

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30PM ON 15 MARCH 2018 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

PRESENT: Cllr R. Cundy, Chair; Cllr S. Bromley, Vice Chair.
Cllrs S. Bowers, D. Cornish, Mrs C. Driver, Mrs B. Eytel, Mrs N. Jennings – Frisby,
G. Jukes OBE, R. Marshallsay, J. May, A. Pearce, I. Pittock, R. Rampton, G. Veitch
and R. Woof.

Mrs Dagnall, Clerk.

105/2018 APOLOGIES FOR ABSENCE

Apologies were received from Cllr S. Weeks.

106/2018 DECLARATIONS OF INTEREST

No declarations were received.

107/2018 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 21 February 2018 were signed as a true and correct record.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

108/2018 CHAIRMANS REPORT

- The Annual Gathering of Parishioners held on 7 March 2018 was very successful and positive feedback has been received. A number of organisations were represented at the event, the MS Therapy and the Wokingham Volunteer Centre specifically requested that their appreciation for the support of the Council be recorded.

The next Annual Gathering will be held on 6 March 2019. It is proposed that the meeting starts at 7pm to allow more time for questions and also for refreshments and networking after the meeting.

- The Casual Vacancy is now being advertised. The closing date is 6 April 2018 and co-option will be considered at the Council meeting on 25 April 2018.
- A number of Council meeting dates have been changed.
April Main Council has been changed from 18 April to 25 April.
Rights of Way Committee has moved from 21 March to 18 April.
Planning Committee has moved from 27 June to 18 June.
The meeting schedule on the website has been updated.
- The Wokingham Borough Council (WBC) Overview and Scrutiny Management Committee is considering its work programme for 2018/19 and has requested suggestions from the Parish Council – information on this was circulated in February. The Committee looks at issues of local concern and makes recommendations for improvement. In the last year this has included the town centre regeneration, school performance, changes to health services, grass cutting and parking enforcement.

The Clerk suggested the condition of our road signs, footways and kerbsides would be a

suitable topic and it was agreed that this should be put forward. General road condition including pot holes and failing road edges may also be put forward.

109/2018 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch reported on the meeting held on 6 March 2018 – minutes have been circulated.

Applications

10 applications were considered.

Objections were lodged against development applications at:

- Lakeside Retreat, New Mill Road
- Land adjacent to The Ridgeways, Wellingtonia Avenue.

Decisions

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

- | | | |
|--------------------------------------|--------------|-------------|
| • The Lodge, North Court, The Ridges | FPC objected | WBC allowed |
| • Broomfield, Lower Sandhurst Road | FPC objected | WBC allowed |

Other matters

- There are new Appeals at 72 Reading Road and The Walled Garden, Wick Hill Lane.
- There are 4 new enforcement matters, 7 enforcement cases have been closed.
- An additional site has been put forward under the WBC 'Call for Sites'. This is at Derby Field, land east of Wokingham Road and south of Dukes Ride. Objections to development at this site have been submitted.
- A letter regarding the 5 year land supply issues was been sent to Sir Oliver Letwin MP and copied to the Prime Minister, the Housing Minister and Dr Phillip Lee MP. A reply has been received stating that the letter has been forwarded to the Housing Minister. Dr Phillip Lee MP has also forwarded a letter from the Housing Minister responding to the Council's concerns. The Clerk will draft a further letter to the Housing Minister to be copied to other Ministers and appropriate parties.
- Cllrs Cornish and Marshallsay attended a Wokingham Town Council meeting on 13 March 2018 to support the Town Council's concerns over speculative development proposals.
- WBC has recently circulated a statement on the 5 year housing supply setting out the number of housing completions at 30 November 2017 and the supply of deliverable sites over the subsequent 5 year period from 1 December 2017 to 30 November 2022. This should allow the adopted planning policies to be afforded full weight in planning applications and appeals, helping to defend against unsustainable speculative planning applications.

A consultation is underway on the draft new National Planning Policy Framework. Comments are required by 10 May 2018. The Clerk will liaise with Cllr Veitch over a response from the Council, but Cllrs may also submit individual responses.

www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework

- Cllr Veitch attended a masterplanning session on 14 March 2018 relating to the potential development of up to 1000 dwellings at Barkham Square. Cllrs Pittock and Weeks attended as WBC Cllrs. A feedback session is planned for 12 April 2018.
- Information on a Campaign to Protect Rural England (CPRE) planning workshop on 18 April 2018 has been circulated. Cllrs Cornish, Marshallsay and Veitch plan to attend. Any other Cllrs wishing to attend should contact the Assistant to the Clerk.

FINANCE & GENERAL MANAGEMENT COMMITTEE

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

Financial position

- Unity Trust Bank £13,502.47
- CCLA Public Sector Deposit Fund account £46,005.44
- CCLA Property Fund £25,000
- Including £4,859 CIL receipts.

The schedule of payments totalling £7530.15 (gross) was circulated to all Cllrs. A further payment of £160 to Jay Printers for the printing of the Annual Report for the Annual Gathering was noted. The payments were unanimously approved and it was agreed that Cllrs Bromley and Woof would authorise the electronic payments.

Other matters

- **Internal Audit**
The Auditor has visited and all matters are in order.
- **End of Year Accounts and Annual Return**
The Clerk will be progressing this over the coming month.
- **Risk Assessments**
The Clerk has drafted risk assessments for various activities / areas of work. Cllr Woof has made a number of comments for discussion / incorporation in further drafts.
- **Household Consultation comments**
Cllrs Mrs Driver and Pearce have made progress with the analysis of the comments relating to the work of the Amenities Committee.
Cllrs Jukes and Woof and the Clerk are meeting on 16 March 2018 to discuss the next stage, and in particular how to deal with the high volume of roads and rights of way related comments.
- **Annual Report household distribution**
The Communications and Consultation Working Group agreed that the 2017/18 Report should be distributed to all households in the Parish and this was also confirmed at January Main Council subject to final approval when costs were known.

Quotations for printing and distributing the Report have now been obtained. The total cost will be approximately £1250. It was agreed that the distribution should go ahead.

AMENITIES COMMITTEE

Cllr Mrs Driver reported on current matters.

- The Broadmoor Siren has been removed from the Allotment Site, apart from the lowest part and control box which will be removed in due course.
- A first aid / defibrillator training session run by Heartstart Swallowfield will be held on 27 March at 7pm at the California Hall. 20 people have booked places on the course.
- The Litter Warden will not be working for approximately 3 weeks from next week.
- The annual Community Litter Pick will take place on Sunday 18 March 2018. Cllr Rampton is co-ordinating the event.

It was suggested that in future the event could run over a week. WBC collect the sacks of litter and there may be difficulties with arranging this over several days. It was agreed that this should be referred to the Amenities Committee for discussion.

- The next California Crossroads Tidy Up will be held on Sunday 22 April 2018 from 9.30am. Further details will follow.

RIGHTS OF WAY COMMITTEE

Cllr Woof reported on current matters.

- The condition of the path from Gorse Ride North to the new Greenway is a concern. The Clerk has met a representative from the FBC Centre and confirmed that it is the responsibility of the Centre. The Centre has no plans to make significant improvements pending other potential changes to parking and access arrangements but has agreed it may contribute to short term improvements. The Clerk is seeking a quotation for the work.
- The owner of Church Farm has advised that WBC has raised further concerns about the gate installed on Bridle Path 11 at White Horse Lane.
- Several paths are in poor condition due to the weather. A number of issues have also arisen around the condition of various byways. A meeting will be arranged with WBC to discuss this.
- The 2017 household consultation identified rights of way as a high priority for residents and it is intended that a more active role will be taken in addressing some longstanding issues with specific paths.
- It was noted that there are drainage issues with some of the new paths created on the Fleet Hill Farm site. The site and paths are not yet available for public access.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on the meeting held on 28 February 2018 and current matters.

- Civil Parking Enforcement and the purchase of additional equipment were discussed and will be covered under separate agenda items below.
- Four speed indicator device (SID) sessions have taken place over the last month with between 20 and 35 vehicles recorded as exceeding the speed limit at each session.
- A new leaflet on road safety in the Parish has been produced. This has been circulated to all Cllrs and will be sent out with the next e newsletter.
- Avery Car Park – the improvements including creation of a school drop off zone will be implemented over 2 to 3 days during the Easter school holiday. Cllr Bromley and the Clerk are in the process of informing the School and local businesses.
- California Crossroads – the broken / missing railings were due to be fixed in late February but the work has now been deferred to the Easter school holiday.
- Cllrs will be allocated areas to check for street cleansing issues such as road signs, kerbside or footway debris and encroaching vegetation. A report will be collated and sent to WBC. Any Cllrs who are not members of the Roads & Road Safety Committee who would like to participate should contact the Clerk.

- Plans for the two new bus stops on Nine Mile Ride by the California Country Park are being finalised and the shelters should be installed in April. These will be lit and as the Parish Council is obliged to take on responsibility for the shelters it will have to pay for the electricity. The lighting will be controlled remotely and can be programmed to be turned off after the last bus service or at another time as required.

110/2018 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Gorse Ride Estate Regeneration

Cllr Bowers advised that a special meeting for homeowners has taken place and was well attended.

A public consultation event on the revised Phase 1 proposals will take place on 23 March from 4pm to 7.30pm at the St Mary & St John's Parish Centre.

The next Steering Group meeting will be held on 28 March 2018 at 7pm at the St Mary & St John's Parish Centre.

111/2018 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)

- Cllr Pearce attended the Community Liaison Forum on 12 March 2018. Minutes of the meeting will be circulated in due course along with an updated work programme.

Plans for the Arborfield Green District Centre are progressing and there is interest from a number of retailers.

An Easter community event will be held on 24 March 2018.

There is a new website www.arborfieldgreen.co.uk

Berkshire Search and Rescue is moving in to a building at Arborfield Green.

- Health provision is still under discussion. If no provision is made within the development there will be a significant impact on the Finchampstead Surgery, its existing patients and on traffic movements between the SDL and Finchampstead.

It was agreed that the Clerk would draft a letter to the Chair of the Clinical Commissioning Group (CCG) and would copy the letter to Dr Phillip Lee MP. The Clerk will contact Arborfield & Newland and Barkham Parish Councils to establish if a letter could be sent on a joint basis.

- Legal & General are holding a public exhibition at the Arborfield Green Community Centre on 28 March 2018 from 3pm to 7pm. Cllrs are invited to a preview between 11am and 1pm.

112/2018 NEIGHBOURHOOD DEVELOPMENT PLAN

Information on Neighbourhood Development Plans was circulated with the meeting agenda and Cllr Cundy gave a presentation at the meeting. The presentation will be circulated with the minutes of the meeting.

Cllrs Cornish, Marshallsay and Pearce agreed to undertake further research including contacting Local Councils which have a Plan to find out what impact their Plan has had, and the cost and timescale for preparation of the Plan. The Group will provide an update at the next Main Council meeting on 25 April 2018.

113/2018 PROPOSALS FOR EXPENDITURE

Reports on expenditure proposals put forward by the Amenities and Roads & Road Safety Committees were circulated with the meeting agenda.

Allotment site car park and water supply extension

It was agreed that the quotation from Smallwood Countryside Contractors for the sum of £10,435 should be accepted and that Goodger Design Associates be appointed to manage the contract to completion for a maximum fee of £1500. It was also agreed that the Allotment Association be asked to contribute £3500 to the project and that the Council cover the remainder of the cost to a maximum of £8500.

Post mounted speed indicator devices

It was agreed that two Westcotec post mounted speed indicator devices should be purchased with the required accessories to a maximum cost of £6550 subject to final negotiations with the supplier.

114/2018 PARKING ENFORCEMENT

A report on the proposed introduction of timed parking in the bays in front of the shops at the California Crossroads and in 7 bays in the Avery Corner Car Park was circulated with the meeting agenda.

If the restrictions are introduced they will be enforced by WBC through Civil Parking Enforcement (CPE). The Parish Council has also made provision for additional enforcement within the 2018/19 Roads & Road Safety Committee budget, should this be required.

It was agreed that the Council was in full support of the introduction of 1 hour timed parking in the 8 bays at the frontages of the shops at the California Crossroads and 2 hour timed parking in 7 bays in the Avery Corner Car Park. It was also agreed that WBC should be advised of this decision and asked to progress the required changes to the Off Street Parking Order.

It was noted that in the interim new signs have been installed allowing free 2 hour parking in the bays at the shop frontages and free parking in the Avery Corner Car Park. This may be a co-incidence of the reviews undertaken in relation to the introduction of Civil Parking Enforcement. The Clerk will follow this up.

115/2018 CORRESPONDENCE

Correspondence has been circulated by email.

An invitation has been received to the Keep Mobile Annual General Meeting on 14 April at 3pm. Cllr Rampton will be attending.

116/2018 FORUM

- It was noted that Cllr Cundy and Cllr Woof will be away and Cllr Bromley will be unavailable for a period from next week.
- Cllr Marshallsay suggested that the correspondence with central Government over housing development issues could be published on the website. The Clerk will action this.
- Cllr Veitch advised that the Finchampstead Surgery Patient Newsletter has advised patients to use the Avery Corner car park if the Surgery car park is full.
- Cllr Veitch reported the poor condition of the footway from Jubilee Road to The Village, and the footway on Longwater Road.
- Cllr Mrs Eytle advised that the 1st Finchampstead Scout Group has not made any progress with security of tenure over its base in the California Country Park. The Explorer Scout Group has moved to Arborfield and a number of Leaders are leaving. This issue was raised with the WBC interim Chief Executive at a meeting in January 2018 and it was suggested that a further meeting should be arranged.
- The Constituency Office of Dr Phillip Lee MP has asked if any local charities or community groups are in need of funding for a local project (youth, health, sport, women). The Clerk will look at former grant applications for reference. Any suggestions should be forwarded to the Clerk as soon as possible.

117/2018 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 25 April 2018 at the FBC Centre.

FINCHAMPSTEAD PARISH COUNCIL

PAYMENT LIST 2017/18

16/03/2018

UNITY TRUST BANK ACCOUNT 10/03/18			£13,502.47	
CCLA DEPOSIT ACCOUNT 28/02/17			£46,005.44	
CCLA PROPERTY FUND 31/08/17			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £4,859				
TOTAL FUNDS			£84,507.91	
	NET	VAT	TOTAL	
Outstanding cheques yet to be cleared				
GORSE RIDE SCHOOLS - GRANT	1,000.00	0.00	1000.00	CH300241
TOTAL CHEQUES OUTSTANDING			£1,000.00	
Payments already approved and paid				
BT TELEPHONE/BROADBAND	65.18	13.03	78.21	DD
PAYMENTS MARCH 2018				
Total staff costs			£5,372.59	
Other costs				
WINDOWFLOWERS-BRACKET REPLACEMENT	355.00	71.00	426.00	769016935
GREENHAM - LITTER WARDEN SACKS	122.34	24.47	146.81	816752688
OFFICE DEPOT - SHREDDER / STATIONERY	124.19	24.84	149.03	453936342
R. CUNDY - CHAIRMANS EXPENSES	394.20	0.00	394.20	259073980
R. CUNDY - ANNUAL GATHERING EXP	136.19	9.33	145.52	"
JAY PRINTERS - ANNUAL REPORT X 250	160.00	0.00	160.00	825323605
Allotment costs				
GOODGER DESIGN - TENDER PREP / MGMEN	670.00	134.00	804.00	483206040
Grants and contributions - subject to final approval by Council where appropriate				
READIBUS - COMMUNITY TRIPS	92.00	0.00	92.00	898889216
TOTAL MARCH 2018 PAYMENTS		£263.64	£7,690.15	
TOTAL REMAINING			£75,817.76	
MARCH PETTY CASH / CARD PAYMENTS				
Total petty cash payments	18.91	0.62	19.53	
Total Card payments (Clerk)	0.00	0.00	0.00	
Total Card payments (Footpath Warden)	0.00	0.00	0.00	
TOTAL	18.91	0.62	19.53	