

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON THURSDAY 19 JANUARY 2017 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

PRESENT: Cllr Cundy, Chair. Cllr Markham, Vice Chair.
Cllrs Bowers, Bromley, Cornish, Mrs Driver, Marshallsay, May, Pearce, Pittock,
Rampton, Veitch, Weeks, Woof, Mrs Yorke.

Mrs Dagnall, Clerk.

26/2017 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Jennings – Frisby and Mrs Hartwell.

27/2017 DECLARATIONS OF INTEREST

Non pecuniary declarations of interest were received from Cllr Bowers in relation to the Parish Hardship Fund, and Cllr Veitch in relation to the Wokingham District Veteran Trees Association.

28/2017 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 14 December 2016 were signed as a true and correct record. Two minor points were amended.

29/2016 CHAIRMANS REPORT

- The Chairman's chain has been refurbished and was displayed at the meeting. A new box has also been purchased.
- Cllr Cundy wrote to the Chair of Wokingham District Association of Local Councils (WDALC) on 9 December 2017, copying in the Chair of the Berkshire Association of Local Councils (BALC), expressing concerns about the Organisations and seeking clarification on various points raised at the WDALC AGM held on 30 November 2016. No response has been received and the Clerk is following this up.

Cllr Cundy attended the BALC Executive Meeting on 18 January 2017. The Organisation does not appear to be operating efficiently or professionally, nor providing any benefit to the Council. This will be followed up for discussion at a future meeting of the Council.

- BALC has invited the Council to put forward a Cllr for the ballot for places at the Royal Garden Party on 1 June 2017. Cllr Markham has been nominated.
- Cllrs Bromley, Cundy, Rampton and the Clerk will be attending the Borough Parish Liaison Forum on Monday 23 January 2017 and will report back at the next Council meeting.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

30/2017 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch reported on the meeting held on 7 December 2016, minutes have been circulated.

Applications

11 applications were considered. There were no objections but comments were lodged against the following applications:

- Former Hazebrouck Barracks, Langley Common Road. Supported comments made by Arborfield and Barkham Parish Councils on the application for use of the land for filming.
- 25 Radical Ride. No objection subject to adequate parking provision.
- 416 Finchampstead Road – deferred to the next Committee meeting.

Gladman Developments is promoting land off Finchampstead Road, outside the Parish, for a potential development of up to 250 homes and has circulated information to local residents.

Decisions

Decisions were in line with WBC decisions, with the exception of:

- | | | |
|-----------------------------------|--|--------------|
| • 36 Sandhurst Road | FPC no objection | WBC refused |
| • 280 Nine Mile Ride | FPC no objection | WBC refused |
| • 75 Barkham Ride | FPC objected to the garage – now removed from the application. | |
| • Hollybush, Lower Wokingham Road | FPC objected | WBC approved |
| • 31 Barkham Ride | FPC objected | WBC approved |
| • The Old Orchard, Wick Hill Lane | FPC objected | WBC approved |

Other matters

- There were no new Appeals or any Appeal decisions.
- There were no new enforcement issues, 2 issues were closed.
- It was noted that the 6 years of legal proceedings over the Pineridge site have concluded successfully and the 22 mobile homes have been removed from the site.
- Cllrs Cornish, Mrs Driver, May, Veitch, Mrs Yorke and the Assistant to the Clerk will be attending a CCB workshop on Affordable Housing on 21 February 2017.
- Cllrs Cundy and Veitch will be attending a BALC training session on Planning on 7 March 2017.

Wokingham Borough Council (WBC) Local Plan Update / Call for Sites

Comments on the initial list of sites were collated and agreed by the Council at its December 2016 meeting and have been submitted to WBC.

A further two sites have been put forward and were considered by the Planning Committee. The Committee supported potential development on an area of land north of Reading Road, but objected to potential development of land at the back of Nine Mile Ride. Comments have been submitted to WBC.

FINANCE AND GENERAL PURPOSES COMMITTEE

Cllr Woof reported on current matters.

Financial position

- | | |
|---|------------|
| • Unity Trust Bank | £59,111.17 |
| Including £29,859 CIL receipts. | |
| • CCLA Public Sector Deposit Fund account | £70,789.78 |

The schedule of payments totalling £6691.29 (gross) was circulated to all Cllrs.

It was noted that the schedule included a £50 grant to Wokingham District Veteran Trees Association and an award from the Parish Hardship Fund.

All payments were approved and Cllrs Bromley and Woof agreed to authorise the electronic payments.

The Parish Hardship Fund was discussed. This originated from a Fuel Allotment Fund but for several years has been included in the Council's annual budget. It has proved increasingly difficult to utilise for its intended purpose. The Wokingham United Charities (WUC) exists to provide funds for those in need, including residents of Finchampstead. The WUC has considerable funds and is in a good position to administer an appropriate grant application and allocation process.

It was agreed that the Parish Hardship Fund should cease and that in future potential applicants would be directed to the WUC for support.

Committee Meeting held 11 January

- Business continuity and Emergency Planning
There has not been any progress with the actual plan but some related work has been undertaken re document management, policies and procedures and system backups. The Finchampstead Emergency Response Working Group met in December and there will be a meeting for Early Responders and Refuge representatives on 26 January 2017
- Policies and procedures
Several policies have been or are being updated. The Code of Conduct will be covered under agenda item 35/2017 below and further policy updates will come forward at future meetings. A training policy has been drafted and will be circulated to Cllrs in due course.
- Budget and precept for 2017/18 - this will be covered under agenda item 32/2017 below.
- Local Council Award Scheme
The Committee agreed to apply for a Foundation Award in 2017.
- Operation Bridge
WBC has been in contact regarding plans for events and arrangements should the Queen die. Neither the Parish Council nor St. James Church has any plans in place.
- Cllr Cornish attended the meeting and joined the Committee.

It was noted that the Human Resources (HR) Sub Committee met prior to the Committee meeting, and will be meeting again before February Main Council to discuss staffing matters.

AMENITIES COMMITTEE

Cllr Mrs Driver reported on current matters. The next Committee meeting is on 31 January 2017.

- British Telecom has agreed the request to adopt the red telephone box at the California Crossroads – subject to consultation with WBC. Potential uses will be discussed by the Committee.
- The Litter Warden has collected 1006 sacks of litter from our roadsides of the last year, he calculates this is about 181,000 pieces of litter. The Clerk has contacted WBC to ask about educating young people not to drop litter. A meeting is being planned to see how we can work with WBC over this. Cllr Mrs Driver has visited Nine Mile Ride and Gorse Ride Schools, and will also be visiting the Village School to talk about litter.

It was acknowledged that litter thrown from cars is a significant part of the problem.

RIGHTS OF WAY COMMITTEE

Cllr Woof reported on current matters.

- Circular walk 3 starting from the California Country Park has been published on the website. Waymarking will be arranged as soon as possible. .
- A local landowner has been contacted regarding the possibility of reinstating a link between BP26 and BP34. No response has been received to date.
- FP52 and paths around Sandmartins Golf Course – following a complaint from a local resident Cllr Woof had walked the paths and found them not as wet as expected. Cllr Woof has previously been in contact with WBC and Sandmartins Golf Course over potential improvements and this will be followed up.
- BP4 – the ditch has now been cleared by WBC, with some additional work by the Footpath Warden. The path is in better condition with no standing water, although there has been less rainfall than in recent years. Further work will be discussed in due course.
- FP9 – complaints about aggressive dogs at High Barn have been followed up with the WBC Dog Warden but no action can be taken unless an incident occurs. It was agreed that the Council should write to the property owner, and that individuals should be encouraged to log their complaints with the Dog Warden.
- FP9 – Cllr May removed a stump in the path but a further stump remains.
- FP13 – WBC delivered a gate to the Footpath Warden last week and this will be reinstalled as soon as possible.
- Green Ways – Cllr Woof is meeting a WBC Officer on 20 January to discuss the route of Green Way AR3 through the California Country Park.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- Church Lane / White Horse Lane – junction safety improvements
A quotation for £1300.00 plus VAT has been received to extend the 'verge' by the Parish Council noticeboard to prevent parking at the junction and force vehicles to the right when coming from the Church. This is within the current Committee budget. However, road repairs are needed directly opposite the proposed new 'verge' and would need to be implemented before or at the same time as the works to the 'verge'. The quotation for the road repairs – on land owned by the Church is £1790 plus VAT.

It was agreed that funding of the road repairs should be discussed again with the Church, and then the project discussed at the Roads & Road Safety Committee meeting on 1 March 2017.

- Speed Indicator Device (SID)
Weekly sessions are continuing and a new rota is being drawn up for February to April, including a new site on the Reading Road.
- Cllrs Bromley and May are attending a WBC Transport Vision workshop on 25 January 2017.
- A Park Lane resident has reported increasing use of Park Lane by large vehicles to Thames Valley Police, Crest Nicholson, WBC and relevant companies. Thames Valley Police is taking

action and Cllr Bromley has also been in contact with certain local companies.

- The Clerk has reported a number of pot holes to WBC and has thanked WBC for its prompt action in repairing these.
- Cllr Weeks gave an update on plans for the footway / cycleway on Nine Mile Ride. This will form a safer route to the new Bohunt School and is a requirement of the planning permission for the School. Detailed plans are in place, affected properties will be contacted in February and work is expected to commence in April 2017 with completion by September 2017.

31/2017 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Cllr Markham reported on a meeting held with Scout Group representatives on 19 January 2017, Cllrs Cundy, Mrs Driver, May and Veitch and the Clerk also attended.

The current lease for the Scout Hut in the California Country Park expired in 2011 and despite numerous approaches to WBC by both the Council and the Scout Group no progress has been made with securing a new lease.

The Scout Group also has concerns over the impact of the plans to improve the access and particularly parking on the activities of the Group and the safety of participants.

The Scout Group now plans to take legal advice with a view to taking action under the provision of the 1954 Landlord and Tenant Act. The Group will also encourage the parents of Group members to submit comments on the California Country Park planning application.

32/2017 BUDGET AND PRECEPT DEMAND 2017/18

The Finance & General Purposes Committee discussed the budget and precept demand for 2017/18 at its meeting on 11 January 2017. Following this the draft budget was circulated to all Cllrs.

Cllr Woof summarised the proposed budget which involves a 2.5% increase on the 2016/17 precept, and utilises reserves of around £10,000. The proposed budget is £137,275 with a precept demand of £126,944 (equating to a Band D figure of £22.17) and Cllr Woof recommended this for approval by the Council. This was unanimously approved by the Council.

Reserves to carry forward at the end of 2016/17 are expected to be around £70,000 including a total of £17,300 held in Ear Marked Reserves. This excludes the Community Infrastructure Levy receipts of some £30,000.

33/2017 COMMUNITY RIGHT TO BID

This power was introduced by the Localism Act 2011 and has been previously discussed by the Council.

Cllr Cundy and Clerk have progressed this and nominated the Queens Oak and Park View Village Shop as Assets of Community Value. The nominations were rejected by WBC on the grounds that these are commercial properties, despite the legislation allowing this.

The Clerk has followed this up with WBC and has also sought advice from the Central Government Department for Communities and Local Government. The Council is now in a position to submit a nomination but requires evidence of community support for the nominated asset.

The first asset to be nominated is the Queens Oak. Information was circulated and all Cllrs agreed to collect signatures in support of the nomination. The Clerk will also contact a number of local organisations for support. The intention is to submit the nomination in early February 2017.

34/2017 COMMUNICATIONS AND CONSULTATION

An update on Council communications was circulated.

The Annual Gathering will be held on 8 March 2017 and the Clerk will be arranging a meeting of the Consultation and Communications Working Group to discuss the event. Thames Valley Police and the FBC Youth Work Team have been invited to give presentations.

35/2017 CODE OF CONDUCT

An updated version of the Code of Conduct based on the latest WBC version was circulated by email. This contains exactly the same information as the previous Code but in an improved format.

The Code of Conduct was approved and adopted by the Council.

An updated guide to completing Disclosure Forms was also circulated. All Cllrs were asked to read this and to check that their disclosures are up to date. If changes are required Cllrs should contact the Clerk.

36/2017 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)

- Agreements over the Marino Family Trust part of the SDL were signed in early January 2017.
- Redrow Homes are expected to hold a public exhibition on proposals for Parcels H, J and I in February prior to submitting a planning application.

37/2017 CORRESPONDENCE

- Proposals for TRL site - public exhibition 24 and 28 January 2017 from 4.30 to 7.30pm at Crowthorne Baptist Church.
- Invitation to Wokingham Borough Sports Council AGM on 31 January 2017 at 7.30pm at Shute End.

Items circulated by email over previous month:

- NALC newsletters and bulletins.
- WBC news/media releases including Wokingham Town Centre improvements; Christmas recycling campaigns..
- WBC Traffic management updates.
- WBC Libraries information.
- Thames Valley Police alerts and household advice
- Rural Crime Action Group survey

38/2017 FORUM

No matters were raised.

39/2017 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 15 February 2017 at the FBC Centre. This meeting may start at the earlier time of 6.30 or 7pm – to be confirmed.

These minutes are subject to confirmation at the next meeting of the Council.

UNITY TRUST BANK ACCOUNT 10/01/17			£59,111.17	
INCLUDING CIL RECEIPTS TOTAL £29,859				
CCLA DEPOSIT ACCOUNT 31/12/16			£70,789.78	
TOTAL FUNDS			£129,900.95	
Outstanding cheques yet to be cleared	NET	VAT	TOTAL	
-				
TOTAL CHEQUES OUTSTANDING			£0.00	
Payments already approved and paid				
FATTORINI LTD (REGALIA REPAIR)	155.64	31.12	186.76	664099022
BT TELEPHONE/BROADBAND	63.48	12.69	76.17	DD
PAYMENTS JANUARY 2017			0.00	
STAFF COSTS	4,593.05	0.00	4593.05	
JDB CONTRACTORS(MEMORIAL / VIEW)	193.00	38.60	231.60	873423705
WINDOWFLOWERS - NEW PLANTER	183.77	36.75	220.52	419099337
WINDOWFLOWERS - FLORAL DISPLAYS	441.50	88.30	529.80	"
SSE STREET LIGHT MAINTENANCE	123.44	24.69	148.13	620949228
SSE STREET LIGHT ENERGY	136.82	6.84	143.66	CH300207
OFFICE DEPOT - OFFICE SUPPLIES	122.94	24.59	147.53	538933286
Allotment costs				
-	0.00	0.00	0.00	
Grants and contributions - subject to final approval by Council where appropriate				
READIBUS - COMMUNITY TRIPS	177.00	0.00	177.00	140535792
WD VETERAN TREE ASSOCIATION - GRANT	50.00	0.00	50.00	CH300208
PH FUND GRANT/McEVOY&ROWLEY LTD	375.00	75.00	450.00	375178687
TOTAL JAN 2017 PAYMENTS			£6,691.29	
TOTAL REMAINING			£123,209.66	
JANUARY PETTY CASH / CARD PAYMENTS				
<i>Total petty cash payments</i>	0.00	0.00	0.00	
<i>Total Card payments (Clerk)</i>	29.52	0.00	29.52	
<i>Total Card payments (Footpath Warden)</i>	0.00	0.00	0.00	
TOTAL	29.52	0.00	£29.52	