

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

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

Commencing 7:30pm and concluding at 9:05pm

Present: Councillors J Cannon, L Foxwell, P Jordan, C Lancaster, N Martin, J Montgomery, A Plume, J Rogers and K Whitehead and Borough Councillors C Bowring, D Davies and P Helliars-Symons. Steve Milton Locum Clerk, Sharon Way – Deputy Clerk. Member of the public – Katy Hughes (former WWPC Clerk)

Apologies: Councillors R Fenny, K Newland and S Turtle

22/112 WELCOME

Cllr Plume welcomed everyone to the meeting.

22/113 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Fenny, Newland and Turtle.

22/114 DECLARATIONS OF INTEREST

None.

22/115 APPOINTMENT OF PARISH CLERK

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

RESOLVED: The appointment of Steve Milton as Locum Clerk was AGREED

22/116 MINUTES OF COUNCIL MEETINGS

- a) Cllr Plume invited comments on the minutes of the part 1 meeting held on Monday 3rd October 2022.

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

RESOLVED: Minutes of the part 1 meeting, Monday 3rd October were AGREED

- b) Cllr Plume invited comments on the minutes of the part 2 meeting held on Monday 3rd October 2022.

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

RESOLVED: Minutes of the part 2 meeting, Monday 3rd October were AGREED

- c) Matters arising from the minutes of 3rd October.

None.

22/117 PUBLIC QUESTIONS

None.

22/118 BOROUGH COUNCILLORS' BRIEFING

B/Cllr Helliars-Symons referred to proposals for a local 'Repair Shop' and asked whether members were able to advise its location and when it would open. Cllr Cannon stated that it was going to be held at the Baptist Church in Crowthorne and was expected to open at the end of February.

Cllr Helliar-Symons stated that WBC was considering the use of Grays Farm as a possible site for a Special Needs School. Cllr Helliar-Symons stated that two new Special Needs Schools were required in the borough, but that more appropriate alternative sites were available, for example at Farley Hill, Arborfield and at the extra 1800 house development south of the railway line. Cllr Helliar-Symons was not aware of the status of the plans for a leisure facility at Grays Farm.

B/Cllr Davies had not received any further updates regarding Grays Farm.

B/Cllr Davies advised that work to find a location for the local Men's Shed organisation was progressing well.

B/Cllr Davies stated that he had been active in reporting cases of roadworks signs being left on the roadside and that several have now been removed. A survey of potholes along Nine Mile Ride will be carried out once the current roadworks are completed. B/Cllr Davies is waiting for the WBC Highways team to provide the scan of the survey carried out in September, and also to provide speed assessment data.

Cllr Rogers referred to misleading information being released by City Fibre. B/Cllr Davies stated that councillors are meeting with City Fibre next week and that he will report back.

Cllr Rogers referred to drainage issues along Nine Mile Ride. Cllr Rogers had taken some photographs and would be reporting the issues on the WBC website. B/Cllr Davies requested to be sent the reporting reference, as this would facilitate follow-up of the issue. Cllr Plume encouraged members to use the WBC website reporting tool.

With respect to Grays Farm, B/Cllr Bowring noted that there was a requirement for a sports facility to be provided as part of the SDL development.

***Please note** that the discussion on the Honey Hill speed limit (item number 15 of the agenda) preceded the Clerk's Report, however for the purpose of the Minutes the agenda order has been followed.*

22/119 CLERK'S REPORT

Cllr Plume referred members to the Clerk's report included in appendix 8 of the agenda.

Katy Hughes stated that Cllr Fenny had requested an update on the Neighbourhood Plan, and stated that no work had been carried out on this since the last steering group meeting in 2020 due to the other large projects that had been carried out over this period. Katy Hughes noted that some work had been carried out prior to this which could be picked-up and developed further.

Cllr Plume stated that the parish office opening times had changed to Tuesday, Wednesday and Thursday, 10am to 2pm.

22/120 REPORTS FROM OUTSIDE / OTHER MEETINGS

A. Site valuation meeting, 11th October 2022

The report was deferred to item 10 of the agenda.

B. Staffing committee meeting, 11th October 2022

Cllr Plume referred members to the minutes included as appendix 9B of the agenda, which were duly adopted.

- C. Circle Hill and Walters Recreation Ground Trust meeting, 18th October 2022
Cllr Whitehead attended and stated that it had been an interesting meeting and noted that the purchase of a Hornbeam in memory of Cllr Dye had been discussed. Members agreed that the council would continue with the existing plans to plant an English Hornbeam on a council site.
- D. Site valuation meeting, 25th October 2022
The report was deferred to item 10 of the agenda.
- E. Staffing Committee meeting, 28th October 2022
Cllr Plume referred members to the minutes included as appendix 9E of the agenda, which were duly adopted
- F. Grants review meeting, 2nd November 2022
The report was deferred to item 14 of the agenda

Cllr Rogers reported on the NAG meeting held on 19th October, and confirmed that an email report had been forwarded to the locum Clerk. Cllr Rogers reported that Martin Turner from Pinewood Football Club attended the meeting and discussed the potential use of Bigshotte playing field and pavilion by the club. Cllr Rogers also referred to the low police presence, with 3 PCSOs from Bracknell and 3 from Wokingham, with only one team on duty at any time, covering both areas.

22/121 PINWOOD HALL PROJECT UPDATE

- A. To receive a verbal update and presentation on the Pinewood Hall refurbishment project.
Cllr Plume thanked Katy Hughes and the office staff for their work on the refurbishment project. Cllr Plume referred members to Appendix 10A summarising the funding approved by council for the project and noted that the spend to date is below the approved budget.

Katy Hughes presented slides of the refurbishment project. Katy Hughes discussed the provision for baby changing and stated that, following extensive discussion, it had been agreed that a wall mounted unit would not be installed and that changing would be carried out using a mat on the floor of the disabled toilet. Katy Hughes stated that racking to the storage area had been provided by Creative Projects free of charge.

Katy Hughes stated that a fire risk assessment had been carried out, and a draft report had been received on 4th November. The one high priority issue is the need to install a fire barrier in the loft space. Cllr Plume requested that the report is shared with members, and in particular Cllr Foxwell as the Health and Safety officer.

Katy Hughes stated that on 4th November a reinstatement valuation had been carried out for Pinewood Hall, to ensure that sufficient insurance cover was in place for the refurbished hall.

Cllr Plume requested that Cllrs Foxwell and Jordan prepare a draft set of hall hirer notes, to ensure that the hall is kept in good condition.

- B. To consider and resolve a proposal for the installation of a batt and mastic fire barrier in the loft space between the JACAD dance studio and Pinewood Hall
Cllr Foxwell summarised the requirements identified in the fire risk assessment and proposed in the decision paper in appendix 10 of the agenda.

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

RESOLVED: The proposal to install a fire break in the loft between the JACAD dance school and the main hall as detailed in appendix 10 of the agenda was AGREED

22/122 APPOINTMENT OF INTERNAL AUDITOR

- A. To receive and approve the appointment of an Internal Auditor for the 2022-23 financial year

Cllr Plume referred members to the decision paper given in appendix 11 of the agenda and invited comments from members. No comments were received.

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

RESOLVED: The appointment of Paul Reynolds as Internal Auditor for the 2022-23 financial year as detailed in appendix 11 of the agenda was AGREED

22/123 PLANNING

- A. To receive and confirm comments from members on current planning applications (circulated 14th, 25th and 2nd September).

Comments were received and confirmed. Cllr Lancaster agreed to provide comments on the Oaklands Lane application.

- 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 12B of the agenda).

The comments were discussed, and no further comments were made.

22/124 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 30th September (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 13D of the agenda).
The report was received. Katy Hughes informed members that staffing costs will go over budget due to backdated pay increases in line with the national pay agreement.

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

RESOLVED: Items A-D, above, were AGREED

- E. To approve a transfer of funds for the council's Unity Trust account to cover the remaining spend on Pinewood Hall.

Cllr Plume referred members to the decision paper given in appendix 13E of the agenda and invited comments from members. No comments were received.

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

RESOLVED: A transfer of funds for the council's Unity Trust as detailed in appendix 13E of the agenda was AGREED

- F. To approve an updated version of the 'approved contractors and suppliers' list as at October 2022.

The boiler servicing contractor was discussed.

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

RESOLVED: The amendment of the list of approved contractors and suppliers given in appendix 13F of the agenda to be amended to include Ashrose Plumbing & Heating Ltd as an approved contractor for boiler servicing was AGREED

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

RESOLVED: The list of approved contractors and suppliers given in appendix 13F of the agenda, as amended above, was AGREED

22/125 GRANTS 2022-23

Cllrs Rogers and Jordan declared an interest.

Cllr Plume discussed the recommendations of the Finance Working Group as given in appendix 14 of the agenda, and invited comments from members. No comments were received.

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

RESOLVED: The recommendations for grant awards for 2022-23 as detailed in Appendix 14 of the agenda were AGREED

22/126 HONEY HILL SPEED LIMIT MATTER

Cllr Martin updated members on the issues and discussions relating to the residents' wish to have a speed limit of 30 mph along Honey Hill. Cllr Martin noted that he had sent a letter on the matter to Chris Easton on 2nd August but had not received a reply. Cllr Martin stated that the development of the SDL will exacerbate the use of Honey Hill as a cut-through and that a speed limit should be in place before there is a serious accident or a member of the public is killed. Cllr Martin referred to the speed limit change along Church Lane in Shinfield, which is in a similar situation to Honey Hill. Cllr Martin stated that he had written to Paul Fishwick (WBC Executive Member for Highways and Transport) on 4th November, suggesting a meeting to discuss the residents' proposals.

B/Cllr Helliard-Symons asked whether there was support for Cllr Martin's views from WWPC members. Cllr Plume requested a show of hands by members who support Cllr Martin's calls to reduce the speed limit. All members raised their hands. B/Cllr Helliard-Symons asked whether there had been any reported accidents along Honey Hill. Cllr Martin stated that accidents had been reported to WBC, including photographic evidence, and reiterated that the police were unhappy with the current limits. Cllr Plume recorded his thanks to Cllr Martin for his work done so far.

B/Cllr Davis confirmed his support and stated that the ward members would raise this matter at the next council meeting. Cllr Martin agreed to forward to the Borough Councillors his email of 4th November to Paul Fishwick.

22/127 CHAIRMAN'S COMMUNICATIONS

Cllr Plume provided an update on the Pinewood leases.

22/128 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 5th DECEMBER 2022

22/129 MEETING CLOSED AT 9:05 PM

Signed:

Date: 10th January 2023