

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 7th February 2022**

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

Commencing 7:30pm and concluding at 9:10pm

Present: Councillors J Cannon, R Fenny, L Foxwell, P Jordan, C Lancaster, N Martin and S Turtle. Katy Hughes - Clerk, Sharon Way – Assistant Clerk. Borough Councillor A Ross. Mr K Whitehead.

Apologies: Councillors K Newland, A Plume and J Rogers and Borough Councillors C Bowring and P Helliari-Symons.

21/166 WELCOME

Cllr Foxwell welcomed everyone to the meeting.

21/167 CO-OPTION OF MR KEVIN WHITEHEAD

Mr Whitehead gave a brief statement and then left the room.

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

RESOLVED: Co-option of Mr Whitehead was AGREED. Related documentation was signed.

21/168 CO-OPTION OF MR JAMES PERRIN

The co-option of Mr Perrin was deferred to the March meeting.

21/169 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Newland, Plume and Rogers and Borough Cllrs Bowring and Helliari-Symons.

21/170 DECLARATIONS OF INTEREST

None.

Cllr Jordan declared an interest in the agenda item 16(c) related to proposals for green space designation within the parish.

21/171 MINUTES OF COUNCIL MEETINGS

- a) Cllr Foxwell invited comments on the minutes of the meetings held on Monday 10th and 20th January 2022.

Cllr Turtle stated that the location for the meeting held on 10th January should be changed to state that the meeting was held via Zoom. Cllr Turtle asked whether an apology could be recorded against Cllrs Lancaster and Bowring's attendance at the 10th January meeting, since they attended the Memorial Hall in error. This was agreed.

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

RESOLVED: Minutes of Monday 10th and 20th January were AGREED

- b) Matters arising from the minutes of Monday 10th and 20th January.

None.

21/172 PUBLIC QUESTIONS

None.

21/173 BOROUGH COUNCILLORS' BRIEFING

Cllr Ross stated that 17th February will be WBC's budget setting day. The charges related to fire services will be raised by £5.

Cllr Ross stated the bridge linking William Heelas Way with Waterloo Road is now open.

Cllr Ross stated that the last part of the outline planning permissions, at the Western end of the SDL, is expected to be submitted for the March planning meeting, and reserved matters applications for the houses with outline planning approval are expected later in 2022.

Cllr Ross reported on an enforcement investigation and suggested that the council may wish to invite the WBC enforcement officer, Jason Vardy, to attend a future meeting.

Cllr Ross stated that a Wokingham Borough ward boundary review has been triggered. A consultation will be issued to establish the public's views on either moving to 4 yearly elections or retaining elections by thirds. Retaining elections by thirds would require wards across the borough to be either all one member or all three member wards.

With respect to the new bridge over the railway, Cllr Fenny noted the proximity of this bridge to primary school pedestrian crossings and expressed his concern that heavy vehicles would not use this route to avoid Wokingham town centre.

Cllr Turtle stated that a resident's complaint with respect to pavement and verge conditions had been addressed and that the resident was pleased with WBC's response.

21/174 CLERKS REPORT

Cllr Foxwell referred members to the report circulated as appendix 9 of the agenda.

The Clerk stated that the orchard fencing works has been completed.

The Clerk reported on progress with the Byway 28 project. The works on section A-B will be delayed until completion of the SGN works. With respect to section D-E, WBC have insisted that planning consent is required for works to the holly bushes which are subject to a TPO. The Clerk has submitted a planning application and approval is required this week to enable the works to be carried out before bird nesting season.

The Clerk stated that blue bin bag distribution started on 7th February. Members suggested that the parish office could offer a 'bin bag amnesty' and offer to take parishioners unwanted blue bag rolls.

The Clerk stated that Cllr Bowring had not yet responded to a request for comments on the Local Plan Update. The Clerk will follow up with Cllr Bowring.

Cllr Fenny noted that the Nine Mile Ride extension will open in early spring. The Clerk stated that traffic modelling should have been carried out to establish the effect of the extension on Nine Mile Ride junctions and an enquiry had been sent to WBC.

Cllr Fenny stated that it was still not clear when the traffic lights at the Heathlands Road junction would be upgraded, despite enquiries being raised with the WBC Executive Officer for Highways.

21/175 REPORTS FROM OUTSIDE / OTHER MEETINGS

A. Honey Meadow Working Group – 20th January

Cllr Turtle stated that the purpose of the working group was to develop uses for the land adjacent to the Memorial Hall which would also enable the provision of more parking spaces. The Working Group is waiting for an ecology report and is also looking at the possibility of providing an additional building, for example for use by the Men's Sheds Association. The Clerk stated that a report on design options for the car park and building location had been commissioned.

21/176 GRANTS 2021-22

Cllr Foxwell referred members to the decision paper included as appendix 11 of the agenda, to consider the outstanding grant request from ARC Youth Counselling. Members discussed the numbers of young people stated as being seen within the Wokingham Without parish, and whether it was possible to provide the numbers by postcode.

Cllr Martin stated that the proposal should be supported as it provided an important service to parishioners irrespective of precise numbers. Cllr Cannon agreed and suggested that council should consider the criteria for future grant rounds.

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

RESOLVED: The grant payment for ARC Youth Counselling as proposed in appendix 11 of the agenda was AGREED.

21/177 POLICIES AND DOCUMENTATION FOR REVIEW

a) To review and approve the council's risk register for 2022-23

Cllr Foxwell referred members to the documents included in appendix 12A of the agenda. The Clerk provided an overview of the function of this document and stated that it was active and subject to regular review and updating. Cllr Turtle stated that the document could be improved and provided some examples of how this could be done. The Clerk suggested that the current document be adopted on the basis that it is then reviewed, and a revised version is brought back to council within the following two months.

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

RESOLVED: The council's risk register for 2022-23 as given in appendix 12A of the agenda was AGREED on the basis that it is reviewed, and a revised version is brought back to council within the following two months.

b) To review and approve the council's reserves policy

Cllr Foxwell referred members to the documents included in appendix 12B of the agenda. The Clerk noted that the projected end of year balance is more difficult to establish this year due to the impact of coronavirus restrictions on hall hire. The Clerk proposed that the Reserves Policy is adopted, and that the reserves are reviewed and adjusted, if necessary, by the Finance Working Group once the year-end balance is known.

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

RESOLVED: The council's reserves policy as given in appendix 12B of the agenda was AGREED.

21/178 INTERNAL AUDIT

The Clerk stated that the internal audit was completed successfully and referred members to the Auditor report in appendix 13 of the agenda.

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

RESOLVED: The adoption of the internal audit report as given in appendix 13 of the agenda was AGREED.

21/179 CIL PROJECTS UPDATE

Members discussed possible improvements to the presentation of the CIL projects spreadsheet. The Clerk agreed to discuss this with Cllr Rogers. The Clerk stated that progress on CIL projects had been discussed in the Clerk's Report.

21/180 PLATINUM JUBILEE WORKING GROUP

The Clerk stated that meetings had been held with CPC to consider the potential of organising a joint event. However, the Clerk noted that other annual events have been moved to the Jubilee holiday week and any new event needs to be considered in this context. The Clerk therefore proposed to establish a working group to investigate possible ideas. The Clerk stated that there was currently no budget for an event, but funds could be moved from the hospitality budget or general reserves. Cllrs Jordan, Cannon and Lancaster volunteered to form the working group. The Clerk agreed to organise an initial meeting of the group.

21/181 PLANNING

- A. To receive and confirm comments from members on current planning applications (circulated 28th January 2022).
The Assistant Clerk asked whether members had any comments on the application for 19 Pensford Close. Cllr Foxwell confirmed that there was no objection to this application.
- B. To note comments submitted and updates received on planning applications previously circulated via email to members on 14th, 20th and 28th January 2022 (see appendix 16B of the agenda).
The comments were noted and no further comments were made.
- C. To discuss and agree submission of proposals for green space designation within the parish.
The Clerk referred members to appendix 16C of the agenda and provided an overview of the document. The Clerk stated that for land not controlled by the council, permission would be required from the landowner or managing group before it could be submitted by the council. Circle Hill was discussed and the Clerk stated that approval would need to be sought from CPC. With respect to Bigshotte Park, Cllr Turtle suggested that a note should be added stating that the park was the original playing field for the Bigshotte Rayles School. Cllr Turtle suggested that it should also be stated that Bigshotte Park was the only green space south of Nine Mile Ride, providing recreational value for several housing estates. Cllr Fenny raised the green spaces of Gorrick Wood and Grays Farm. With respect to Gorrick Wood, the Clerk stated that approval would need to be sought from the Woodland Trust. A general discussion was held on the sites contained in the document and potential improvements to the text.

Cllr Turtle agreed to review and provide amendments to the text. It was agreed that the Clerk would complete a revised document and circulate this to members by the end of February. It was also agreed that the Clerk would contact St Sebastian's Playing Field Trust to seek approval for the inclusion of St Sebastian's Playing Field in the document.

Following a proposal from Cllr Fenny and seconded by Cllr Turtle it was:
RESOLVED: Subject to the agreed actions above, the Local Green Spaces Designation in appendix 16C was AGREED

21/182 FINANCIAL INFORMATION

- A. To receive a report on outstanding balances (as given in appendix 17A of the agenda).
The report was received.
- B. To approve payments both made and still to be made (as given in appendices 17B(i) and 17B(ii) of the agenda).
- C. To receive a detailed income and expenditure report and financial performance against budget report to 31st December 2021 (as given in appendix 17C of the agenda).
The report was received.
- D. To receive a report of salary expenditure year to date (as given in appendix 17D of the agenda).
The report was received.

Following a proposal from Cllr Martin and seconded by Cllr Cannon it was:
RESOLVED: The financial information as described in items A-D above be AGREED

21/183 CHAIRMAN'S COMMUNICATIONS

None

21/184 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 7th MARCH 2022

Cllr Whitehead offered his apologies for absence from the next meeting.

21/185 MEETING CLOSED AT 9:10 PM

Signed:

Date: 7th March 2022