

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 1st November 2021**

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

Commencing 7:30pm and concluding at 9:45pm

Present: Councillors J Cannon, R Fenny, L Foxwell, P Jordan, N Martin, A Plume, J Rogers. Katy Hughes - Clerk, Sharon Way – Assistant Clerk. Borough Councillors P Helliar-Symons and C Bowring.

Apologies: Councillors S Turtle, K Newland and D Dye and Borough Councillor A Ross.

21/101 WELCOME

Cllr Plume welcomed everyone to the meeting.

21/102 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Turtle, Newland and Dye and Borough Councillor Ross.

Cllr Plume noted that Cllr Dye had now been absent from council meetings for six months due to ill health.

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

RESOLVED: Cllr Dye's apologies for absence to be accepted up to February 2022 was AGREED

21/103 DECLARATIONS OF INTEREST

Cllr Jordan declared an interest in the orchard fencing as it forms a border to her property, and also declared an interest in the proposed 95 house development (application 211033) due to the proximity of her property to the development.

21/104 MINUTES OF COUNCIL MEETINGS

- a) Cllr Plume invited comments on the minutes of the meeting held on Monday 4th October 2021. No comments were made.

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

RESOLVED: Minutes of Monday 4th October were AGREED

- b) Matters arising from the minutes of Monday 4th October.
Members raised with Cllr Bowring the matter of drain clearance works on New Wokingham Road and Nine Mile Ride. Cllr Bowring indicated that Mr E Napper was progressing these works.

Cllr Fenny raised the matter of planning enforcements. Cllr Bowring stated that in future enforcement notices will be circulated to Borough Councillors. Cllr Bowring noted that one enforcement notice had been closed.

Cllr Fenny requested an update on Byway 28. The Clerk stated that this project would now be undertaken by the parish council, with guidance from WBC. The Clerk and Cllr Cannon are seeking to obtain further quotes for the works and planning to hold site meetings with potential contractors during the week commencing 8th November.

21/105 PUBLIC QUESTIONS

None.

21/106 BOROUGH COUNCILLORS BRIEFING

Cllr Helliar-Symons stated that the roundabout at the top of New Wokingham Road had stood up well to the recent heavy rainfall.

Cllr Helliar-Symons stated that a complaint had been received concerning flooding on Nine Mile Ride, and that this would be followed-up with a site visit by Mr Napper.

Cllr Helliar-Symons stated that Thames Water and Countryside Services had investigated the chemistry of the water at Heath Lake and determined that the silt build-up over many years has been detrimental to the local flora. Remedial measures are being planned with the aim of restoring the acidity of the lake and associated plant life and retaining the site's SSSI status. It was noted that Thames Water had organised a Teams meeting on 11 November on the issue. The Clerk reminded members that it was necessary to register to attend the meeting and that an email with details had been circulated to members.

Cllr Fenny and the Clerk discussed the large areas of ponded water in the vicinity of Heath Lake and Pine Ridge which appeared to be caused by an obstruction to the outflow from Heath Lake. The Clerk stated that a report had been provided to WBC and the Environment Agency. Cllr Plume suggested that the matter should be raised as a question to Thames Water during the Teams meeting. Cllr Fenny suggested that the Clerk send the report to Jacobs.

Cllr Helliar-Symons stated that WBC Highways have requested a quote from Volker Highways for repairing the steps at Oaklands Lane.

Cllr Helliar-Symons stated that herself and Cllrs Ross and Bowring had delivered letters regarding the Oaklands Lane consultation to residents of Hatch Ride, New Wokingham Road, Brackens, Heath Lake and Oaklands Lane.

Cllr Helliar-Symons asked whether there was any update regarding the accident in the play area. Cllr Plume stated that this matter was currently with the council's insurer.

21/107 CLERKS REPORT

Cllr Plume referred members to the Clerk's report included as appendix 7 of the agenda.

The Clerk stated that the Deputy Clerk, Sarah Koudijs has completed 10 years of service for the council. As a token of the council's appreciation a gift of a plant has been made using funds from the Chairman's allowance.

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

RESOLVED: Formal recognition and thanks to Sarah Koudijs for 10 years of service was AGREED

The Clerk stated that the byway 28 site meeting will be held on Wednesday 3rd November.

The Clerk stated that a visit from the Wokingham CAB advice minibus was scheduled for 10th November, but this may be postponed due to carpark line marking being carried out on this day.

The Clerk stated that the interim 6-month playground inspection report has been received and forwarded to Cllr Foxwell. A small number of minor issues have been raised which will be addressed.

Members and the Clerk discussed the benefits of splitting the byway 28 works into more than one section for management and budgetary reasons.

21/108 REPORTS FROM OUTSIDE / OTHER MEETINGS

- A. Buildings and Facilities Working Group – 12th October
Cllr Plume deferred the report to subsequent agenda items.

- B. Crowthorne Carnival AGM – 20th October
Cllr Cannon stated that there will be a carnival in 2022 with the theme ‘the platinum years: monarchy, music and mayhem 1952-2022’. There is currently a budget gap of £2.3k for the 2022 carnival which must be addressed by February or the plans will be scaled-down. Discussions at the meeting covered the likely loss of fundraising through cash buckets, and ideas for attracting teenagers and older residents to attend. WWPC were asked to consider participation in the event, for example through evening activities at Pinewood for older residents. Events will take place between 2-10th July 2022.

- C. Meeting to review planning application 211033 – 25th October
Cllr Plume deferred the report to agenda item 15 – planning.

21/109 ECOLOGICAL SURVEY – LAND AT ST SEBASTIAN’S MEMORIAL HALL

Cllr Plume referred members to the decision paper, appendix 9 of the agenda, concerning the recommendation to appoint a contractor to carry out an ecological assessment of the land at St Sebastian’s Memorial Hall.

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

RESOLVED: The recommendation to appoint John Wenman Ecological Consultancy LLP as proposed in appendix 9 of the agenda was AGREED

21/110 PINWOOD ORCHARD FENCING REPLACEMENT

Members discussed the need to develop and manage the community orchard in a way that maintained and enhanced community involvement. Cllr Rogers suggested that a Pinewood Orchard Association should be established and encouraged the use of S106 funding to reduce the funding required from CIL. The Clerk indicated that the work needed to be carried out before Spring 2022 to avoid disturbing birds nesting in the laurel hedge. Following further discussion members agreed to the proposal on the following basis:

The works would be carried out and funded by CIL as proposed in the decision paper. The Clerk would seek future opportunities to apply for Section 106 funds to enhance the orchard after the work has been completed. A management plan would be prepared with the aim of developing the orchard for, and with, the community.

Cllr Plume and the Clerk discussed the reasons for the proposed suspension of FR 11(h).

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

RESOLVED: The suspension of Financial Regulation 11(h), as proposed in appendix 10 of the agenda was AGREED

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

RESOLVED: The orchard fencing and laurel hedge removal works, as proposed in appendix 10 of the agenda, with the addition of the preparation of a management plan with the aim of developing the orchard for, and with, the community was AGREED

21/111 ST SEBASTIAN’S MEMORIAL HALL – CCTV UPGRADE

Cllr Plume referred members to the decision paper included as appendix 11 of the agenda.

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

RESOLVED: The suspension of Financial Regulation 11(h), as proposed in appendix 11 of the agenda was AGREED

Members discussed the benefits that would result from the installation of an upgraded CCTV camera system at St Sebastian’s Memorial Hall.

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

RESOLVED: The appointment of 360Protech, deferral of the installation of CCTV, and delegation of responsibility to the appropriate working group, as proposed in appendix 11 of the agenda was AGREED

21/112 ST SEBASTIAN’S MEMORIAL HALL WINDOW REPLACEMENT PROJECT

Cllr Plume outlined the decision paper included as appendix 12 of the agenda which proposed to replace all the windows in the St Sebastian’s Memorial Hall building. The Clerk discussed the process undertaken to obtain quotations for the works and the reasons for the recommendation to appoint Camberley Windows. The Clerk stated that within the quote cost, Camberley Windows would also replace the Perspex panels covering the memorial windows with new glass panels.

Cllr Martin asked whether demolition and reconstruction of the hall had been considered. Cllr Foxwell stated that this had been considered some years previously, but since it was felt that the building footprint could not be enlarged, the costs were not felt to be justified.

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

RESOLVED: The replacement of windows at St Sebastian’s Memorial Hall as proposed in appendix 12 of the agenda was AGREED

21/113 PINWOOD HALL – REFURBISHMENT PROJECT

The Clerk stated that Pinewood Hall is in near continuous use but as a result has suffered significant wear and tear, as indicated in the photographs given in appendix 13B of the agenda. Cllr Plume outlined the proposal given in the appendix 13 decision paper to appoint a contractor to carry out a stage 1 (scoping) activity for refurbishment of the hall.

Cllr Foxwell discussed the proposal to appoint two additional members to the Buildings and Facilities Working Group in order to have sufficient members for the formation of a committee with a delegated budget for the refurbishment works. Cllrs Jordan and Cannon volunteered to join the working group.

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

RESOLVED: The appointment of Cllrs Jordan and Cannon to the Buildings and Facilities Working Group was AGREED

Cllr Plume stated that the working group would meet in Pinewood Hall on Friday 12th November.

The Clerk stated that the current proposal was stage one of a three-stage process. Stage one would determine scope, budget and phasing of the works. A committee would then be formed with delegated decision-making powers to oversee the works.

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

RESOLVED: The appointment of Creative Project Services as proposed in appendix 13 of the agenda was AGREED

21/114 CIL PROJECTS UPDATE

The Clerk discussed the CIL projects update document, included as appendix 14 of the agenda, and noted that this document will be circulated on a monthly basis. The Clerk stated that two projects had been closed – the gate to the rear of the gym and the storage container projects. The colour coding of the document was discussed – yellow being ‘approved but not started’, orange being ‘underway’ and blue being ‘under consideration’. Cllr Plume stated that an additional green code represented ‘completed’ projects.

The Clerk stated the CIL spend to date, new agreed spending and outstanding balance and stated that these figures would be circulated to members, together with details of the green ‘completed’ projects.

Cllr Foxwell stated that the small playground gate is closing too quickly, and the large gate is not properly secured, and stated that the contractor should be brought back to correct these issues.

21/115 PLANNING

Cllr Plume asked members for their views on the best approach to considering planning applications. Cllr Foxwell stated that it would be beneficial for members to advise the Assistant Clerk when they had reviewed an application but did not have any comments. Cllr Plume agreed and proposed that the current procedures are continued until February, at which point they can be reviewed again.

Members discussed the benefits of separate meetings to discuss larger scale applications.

Cllr Plume referred to the recent meeting held to discuss planning application 211033 (Land west of OWR and south of Waterloo Rd) and stated that draft comments had been circulated. Members were asked if they had any further comments. Cllr Fenny suggested some small changes to the text, which were agreed by members.

The Clerk advised that although as of March 2020 Wokingham had a 5.23 year land supply this could not be used as a basis for objecting to the development.

Cllr Fenny suggested that the council should use social media to raise awareness of the application.

Members discussed whether the council should submit comments on the BFC planning application for 226 houses along Nine Mile Ride adjacent to the crematorium. It was agreed that the Assistant Clerk would forward to members the comments prepared by Cllrs Rogers and Cannon.

Cllr Fenny stated that the Gardeners Green planning application had been approved with the condition that the existing resident continues to live there and if the resident leaves, the site must be returned to its original state. Cllr Fenny noted that the Assistant Clerk has written to WBC to ask how this will be enforced.

Cllr Martin raised the matter of a BFC application for a telecoms mast, which had been rejected by BFC and was now the subject of an appeal to the national planning inspectorate. Following discussion it was agreed that the Assistant Clerk would forward Cllr Martin's comments to members for their comment. Cllr Martin noted the comment submission deadline of 4th November.

21/116 FINANCIAL INFORMATION

- A. To receive a report on outstanding balances (as given in appendix 16A of the agenda).
The report was received.
- B. To approve payments both made and still to be made (as given in appendices 16B(i) and 16B(ii) of the agenda).
- C. To receive a detailed income and expenditure report and financial performance against budget report to 30th September 2021 (as given in appendix 16C of the agenda).
The report was received.
- D. To receive a report from the Clerk on income to date and projected income for 2021-22 financial year (as given in appendix 16D of the agenda).
The Clerk noted that provided no further restrictions are applied the income targets for the Memorial Hall and Pinewood Hall should be overachieved.
- E. To receive a report of salary expenditure year to date (as given in appendix 11D of the agenda).
The report was received.

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

RESOLVED: The financial information as described in items A-E above was AGREED

21/117 CHAIRMAN'S COMMUNICATIONS

Cllr Plume stated that a meeting will be held with WBC in the next week to discuss the Pinewood lease.

Cllr Plume stated that a grants meeting will be held in November, with a date to be confirmed.

Following a suggestion from Cllr Plume, it was agreed that a request would be made to Squires for the donation of two community Christmas trees – one for the parish office and one for Greenwood shops. It was agreed that if a donation was not possible the trees would be purchased.

Cllr Martin stated that a consultation had been carried out with the residents of Honey Hill regarding the speed limit along that road. Cllr Martin is awaiting a reply from WBC regarding the appropriate procedure for contacting the police regarding the results of this consultation.

21/118 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 6th DECEMBER 2021

Cllr Fenny noted that the next ward/parish meeting will be held on 26th November via Zoom, agenda items to be sent to the Clerk.

21/119 MEETING CLOSED AT 9:45 PM

Signed:

Date: 6th December 2021