sup> Crowthorne Scouts AGM – 16<sup>th</sup> June**

Cllr Foxwell reported that the group was in a good state given the difficult times.

### **D. Neighbourhood Action Group – 17<sup>th</sup> June**

Cllr Plume referenced the report previously circulated as appendix 8(3) of the agenda. No questions were raised. The Clerk commented that it was pleasing that such a large number of people attended.

The Clerk stated that the PCSO in attendance, Ann Marie Kennedy had contacted her about some local workshops for local youths involved in antisocial behaviour being run with the help of some local sports clubs such as Reading FC. The scheme runs workshops followed by structured supportive training sessions. The Clerk has contacted the boxing club to see if they would be interested in running the follow-up training sessions.

### **E. Borough Parish Liaison Forum – 21<sup>st</sup> June**

Cllr Plume referred to the written report by Cllr Cannon previously circulated to members. No questions were raised.

### **F. Memorial Hall Land Working Group – 22 June**

Cllr Plume referred to the meeting notes circulated as appendix 8(6) of the agenda. No questions were raised.

## **21/48 POND MAINTENANCE CONTRACT**

Cllr Plume referred members to the decision paper and maintenance schedule circulated as appendix 9 and 9B of the agenda, and invited members' questions and comments. The Clerk confirmed that the maintenance schedule had been reviewed by Cllr Dye prior to circulation.

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

**RESOLVED: The pond maintenance contract and maintenance schedule were AGREED**

## **21/49 MEMORIAL HALL LAND – CAR PARK DESIGN WORK**

Cllr Plume referred members to the decision paper circulated as appendix 10 of the agenda and the quotation letter circulated as appendix 10B of the agenda.

The Clerk noted that the quotation letter includes reference to an Environmental Assessment. The Clerk has been advised of alternative contractors and will be obtaining quotations for this work.

Cllr Rogers asked whether this was the same contractor who had carried out the design work for the Pinewood car park. Cllr Plume confirmed that this was the case.

The Clerk reported that a meeting had been held with WBC Countryside Services Officer Simon Bartlam. Simon had emphasised that plans identifying the car park area would be required in order to clarify exactly which trees would need to be removed to create an extended parking area. Cllr Fenny stated that strong guidance had been provided with respect to the TPO and the trees which would not be covered by this due to their diameter or condition.

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

**RESOLVED: The recommendation to appoint a contractor to progress plans for extending the car park at St Sebastian's Memorial Hall and to consider options for a Men's Shed facility was AGREED**

## **21/50 PUBLIC SPACES AND AMENITIES WORKING GROUP DECISION PAPER – STORAGE CONTAINERS**

Cllr Plume referred members to the decision paper circulated as appendix 11 of the agenda and the quotation included as appendix 11B of the agenda and asked for questions and comments. No questions or comments were raised.

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

**RESOLVED: The recommendation to purchase containers and undertake necessary tree works for the Pinewood site was AGREED**

Cllr Plume stated that it would be preferable for a member of the Finance Working Group to participate in the negotiation of the rental fee with EBOS. Cllrs Rogers or Foxwell agreed to attend. Cllr Jordan asked who would be responsible for the insurance of the containers. The Clerk confirmed that EBOS would be responsible for their container and similarly WWPC would be responsible for the other container. Following a query from Cllr Rogers the Clerk agreed to investigate and confirm whether building insurance was required.

## **21/51 LLOYDS ACCOUNT SIGNATORIES UPDATE**

Cllr Plume referred members to the decision paper circulated as appendix 12 of the agenda.

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

**RESOLVED: The update to the council's signatories for the Lloyds account was AGREED**

## 21/52 PINWOOD ORCHARD FENCING – PLANNING APPLICATION

The Clerk referred to the decision paper circulated as appendix 13 of the agenda. The Clerk stated that advice had been received from WBC that if the Pinewood Orchard included raised beds with fruiting bushes it would qualify to apply for S106 funding for improvements. The Clerk stated that the existing fencing around the orchard was in a very poor condition and that replacement fencing was required to prevent footballs from being kicked into the orchard site and damaging the trees. Due to the height of the proposed replacement fencing a planning application is required. Once planning permission is in place an application can then be made for S106 funding. CIL funding will be required to meet the difference in cost between standard orchard fencing and a higher specification ball stop fencing. Cllr Plume emphasised that the current paper is only to approve the submission of the planning application.

The Clerk stated that a letter would be sent to all residents of the Hollies cottages informing them of these plans.

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

**RESOLVED: The proposal, and the necessary budget, to submit a planning application to Wokingham Borough Council for the replacement of Pinewood Orchard fencing was AGREED**

## 21/53 PLANNING

- A. To receive and confirm comments from members on current planning applications (circulated 8<sup>th</sup>, 16<sup>th</sup> and 22<sup>nd</sup> June 2021).  
Cllr Plume referred members to the planning spreadsheet included in appendix 12. Comments from members were received and confirmed.
- B. To receive a verbal report on any planning matters of note from Cllr Lancaster  
Cllr Lancaster was not present therefore no report was made.
- C. To note comments submitted and updates received on planning applications previously circulated via email to members.  
The comments were noted and no further comments were made.

## 21/54 FINANCIAL INFORMATION

- A. The report on outstanding balances given in appendix 15A was received.
- B. The detailed income and expenditure report and financial performance against budget report to 31st May 2021 was received. Cllr Plume invited questions and comments from members. Cllr Rogers noted that the stated budget variance included precept income and questioned the level of budget variance excluding the precept income. Cllr Rogers also noted that the figures showed income at 92.1%. The Clerk stated that the reason for this was that there appeared to be an error in the current annual budget figure, which should have included the budgeted annual precept income. This issue would be checked and corrected by the Deputy Clerk. With respect to the other income the Clerk stated that these were currently low due to the Covid measures but were expected to increase once capacity restrictions on the hall are removed.

Noting the issue raised above, following a proposal from Cllr Martin and seconded by Cllr Rogers it was:

**RESOLVED: The payments both made and still to be made as provided in appendix 15B(i) and 15B(ii) of the agenda were AGREED**

Following a discussion, it was agreed that a report of progress with income against budget from sources other than precept would be submitted for the October meeting.

**21/55 CHAIRMAN'S COMMUNICATIONS**

Cllr Foxwell provided a verbal report of the Pinewood site visit, attended by Borough Cllrs Bath and Ross, Cllr Foxwell and Beverley Thompson (WBC Service Manager Sport & Leisure). At the end of the visit Ms Thompson confirmed that she would try to include Pinewood in the WBC Leisure Strategy. Cllr Plume stated that the visitors were also provided with a pack of information including the WWPC response to the Leisure Strategy, the Pinewood History booklet, information about all the clubs at Pinewood and the parish council's CIL spending on the site over the past five years. The Clerk agreed to write to WBC thanking them for the visit and noting the intention to add Pinewood to the Leisure Strategy.

Cllr Fenny asked whether Grays Farm would be included in the Leisure Strategy. Cllr Foxwell stated that this had not been discussed during the visit. Cllr Plume noted that this matter had been raised in the WWPC comments on the Leisure Strategy.

Cllr Plume provided an update on the Pinewood Leases. A meeting will be arranged with WBC to discuss the matter.

Cllr Plume stated that WWPC are awaiting a response from CVAG regarding possible assistance with the Neighbourhood Plan.

Cllr Plume attended the AGM of Wokingham Job Support Club. The organisation is expecting a surge of activity as furlough ends in September.

**21/56 PROVISIONAL DATE OF NEXT MEETING – 7.30 PM ON MONDAY 2<sup>nd</sup> AUGUST 2021**

Cllr Plume requested that any agenda items for the next meeting be passed to the Clerk.

**21/57 MEETING CLOSED AT 9.48 PM**

**Signed:** .....

**Date:** 2<sup>nd</sup> August 2021