

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30PM ON 19 JULY 2018 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

PRESENT: Cllr S. Bromley, Vice Chair.
Cllrs S. Bowers, D. Cornish, Mrs C. Driver, Mrs B. Eytle, Mrs N. Jennings-Frisby,
G. Jukes OBE, Mrs S. McDonald, A. Pearce, R. Rampton and G. Veitch.

Mrs K. Dagnall, Clerk.

290/2018 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs R. Cundy, J. May, R. Marshallsay, I. Pittock, R. Woof and S. Weeks.

291/2018 DECLARATIONS OF INTEREST

No interests were declared.

292/2018 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 20 June 2018 were signed as a true and correct record.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

293/2018 CHAIRMANS REPORT

- The proposal by Barkham Parish Council to issue a petition against local development was discussed at the previous meeting. Barkham Parish Council has now published the petition and has apparently received over 2000 signatures to date. The intention is to force a debate by Wokingham Borough Council (WBC).
- Following the presentation on waste management at the previous meeting WBC provided information on levels of fly tipping and this has been circulated to Councillors.

WBC Officers have spoken to the local restaurants about appropriate use of the bottle banks at the Avery Corner Car Park.

- WBC has not yet appointed a Chief Executive. Several Parish Councillors are meeting the WBC Interim Chief Executive on 25 July 2018. Discussion topics will include 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.

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. Cllr Weeks has advised that WBC is considering constructing a new community building in the Park for hire by the Scout Group and other groups. The Scout Group is now awaiting a proposal from WBC.

- Cllr Rampton has resigned from the Governing Body of the Gorse Ride Schools and as reported at the previous meeting Cllr May has resigned from the Governing Body of Nine Mile Ride School.

294/2018 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch reported on the meeting held on 18 June 2018. Minutes have been circulated.

Applications

14 applications were considered.

Objections were lodged against the development proposals at 30 Barkham Ride.

Decisions

All decisions were in line with WBC decisions.

Other matters

- There is a new appeal relating to Land North East of Brambletye, New Mill Road.
- The appeal relating to 72 Reading Road was dismissed.
- 12 enforcement matters were closed and 3 new matters reported.

FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Bromley reported on the financial position of the Council and the Committee meeting held on 4 July 2018. Minutes of the meeting have been circulated.

Financial position

- Unity Trust Bank £36,333.03
- CCLA Public Sector Deposit Fund account £91,061.85
- CCLA Property Fund £25,000
- Including £54,270 CIL receipts.

The schedule of payments totalling £15,970.46 (see following note) was circulated to all Cllrs.

The payment list included a provisional sum for insurance cover for the Village Club Trustees. This has previously been covered by a grant from the Council and it was agreed that the Council would again cover the cost. It was also noted that an additional £16.07 is payable making the total amount £371.32, and the total payment list £15,986.53.

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

Committee meeting

- **Community Infrastructure Levy**
A proposal from WBC was discussed and is covered under agenda item 297/2018 below.
- **Policies and Procedures**
The Committee agreed which policies require review and this work will be undertaken as soon as possible. Some reviews are necessary to ensure compliance with the new General Data Protection Regulations (GDPR). Other work towards compliance is progressing well, the current priorities are to issue privacy notices to staff and to continue work on document management. All those on the e distribution list have been contacted for consent to receive information and very few have unsubscribed from the list.
- **Risk Management**
Most risk assessments are now completed. The asset inspection is underway and no major issues have been identified to date.

- **Business continuity**
Some progress has been made with arrangements for IT support and cover for the Clerk.
- **Finchampstead Emergency Response**
The Working Group is meeting on 23 July 2018 to discuss any action required.
- **Consultation outcome and Strategic Plan**
Cllrs Cornish, Jukes and Woof and the Clerk are meeting on 23 July 2018 to discuss the next stage.
- **Councillor allowances**
Allowances were discussed and several points are being followed up for further discussion at the next Committee meeting.

AMENITIES COMMITTEE

Cllr Mrs Driver reported on current matters.

- The Litter Warden is still unwell and has been off work since March 2018. It was agreed that efforts should be made to find a replacement Warden, and that the Clerk would write to the Litter Warden explaining the situation and stating that he will be welcome back to the role when in full health.
- The Allotment Site car park and water supply extension are fully complete.
- The telephone box book swop is in good order and is being used. It is regularly checked.
- The Arborfield Military Wives Choir will be performing at a concert at St. James' Church on 11 November 2018 to mark the centenary of the end of World War I. Cllr Mrs Driver is liaising with the Church over arrangements for the event and this will be discussed further at the next Committee meeting.

RIGHTS OF WAY COMMITTEE

Cllr Cornish reported on the meeting held on 11 July 2019 and current matters. Minutes of the meeting have been circulated.

The condition of various paths was discussed and action agreed on a number of minor issues. WBC will be replacing / reinstalling two signs on FP33 and one on FP51 and has agreed to supply and spread planings to improve the surface of BP24 leading to Wellingtonia Avenue.

The Committee agreed that it would review the 2011/12 survey of the network at its next meeting and would consider if a further survey is required. Any Councillors using the network can report issues or comments about the paths to the Clerk.

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, allowing for future use as a bridleway. WBC has contributed 50% of the fees for this work.

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. Other paths on the restored site may not have been implemented in the agreed locations. This needs to be addressed before other path improvements are progressed and is being followed up with WBC.

In addition to the above WBC has agreed to inspect the paths on the restored Fleet Hill Farm site to ensure they are constructed to an appropriate standard. Some paths were flooded in Spring 2018.

BP26 - the Committee agreed that a consultant should be asked to draw up proposals and an estimated cost for drainage improvements to the path.

Greenways

Construction has started on the second Greenway running from the California Country Park to Nine Mile Ride.

As part of the same contract lighting will be installed on the Greenway running from the FBC Centre to Arborfield Green. 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 linking the Greenway to the lakeside path.

WBC has been asked to surface the link to Carolina Place but this has not been confirmed. The Clerk will follow this up again.

Cllr Mrs Eyle queried plans for access improvements on the Greenway. WBC has been looking at alternatives to the existing gates and the Clerk will request an update on the current position.

Cycling

Cllrs Cornish and Woof will be discussing plans with Cllr Bromley to ensure the work of the Committees in relation to cycling is co-ordinated. A meeting will also be arranged with the WBC Officer responsible for cycling and related matters.

Cllr Cornish will continue work on developing possible cycle routes for publication on the Council's website.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- War Memorial junction – WBC has suggested that vehicle activated signs (VAS) could be installed and is looking in to this with a view to the Parish Council covering the cost.

WBC has confirmed that it is undertaking a study of the junction this year 2018/19 to identify options for improvements. The Parish Council has been requesting a study for several years.

- A bid to get the condition of road signs, kerbsides and gullies reviewed by the WBC Overview and Scrutiny Board during 2018/19 has been accepted. Cllrs Bromley and Cundy attended a meeting with WBC Councillors on 18 June 2018. Cllrs Bromley and Cundy and the Clerk met WBC Officers on 12 July 2018 and took the Officers on a short tour of the Parish to demonstrate further examples of the problems.

WBC has already resolved some issues which have been raised including cleaning of the signs on Barkham Ride. Cllr Bromley and the Clerk will continue to liaise with WBC to ensure that other issues are addressed.

- Speed Indicator Device (SID) sessions – the current rota runs to the end of July and a new rota is being drawn up for the next period.

Nine Mile Ride (west) is still the worst problem area and Thames Valley Police have been asked to undertake enforcement action.

- The new portable SID's are in use but further locations are still being looked in to. The units will generally be installed for a 2 week period in each location. Cllr Bromley advised that after a SID has been in a location for a 2 week period the Speed Data Recorder units will be

installed to monitor vehicle speeds which will help identify if the SID has had any impact.

- There are a large number of heavy lorries using the local road network at present. Cllr Bromley advised that to date SID sessions have not recorded any of these lorries as exceeding the speed limit.
- Bus stops – the two new bus stops on Nine Mile Ride near the California Country Park entrance will be installed in August 2018.

295/2018 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Borough Parish Liaison Forum – 2 July 2018

Cllr Rampton attended the meeting. The WBC notes of the meeting have been circulated.

The meeting included presentations on the WBC 21st Century proposals and recycling. The Finchampstead Parish Council bid for the condition of road signs, kerbsides and footways to be reviewed by WBC was also noted.

California Crossroads Working Group – 26 June 2018

Cllrs Bromley and May attended the meeting along with Cllrs Pittock and Weeks representing WBC.

The WBC consultants gave an update on their work to date and outlined possible options for improvements. The Group will meet again in September 2018, there will be public consultation on the proposals in due course. Implementation of the agreed scheme is likely to be during 2020.

Finchampstead Park Management Committee – 23 May 2018

Cllrs Bromley and Weeks attended the meeting.

A rent review with regard to the 2003 lease between the Parish Council, the Park Management Committee and the Sports Club is due in October 2018. This was discussed and an increase was agreed which will be served on the Sports Club.

The Village Fete on 16 June was the most successful ever. The proceeds will be shared between the Sports Club and the Village School who organised the event.

Other matters discussed were recent work to the hedges on and around the site and the lack of progress with the agreed installation of a knee rail on the verge outside the Park to prevent parking. Suggestions to have a bottle bank on site and to widen the car park entrance were rejected. The old park sign will be removed and a new sign installed on the Memorial Hall itself.

Gorse Ride Estate

Cllr Bowers advised that he accompanied a Government Official on a tour of the Estate on 19 July 2018 in connection with Government funding WBC received towards the regeneration project.

The planning application for the first phase of the regeneration has been submitted to WBC and the consultation period has now commenced.

Village Club Trustees – 19 July 2018

Cllr May attended the meeting. Matters discussed included insurance cover for the Trustees, the condition of the site, the current position with the Scout Group in relation to its base in the California Country Park and the potential future use of the site should the Scout Group vacate it.

296/2018 COMPLIANCE WITH FINANCIAL REGULATIONS

The Council's Financial Regulations 6.7, 6.9 and 6.10 require the use of Direct Debits, BACS payments and internet bank transfers to be reviewed at least every two years and approved by the Council.

The Finance & General Management Committee discussed this at their recent meeting and agreed that the use of these methods of payment should continue subject to approval by Main Council. This was unanimously approved by the Council.

297/2018 COMMUNITY INFRASTRUCTURE LEVY (CIL) EXPENDITURE

WBC has asked the Council to contribute £9000 towards a project allowing the integration of NHS Health Professionals with the Children's Centre at the FBC Centre. Information on the proposal was circulated to all Councillors.

The Finance & General Management Committee discussed this at their recent meeting and agreed the funding in principle subject to clarification on some points. This clarification has now come forward and the Committee recommended that the Council agree to contribute £9000 to the project from its CIL receipts.

The recommendation was accepted and unanimously approved by the Council.

The Clerk will advise WBC of the decision and will also raise the concerns of the Council over the increased pressure on parking that will result from the additional staff at and visitors to the Children's Centre at the FBC Centre.

298/2018 NEIGHBOURHOOD DEVELOPMENT PLAN

The presentation given at the previous meeting and the notes of various meetings the Working Group have had with other organisations have been circulated to all Councillors.

A further presentation will be given at the September 2018 meeting of the Council.

299/2018 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)

A Community Forum was held on 26 June 2018.

Current planning applications include the District Centre Development Brief (Crest Nicholson), Parcel C2 (Crest Nicholson), Parcel M (Millgate Homes) and the first phase at Hogwood Farm (Legal & General).

The next Parcel to be brought forward by Crest Nicholson is Parcel U1. A public consultation event is being held on 19 July 2018 and there will be a presentation to the Parish Council on 25 July 2018 prior to the Planning Committee meeting.

The Steering Group has not met for some time. Cllr Veitch will contact WBC requesting that the Group is reconvened.

300/2018 CORRESPONDENCE

Correspondence has been circulated by email and/or covered under agenda items above.

301/2018 FORUM

Cllr Mrs Eytel queried the current pupil intake at Bohunt School in relation to the original planned intake. Cllr Pittock will be asked to give an update at the next meeting.

302/2018 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Thursday 20 September 2018 at the Memorial Hall.

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

FINCHAMPSTEAD PARISH COUNCIL

PAYMENT LIST 2017/18

20/07/2018

UNITY TRUST BANK ACCOUNT 10/07/18			£36,333.03	
CCLA DEPOSIT ACCOUNT 30/06/18			£91,061.85	
CCLA PROPERTY FUND 31/03/18			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £54,270				
TOTAL FUNDS			£152,394.88	
	NET	VAT	TOTAL	
Outstanding payments yet to be cleared				
TOTAL PAYMENTS OUTSTANDING			£0.00	
Payments already approved and paid				
BT TELEPHONE/BROADBAND	89.19	17.83	107.02	DD
GOODGER DESIGN - FP33 PROPOSALS	471.90	94.38	566.28	705560216
MJ BODINGTON - BOOK SWOP SHELF	88.10	0.00	88.10	44094569
PAYMENTS JULY 2018				
Staff costs			£4,797.71	
Other costs				
WINDOWFLOWERS LTD - FLORAL DISPLAYS	6.71	1.34	8.05	935969694
WINDOWFLOWERS LTD - FLORAL DISPLAYS	459.75	91.95	551.70	93684819
SOUTHERN ELECTRIC - STREET LIGHTS	162.41	8.12	170.53	
FBC CENTRE - OFFICE RENT/SERVICE CHGE	1,518.89	0.00	1518.89	583775298
IBS - OFFICE PRINTER	140.38	28.08	168.46	447718372
C. CONNELL - INTERNAL AUDIT	350.00	0.00	350.00	834807160
NALC - LCR SUBSCRIPTION	40.00	0.00	40.00	639323809
WESCOTEC - PORTABLE SID PARTS	150.00	30.00	180.00	746069802
NALC CONFERENCE RC/SPB	490.00	98.00	588.00	832945414
Allotment costs				
FISHER GERMAN - CEMEX LTD LEASE	250.00	0.00	250.00	40347319
WBC - LEASE	708.00	0.00	708.00	198173358
GOODGER DESIGN - ALLOTMENT WORKS	1,580.00	316.00	1896.00	693271964
SMALLWOOD - ALLOTMENT WORKS	3,346.56	669.31	4015.87	788217329
Grants and contributions - subject to final approval by Council where appropriate				
READIBUS - COMMUNITY TRIPS	77.00	0.00	77.00	109291601
READIBUS - COMMUNITY TRIPS	295.00	0.00	295.00	376162067
CAME & CO. VILLAGE CLUB TRUSTEES INS.	371.32	0.00	371.32	622159842
TOTAL JULY 2018 PAYMENTS		£1,242.80	£15,986.53	
TOTAL REMAINING			£136,408.35	
JULY PETTY CASH / CARD PAYMENTS				
<i>Total petty cash payments</i>	0.00	0.00	0.00	
<i>Total Card payments (Clerk)</i>	303.61	0.00	303.61	
<i>Total Card payments (Footpath Warden)</i>	0.00	0.00	0.00	
TOTAL	£303.61	£0.00	£303.61	