

## FINCHAMPSTEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON 18 JANUARY 2018 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

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**PRESENT:** Cllr Bromley, Vice Chair.  
Cllrs Bowers, Mrs Driver, Mrs Eytle, Marshallsay, May, Mrs Jennings-Frisby, Pearce,  
Pittock, Rampton (part), Veitch, Weeks, and Woof.

Mrs Dagnall, Clerk.

#### **26/2018 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Cornish, Cundy and Mrs Hartwell.

#### **27/2018 DECLARATIONS OF INTEREST**

No declarations were received.

#### **28/2018 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Council held on 13 December 2017 were signed as a true and correct record.

#### **PUBLIC PARTICIPATION SESSION**

No members of the public were present.

#### **29/2018 WOKINGHAM BOROUGH COUNCIL EXECUTIVE MEMBER FOR STRATEGIC PLANNING AND HIGHWAYS**

Wokingham Borough Council (WBC) Councillor David Lee spoke to the Council regarding the Local Plan Update and current housing supply matters.

It was agreed that the Clerk would arrange a meeting of a small group of Cllrs to discuss the potential for further correspondence with Central Government Ministers, and any other action which could be taken.

#### **30/2018 CHAIRMANS REPORT**

- Cllrs Bromley, Cundy, Mrs Driver, Veitch and Woof and the Clerk met the WBC Interim Chief Executive on 4 January 2018. WBC priorities and matters of concern to the Parish Council were discussed and various follow up actions agreed.
- Remembrance Day Parade – comments have been received about the lack of a road closure for the walk back to the Memorial Hall following the service at the War Memorial. Cllr Weeks confirmed that arrangements were as in previous years but with an increased number of Thames Valley Police Officers present. The road has never been closed for the return walk to the Memorial Hall. The Clerk will advise the Church and others of this.
- It was suggested that Cllrs write a brief profile about their background and involvement with the Council for the benefit of new Cllrs, and also for publication on the website. After discussion it was agreed that this would not be progressed.
- The 2018 meeting schedule was circulated at the previous meeting. It was noted that the Main Council meeting on 17 May will be held at the Memorial Hall, not the FBC Centre as on the schedule.

## **31/2018 COMMITTEE REPORTS**

### **PLANNING COMMITTEE**

Cllr Veitch advised that the Committee met on 20 December 2017 and 10 January 2018. Minutes of both meetings have been circulated.

### **FINANCE & GENERAL MANAGEMENT COMMITTEE**

Cllr Woof reported on the meeting held on 9 January 2018 and the financial position of the Council. Minutes of the meeting have been circulated.

#### **Committee meeting 9 January 2018**

- **Community Infrastructure Levy**

Approximately £48,000 is expected this April and a further £98,000 is pending. The Council currently has a balance of £4800 which is committed in principle to the Avery Car Park project.

- **Grants and donations**

Grants and donations were considered at the October 2017 meeting of the Committee but 3 additional applications had been received. The Committee agreed to support applications from the Gorse Ride Schools (£1000 towards a Restorative Practice project) and the Finchampstead Netball Club (£600 towards fees and equipment for those in need). The grants were unanimously approved by the Council.

A further application from the First Days Charity was referred to the Wokingham United Charities as it was felt the organisation was well placed to offer the support required.

- **Budget and Precept demand for 2018/19**

This is covered under agenda item 32/2018 below

- **Strategy development**

Cllrs Bromley, Cundy and Woof and the Clerk are meeting on 23 January 2018 for an initial discussion about how to take this forward following the visioning session held in November 2017.

- **Paperless working**

The Committee agreed that this should be discussed by Main Council at its meeting on 21 February 2018.

#### **Financial position**

- Unity Trust Bank £31,409.56
- CCLA Public Sector Deposit Fund account £45,973.00
- CCLA Property Fund £25,000
- Including £4,859 CIL receipts.

The schedule of payments totalling £8250 (gross) was circulated to all Cllrs and was unanimously approved. Cllrs Veitch and Woof agreed to authorise the electronic payments.

### **AMENITIES COMMITTEE**

Cllr Mrs Driver advised that the Committee is meeting on 24 January 2018 and will report at the February Council meeting.

### **RIGHTS OF WAY COMMITTEE**

Cllr Woof reported on current matters.

- There have been some comments and complaints about surface conditions on certain paths including FP52, paths around Sandmartins Golf Course and FP33. This is not unexpected for the time of year but has been reported to WBC. The potential for longer term solutions to some of these issues will be discussed with WBC.
- A public consultation is underway on the next Green Way which will link the new Green Way in the California Country Park with Nine Mile Ride. Cllrs Cornish, Woof and the Clerk have discussed the plans and responded on behalf of the Parish Council. While the route is supported in principle there are concerns over the need for sections of the path when an existing route could be used, the number of gates, new fencing, loss of trees and the level of access for the less mobile.

### **ROADS & ROAD SAFETY COMMITTEE**

Cllr Bromley reported on current matters.

- Traffic monitoring and speed Indicator Device (SID) sessions on Nine Mile Ride have shown a significant speeding issue – following the speed limit reduction to 30mph. WBC has recently installed its Vehicle Activated Signs which will remain in place for a 2 week period and SID sessions will continue to take place.
- Plans to install a knee rail to prevent parking on the verge outside the Memorial Park are progressing. The utility searches are complete and a contractor has been appointed by the Finchampstead Park Management Committee.
- The proposed layout for the Avery Car Park was agreed in December 2017 and the scheme is now being costed by WBC. Cllr Bromley has arranged a meeting with Nine Mile Ride Primary School to update the School on progress and to confirm plans for managing the school drop off zone.

### **32/2018 BUDGET AND PRECEPT DEMAND 2018/19**

The Finance & General Management Committee discussed the budget and precept demand for 2018/19 at its meeting on 9 January 2018. Following this the draft budget was circulated to all Cllrs.

Cllr Woof summarised the proposed budget which involves a 10% increase on the 2017/18 precept, and utilises reserves of around £6,500. The proposed budget is £152,241 with a precept demand of £139,638 equating to a Band D figure of £24.20. Cllr Woof recommended the budget and precept demand for approval by the Council and this was unanimously approved.

Reserves to carry forward at the end of 2017/18 are expected to be around £70,000 including a total of £25,300 held in Ear Marked Reserves. This excludes the Community Infrastructure Levy receipts of some £4800.

### **33/2018 COMMUNICATIONS AND CONSULTATION**

Cllr Pearce reported on the Working Group meeting held on 10 January 2018.

#### **Household consultation**

- A summary of the consultation outcome and a copy of all of the comments submitted have been circulated to all Cllrs.
- The next e newsletter will include a summary of the response and the priorities identified by residents. Future newsletters will include regular updates.
- A summary will be published on the website.
- It was agreed that each Committee should look at the comments relating to their area and should group these into categories including what the Council is already / can or could do and what it cannot undertake and / or influence. This should be completed by the end of March

and will feed into work on the overall strategy for the Council.

### **Annual Gathering**

- The event will be held on 7 March 2018.
- It was agreed that the format would be as in previous years with Committee Chairs reporting on the previous year with a brief comment about plans for the coming year. The written reports should be forwarded to the Clerk by 16 February. It is intended that a power point template will be developed which the presentations will be put into.
- The Chairman's speech will cover the household consultation, the visioning session and plans for a future strategy, the major schemes affecting the Parish and the challenges and opportunities ahead.

### **Annual Report**

- This will be in a similar format to previous reports and will cover the consultation outcome as well as other items.
- The 2016/17 report was distributed to all households in the Parish and it was agreed that this should be repeated with the 2017/18 report, subject to final approval when detailed costs are known.

### **34/2018 CASUAL VACANCY**

The vacancy is being advertised with a closing date of 31 January 2018 and the co-option will take place at the Main Council meeting on 21 February 2018.

Proposals for how the co-option process could be run were circulated prior to and at the meeting.

It was agreed that candidates would have up to 10 minutes with the Council; they would be asked a standard question in advance of the meeting around views on priorities for the Council; Cllrs will be able to ask questions within the time available and there would be no discussion over the candidates.

It was also agreed that the ballot paper should be amended to allow a vote for 'none of the above'. In the event of a tie the Chairman would have a casting vote.

### **35/2018 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

#### **Gorse Ride Estate Regeneration**

Cllrs Bowers advised that a walkabout took place in late December 2017 with senior officers and Cllrs from WBC. The project is progressing well with further revisions to the draft layout plans. The next meeting of the Steering Group is on 24 January 2018 and will focus on tenancy matters.

### **36/2018 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)**

- Cllrs Bromley, Mrs Driver, Pittock and Veitch and the Clerk attended a meeting with Crest Nicholson on 11 January 2018 to discuss proposals for the new District Centre at Arborfield Green. A public exhibition on the proposals was held on 18 January 2018. The District Centre will include a restaurant, supermarket, additional shops and businesses and residential development around a market square. There will also be a community centre and potential other community facilities.
- Cllrs Mrs Driver, Pittock and Weeks attended an information evening at the Bohunt School on 10 January 2018. There are some issues over arrangements for the shared use of the gym and the school pupil intake.
- Surgery provision is still under discussion.
- The Steering Group is meeting on 6 February 2018.

**37/2018 CORRESPONDENCE**

Correspondence has been circulated by email.

**38/2018 FORUM**

- Cllr Mrs Driver queried a fenced area of land on Longwater Lane. It was confirmed that the land is in private ownership.

**39/2018 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

The next meeting will take place on Wednesday 21 February 2018 at 7.30pm at the FBC Centre.

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

UNITY TRUST BANK ACCOUNT 10/01/18			£31,409.56	
CCLA DEPOSIT ACCOUNT 31/12/17			£45,973.00	
CCLA PROPERTY FUND 31/08/17			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £4,859				
<b>TOTAL FUNDS</b>			<b>£102,382.56</b>	
	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	
<b>Outstanding cheques yet to be cleared</b>				
BLACKWATER VALLEY C/SIDE PTNERSHIP	4,000.00	0.00	4000.00	CH300235
<b>TOTAL CHEQUES OUTSTANDING</b>			<b>£4,000.00</b>	
<b>Payments already approved and paid</b>				
BT TELEPHONE/BROADBAND	63.48	12.69	76.17	DD
IBS OFFICE SOLUTIONS - PRINTER LEASE	83.00	16.60	99.60	581706363
MJ BODINGTON - CAL X RAILINGS	136.08	0.00	136.08	531548086
<b>PAYMENTS JANUARY 2018</b>				
<b>Staff costs</b>			5229.34	
<b>Other costs</b>				
WINDOWFLOWERS - BASKETS & TUBS	447.00	89.40	536.40	480026510
D. CANE - WAR MEMORIAL	200.00	0.00	200.00	818087567
SSE - STREET LIGHT ENERGY	131.39	6.56	137.95	467471703
S. BROMLEY - WEB FUSION / BULB	167.76	33.55	201.31	899102017
SLCC MEMBERSHIP	250.00	0.00	250.00	950464636
<b>Allotment costs</b>				
GOODGER DESIGN - PLAN & COST EST.	415.00	83.00	498.00	648472047
<b>Grants and contributions - subject to final approval by Council where appropriate</b>				
READIBUS - COMMUNITY TRIPS	152.00	0.00	152.00	716370681
GORSE RIDE SCHOOLS - GRANT	1,000.00	0.00	1000.00	CH300241
FINCHAMPSTEAD NETBALL CLUB- GRANT	600.00	0.00	600.00	723401104
<b>TOTAL JANUARY 2018 PAYMENTS</b>		<b>£212.51</b>	<b>£8,205.00</b>	
<b>TOTAL REMAINING</b>			<b>£90,177.56</b>	
<b>JANUARY PETTY CASH / CARD PAYMENTS</b>				
<i>Total petty cash payments</i>	7.95	0.00	7.95	
<i>Total Card payments (Clerk)</i>	167.02	27.67	194.69	
<i>Total Card payments (Footpath Warden)</i>	0.00	0.00	0.00	
<b>TOTAL</b>				