

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 6th November 2023**

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

Commencing 7:30pm and concluding at 9:38pm

Present: Councillors L Foxwell, P Jordan, C Lancaster, N Martin, J Millett, J Rogers, and K Whitehead. Debbie Gooch – Clerk and Sharon Way – Deputy Clerk. Borough Councillor Pauline Helliars-Symons, plus three members of the public.

Apologies: Councillors R Fenny, J Montgomery (also B/Cllr), A Plume and S Turtle. B/Cllr D Davies.

23/97 WELCOME

Cllr Foxwell welcomed everyone to the meeting.

23/98 ACCEPTANCE OF APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Fenny, Montgomery (also B/Cllr), Plume and Turtle and B/Cllr Davies.

23/99 DECLARATIONS OF INTEREST

None.

23/100 MINUTES OF COUNCIL MEETINGS

A. Cllr Foxwell invited comments on the minutes of the meeting held on Monday 2nd October 2023.

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

RESOLVED: Minutes of the meeting, Monday 2nd October were AGREED with one abstention (abstention due to member not being present at the 2nd October meeting).

23/101 PUBLIC QUESTIONS

A member of the public discussed plans for the installation of a shed in the nursery's outside space. It was **agreed** that a separate meeting would be organised to discuss the shed.

7:49 pm – two members of the public left the meeting.

A member of the public presented proposals to site bee hives on Honey Meadow. Several matters were discussed including the number of hives, the best areas to locate them and hive inspections. The member of the public confirmed that they are a member of the Wokingham and District Bee Keeper Association and has public liability insurance. Cllr Rogers stated that Honey Meadow may be opened to public access at some point in the future and asked whether viability of the proposals required a minimum period, say a year, or more. The member of the public stated that an initial 12-month period would be sufficient and understood that the hives may need to be moved in the future. Cllr Lancaster advised the member of public to check with WBC whether planning permission is required.

8:01 pm – one member of the public left the meeting.

23/102 BOROUGH COUNCILLORS' BRIEFING

The Clerk stated Cllr Montgomery had sent an email confirming that a site meeting has been arranged with Cllr Paul Fishwick for Sunday 19th November at 11am to discuss the junction of

Nine Mile Ride and Heathlands Road. Members noted that Cllr Fenny may wish to attend this meeting.

B/Cllr Helliard-Symons stated WBC had confirmed that the contract for the SDR had not yet been let and it was not known when this work would start.

Regarding Gray's Farm, B/Cllr Helliard-Symons had received confirmation from WBC that the land would be used for sports pitches.

B/Cllr Helliard-Symons stated that WBC's plan to close litter bins across the borough would not now happen due to concerns over the likely increase in fly tipping, however there will still be a reduction in road cleaning and grass cutting. B/Cllr Helliard-Symons stated that the road maintenance contracts are not currently being managed properly. Members suggested that this matter should be added to the agenda of the site meeting with Cllr Paul Fishwick.

Members discussed the drainage at the top of New Wokingham Road and noted that following drain clearance work flood water was now draining after a relatively short period of time.

B/Cllr Helliard-Symons read an update email from B/Cllr Davies. B/Cllr Davies is pressing WBC to organise a meeting with Men's Shed to resolve the issues with respect to Bigshotte Park. B/Cllr Davies also stated that he had been informed by Imogen Shepherd-DuBey, WBC Executive Member for Finance, that the £10m loan to Woking whilst bankrupt was perfectly normal and there is no risk to the money and that this should be taken as the formal WBC response.

8:11 pm – B/Cllr Helliard-Symons left the meeting.

23/103 PLANNING

A. To review and comment on recent planning applications (as given in appendix 7a of the agenda)

- i. No. 232563, 118 Ellis Road, RG45 6PH
Following discussion, members agreed to submit the following comment:
No objection.
- ii. No 232566, 10 Westbury Close, RG45 6NL
Following discussion, members agreed to submit the following comment:
Wokingham Without Parish Council have no objection to this application provided that the planning officer is satisfied that the plans demonstrate sufficient parking and appropriate retention of landscaping.
- iii. No 232082, 52 Holmbury Avenue, RG45 6TQ
Following discussion, members agreed to submit the following comment:
No objection
- iv. No. 232193, Dunedin, RG40 3DY
Following discussion, members agreed to submit the following comment:
Wokingham Without Parish Council request that parking and storage of materials during construction should be on site and not on Nile Mile Ride. The planning officer should ensure that a construction management plan is in place and enforced to prevent traffic congestion along Nile Mile Ride.
- v. No. 232072, 6 Hinton Close, RG45 6LA
Following discussion, members agreed to submit the following comment:

No objection.

- vi. No. 231835, Holme Grange Craft Centre, RG40 3AW
Following discussion, members agreed to submit the following comment:
No objection.
- vii. Holme Grange Fishery, RG40 3BF
Members noted that application did not show the connection between the lake and the development land. Following discussion it was agreed that Cllr Lancaster would prepare a suitable response and forward to the Deputy Clerk for submission.

- B. To note planning decisions received.
Noted.

23/104 CLERK'S REPORT

The Clerk referred members to the report in appendix 8 of the agenda.

The Clerk discussed the break-in at Pinewood on 6th October.

The Clerk stated that three leases are still to be signed and discussed the issues related to the outstanding leases. The Clerk discussed the need to get the leases signed by the end of November to ensure all work is completed by the end of 2023.

The Clerk noted that there are spaces available for first aid training, which has been booked for 6th December. Cllr Rogers suggested places are offered to other members of the community.

The Clerk noted that the polling station consultation had been issued by WBC. The Clerk **agreed** to send a reminder email to all members asking them to respond.

The Clerk stated that a tree survey will be carried out in November. Going forward, surveys will be carried out based on risk assessed zones which will provide a more effective approach than individual 3 yearly surveys.

The Clerk stated that WBC had issued a licencing consultation and asked whether members wished to issue a collective response. Following discussion, it was agreed that WWPC would not issue a collective response to this consultation.

The Clerk stated that a new member has joined the adopt a street group and discussed the areas this volunteer would cover. The WWPC litter picker has stated that the purple bins are too large and that smaller bins on poles would be better, this is being followed up by the Clerk.

The Clerk asked members whether they wish to have a WWPC stall at the Crowthorne Christmas Event. Following discussion, it was agreed that a WWPC would not have a stall this year.

The Clerk discussed the out-of-hours emergency response. The Clerk has added the out-of-hours emergency response number to the parish office answerphone message.

The Clerk stated that five floodlights at Pinewood are no longer working and will be replaced in November.

The Clerk stated that staff appraisals had been completed.

The Clerk stated that CPC have requested to use the Kubota for one day a week for their waste disposal. Following discussion, members agreed that this is acceptable in principle, provided that appropriate terms can be agreed between WWPC and CPC.

The Clerk confirmed that the NALC 2023/24 pay increase has been finalised and this will be backdated to April for all staff.

23/105 REPORTS FROM OUTSIDE / OTHER MEETINGS

A. Wokingham Clerks – 18th October 2023

The Clerk stated that there was general frustration with WBC processes. The Clerk informed members that Katy Dagnell, Clerk of Finchampstead Parish Council, had sadly passed away following a short illness. The Clerk will attend the funeral.

B. Finance Working Group – 3rd November 2023

The Clerk stated that the finance working group met to discuss the payment of invoices for work on the Pinewood leases. The Clerk stated that the latest invoices received from Herington Carmichael and Blandy and Blandy have taken costs to £6,900 over the agreed £20,000 funding extension. These costs and any further costs incurred would have to be deducted from General Reserves and it was therefore important to have the process complete before the end of December. Cllr Foxwell stated that the cost of registering the leases with Land Registry was still to be incurred, but that this was a known cost. Members agreed that the clubs should be informed that any further delays would be at their own cost.

23/106 POLICIES

A. Review of flexible working policy as given in appendix 10 of the agenda.

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

RESOLVED: The Flexible Working Policy was AGREED.

The Clerk confirmed that the adoption date would be updated.

23/107 CORRESPONDENCE RECEIVED

A. Request from Flying Start Nursery to install a larger shed in the outside space at Pinewood Hall.

The Clerk stated that, as agreed, a separate meeting would be arranged to discuss this matter.

B. Request to site a beehive on parish land.

The Clerk **agreed** to discuss the matter with Cllr Turtle prior to drafting an agreement. Members confirmed that an agreement to allow the bee hives for an initial 12-month period was likely to be appropriate.

C. Road name suggestions request from Wokingham Borough Council.

Following discussions members agreed that the WWPC proposal would be 'Bigshotte –' with the second part of the name 'Walk / Way / etc' to be decided by WBC.

23/108 FINANCIAL INFORMATION

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

- B. To note payments both made and payments due (as given in appendices 12B(i) and 12B(ii) of the agenda).

Noted.

- C. To receive a detailed income and expenditure report and financial performance against budget report to 30th September (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 Lancaster it was:

RESOLVED: Items A-D, above, were AGREED

- E. To approve the 'approved contractors and suppliers' list (as given in appendix 12E).

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

RESOLVED: Item E, above, was AGREED

23/109 CHAIRMAN'S COMMUNICATIONS

Cllr Foxwell thanked Sarah Koudijs, Deputy Clerk – Finance, for 12 years of service.

23/110 ITEMS FOR THE NEXT AGENDA

- Grants
- BFC Local Plan

23/111 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 4th DECEMBER 2023

23/112 MEETING CLOSED AT 9:38 PM

Signed:

Date: 4th December 2023