

## FINCHAMPSTEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.00PM ON 20 JUNE 2018 AT THE FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD

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**PRESENT:** Cllr R. Cundy, Chair; Cllr S. Bromley, Vice Chair.  
Cllrs D. Cornish, Mrs C. Driver, Mrs N. Jennings-Frisby, G. Jukes OBE,  
R. Marshallsay, J. May, Mrs S. McDonald, R. Rampton, G. Veitch and  
S. Weeks.

Mrs K. Dagnall, Clerk.  
Cllr C. Margetts, Wokingham Borough Council.

#### **249/2018 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Bowers Mrs Eytel, Pearce, Pittock and Woof.

#### **250/2018 DECLARATIONS OF INTEREST**

No interests were declared.

All Councillors were asked to check that their Register of Disclosable Interests is up to date. These are published on the Council's website.

#### **251/2018 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Council held on 17 May 2018 were signed as a true and correct record.

#### **252/2018 PRESENTATION ON WASTE AND RECYCLING**

A Wokingham Borough Council (WBC) Officer gave a presentation on waste and recycling. This included an update on targets, the current position, new initiatives introduced in 2018/19 and plans for 2019/20 including the introduction of food waste collections.

#### **PUBLIC PARTICIPATION SESSION**

No members of the public were present.

#### **253/2018 CHAIRMANS REPORT**

- Cllr Cundy thanked the Cllrs and Staff who helped with the Parish Council stand at the Village Fete on 16 June 2018.
- A meeting with the WBC Interim Chief Executive was due to take place on 20 June 2018 but was cancelled at short notice. The main discussion topics planned were the lack of progress with the WBC Asset Review and its impact on several local schemes, medical provision on the Arborfield Strategic Development Location (SDL), future governance of the SDL, and Neighbourhood Development Plans.

The meeting with the Interim Chief Executive will be rearranged. In the meantime some of these items will be covered under agenda items below.

One of the issues with the WBC Asset Review is its impact on the Finchampstead Scout Group and its hut in the California Country Park. WBC Cllrs Margetts and Weeks are in discussion with the Scouts and WBC Officers to try to resolve the long standing issue over the lease not being renewed by WBC. Some progress has been made including considering the potential for building a new hut in a more suitable location within the Park.

- Cllr May has stood down as a Governor of Nine Mile Ride Primary School. The Clerk has been in contact with the School regarding their plans for the vacancy. The School has expressed interest in speaking to any Parish Councillor who may be interested in the vacancy.
- Cllr Cundy plans to visit some other local Parish Council meetings to see how they operate.
- The FBC Centre is looking at options for extending the Parish Council Office and creating additional meeting / office space above it. Architects have been commissioned to come up with initial proposals with the cost of £1000 shared between the Centre and the Parish Council.

## **254/2018 COMMITTEE REPORTS**

### **PLANNING COMMITTEE**

Cllr Veitch reported on the meeting held on 30 May 2018. Minutes have been circulated.

#### **Applications**

14 applications were considered.

Objections were lodged against the development proposals at 245A Nine Mile Ride.

#### **Decisions**

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

- Grange Cottage, Fleet Hill: FPC no objections - WBC refused.

#### **Other matters**

- There were no new appeals or any appeal decisions.
- There were no updates on enforcement matters.
- Ravenswood Village – following the exhibition for Borough and Parish Councillors on 24 April 2018 on proposals for up to 253 dwellings a community consultation event took place at the site on 23 May 2018. Cllr Pearce attended. The site is located in Wokingham Without Parish but is adjacent to Finchampstead.
- Wokingham Area Housing Society presented a proposal to build 2 dwellings in The Village under the Rural Exception Scheme. The dwellings would be for rental only.

A further meeting was held on 18 June 2018. Minutes have been circulated.

#### **Applications**

14 applications were considered.

Objections were lodged against development proposals at 30 Barkham Ride.

#### **Decisions**

All decisions were in line with WBC decisions.

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

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

#### **Financial position**

- Unity Trust Bank £43,611.20
- CCLA Public Sector Deposit Fund account £91,061.85
- CCLA Property Fund £25,000
- Including £61,015 CIL receipts.

The schedule of payments totalling £7266.88 (gross) was circulated to all Cllrs.

It was noted that WBC will be contributing 50% of the cost of the drawing up of proposals for FP33.

The payment list includes the Council's annual subscription to an online mapping package. Any Cllr interested in accessing the package should contact the Clerk.

The payments were unanimously approved and it was agreed that Cllrs Cundy and Veitch would authorise the electronic payments.

#### **Other matters**

- **General Data Protection Regulations**

The Council is not yet fully compliant with the regulations but a considerable amount of work has been done towards compliancy. All those on the e distribution list have recently been contacted for their consent to remain on the list and continue to receive e newsletters.

- **Risk Management**

The Working Group met on 11 May 2018. There are some outstanding actions on risk assessments and asset inspections which the Clerk will follow up.

- **Business continuity**

Some progress has been made with arrangements for IT cover and with identifying what needs to be put in place to provide cover for the Clerk.

- **Consultation outcome and Strategic Plan**

Progress is being made with this and will be reported back at or before the next Council meeting.

#### **AMENITIES COMMITTEE**

Cllr Mrs Driver reported on current matters.

- The Litter Warden is still unwell and has been off work for 3 months.
- A new defibrillator cabinet has been installed at the Memorial Hall to replace the faulty cabinet.
- The Barkham Ride roundabout has been cleared and tidied. The Clerk will be contacting WBC regarding plans for permanent improvements – to date all suggestions and offers of help from the Parish Council have been rejected.
- The difficulties with maintaining the grass around the War Memorial will be discussed at the next Committee meeting.
- The Allotment site car park and water supply extension are complete except for a final layer of gravel to the car park – this work will be completed this week. The original car park and the track will also be topped up with gravel at an additional cost of £1050 as agreed by the Finance Committee.

#### **RIGHTS OF WAY COMMITTEE**

Cllr Cornish reported on current matters.

**FP33** – a landscape consultant has drawn up proposals and provided an estimated cost to improve the path from its junction with FP29 to Longwater Lane. It appears that Cemex UK Ltd. has not complied with the agreed plans for improvements to the remaining length of FP33 and to access

between the path and the restored Fleet Hill Farm site. This needs to be addressed before the FP33 improvements can progress and is being followed up with WBC.

### **Greenways**

A contractor has been appointed for the construction of the second Greenway from the California Country Park to Nine Mile Ride. A start date is expected imminently and the work will take 2 months.

As part of the contract lighting will be installed on the Greenway running from the FBC Centre to Arborfield Green. This will be completed by September 2018.

The link from Heather Close to the Greenway will be surfaced, as will the stretch at the north west corner of the lake in the Park which was damaged during the Greenway construction – this links the Greenway to the lakeside path.

The gates on the Greenway will be changed to allow easier access.

WBC plans for improvements to the link from Carolina Place have not been confirmed.

The next phase of the Greenway network involves extending the FBC Centre to Arborfield Green Greenway to Barkham and on to Woosehill. Construction is planned for 2019 but details of the route are as yet unknown.

### **Other paths**

Improvements to a section of path at Rooks Nest Country Park are being looked into, and improvements to the link path from Briarwood to the FBC playing fields. WBC has no plans to improve this but it is an important link and a popular route to school and is in poor condition.

Cllr Weeks advised that the improvements to the Moor Green Lakes car park, part funded by the Parish Council, are due to take place in July. The car park will be closed for 5 – 10 days to allow the work to take place and FP17A will be temporarily diverted along the adjacent bridle path.

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

Cllr Bromley reported on the meeting held on 13 June 2018 (minutes have been circulated) and current matters.

- Parking at the California Crossroads / Avery Corner Car Park – WBC has agreed to implement an Off Street Parking Order introducing timed parking to the bays and 6 spaces in the car park. This is being progressed by WBC but it may be 6 months until the Order is in place.
- War Memorial junction – WBC has suggested that vehicle activated signs (VAS) could be installed but is not able to pay for these as it is not an accident blackspot. The Parish Council has suggested that it may be able to cover the cost but has not received a response to date.
- Speed Indicator Device (SID) sessions  
Weekly SID sessions continue. Recording the outcomes from sessions is labour intensive, requiring cross referencing with dash cam footage and sound recordings, and with several websites to obtain accurate data to relay to Thames Valley Police.

A Sentinel digital camera speed detection unit has been looked into with assistance from Woodley Town Council who use a camera, and Thames Valley Police. The camera would simplify the recording of sessions but will cost around £4000. A previous grant application for a camera was unsuccessful but a further application will be submitted to the Public Protection Community Fund when the next round of grants is available in August 2018.

The Finchampstead speedwatch scheme is held in high regard by WBC and Thames Valley Police, who would like to see similar schemes rolled out across the Borough.

- The two new portable SIDs have been tested and are currently installed on Finchampstead Road and Nine Mile Ride. Cllrs Bromley and Cundy are deciding on the locations where the 14 brackets for the units will be installed. Volunteers are needed to run the scheme going forward.
- The higher profile of the Council and the new road safety information leaflet have resulted in additional queries from people who perceive there is a speeding issue in their road. A standardised approach is being developed to deal with these queries.
- California Crossroads improvement scheme - the Working Group is meeting on 25 June 2018.
- WBC Overview and Scrutiny Work programme 2018/19 – a bid to get the condition of road signs, kerbsides and gullies reviewed was accepted. Cllrs Bromley and Cundy attended a meeting on 18 June 2018 where photographs demonstrating the issues were discussed. A meeting with WBC Officers will now be arranged to progress this.

## **255/2018 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

### **Finchampstead Neighbourhood Action Group – 5 June 2018**

Minutes of the meeting have been circulated. Cllr Bromley advised that Thames Valley Police is keen to provide regular Alcohol and Drug Rehabilitation Sessions and an Officer is undertaking training so that a programme of sessions can take place. Funding is being sought to support the initiative.

A leaflet about the NAG and its activities is planned. The NAG will be attending the Community / Emergency Services Fun Day at the FBC playing fields on 8 August 2018.

### **Finchampstead Park Management Committee – 23 May 2018**

Cllr Bromley reported that new play equipment has been installed and work to the play area fencing and trees has been completed. The financial position of the Committee is good.

Sand put in the car park by the Sports Club has caused some damage to the car park surface and the newly painted white lines. A quotation is being sought for the repair work.

The installation of the knee rail on the verge outside the Park is still on hold pending a response from the appointed contractor.

### **Gorse Ride Estate Regeneration - 6 June 2018**

Cllrs Bowers, Cundy and Mrs Eytel attended the Steering Group meeting on 6 June 2018. The Group will meet again in September 2018.

Cllr Weeks advised that he has recently met the Thames Valley Police Commander who was very positive about the Finchampstead speedwatch scheme.

## **256/2018 WOKINGHAM BOROUGH COUNCIL**

WBC Cllr Margetts, the Deputy Executive Member for Finance and Corporate Resources and Ward Member for Finchampstead North, gave an update on the 21 Century Council programme. The overall aim is to improve both efficiency and customer service.

The first phase of the programme is complete and the second phase is underway and due to go live in August / September 2018. This second phase includes the development of a new 'Customer and

Localities' directorate, one change this will bring is the introduction of community based officers and local hubs. Details of how and where this will operate are still to be confirmed.

Cllr Margetts advised that ensuring all parts of the Borough have high speed broadband is a high priority. Gigaclear [www.gigaclear.com](http://www.gigaclear.com) are rolling out faster broadband and those parts of Finchampstead with slower speeds should be able to have an improved service from March 2019.

#### **257/2018 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllrs Cornish, Marshallsay and Pearce have been looking into whether the Council should have a Neighbourhood Development Plan. Cllr Cornish gave a presentation on findings to date. The presentation will be circulated and additional information will follow for further discussion at the September Council meeting.

#### **258/2018 INFORMATION AND DATA PROTECTION POLICY**

Cllr Bromley advised that a new Information and Data Protection Policy has been drawn up as this is a requirement of the new General Data Protection Regulations. The draft Policy was circulated prior to the meeting.

The Policy was unanimously approved and adopted by the Council.

#### **259/2018 BARKHAM PARISH COUNCIL PETITION**

Barkham Parish Council has decided to issue a petition to WBC to challenge large scale development over and above the Arborfield SDL, particularly the potential Barkham Square development and other development immediately adjacent to the SDL. The Parish Council hopes to obtain the 1500 signatures required to force a debate by WBC.

Cllrs Cundy and Veitch and the Clerk met two 2 Barkham Parish Councillors on 5 June 2018 to discuss the proposals. Barkham is keen to have the support of Finchampstead Parish Council.

The documents provided by Barkham Parish Council were circulated to all Cllrs prior to the meeting.

Barkham Parish Council is now going ahead with a household distribution of the flier about the petition – which will mention 'support from other Groups'. This will be distributed very soon. The petition statement and petition form are not finalised yet.

It was agreed that while the efforts and intentions of Barkham Parish Council were to be commended, Finchampstead Parish Council did not support the wording of the petition and accompanying documents and as such did not agree to the name of the Council being included on any of the documents. The Clerk will advise Barkham Parish Council of the decision.

#### **260/2018 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)**

- The Community Liaison Forum met on 5 June 2018. Notes have been circulated.
- Crest Nicholson is currently undertaking a public consultation on Parcel C2, the second Parcel of dwellings for private rental. Crest gave a presentation on proposals for this Parcel prior to the 18 June Planning Committee meeting.
- The next Crest Parcel to be developed is Parcel U1 north of Biggs Lane. A date for a presentation to the Parish Council is being arranged.
- Millgate Homes has sent through proposals for Parcel M off Princess Marina Drive. Minor comments have been submitted.

- Cllr Cundy and the Clerk are meeting a representative from Legal and General, the Developer for Hogwood Farm, on 4 July 2018.
- A letter was sent to the Clinical Commissioning Group (CCG) expressing concern about the lack of medical /healthcare facilities on the SDL. The CCG has responded and has said it is now reconsidering options.
- The next Arborfield SDL Community Forum is on 26 June 2018 at 7pm at Arborfield Community Centre.

#### **261/2018 CORRESPONDENCE**

Correspondence has been circulated by email.

Wokingham Job Support Centre Annual General Meeting will be held on 18 July 2018 at 6.30pm. Cllr Cundy may attend.

The Wokingham District Campaign for the Protection of Rural England will be held on 18 July at 7.30pm. Cllrs Cornish and Veitch will attend.

#### **262/2018 FORUM**

- Cllr Mrs Driver advised that the St. James' Church Patronal Festival will take place from 20 to 22 July 2018. This will include a flower festival, access to the Church Tower, cream teas and other activities.
- Cllr Bromley attended the Major Projects meeting on 20 June 2018 and advised that Highways England gave a presentation on the M4 Junction 3 – 12 smart motorway project. The Clerk has circulated an email giving details of a session for Parish and Town Councils on 4 July 2018 and a public information event on 11 July 2018.

#### **263/2018 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

The next meeting will take place on Thursday 19 July 2018 at the Memorial Hall.

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

UNITY TRUST BANK ACCOUNT 19/06/18			£43,611.20	
CCLA DEPOSIT ACCOUNT 01/06/18			£91,061.85	
CCLA PROPERTY FUND 31/03/18			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £61,015				
<b>TOTAL FUNDS</b>			<b>£159,673.05</b>	
	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	
Outstanding payments yet to be cleared				
<b>TOTAL PAYMENTS OUTSTANDING</b>			<b>£0.00</b>	
<b>Payments already approved and paid</b>				
BT TELEPHONE/BROADBAND	69.52	13.90	83.42	DD
A. HARLAND - ACCOUNTANCY SERVICES	175.00	0.00	175.00	385757463
D. CANE - PLANTING TO ISLAND NR CHURCH	450.00	0.00	450.00	285585718
SMALLWOOD - ALLOTMENT SITE IMPROVEMENTS (PART PAYMENT)	8,000.00	1600.00	9600.00	915497403
<b>PAYMENTS JUNE 2018</b>				
<b>Staff costs</b>			<b>£4,622.36</b>	
<b>Other costs</b>				
D. CANE - WAR MEMORIAL	160.00	0.00	160.00	517253976
GOODGER DESIGN - FP33 PROPOSALS	471.90	94.38	566.28	705560216
WELMEDICAL - DEFIB CABINET	504.95	100.99	605.94	855823996
CONNEX ELECTRICAL - DEFIB CABINET INST.	150.00	30.00	180.00	675077678
OFFICE DEPOT - STATIONERY	24.23	4.85	29.08	798791673
PARISH ONLINE - MAPPING SUBSCRIPTION	192.00	38.40	230.40	367867214
HALC - NDP SEMINAR 24/5/18 - DC & RM	30.00	6.00	36.00	808834091
SLCC CONFERENCE 5-7/6/18 - CLERK	440.00	46.00	486.00	600623162
SLCC - REFERENCE BOOKS	11.82	0.00	11.82	1017238
<b>Allotment costs</b>				
NATIONAL ALLOTMENT SOC. SUBSCRIPTION	55.00	11.00	66.00	241182844
<b>Grants and contributions - subject to final approval by Council where appropriate</b>				
READIBUS - COMMUNITY TRIPS	273.00	0.00	273.00	234006601
<b>TOTAL JUNE 2018 PAYMENTS</b>		<b>£331.62</b>	<b>£7,266.88</b>	
<b>TOTAL REMAINING</b>			<b>£152,406.17</b>	
<b>JUNE PETTY CASH / CARD PAYMENTS</b>				
<i>Total petty cash payments</i>	20.65	0.00	20.65	
<i>Total Card payments (Clerk)</i>	162.97	0.00	162.97	
<i>Total Card payments (Footpath Warden)</i>	24.00	0.00	24.00	
<b>TOTAL</b>	<b>£207.62</b>	<b>£0.00</b>	<b>£207.62</b>	