

**Wokingham Without Parish Council
Minutes of the Council Meeting
Held on Monday 13th May 2024**

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

Commencing 7:30pm and concluding at 9:55pm

Present: Councillors L Foxwell, P Jordan, N Martin, A Plume, J Rogers, and S Turtle.
Borough Councillor: M Brunel-Walker
Debbie Gooch – Clerk and Marian Scott – Administrative Assistant.

Absent: Councillors R Fenny, K Whitehead, J Millet, C Lancaster, J Montgomery.

24/01 WELCOME

Cllr Foxwell welcomed everyone to the meeting.

24/02 ELECTION OF CHAIRMAN OF THE PARISH COUNCIL 2024-25

Cllr Foxwell requested that members nominate a chairman for 2024-25
Following a proposal from Cllr Turtle and seconded by Cllr Jordan it was:

RESOLVED: The appointment of Cllr Foxwell as the Chairman of the parish council was AGREED.

Cllr Foxwell read out and signed a declaration of office of Chairman.

24/03 ELECTION OF DEPUTY-CHAIRMAN OF THE PARISH COUNCIL 2024-25

Cllr Foxwell requested that members nominate a vice-chairman for 2024-25
Following a proposal from Cllr Foxwell and seconded by Cllr Turtle it was:

RESOLVED: The appointment of Cllr Martin as the Deputy-chairman of the parish council was AGREED.

Cllr Martin signed a declaration of office of Deputy-chairman.

24/04 ACCEPTANCE OF APOLOGIES

Apologies for absence were received from Councillors R Fenny, K Whitehead, J Millett, and J Montgomery.

24/05 DECLARATIONS OF INTEREST

None.

24/06 MINUTES OF COUNCIL MEETINGS

a) Cllr Foxwell invited comments on the minutes of the meeting held on Monday 8th April 2024.

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

RESOLVED: Minutes of the meeting, Monday 8th April were agreed

24/07 PUBLIC QUESTIONS

None.

24/08 BOROUGH COUNCILLORS' BRIEFING

B/Cllr Turtle recently elected and is currently taking part in councillor induction.
Newly elected B/Cllr Brunel-Walker introduced himself to the parish council.

Cllr Plume asked Cllr Brunel-Walker about his commitment to lowering parking charges now he is in a different political party and Cllr Brunel-Walker confirmed his support to minimal parking charge increases but explained that also important to ensure these services costs are covered ie road maintenance, enforcement etc. and that he does not support street metered parking charges.

Cllr Foxwell raised concerns of parishioners that transport links to Wokingham Without and Crowthorne are very poor – giving an example that there is a bus available to get to Tesco, Wokingham but there is no service back to New Wokingham Road.

Council discussed the limited interest in going into Wokingham and reasons behind this, together with ease of parking despite increased parking charges. Cllr Brunel-Walker confirmed he would take the comments back to Borough particularly the lack of bus services.

Cllr Brunel-Walker and Cllr Turtle agreed to discuss alternatives to holding monthly surgeries at St Sebastian's Hall and will update council as soon as possible.

24/09 APPOINTMENTS

A. Committees

- i. *Staffing Committee (minimum 3 members)*
Cllrs Foxwell, Martin, Plume, Rogers and Turtle **AGREED** to remain members of this committee.
- ii. To approve Terms of Reference for the staffing committee
Cllr Foxwell referred members to the Terms of Reference given in appendix 8a of the agenda and invited comments. The clerk agreed that increasing the Staffing Committee members to 5 would enable meetings to be arranged quickly when necessary. It was **agreed** that the Clerk would change the Terms of reference to include 5 members and bring it to the next council meeting for approval.

B. Working Groups:

- i. *Buildings and Facilities Working Group (including St Sebastian's Memorial Hall, Parish Office and tenanted buildings at Pinewood)*
Cllrs Foxwell, Plume, Turtle, Jordan, and Whitehead
- ii. *Finance Working Group (including grants and all matters relating to Health and Safety)*
Cllrs Foxwell, Martin, Plume, and Rogers
- iii. *Honey Meadow Working Group*
Cllrs Turtle, Fenny, Foxwell, Lancaster and Martin
- iv. *Wokingham Without Waste Action Group*
Cllrs Fenny, Millett, Rogers and Turtle

It was **agreed** that the noted members would be part of the above working groups

C. Outside Appointments (number of available spaces in brackets)

- i. *Wokingham Without & Crowthorne Parish Council Liaison Meetings* – members discussed and concluded this meeting had not met for some time and this outside appointment was no longer necessary.

- ii. *Borough Parish Liaison Forum (2)*
Cllrs Foxwell and Fenny
- iii. *Wokingham Borough Sports Council (1)*
Cllr Rogers
- iv. *Friends of Heath Lake (3)*
Cllrs Fenny, Foxwell, and Turtle
- v. *Circle Hill and Walters Recreation Ground Trust (4)*
Cllrs Turtle, Whitehead, Debbie Gooch and Phil Metcalf
- vi. *Pinewood Heritage Group (1)*
Members agreed that there was no longer a requirement for this group because the booklet had been published.
- vii. *Pinewood Orchard (1)*
Cllr Turtle
- viii. *Crowthorne Community Neighbourhood Action Group (3)*
Cllrs Foxwell, Jordan and Rogers
Cllr Foxwell advised that meetings have reduced to two per annum. Cllr Rogers said it was important to demonstrate that the two parishes are working together, given the issues around the split of police forces across the parishes. Members **AGREED** that the three councillors noted may still attend the meetings to ensure the two parish councils work well together but the representation would not be formal.

D. Other:

- i. Health and Safety and Safeguarding Champion (1)
Cllr Foxwell

24/10 REVIEW AND ADOPTION OF POLICIES FOR THE 2024-25 CIVIC YEAR

“Cllr Foxwell noted that no changes were recommended to the listed policies. The Clerk advised that NALC were due to publish revised Financial Regulations. Due to the fact that the parish council are no longer members of NALC, the updated documents would not be accessible. Members discussed rejoining NALC to support the council and keep all policies up to date in line with current government legislation. The council **AGREED** to rejoin NALC and the local county association.

- i. Standing Orders
- ii. Financial Regulations
- iii. Arrangements for reporting back following external meetings
- iv. Freedom of Information Policy and Publication Scheme
- v. Press and Media Policy

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

RESOLVED: That adoption of all five listed policies was AGREED.

24/11 REVIEW OF DOCUMENTATION FOR THE 2024-25 CIVIC YEAR

Cllr Foxwell referred members to the documents in appendix 10 of the agenda.

- i. Inventory of land and assets
The clerk advised the Inventory of land and assets would be brought to the next meeting for approval.
- ii. Insurance Cover
- iii. Council and staff subscriptions
- iv. Employment policies and procedures
Cllr Turtle suggested that the agenda should list policies due to reviewed in the forthcoming meeting.
- v. S137 expenditure

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

RESOLVED: That the documentation given above was AGREED.

24/12 MEETING DATES

Cllr Foxwell referred members to the meeting dates given in appendix 11 of the agenda.

RESOLVED: Members AGREED the proposed meeting dates.

24/13 PLANNING

A. To receive and confirm comments from members on current planning applications (as given on Agenda 12 a)

- i. No 240834 – Barn at Redlake Lane, RG40 3NB
No objection providing does not become a habitable building
- ii. No 240891 – 26 Hatch Ride, Crowthorne RG45 6LB
No objection
- iii. No 240892 – Land at phase 2a of the South Wokingham SLD
No objection
- iv. No 240938 – Unit 4, Priors Farm, Wokingham RG40 3BQ
No objection
- v. 241072 – 27a Greenwood Road, Crowthorne RG45 6QX
No objection
- vi. 232598 – Appeal: Holme Grange Fishery, Wokingham RG40 3BF
Members agreed to send a letter of objection which includes their previous comments and referring the planning officer to Appeal Ref: AVPP/V3310/3001650, BS26 2QA, items 22 and 23 of the decision report which are relevant in this case.

B. To note planning decisions received (Appendix 12b)

24/14 FINANCIAL INFORMATION

- A. To receive a report on outstanding balances (as given in appendix 13A of the agenda).
The report was received.

- B. To note payments both made and payments due (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 March (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.

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

RESOLVED: Items A-D, above, were AGREED.

24/15 CLERK'S REPORT

The Clerk reported that Precept has been received in April - £126,615.00

The Clerk confirmed members agreement to keep the additional comments on planning no 240768 – Land at St Sebastian Close RG40 3XA.

The Clerk confirmed the transfer of CIL funds from Co-Op Bank to Lloyds Bank because Wokingham Borough Council had deposited the funds in the wrong bank account.

The Clerk reported the response from WBC Planning Enforcement following council's complaint regarding lack of investigation and enforcement. This information had been emailed to all the councillors.

The Clerk and members discussed feedback on the use of St Sebastian's as a polling station. The clerk would obtain feedback from Wokingham Borough.

The Clerk reported that energy supplier has now been switched from Scottish Power to British Gas to solve the problem with lack of supplier invoicing.

The Clerk explained that the vision statement was outdated and awaits councillors' feedback but that in the meantime it has been refreshed with correct dates and awaits one final councillor photograph.

The Clerk gave feedback on the playground reports and that repairs will be carried out to the highlighted equipment.

The Clerk advised she has chosen a photograph of the Parish Office to add to the website which also serves to demonstrate the location of the office.

The Clerk advised that developers of 850 houses will be exhibiting plans to the parish council at 6:30pm prior to the next council meeting on 3rd June and holding an exhibition at St Sebastian's Hall on 14th June. This will provide council members with the opportunity to gain more information about the proposed development.

The Clerk reminded Council that she had received no replies for request for questions ahead of Giorgio Framaliccio's (Director of Place & Growth, Wokingham Borough Council) attendance at the July parish council meeting. Please could members forward topics for discussion to the clerk as soon as possible.

24/16 REPORTS FROM OUTSIDE / OTHER MEETINGS

a) Creative Project Services

The Clerk reported she had met with Creative Project Services to discuss outstanding issues with the Pinewood Hall refurbishment. TMV's had now been fitted in the bathrooms and kitchen. Members advised that this could be discussed further at a Buildings and Facilities meeting.

b) Staffing Committee

The Clerk advised that the minutes of the Staffing Committee will be circulated.

c) Friends of Heathlake Park

Cllr Foxwell and Turtle met with Simon Bartlett of Countryside service and gave an update on recent activities.

d) BBOWT Meeting

Cllr Turtle advised she had attended at Saturday workshop on green spaces with Berkshire, Buckinghamshire, Oxon Wildlife Trust (BBOWT).

The meeting provided a lot of useful information about managing green spaces.

24/17 CORRESPONDENCE RECEIVED

A resident raised concerns with the response they had received from Wokingham Borough regarding the difficulty with storage of the new wheelie bins. The Clerk agreed to obtain permission from the resident to share his contact details with Cllr Brunel-Walker, who will raise this with Wokingham Council.

24/18 CHAIRMAN'S COMMUNICATIONS

Cllr Foxwell stated she had not been contacted by Wokingham Borough regarding a Greater Crowthorne Transport Meeting. Cllr Brunel-Walker responded that Guy Gilbe is keen to set up a joint working group in attempt to make changes to the transport system.

24/19 DATE OF NEXT MEETING – 7.30 PM ON MONDAY 3rd June 2024

24/20 MEETING CLOSED AT 9:55 PM

Signed:

Date: 3rd June 2024