

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 5th September 2022**

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

Commencing 7:30pm and concluding at 9:28pm

Present: Councillors J Cannon, L Foxwell, N Martin, J Millett, J Montgomery, A Plume, J Rogers and K Whitehead and Borough Councillors D Davies and P Helliars-Symons. Katy Hughes - Clerk, Sharon Way – Deputy Clerk.

Apologies: Councillors R Fenny, P Jordan, C Lancaster, K Newland and S Turtle and Borough Councillor C Bowring

22/76 WELCOME

Cllr Plume welcomed everyone to the meeting.

22/77 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Fenny, Jordan, Lancaster, Newland and Turtle and B/Cllr Bowring.

22/78 DECLARATIONS OF INTEREST

None.

22/79 MINUTES OF COUNCIL MEETINGS

- a) Cllr Plume invited comments on the minutes of the meeting held on Monday 1st August 2022.

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

RESOLVED: Minutes of the meeting, Monday 1st August were AGREED

- b) Matters arising from the minutes of 1st August.

Cllr Whitehead requested the name of the QS appointed to the development of leisure facilities at Grays Farm. B/Cllrs Davies and Helliars-Symons agreed to find out this information and revert back.

Cllr Plume noted that B/Cllr Davies had previously agreed to provide an introduction to Steve Moore. B/Cllr Davies confirmed this action would be completed for the next meeting.

22/80 PUBLIC QUESTIONS

The Clerk noted that a request for storage had been received and this would be discussed under the Clerk's Report.

22/81 BOROUGH COUNCILLORS' BRIEFING

B/Cllr Helliars-Symons stated that the ward boundary review was now taking place.

B/Cllr Helliars-Symons stated that the ironworks on New Wokingham Road and Nine Mile Ride would be levelled-off on 13th September.

B/Cllr Helliard-Symons stated that several complaints had been received regarding the failure of WBC to sweep the gutters. The WBC officer, Paula Malone, is making progress in ensuring complaints are addressed and the gutters are swept. Members discussed several problem areas on Nine Mile Ride. B/Cllr Helliard-Symons stated that any issues should be raised via 'Cleaner and Greener'. B/Cllr Helliard-Symons agreed to organise a visit by Paula Malone to Wokingham Without, this is likely to take place during October.

Cllr Plume stated that a collective response to the CGR will be submitted when more information becomes available. The Clerk noted that the CGR should take into account the projected occupations of planned housing in the parish to 2028, given the significant development on the SDL. The Clerk understood that WBC officers have provided information on predicted housing occupations to the boundary commission, and stated that the parish would be very interested to see that information as it will assist the parish to assess future CIL income. B/Cllr Davies stated that this data had been published, and that the uplift in housing in Wokingham Without was surprisingly small given the planned development on the SDL. This predictions were therefore being queried. B/Cllr Davies agreed to share a spreadsheet containing the relevant data.

Cllr Rogers discussed a recent census and noted that population in Wokingham Without may be decreasing.

Members discussed the likelihood that the borough has fallen below the 5-year land supply, and that this may result in speculative planning applications being approved until the local plan is published.

B/Cllr Helliard-Symons discussed the Nine Mile Ride resurfacing works, which had been planned to be completed during week commencing 29th August. These works had had to be postponed due to a gas leak and the contractors have now moved on to other works. B/Cllr Helliard-Symons is pushing for the works to be carried out as soon as possible, but no fixed date has yet been provided by WBC.

B/Cllr Helliard-Symons stated that Mr Chris Easton has been appointed as the new Deputy Director of Highways. B/Cllr Davies discussed his recent meeting with Mr Easton, covering the speed limit at Honey Hill and general issues relating to highway maintenance and the need for improved communications. B/Cllr Davies stated that there would be a reassessment of the surface condition of Nine Mile Ride and this is expected to be carried out in September.

Members discussed the failure of the highway contractors to remove signage, cones etc. It was agreed that this should be raised with Paula Malone.

B/Cllr Davies spoke about the Men's Shed and agreed to keep the council informed of any developments.

Cllr Martin stated he had not received a response from Mr Easton to his emails regarding the speed limit on Honey Hill. B/Cllr Davies stated Mr Easton had advised him that the data held by WBC does not justify changing the speed limit, and that Mr Easton has agreed to share this data with him. Cllr Martin stated that accidents had occurred on Honey Hill. B/Cllr Helliard-Symons emphasised that any accidents must be reported to the police. Problems with the speed limit signage were also discussed. B/Cllr Davies emphasised his support for Cllr Martin but that it was necessary to navigate the formal processes that exist to set the speed limit along Honey Hill.

22/82 CLERK'S REPORT

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

The Clerk has received a request for the use of Pinewood car park from a TV production company. The Clerk met the company on Thursday 1st September to discuss charges for use of the car park but has not yet heard back from them.

Cllr Plume discussed the maintenance of the shrubbery at Greenwood Road shops. Squires and Tesco have both declined to fund this work. The council's insurers have confirmed that the council would be covered for undertaking work to manage the planted area. Cllr Plume stated that a meeting will be held with residents and shop owners who have responded to the letter drop, and the matter will be progressed taking into account any feedback received at that meeting.

The Clerk stated that a request had been received indirectly for storage facilities. The Clerk stated that no further action will be taken until the organisation makes direct contact.

The Clerk discussed the Electoral Commission consultation and confirmed that the first phase is an information gathering exercise, and parish boundaries are not within scope of this consultation. Following this phase proposals will be published, expected to be in the first quarter of 2023. The Clerk stated it would be appropriate for the council to comment once proposals have been made. It was agreed that the Clerk will write to the commission thanking them for the information and noting the parish's interest in the consultation.

The Clerk reminded members that the Crowthorne Village awards will be held in November at the Morgan Centre and requested that members consider nominating local volunteers who have made a significant contribution to their community.

22/83 REPORTS FROM OUTSIDE / OTHER MEETINGS

A. Planning Enforcement Training, 2nd August 2022

The Clerk stated that WBC had asked that any planning enforcement enquiries should be raised via the 'request for service' option on the WBC website. This will ensure that enquiries are properly logged and handled.

B. Staffing Committee, 2nd August 2022

Cllr Plume noted the minutes of the meeting circulated as appendix 8B of the agenda.

C. Footpaths meeting with Lodden Valley Ramblers, 9th August 2022

Cllr Rogers reported that the meeting had been useful, and provided an overview of matters discussed, including the potential use of Byway 28 as a cycleway between Bracknell and Wokingham.

D. Buildings and Facilities Working Group, 10th August 2022

The Clerk stated that a report of this meeting would be made under item 9 of the agenda.

E. Borough Parish Liaison Forum – Electoral Commission Briefing, 23rd August 2022

Cllr Plume provided a brief overview of the meeting. The meeting attendees had agreed that the meeting dates should be changed to facilitate better attendance.

F. Pinewood Hall site evaluation meeting, 20th August 2022

Cllr Plume provided a brief report on the Pinewood Hall site evaluation carried out by himself and Cllr Whitehead, no issues had been identified.

22/84 PINEWOOD HALL PROJECT UPDATE

- A. To receive a verbal update and presentation on the Pinewood Hall refurbishment project. The Clerk presented photographs and provided a commentary on progress with the Pinewood Hall refurbishment. The Clerk stated that the first phase had been completed on time and that positive feedback had been received from parents of children attending the nursery. The Clerk reported that work on the second phase was proceeding in accordance with the programme.

Cllr Plume thanked the Clerk and Deputy Clerk for their work in this project. Cllr Plume reported that Cllr Cannon had requested to step down from the working group. Cllr Plume thanked Cllr Cannon for her work on the project.

Cllr Whitehead updated members on plans for an alcove in the lobby area. The Clerk discussed options for enclosed storage space. The proposals will need to be agreed by council as additional spending will be required. The Clerk noted that in order to incorporate these proposals within the current works, it may be necessary to make a decision on this prior to the October meeting. The decision could then be ratified at the October meeting. The Clerk would contact members once the plans and costings were progressed to a suitable point.

Cllr Plume encouraged members to view the hall. The Clerk stated that the hall is free between 12.30pm and 3.30pm on Fridays and requested that members contact the parish office to arrange a viewing.

22/85 OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS

The Clerk updated members on the process for appointing the external auditor and stated that this year the council had been offered the opportunity to opt out of the SAAA appointment arrangements. The Clerk recommended that the council does not opt out of the SAAA arrangements.

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

RESOLVED: The proposal that the council does NOT opt out of the SAAA Central External Auditor Arrangements was AGREED

22/86 PLANNING

- A. To receive and confirm comments from members on current planning applications (circulated 5th, 16th and 25th August).
Comments were received and confirmed. The Deputy Clerk noted that planning applications notified during week commencing 29th August would be collated and circulated this week.
- B. To note comments submitted and updates received on planning applications previously circulated via email to members on the dates specified above (as given in appendix 11B of the agenda).
The comments were discussed, and no further comments were made.

22/87 FINANCIAL INFORMATION

- A. To receive a report on outstanding balances (as given in appendix 12A of the agenda).
The report was received.

- B. To approve payments both made and still to be made (as given in appendices 12B(i) and 12B(ii) of the agenda).
- C. To receive a detailed income and expenditure report and financial performance against budget report to 30th July (as given in appendix 12C of the agenda).
The report was received.
- D. To receive a report of salary expenditure year to date (as given in appendix 12D of the agenda).
The report was received.

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

RESOLVED: Items A-D, above, were AGREED

- E. To approve a transfer of funds from the council's CIL account to the council's current account to reflect CIL spending 1st April to 31st July 2022 (as given in appendix 12E of the agenda).
The Clerk explained due to the high level of CIL spending in the year to date there is insufficient funds in the current account to make the payments without a transfer.

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

RESOLVED: A transfer of funds from the council's CIL account to the council's current account to reflect CIL spending 1st April to 31st July 2022, was AGREED

22/88 STAFFING HOURS

Cllr Plume referred to the decision paper given in appendix 13 of the agenda, to approve a recommendation from the Staffing Committee to increase the weekly working hours for the Deputy Clerk (Administration) from 24 hours to 30 hours per week with immediate effect.

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

RESOLVED: The recommendation to increase the weekly working hours for the Deputy Clerk (Administration) from 24 hours to 30 hours per week with immediate effect was AGREED

22/89 CHAIRMAN'S COMMUNICATIONS

With respect to the recruitment of a new Clerk, the Clerk reported an interest in the role. Members agreed that the application process should be extended until 19th September.

Cllr Plume and the Clerk provided an update regarding the Pinewood leases.

Cllr Plume discussed upcoming events:

- Cllr Foxwell will represent the parish at a Squires opening event on 7th September. This event has been delayed due to Covid.
- The Clerk will attend the Bucklers Park Stakeholders meeting on 7th September.
- Cllr Foxwell will attend a COATS AGM on 26th September.
- B/Cllr Clive Jones, Leader of WBC, will be visiting the Pinewood site on 15th September at 3.00pm.

22/90 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 3rd OCTOBER 2022

22/91 MEETING CLOSED AT 9:28 PM

Signed:

Date: 3rd October 2022