

## FINCHAMPSTEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON 12 APRIL 2017 AT THE FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD

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**PRESENT:** Cllr Cundy, Chair.  
Cllrs Bowers, Cornish, Mrs Driver, Mrs Hartwell, Mrs Jennings – Frisby, Marshallsay,  
May, Pearce, Pittock, Rampton, Veitch, Weeks, Woof, Mrs Yorke.

Mrs Dagnall, Clerk.

#### **143/2017 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Bromley.

#### **144/2017 DECLARATIONS OF INTEREST**

No declarations were received.

#### **145/2017 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 16 March 2017 were signed as a true and correct record.

#### **146/2017 CHAIRMANS REPORT**

- Cllr Cundy advised that following the resignation of Cllr Markham the notice of the vacancy has been published in accordance with Section 87(2) of the Local Government Act 1972. Wokingham Borough Council (WBC) has advised that 10 electors have given notice of a request for an election to fill the vacancy, and a bye election will now take place on 1 June 2017. The Notice of Election will be published on 25 April 2017.

The Council agreed that poll cards should be issued. The Clerk will advise WBC of the decision.

- WBC had been expected to give a presentation on the proposed improvements to Nine Mile Ride but have advised that there is little to report at present. Work to make the footway safer for pedestrians has commenced, including cutting back vegetation, rationalising street furniture and adding appropriate signage. A controlled crossing will be installed on Park Lane. There has been no further progress with alternative plans for a cycle route.
- The Queen's Oak Public House has now been listed as an Asset of Community Value. The next nomination to be put forward will be the Park View Village Shop, subject to further discussion with the owners. Cllr Cundy and the Clerk will progress this.
- Further to discussion at the previous meeting the Council has now joined the Hampshire Association of Local Councils (HALC) and Cllr Cundy and the Clerk have met the Chief Executive. The Berkshire Association of Local Councils (BALC) and Wokingham District Association of Local Councils (WDALC) have been advised that the Council's membership will not be renewed. The National Association of Local Councils has also been advised that with regret the Council will no longer be a member of the Association.
- WBC is encouraging the Local Parish and Town Councils to put plans in place for the eventual death of the Queen, or of another senior member of the Royal Family. The proposed action is to purchase two condolence books and to prepare a statement ready to publish on the website. The Clerk will also contact St. James' Church about specifying a place for any flowers to be left.

## **PUBLIC PARTICIPATION SESSION**

No members of the public were present.

## **147/2017 COMMITTEE REPORTS**

### **PLANNING COMMITTEE**

Cllr Veitch reported on the meeting held on 22 March 2017 and other matters, minutes of the meeting have been circulated.

- A recent change in planning law now permits changes of use of offices to dwellings without the need for planning permission.
- Cllr Veitch attended a WBC Local Plan Update session on 27 March 2017 and has circulated notes. The Clerk has also circulated a related presentation – with the Borough Parish Liaison Forum minutes.

### **Applications**

15 applications were considered. Objections were lodged against the following applications:

- Land west of Twin Oaks, Longwater Lane.
- 2 West Court Cottages, Park Lane.
- 72 Reading Road.
- 21 Goldsmith Close.

There were no objections to applications at Masdar House, 1 Reading Road, or White Horse Stable, White Horse Lane, but comments were submitted relating to mitigation for the Thames Basin Heaths.

### **Decisions**

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

- |                      |                  |              |
|----------------------|------------------|--------------|
| • 85 Kiln Ride       | FPC no objection | WBC refused  |
| • 274 Nine Mile Ride | FPC objected     | WBC approved |

The application for improvements to access and car parking at the California Country Park was approved.

### **Other matters**

- Gladman Developments Ltd. has been in contact regarding proposals for 100 dwellings on land west of Finchampstead Road. A meeting is being arranged.
- The Appeal at 16 Birch Road was withdrawn. There are new Appeals at Church Farm and Moonrakers, Church Lane. There is also an Appeal at Land adjacent to 16 and 18 Barkham Ride, within Barkham Parish.
- Cllr Marshallsay attended the informal hearing on the Broughton Appeal on 6 April 2017.
- There were two new enforcement issues, no issues were closed.

## **FINANCE AND GENERAL PURPOSES COMMITTEE**

Cllr Woof reported on the financial position of the Council and current matters.

### **Financial position**

- Unity Trust Bank £47,814.31  
Including £29,859 CIL receipts.
- CCLA Public Sector Deposit Fund account £70,835.80

It was noted that the first instalment of the precept for 2017/18 has been paid by WBC. The schedule of payments totalling £6043.21 (gross) was circulated to all Cllrs. All payments were approved and Cllrs Cundy and Woof agreed to authorise the electronic payments.

### **Other matters**

- The end of year accounts have been completed and the Annual Return will be presented at the May meeting of the Council.
- The next meeting of the Committee is on 26 April 2017 and will be reported on at the May meeting.

### **AMENITIES COMMITTEE**

Cllr Mrs Driver reported on current matters.

- The third California Crossroads Tidy Up was held on 2 April 2017. The Barkham Ride roundabout was also weeded.
- The defibrillator at the California Crossroads is out of service and has been sent for evaluation.
- British Telecom has confirmed that the Council can adopt the red telephone box at the crossroads – it will now be decommissioned. Uses for the box and potential relocation will be considered when the California Crossroads improvement project progresses.
- JDB Contractors have advised that they will no longer maintain the War Memorial surrounds – they have recommended an alternative contractor and the Clerk is following this up.
- Cllr Veitch and the Clerk visited the allotment site on 21 March 2017 to discuss plans to create more plots in the south west corner – this will be going ahead over the coming months.

It was agreed that the Clerk should contact the Cemex Ltd Land Agent again regarding an extension to the lease or purchase of the land, and also purchase of adjacent land. The lease for the WBC owned part of the allotment site is likely to be replaced with a new 30 year lease.

- A meeting was held with 1<sup>st</sup> Finchampstead Scout Group representatives on 12 April 2017. The Group wishes to stay in the Park but is unable to develop the Group or the premises without the security of a lease with WBC.
- Cllrs Cundy, Veitch, Woof and the Clerk will be meeting WBC on 21 April 2017 to discuss the proposals for the California Country Park, the Scout Group issue and also other matters. Cllr Weeks agreed to also attend the meeting.

### **RIGHTS OF WAY COMMITTEE**

Cllr Woof reported on the meeting held on 5 April 2017 and current matters.

- There is concern over the increasing number of cyclists are using the footpath network. Additional signage will be discussed with WBC, and ways to promote routes available to cyclists will be considered.
- A meeting is being arranged with WBC to discuss action on various maintenance and condition issues, and next stages with plans to extend the network.
- Cllrs Cundy, Weeks and the Clerk met the family of David Hicks on 3 April 2017 to discuss plans to mark the 10<sup>th</sup> anniversary of his death in action in Afghanistan. The potential for a sponsored walk or a named circular route was discussed and is being followed up.

- Cllrs Cornish and Woof plan to discuss potential routes for further circular walks to add to the three walks now published.
- A response has been submitted to the WBC public consultation on proposals for Green Way AR3 running from Commonfield Lane through the California Country Park. This will be discussed at the meeting between Cllrs Cundy, Veitch, Weeks, Woof, the Clerk and WBC on 21 April 2017. The restoration plans for Fleet Hill and Manor Farms will also be discussed at this meeting. There is concern that the Council has not been kept updated with progress on the site. Cllr Weeks advised that he is arranging a meeting for Cllrs to visit the site with representatives from Cemex Ltd. and WBC.

## **ROADS & ROAD SAFETY COMMITTEE**

Cllr May reported on current matters.

- Speed Indicator Device (SID) sessions continue on a weekly basis. Thames Valley Police has recommended a supplier of a pole mounted SID and a demonstration will be arranged shortly with a view to purchasing a unit.
- WBC Highways Officers have requested a meeting to discuss the Councils traffic monitoring activities with a view to encouraging other Councils to undertake similar work. This will be arranged as soon as possible.
- WBC is reviewing all of its Traffic Regulation Orders (TRO's) relating to parking restrictions – in connection with the plans to bring in Civil Parking Enforcement (CPE). A consultation has been received on a new map based TRO and this will be looked at in detail to ensure that all appropriate restrictions are in place within the Parish.

Parking issues at the end of Gorse Ride North were noted – the Clerk will report this to Thames Valley Police. St James Road and Fir Cottage Road both have known parking issues.

- As reported at the previous meeting WBC has advised that the replacement of street light columns in the Parish will start in April 2017.
- Parking in The Village is an ongoing issue and a number of complaints have been received about parking on the verge outside the Memorial Park, and in The Village generally. This has been discussed by the Finchampstead Park Management Committee (FPMC) and a consultation with residents is planned to seek opinions on options to alleviate the problem.

## **148/2017 FINANCIAL MATTERS**

Cllr Woof advised that the Council's Financial Regulations require approval for the use of variable direct debits, bankers standing order and BACS payments to be renewed at least every two years. Currently only two direct debits are in place, standing orders are not used but extensive use is made of BACS payments.

There was unanimous approval for the continued use of direct debits, standing orders and BACS payments by the Council.

Cllr Woof advised that following the resignation of former Cllr Markham a further account signatory is required. Current signatories are Cllrs Bromley, Cundy, Mrs Driver and Woof.

Cllr Woof proposed that Cllr Veitch be appointed as a signatory and this was unanimously approved.

## **149/2017 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

### **Borough Parish Liaison Forum - 3 April 2017**

Cllrs Cundy and Rampton attended the meeting which included an update on the WBC Asset Review and progress with the Local Plan Update.

### **FBC Centre Advisory Group - 29 March 2017**

Cllrs Cundy and Weeks attended the meeting. Matters discussed included parking, and the impact of the Arborfield Development.

### **Finchampstead Neighbourhood Action Group – 4 April 2017**

Cllrs Rampton and Weeks attended the meeting. Thames Valley Police representatives were present and updated on further changes including the closure of the Crowthorne Station.

### **Finchampstead Park Management Committee (FPMC) Annual General Meeting – 10 April 2017**

Cllr Weeks attended the meeting as the Parish Council representative on the Committee. Cllr Cundy also attended as the representative of Finchampstead School.

Cllr Cundy has looked into lining of the car park and has had an initial quotation. A site meeting with the contractor is being arranged.

### **Gorse Ride Estate**

Cllrs Bowers, Cundy and Weeks attended the public meeting on 21 March 2017 on proposals for the first phase of redevelopment of the Estate which have now been approved. WBC has committed to further phases of redevelopment, subject to when funding is available.

There are concerns amongst residents about future tenancy arrangements, the impact of the redevelopment on the structure of the community, and also the potential lack of bungalows.

The Steering Group for the project is to be reconvened shortly.

### **Keep Mobile Annual General Meeting – 8 April 2017**

Cllr Rampton attended the meeting which marked the 25<sup>th</sup> year of operation. It was noted that most Parish and Town Councils in the area contributed to the Organisation in 2016/17.

## **150/2017 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)**

- The Steering Group meeting planned for 4 April 2017 was cancelled. The next meeting is on 9 May 2017.
- The Community Forum held on 20 March 2017 was well attended. The main topics of interest were the Cemex Ltd application for mineral extraction on the Farley Farm estate, and the decision not to construct a cycleway on the north side of Nine Mile Ride.
- Cllrs May attended the Community Liaison Group meeting on 10 April 2017. There were updates on current progress and the future works programme. The Nine Mile Ride Extension is due to be completed at the end of May 2017.
- Cllr Pittock advised that the new school will be handed over to Bohunt in June 2017. Negotiations are taking place over the school use of the gymnasium, in connection with the new WBC Leisure contract.

## **151/2017 COMMUNICATIONS AND CONSULTATION**

An update on Council communications was circulated.

It was noted that use of the Council's website and Facebook page has continued to increase.

The 2016/17 Annual Report will be delivered to all households in the Parish on 24 April 2017.

### **152/2017 CORRESPONDENCE**

- Dr Phillip Lee MP newsletter.

Items circulated by email over previous month:

- NALC newsletters and bulletins.
- BALC e bulletin.
- CCB Action for All e bulletin.
- WBC news/media releases including start of grass cutting; first phase of Gorse Ride Estate regeneration; review of funding for non profit organisations.
- WBC Traffic management updates.
- WBC Libraries information.
- Thames Valley Police alerts and event information.
- Thames Valley Police 5 year Police and Crime plan.
- Re3 information.
- Arborfield SDL information and newsletters.
- Wokingham United Charities notification of vacancy at Westende.
- LEAF newspaper.

### **153/2017 FORUM**

- Cllr May asked about the new WBC policy offering protection for historic features. The Clerk will chase this up.
- Cllr Pearce advised that the litter bins at the FBC playing fields are regularly overflowing. The Clerk will report this to WBC.

### **154/2017 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

The next meeting will take place on Thursday 25 May 2017 at the Memorial Hall at 7.30pm. This will be the Annual Meeting of the Council and the Clerk will be contacting all Cllrs regarding membership of Committees and representation on other Groups for the coming year.

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

**APRIL 2017 PAYMENT LIST**

|  |            |                |                    |           |
|--|------------|----------------|--------------------|-----------|
|  |            |                |                    |           |
| <b>UNITY TRUST BANK ACCOUNT 10/04/17</b>   |            |                | £47,814.31         |           |
| INCLUDING CIL RECEIPTS TOTAL<br>£29,859  |            |                |                    |           |
| <b>CCLA DEPOSIT ACCOUNT 31/03/17</b>   |            |                | £70,835.80         |           |
|  |            |                |                    |           |
| <b>TOTAL FUNDS</b>   |            |                | <b>£118,650.11</b> |           |
|  |            |                |                    |           |
| <b>Outstanding cheques yet to be cleared</b>   | <b>NET</b> | <b>VAT</b>     | <b>TOTAL</b>       |           |
| -  |            |                |                    |           |
| <b>TOTAL CHEQUES OUTSTANDING</b>   |            |                | <b>£0.00</b>       |           |
|  |            |                |                    |           |
| <b>Payments already approved and paid</b>  |            |                |                    |           |
| BT TELEPHONE/BROADBAND   | 63.48      | 12.69          | 76.17              | DD        |
| ROYAL MAIL DOOR TO DOOR  | 825.35     | 165.07         | 990.42             | 462362635 |
| SSE (STREET LIGHT ENERGY)  | 139.53     | 6.97           | 146.50             | CH300211  |
| SSE (STREET LIGHT MAINTENANCE)   | 123.44     | 24.69          | 148.13             | 653758076 |
| CHAIRMANS EXPENSES   | 56.99      | 0.00           | 56.99              | 11501392  |
| ANNUAL GATHERING EXPENSES  | 125.96     | 0.00           | 125.96             | "         |
|  |            |                |                    |           |
| <b>PAYMENTS APRIL 2017</b>   |            |                |                    |           |
| STAFF COSTS  | 4,373.33   | 0.00           | 4373.33            |           |
| WINDOWFLOWERS LTD  | 441.50     | 88.30          | 529.80             | 890085280 |
| GREENHAM (LITTER WARDEN<br>SUPPLIES)   | 118.78     | 23.76          | 142.54             | 513143429 |
| BT PAYPHONES - ADOPTION  | 0.83       | 0.17           | 1.00               | CH300215  |
| OFFICE DEPOT - LAMINATOR/SUPPLIES  | 78.71      | 15.74          | 94.45              |           |
| JAY PRINTERS (ANNUAL REPORT<br>PRINT)  | 358.00     | 0.00           | 358.00             | 668624012 |
| A. HARLAND (ACCOUNTANT)  | 175.00     | 0.00           | 175.00             | 183225595 |
| SLCC REFERENCE BOOK  | 19.99      | 0.60           | 20.59              | 596092647 |
| CPRE - MEMBERSHIP  | 36.00      | 0.00           | 36.00              | CH300213  |
| RAMBLERS - MEMBERSHIP  | 60.50      | 0.00           | 60.50              | CH300214  |
|  |            |                |                    |           |
| <b>Allotment costs</b>   |            |                |                    |           |
| JDB CONTRACTORS - TREE WORKS   | 150.00     | 30.00          | 180.00             | 296675477 |
| <b>Grants and contributions - subject to<br/>final approval by Council where<br/>appropriate</b> |            |                |                    |           |
| READIBUS - COMMUNITY TRIPS   | 72.00      | 0.00           | 72.00              | 853198867 |
|  |            |                |                    |           |
| <b>TOTAL APRIL 2017 PAYMENTS</b>   |            | <b>£158.57</b> | <b>£6,043.21</b>   |           |
| <b>TOTAL REMAINING</b>   |            |                | <b>£112,606.90</b> |           |
|  |            |                |                    |           |