

## FINCHAMPSTEAD PARISH COUNCIL

### MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30PM ON 17 OCTOBER 2018 AT THE FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD

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

Mrs K. Dagnall, Clerk.

Wokingham Borough Cllr D. Sargeant.

#### **375/2018 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs B. Eytel, I. Pittock and G. Veitch.

#### **376/2018 DECLARATIONS OF INTEREST**

No interests were declared.

#### **377/2018 MINUTES OF THE PREVIOUS MEETING**

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

#### **PUBLIC PARTICIPATION SESSION**

No members of the public were present.

#### **378/2018 CHAIRMANS REPORT**

- The new draft Borough Plan was mentioned at the previous meeting. A response to the consultation has been submitted to Wokingham Borough Council (WBC) and has been circulated to all Councillors. WBC has advised that this consultation was aimed primarily at residents, and that the Town and Parish Councils will be more involved with the next stage of the development of the Plan.
- Cllr Cundy will be attending an event for Town and Parish Council Chairs and Mayors at Wokingham Town Hall in early November when most of the 'Wokingham Remembers' banners created for the centenary of World War I in 2014, including the Finchampstead banners, will be on display. The Finchampstead banners will then be on display at the St. James' Church Centre for Remembrance weekend.

The parade to and 3pm service at the War Memorial on Remembrance Sunday will be taking place as usual. This will be followed by the concert at 6pm and lighting of the Beacon on the St. James' Church Tower at 7pm to mark the centenary of the end of World War I. Cllr Mrs Driver advised that St. James' Church is currently closed for structural investigations. If the Church cannot be used on 11 November the Church Centre will be used for the concert.

- Cllrs Cundy, Bromley, Cornish, Mrs Driver, Veitch and the Clerk met a WBC Officer on 10 October 2018 in relation to the California Country Park and the Parish Council's concerns that it is not as involved or as well informed as it could or should be, given the extensive improvements that are taking place or are planned for the Park.

The meeting was very positive and will be repeated at appropriate intervals. The Clerk is

preparing a brief report from the meeting and will circulate this as soon as possible.

- Cllr Cundy will be officially opening the Moor Green Lakes Car Park on 9 November 2018 to recognise the Council's contribution to the extension and refurbishment of the car park.
- Healthwatch has previously attended a Council meeting to talk about their work. The organisation is keen to come again to provide an update on its work, including on child mental health and carer issues.

It was agreed that the organisation should be asked to attend the November meeting of the Council to give a brief presentation.

## **379/2018 COMMITTEE REPORTS**

### **PLANNING COMMITTEE**

Cllr Marshallsay reported on the meeting held on 10 October 2018. .

#### **Applications**

13 applications were considered.

Objections were lodged against development proposals at:

- The Stables, Lower Sandhurst Road
- Pinecopse, Nine Mile Ride
- 30 Barkham Ride
- Land rear of Alexander Close

Objections were also lodged against proposals for a pergola at the California Country Park café. However, following discussions with WBC new information has now come forward and the objections have been withdrawn subject to confirmation of the quality and colour of the structure.

#### **Decisions**

All decisions were in line with WBC decisions with the exception of that relating to proposals for land at Church Farm, Church Lane. The Parish Council had objected to the proposals but the application has been allowed on Appeal, with an agricultural occupancy condition.

#### **Other matters**

- Cllrs Cundy and Weeks attended the WBC Planning Committee meeting on 10 October 2018 and spoke in support of the proposals for the first phase of regeneration of the Gorse Ride Estate. The application was approved.
- There are two new Appeals at Tree Tops, Heath Ride.
- The Appeal relating to land north east of Brambletye, New Mill Road was dismissed.
- There are 5 new enforcement issues.
- WBC has published an updated 5 Year Land Supply Statement incorporating the new lower Local Housing Need of 752 dwellings per year from 1 April 2018. The deliverable housing land supply is now assessed at 7.84 years.
- Wokingham Area Housing Society is holding an exhibition for proposals for two dwellings in The Village. This is on 23 October 2018 at the Sports Club at the Memorial Park from 3pm to 7pm with a preview for Councillors from 2pm.
- Gladman Land is appealing against the refusal of proposals for housing and green space on land adjacent to and opposite Sandmartins Golf Course on the Finchampstead Road. Details of the grounds for Appeal are not available at present but there is likely to be a Public Inquiry.
- Cllr Weeks advised that he will be meeting the Chief Planner for the Ministry of Housing, Communities and Local Government to discuss the inconsistency in Appeal decisions.

- The WBC Planning website has been significantly changed. The new system allows the direct input of comments, but other aspects of the layout and functionality are not helpful. Further changes to the site are expected.

## **FINANCE & GENERAL MANAGEMENT COMMITTEE**

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

### **Financial position**

- Unity Trust Bank £84,318.08
- CCLA Public Sector Deposit Fund account £56,194.01
- CCLA Property Fund £25,000
- Including £15,676 CIL receipts.

It was noted that the bank balance is high due to receipt of the final instalment of the precept. The balance will be reviewed in November when grants and donations have been allocated, and funds may be moved to the deposit account.

Community Infrastructure Levy (CIL) receipts are significantly reduced due to payments being made in September 2018 for completed projects.

The schedule of payments totalling £14,154.66 was circulated.

The schedule included a donation to the Wokingham Poppy Appeal which was unanimously approved.

All payments were unanimously approved. Cllrs Bromley and Woof agreed to authorise the payments.

### **Other matters**

- The next Committee meeting is on 23 October 2018 and one of the main items will be consideration of the grant applications received and of donations to various bodies. The recommendations will be reported to Main Council in November.
- Work will start on the 2019/20 budget shortly and Committees will be asked to submit their proposals for expenditure for next year.
- The Communications and Consultation Working Group met on 21 September 2018. A final report on the consultation has been circulated along with the final analysis of the comments received. The majority of actions from this are now in hand.

The Group agreed its action plan for the coming year. The next major project is the potential development of a new website and the Group will be meeting again in November to discuss this.

- The CIL Working Group met on 15 October 2018. To date the Council has received £86,000 and has spent £70,000. At present there is a potential £140,000 due to come to the Council over the next 12 to 18 months.

The Group looked at the WBC infrastructure project list and considered which projects are most relevant to Finchampstead and which the Parish Council may wish to contribute to. The Parish Council's project list was also reviewed. This will be updated and circulated.

## **AMENITIES COMMITTEE**

Cllr Mrs Driver reported on current matters.

- Arrangements are now in place for the World War I centenary event as noted above.
- Two new Litter Wardens have been appointed and will start work in the week commencing 22 October 2018. It will take a while to work out a system to cover the whole Parish, any priority areas should be reported to the Clerk.

Additional 'Adopt a Street' volunteers continue to come forward.

- The California Crossroads Tidy Up on 7 October 2018 was successful and those who took part were thanked for their efforts. Unfortunately there was no help from any of the businesses, although the Red Oak Stores did provide refreshments for the volunteers.

The Handyman will be painting all of the blue railings over the next few weeks.

- Progress is being made with the new leases with the allotment site land owners and it is hoped that these will be in place for January 2019 if not earlier.

The new allotment year started on 1 October so there have been a few changes with some tenants giving up plots but several new tenants signing up. The site is in good condition and the latest improvement is the construction of some new communal compost bins by the Association.

## **RIGHTS OF WAY COMMITTEE**

Cllr Woof reported on current matters.

- The new WBC Rights of Way Officer is starting in post on 1 November 2018 and a meeting will be arranged as soon as possible so that some outstanding issues such as the paths on the Cemex site at Fleet Hill Farm can be progressed. Some of the paths do not appear to have been laid out in accordance with the agreed plans.
- Several Cllrs attended the opening of the replacement boardwalk in the California Country Park on 12 October 2018. The second Greenway, running from the Park to Nine Mile Ride, is well underway with just the bridge and the final section of path to be completed.
- Cllr Cornish attended the Local Access Forum on 26 September 2018. The meeting was not particularly relevant but some useful contacts were made.
- Cllrs Weeks and Woof will be attending the Blackwater Valley Countryside Partnership Annual General Meeting on 19 October 2018.

## **ROADS & ROAD SAFETY COMMITTEE**

Cllr Bromley reported on current matters.

- Speed Indicator Device (SID) and Post mounted SID  
Regular SID sessions continue. Nine Mile Ride (west) is still a significant problem with high numbers of vehicles exceeding the speed limit. Brackets for the PSID are now in place and the units are being deployed in various locations on a rotational basis.
- Gateways – following site visits in early September WBC has agreed to replace some gateways and to install additional ones. This is being followed up to try and get the work

implemented as soon as possible.

- **War Memorial junction**  
The WBC study is finally progressing and the consultants have been in contact for additional information. In the interim WBC agreed to consider installing Vehicle Activated Signs at the junction and this is being followed up.
- The lack of progress on resolving the maintenance issues on our roadsides and pavements is disappointing. Following the Parish Councils bid to get the condition of these areas reviewed by WBC some issues have been resolved but it now appears that each specific issue will have to be reported individually.

### **380/2018 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

#### **Gorse Ride Steering Group**

The meeting on 1 October 2018 was attended by Cllrs Bowers, Bromley, Cundy, Mrs Eytel and Rampton.

Cllr Bowers advised that plans for Phase 2 of the regeneration are moving forward. As a result of feedback the housing mix has changed with additional bungalows and a small number of 5 bed dwellings now proposed. Parking arrangements are under discussion.

The Gorse Ride Multi Agency Group has reconvened and will hold its first meeting on 18 October 2018.

The Community Fun Day held in August 2018 was attended by 1500 people. The purpose of the event was to provide fun activities for families and to offer support and advice about the different services available to tenants and residents. A report on the event is available from the Clerk.

Rats are a current issue on the Estate. Officers from the WBC Tenant Involvement and Housing Management Team have visited several tenants and have arranged some pest control measures. Residents have arranged a meeting to discuss the issue on 29 October 2018 – WBC Officers will be present and Cllr Jukes agreed to attend.

A number of local people are on Universal Credit. Those on the Credit receive 52 weekly rent payments, but there will be 53 weeks next year therefore those on the Credit will be without a weeks' rent unless alternative arrangements are put in place.

#### **Borough Parish Liaison Forum**

Cllrs Bromley, Cundy and Rampton attended the meeting held on 8 October 2018.

Topics included the new draft Borough Plan; a review of polling districts and stations; the review of the condition of roadsides and the review of the grounds maintenance contract. Minutes and presentations from the meeting have been circulated.

Cllr Bromley mentioned the 'My Council' app which can be used for reporting issues such as problems with roads.

#### **Village Club Trustees**

The Trustees met on 10 October 2018. Cllr Cundy advised that the Trustees have established that the current title recorded at the Land Registry is incorrect and the Trustees will now be taking steps to resolve this. Other matters relating to the potential future disposal of the land were discussed and will be fully reported to the Council at the appropriate stage.

### **381/2018 INFORMATION TECHNOLOGY AND COMMUNICATIONS POLICY**

Cllr Bromley advised that the new policy incorporates the Council's Email and Social Media policies plus additional areas, and is an important step towards compliance with the General Data Protection Regulations. The draft policy was circulated to all Councillors prior to the meeting.

It was agreed that the Policy would be adopted by the Council. It was also agreed that Cllrs Bromley, Cornish and the Clerk should meet to review the Policy and that a revised version would be circulated with a view to it being adopted by the Council in January 2019.

### **382/2018 WOKINGHAM BOROUGH COUNCIL MATTERS**

Cllr Sargeant advised that he joined WBC in May 2018 as Ward Member for Finchampstead North. One of the main focus areas at present is the forthcoming Appeal by Gladman Land relating to land adjacent to and opposite Sandmartins Golf Course on the Finchampstead Road.

### **383/2018 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllrs Cornish, Cundy, Jukes, Marshallsay and Pearce met on 17 October 2018 to discuss the next stages with the Plan. The Group will continue as a Parish Council Working Group until such time as a steering group with wider representation is formed.

Cllr Cornish advised that the first steps will be to set up a page on the Parish Council website; to prepare a briefing document for local groups likely to be interested in assisting with the Plan and to hold a public meeting, potentially in January 2019 and again to identify those interested in assisting with the Plan.

Cllr Cundy raised the issue of staff resources to cover future work on the Plan and other areas of Parish Council work which cannot be progressed within current resources. Any additional resource is likely to have to be on a flexible, project specific and short term contract basis. Cllr Woof advised that the current budget includes a sum for strategic work which could be used for additional staff resources.

The matter will be discussed further by the Finance and General Management Committee at its meeting on 23 October 2018.

### **384/2018 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)**

Cllr Bromley advised that the Steering Group meeting held on 18 September 2018 and reported at the September meeting of Main Council had been very useful and suggested that the meetings should be held regularly, as they were at one time.

Cllr Weeks agreed to follow this up and request that Steering Group meetings are arranged on a 2 monthly basis.

### **385/2018 CORRESPONDENCE**

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

- An Invitation has been received to the Wokingham Borough Sports Council Sports Awards 2018 on 9 November at Bulmershe School.

### **386/2018 FORUM**

- A lunch is being arranged for all Councillors and Staff for 6 November 2018. This is likely to be at the Greyhound. The Assistant to the Clerk will confirm details shortly.

### **387/2018 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL**

The next meeting will take place on Thursday 15 November 2018 at the Memorial Hall.

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

UNITY TRUST BANK ACCOUNT 10/10/18			£84,318.08	
CCLA DEPOSIT ACCOUNT 31/07/18			£56,194.01	
CCLA PROPERTY FUND 31/03/18			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £15,676.70				
<b>TOTAL FUNDS</b>			<b>£165,512.09</b>	
	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>	
<b>Outstanding payments yet to be cleared</b>				
MORTIMER GARDEN SERVICES LTD	98.82	0.00	98.82	CH300248
<b>TOTAL PAYMENTS OUTSTANDING</b>			<b>£98.82</b>	
<b>Payments already approved and paid</b>				
BT TELEPHONE/BROADBAND	70.28	14.05	84.33	DD
CASTLE WATER	104.88	0.00	104.88	711101720
MJ BODINGTON - ASSET REFURBISHMENT	316.63	0.00	316.63	846153276
SLCC REFERENCE BOOK	107.99	0.80	108.79	691658128
<b>PAYMENTS OCTOBER 2018</b>				
<b>Staff costs</b>			<b>£5,249.45</b>	
<b>Other costs</b>				
IBS - OFFICE PRINTER	133.64	26.73	160.37	816344392
OFFICE DEPOT - STATIONERY	18.92	3.78	22.70	848031347
FBC CENTRE - OFFICE RENT	781.64	0.00	781.64	602775800
FBC CENTRE - OFFICE SERVICE CHARGE	737.25	0.00	737.25	"
WINDOWFLOWERS - FLORAL DISPLAYS	459.75	91.95	551.70	578137829
GREENHAM - LITTER WARDEN SUPPLIES	152.12	30.43	182.55	
<b>Allotment costs</b>				
CASTLE WATER INVOICE AS ABOVE				
<b>Grants and contributions - subject to final approval by Council where reqd</b>				
FB CHURCH - YOUTH WORK (APR-SEPT)	6000.00	0.00	6000.00	94553767
POPPY APPEAL-WREATH + DONATION	300.00	0.00	300.00	CH300249
READIBUS - COMMUNITY TRIPS	169.00	0.00	169.00	716005533
<b>TOTAL OCTOBER 2018 PAYMENTS</b>		<b>£152.89</b>	<b>£14,154.66</b>	
<b>TOTAL REMAINING</b>			<b>£151,258.61</b>	
<b>OCTOBER PETTY CASH / CARD PAYMENTS</b>				
Total petty cash payments	25.28	0.00	25.28	
Total Card payments (Clerk)	285.61	21.76	307.37	
Total Card payments (Footpath Warden)	£0.00	£0.00	£0.00	
<b>TOTAL</b>				