

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 6th December 2021**

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

Commencing 7:30pm and concluding at 9:21pm

Present: Councillors J Cannon, R Fenny, L Foxwell, N Martin, A Plume, J Rogers and S Turtle. Katy Hughes - Clerk, Sharon Way – Assistant Clerk. Borough Councillors P Helliars-Symons plus 1 member of the public.

Apologies: Councillor P Jordan, K Newland and Borough Councillors A Ross and C Bowring.

21/120 WELCOME

Cllr Plume welcomed everyone to the meeting.

Cllr Plume informed members of the sad news that Cllr Doreen Dye passed away on Wednesday 24th November. A condolence card was being circulated among members and Cllr Foxwell and the Clerk would be attending Cllr Dye's funeral on behalf of the council.

21/121 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Jordan and Newland and Borough Councillors Ross and Bowring.

21/122 DECLARATIONS OF INTEREST

None.

21/123 MINUTES OF COUNCIL MEETINGS

- a) Cllr Plume invited comments on the minutes of the meetings held on Monday 1st November 2021. No comments were made.

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

RESOLVED: Minutes of Monday 1st November were AGREED

- b) Matters arising from the minutes of Monday 1st November.
Cllr Helliars-Symons confirmed that borough councillors are now receiving WBC enforcement notices. Cllr Fenny stated that it was appropriate for councillors to receive an explanation when 'not expedient' is given as a reason for closing enforcement cases. The Assistant Clerk will raise the question with the enforcement officer at WBC.

21/124 PUBLIC QUESTIONS

None.

21/125 BOROUGH COUNCILLORS BRIEFING

Cllr Helliars-Symons stated that any questions could be raised by email to Cllr Ross.

Cllr Helliars-Symons stated that the works to the steps at Edgumbe Park are likely to be included in next year's WBC budget.

The footpath between Edgumbe Park and Devils Highway has become very muddy and slippery and this has been raised with Andrew Fletcher. The section of Hatch Ride to Hatch Lane has been reported as being overgrown and this will also be investigated.

Responses have been received to the letters delivered to residents regarding Oaklands Lane. Only three responses were against the proposals so this will be addressed as proposed, with bollards and resurfacing suitable for walking and cycling. This work is expected to be carried out in the spring. The bollards will be able to be lowered to allow access by refuse collection lorries. The Clerk suggested that signage should be provided to discourage parking in front of the bollards which could block access.

Cllr Helliar-Symons has been in contact with the WBC drainage officer regarding water ponding in the vicinity of the Memorial Hall. The Clerk is trying to organise a meeting with the officer to discuss this issue. Cllr Plume stated that there has been some disappointment with the responses to the issues raised by the parish council. This has been discussed with Cllr Bowring who has agreed to follow-up the matter. Cllr Helliar-Symons agreed to follow this up with the officer in order to arrange a face-to-face meeting with the Clerk.

Cllr Fenny asked whether the promoted sites document was raised at the Parish and Ward Member meeting. Cllr Helliar Symons stated that the Local Plan Update currently out for consultation supersedes the promoted sites document.

Cllr Helliar-Symons stated that the ward councillors are trying to have Pinewood removed from the Local Plan Update, as the wording had caused misunderstanding with respect to WBC's intentions for the site. Cllr Helliar-Symons stated that she was opposed to any house building on the Pinewood site.

Cllr Fenny stated that the Pinewood site should be included in WBC's leisure strategy and green spaces. Cllr Helliar-Symons stated the ward councillors were working to achieve this.

21/126 CLERKS REPORT

The Clerk referred to the report included as appendix 7 of the agenda.

The Clerk noted that a letter of thanks had been received from the Deputy Clerk in response to the gift for 10 years' service.

The Clerk stated that there continued to be incidences of fly tipping at Pinewood. Fixed penalty notices have been issued for at least 3 cases. The bins are now being locked at weekends.

The Clerk gave an update on a pest control matter, and noted that the matter should be resolved following one further visit next week.

The Clerk stated that the car park relining has been completed.

The Clerk has been working with the accountant to draw-up year-end projections and start working-up a budget for next year. A meeting of the Finance Working Group is scheduled for 14th December, with the aim to have budget papers issued before Christmas.

The Clerk requested confirmation from members who wished to attend the Pinewood Forum.

The Clerk is currently organising Legionella testing for the Pinewood site.

The Clerk confirmed that the Christmas tree is now outside the Pinewood office and a tree has been delivered to the Greenwood site, both donated by Squires Garden Centre.

The Clerk and Cllr Foxwell will be attending the funeral of Cllr Dye on behalf of the council. The Clerk stated that it had been suggested that a tree be planted in Cllr Dye's memory and asked for members' views. Cllr Rogers stated that the Woodland Trust and CPRE were on Cllr Dye's register of interest and suggested that a donation to these organisations could be considered. Cllr Fenny stated that Cllr Dye was also a member of the Veteran Tree Society.

Cllr Plume requested that members pass any ideas to the Clerk. Following a discussion, it was agreed that the Clerk would speak to Cllr Dye's family regarding an appropriate memorial.

21/127 REPORTS FROM OUTSIDE / OTHER MEETINGS

A. Pinewood lease meeting – 9th November

Cllr Foxwell stated that WBC has agreed to put the lease back on the table and that the council had confirmed agreement to the Heads of Terms. There may be small changes of wording but nothing substantial. The next step is the Pinewood Forum meeting on 13th December. Cllr Plume emphasised that this meeting was being held solely for WBC to discuss their plans for the Pinewood site. Cllr Plume stated that both sides had instructed their respective solicitors to stop working until there is clarity.

B. Buckler's Park update – 10th November

Cllr Plume stated that this was a stakeholder's meeting which confirmed that there have been 257 completions on the site. Cllr Plume stated that following the meeting he has raised two points with Cala Homes, firstly the blockage to the outflow from pool Z into parish council land on Nine Mile Ride, and secondly the silting of the pipe into Dickie's pond. Cllr Rogers reported that work on the planned restaurant will not be started for 12-15 months and noted that provision of a path to the Golden Retriever requires consultation with Natural England due to issues around access to the SANG. Cllr Rogers stated that the large pond has not yet been commissioned.

C. Thames Water presentation on Heathlake – 11th November

Cllr Plume stated that slides of the presentation are available. The outflow issue will be looked at by Thames Water and the Clerk has sent details to them. Plans for de-silting are being formulated. Cllr Plume noted that the council needs to ensure that any damage to the newly installed car park surfacing by Thames Water is made good as part of the proposals. Cllr Turtle stated that the council should insist that the car park is not used by Thames Water.

D. Finance Working Group – 12th November

Cllr Plume deferred this to item 9 of the agenda.

E. Local Plan Update – presentation to town and parish councils – 17th November

Cllr Foxwell stated that early in the meeting it was stated that Pinewood should not have been included in the Local Plan Update document, following which the presentation went through the document. Cllr Fenny stated that irrespective of WBC's plans for Pinewood it should be recognised that there are over 900 houses planned for the parish in the Local Plan Update. Cllr Plume stated that the consultation runs until 24th January and that a meeting would be held during week commencing 3rd January to formulate a formal response. The Clerk suggested Thursday 6th January as a tentative date for an evening Zoom meeting.

F. Buildings and Facilities Working Group – 23rd November

Cllr Plume stated that this matter would be covered in the discussion under item 14 of the agenda.

G. Meeting with Creative Project Services – 26th November

Cllr Turtle reported that a site meeting had been held in Pinewood Hall to discuss upgrading the hall facilities. It was agreed that before detailed plans are developed a building survey and an asbestos survey are required.

H. Parish and Ward Member Meeting – 26th November

Cllr Plume stated that notes had been circulated and invited members to comment. The Clerk suggested that the next meeting is held in February and that a poll will be sent to members to select a suitable date. Cllr Plume stated that the meeting was well attended and good points were raised.

I. Good Neighbours AGM – 30th November

Cllr Foxwell reported that the group is considering stopping driving due to age of the drivers. Far more visits are being made to Frimley Park Hospital than the Royal Berkshire Hospital, and more visits are made to the Nine Mile Ride surgery than to the Heathhill surgery. Cllr Plume stated that the new building at the Baptist Church, where the AGM meeting had been held, should be used as a good example when considering the design of the proposed community centre in the north of the parish.

J. CROW AGM

Cllr Cannon had not received an invitation to this meeting. Cllr Rogers reported that the meeting was poorly attended. A new project was discussed to set up a 'repair café', where members of the public can bring broken items for repair. This is of interest to the Crowthorne Baptist Church and Men's Shed.

21/128 GRANTS 2021-22

Cllr Plume referred members to the decision paper included as appendix 9 of the agenda which provided a recommendation for the allocation of grant funds 2021-22. A member queried the reasons for the level of grant proposed for ARC Youth Counselling since it was significantly higher than many other grants. Following discussion, it was agreed that the award should, if possible, be proportional to the number of Wokingham Without residents using their services, and that the Clerk should make further enquiries with ARC Youth Counselling and bring the findings back to the January council meeting.

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

RESOLVED: The amendment to defer the grant award for ARC Youth Counselling to be considered again at the January council meeting was AGREED

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

RESOLVED: The recommendation for the allocation of grant funds as amended was AGREED

Cllr Plume proposed that decision making on the holding of a grant event in January should be delegated to Cllr Plume and the Clerk. Cllr Turtle stated that the grants should be sent out without an event. Cllr Rogers noted that the event provided a good networking opportunity. Following discussion it was agreed that due to the current situation with COVID an event in early 2022 was unlikely to be prudent.

21/129 BYWAY 28

Cllr Plume referred members to the decision paper included as appendix 10 of the agenda.

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

RESOLVED: The suspension of Financial Regulation 11.1(b) was AGREED

The Clerk clarified that the original decision made in January 2020 had been that WBC would manage the procurement and the works (as had been the case for the Heathlake carpark resurfacing project). Since the council are now taking responsibility for the entire project the budget exceeds £25k. The Clerk has received quotes from two contractors that had previously carried out footpath resurfacing works for the borough council in this parish. The Internal Auditor has advised that the works do not have to be advertised on contracts finder, however the appointment of the contractor for a project value exceeding £25k should be posted. Suspension of financial regulations is required because the contractor will be appointed on the basis of quotes rather than sealed bids.

Cllr Plume asked members for any questions or comments on the appendix 10 decision paper. None were received.

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

RESOLVED: The budget increase as proposed in appendix 10 of the agenda was AGREED

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

RESOLVED: The delegation of the decision on the appointment of a contractor or contractors to complete the work to Cllrs Cannon, Rogers and the Clerk as proposed in appendix 10 of the agenda was AGREED

CIL PROJECTS UPDATE

Cllr Plume noted that the CIL projects update had been circulated to members, and noted that many projects had been completed or are underway.

21/130 PLANNING

- A. To receive and confirm comments from members on current planning applications (circulated 12th, 17th and 25th November 2021).
The Assistant Clerk stated that no objections had been received on the single application awaiting comments.
- B. 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.
- C. To agree a date for a session to review the Local Plan Update and formulate a response
The Clerk proposed Thursday 6th January for this meeting. The Clerk will send out a meeting request to all members. The Clerk and Assistant Clerk will prepare a package of information published by WBC and any other relevant information. Cllr Fenny noted that there were no plans for traffic flow monitoring in Wokingham Without and asked whether the Borough Councillors should have a view on this. Cllr Plume agreed that the council should encourage traffic monitoring to be undertaken.

21/131 FINANCIAL INFORMATION

- A. To receive a report on outstanding balances (as given in appendix 13A of the agenda).
The report was received.
- B. To approve payments both made and still to be made (as given in appendices 13B(i) and 13B(ii) of the agenda).

- C. To receive a detailed income and expenditure report and financial performance against budget report to 31st October 2021 (as given in appendix 13C of the agenda).
The report was received.
- D. To receive a report of salary expenditure year to date (as given in appendix 11D of the agenda).
The report was received.
- E. To note completion of the second quarterly check (July-September)
The Clerk stated that Cllr Martin had carried out the check and no concerns had been raised.

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

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

21/132 PINWOOD HALL – SURVEYS

Cllr Plume referred members to the decision paper included as appendix 14 of the agenda, and asked whether members had any questions. No questions were raised.

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

RESOLVED: Recommendations (a) and (b) of the decision paper in appendix 14 of the agenda were AGREED

21/133 CHAIRMAN’S COMMUNICATIONS

Cllr Plume noted that the budget meeting will be held in January and the Clerk intends to circulate the financial papers to members before Christmas.

Cllr Plume thanked members and parish officers for achieving so much in 2021.

21/134 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 10th JANUARY 2022

Cllr Plume requested that members send any agenda items for the January meeting to the Clerk.

21/135 MEETING CLOSED AT 9:21 PM

Signed:

Date: 10th January 2022