

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON 19 JUNE 2019 AT THE FBC CENTRE, GORSE RIDE NORTH, FINCHAMPSTEAD

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

Mrs K. Dagnall, Clerk.

243/2019 APOLOGIES FOR ABSENCE

Apologies were received from Mrs B. Eytle, Mrs S. McDonald, Mrs R. Margetts and R. Marshallsay.

244/2019 DECLARATIONS OF INTEREST

No interests were declared.

245/2019 MINUTES OF THE PREVIOUS MEETING

The minutes of the Annual Meeting of the Council held on 16 May 2019 were signed as a true and correct record.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

246/2019 CHAIRMANS REPORT

- Cllr Cundy advised that important dates for 2020 include the Annual Gathering on 11 March; the Parish Council Election on 7 May and the Annual Meeting on 21 May.
- The Parish Council now has an account at the FBC Centre café to allow the purchase of drinks for appropriate meetings. Account cards are held in the Parish Council Office.
- The Finchampstead Village Fete is on Saturday 29 June at the Memorial Park and will run from 1pm to 4pm. The Parish Council stand will cover the Neighbourhood Development Plan (NDP), Finchampstead Emergency Response and general Parish Council information. A rota has been circulated to Cllrs. The NDP Group is organising its own rota.
- The Clerk is now a Fellow of the Society of Local Council Clerks (SLCC), the only Fellow of the Society in Berkshire and one of 86 in England. The membership is based on qualifications, experience and contribution to the Local Council sector.

247/2019 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch reported on the meeting held on 29 May 2019.

Applications

10 applications were considered.

Objections were lodged against development proposals at:

- Halfway Tree, Wellingtonia Avenue.

The Committee considered the retrospective application for the erection of 25 polytunnels at Manor Farm and had no objection on planning grounds. However, the Committee commented that it is unfortunate that the views over this area have been compromised.

Decisions

Decisions were in line with Wokingham Borough Council (WBC) decisions with the exception of the following:

- | | | |
|---------------------------------|--------------|-------------|
| • Xenuk, 428 Finchampstead Road | FPC objected | WBC allowed |
| • 111 Barkham Ride | FPR objected | WBC allowed |

Other matters

- There is a new Appeal relating to land adjacent to The Ridgeways, Wellingtonia Avenue.
- The Appeals relating to the Gladman Land Ltd. proposals for development of the land adjacent to the Sand Martins Golf Course and the provision of green space have been dismissed.
- The Appeal relating to proposals for land to the rear of 6 Johnson Drive was due to commence in May but has been deferred.
- Permitted development rights which were introduced on a temporary basis have now been made permanent.

FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Woof reported on the meeting held on 12 June, the financial position of the Council and current matters.

Financial position

- | | |
|--|-------------|
| • Unity Trust Bank | £22,161.01 |
| • CCLA Public Sector Deposit Fund account | £106,474.29 |
| • CCLA Property Fund | £25,000 |
| • The above figures include £33,299.28 Community Infrastructure Levy (CIL) funds | |

The schedule of payments totalling £10,984.44 was circulated to all Councillors.

At its meeting on 12 June the Committee discussed and approved an application for a £500 grant towards summer activities on Gorse Ride for 8 to 14 year olds. Information on this was circulated prior to the meeting and the grant was included on the payment list as a provisional item. The grant was unanimously approved by the Council.

The payment list included a payment for insurance for the Village Club Trustees which the Council has previously paid as a donation to the Club. This was unanimously approved by the Council.

The remaining payments were approved. Cllrs Bromley and Woof agreed to authorise the electronic payments.

Meeting held on 12 June and other matters

- **Use of meeting rooms at the FBC Centre**
The use of rooms has increased significantly, largely due to the Neighbourhood Development Plan (NDP) project. It was agreed that Parish Council use of rooms was legitimate, but that the NDP Group should make a one off payment of £500 to the Centre as a gesture of goodwill. This sum is included in the NDP Group budget.
- **Community Infrastructure Levy (CIL) Policy**
The Committee agreed that a broad policy statement is needed, together with a note on the decision making process. Cllr Woof and the Clerk are drafting the documents.

- **Project list**
The Parish Council project list has been reviewed and refined to include projects which are or are likely to be viable. The next stage will be to prioritise this list and allocate lead Councillors or Committees to the various projects. The Clerk will circulate the list to all Councillors in due course.
- The 2018/19 Annual Governance and Accountability Return has now been forwarded to the External Auditor
- The CCLA Property Fund has been reviewed and the Council's investment is considered secure. The Fund is reviewed quarterly.
- **Finchampstead Emergency Response**
The Working Group is holding another meeting for Responders and Refuge representatives on 1 July. The Local Emergency Planning Officer will be facilitating an exercise around an emergency incident scenario. The Group will also be sharing its new Emergency Plan.
- Work on the new web site is progressing.

AMENITIES COMMITTEE

Cllr Mrs Driver reported on current matters.

- The California Crossroads tidy up on 19 May was successful although the low number of volunteers limited what could be achieved.
- Allotments
Cllr Veitch and the Clerk carried out the annual inspection on 24 May. No issues were raised.

After lengthy negotiations the new 30 year leases with Cemex UK Ltd and Wokingham Borough Council have finally been agreed and signed.
- War Memorial
The owner of Manor Farm is maintaining the Memorial surrounds as an interim measure. It is hoped that a local person will take over the maintenance in the near future.
- World War I centenary tree
A dedication ceremony is being arranged for the Hornbeam tree planted in the St. James' Churchyard to commemorate the centenary of the end of World War I.

RIGHTS OF WAY COMMITTEE

Cllr Woof reported on current matters.

- The greenway to Nine Mile Ride and the outstanding works on the California greenway were expected to be completed in May. WBC has advised that work will start again in July.
- Signage for the greenways will include way markers, fingerposts and monoliths with maps and will be installed later this year.
- There is no further news on plans for the completion and opening of the Cemex sites at Fleet Hill and Manor farms. Cllr Weeks advised that Cemex has now left the site although the sub contractor is still working on the Manor Farm site.
- The Clerk will report the overgrown paths around the FBC Centre.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on the meeting held on 11 June.

- Data Logger / SID updates
Nine Mile Ride (west) is still the road with the most significant speeding problem. Thames Valley Police has now agreed to move some of its enforcement sessions to this area and may also use the location for speed gun training for its Special Constables.
- War Memorial junction
The Finchampstead Park Management Committee (FPMC) has agreed in principle to the relocation of the Memorial to the Memorial Park and has formed a sub committee to look in to potential locations.

The Clerk is looking in to permission for and grants towards the potential relocation.

It has been agreed that public consultation will be essential at the appropriate stage, should the Council decide it wishes to proceed with the relocation.

If and when the relocation is agreed WBC will be asked to design and cost a scheme for the Memorial junction. This may provide an opportunity to look at a footpath link from the Memorial junction to Spring Gardens. Cllr May is now looking in to land ownership in the area.

- Avery car park and drop off zone
Information on the current position was circulated prior to the meeting. WBC has now confirmed that the drop off zone cannot be used for parking at any time.

The Committee agreed that the drop off zone and adjacent parking bay should be removed as soon as possible and replaced with double yellow lines. At the same time the 3 long bays in the centre of the car park will be removed and replaced with 8 new bays, a net gain of 4 bays.

WBC has been asked for a quotation for the work. This will be reported at the Main Council meeting on 18 July along with a request for approval of the expenditure. Funds are available in the 2019/20 Committee budget and Ear Marked Reserve.

The Co-op and other local businesses have been approached regarding the potential use of land at the side and rear of the Co-op for parking, potentially for staff. The businesses are in principle supportive of the idea, and the Co-op will now be approached with a written proposal.

If this progresses it will widen the scope of the California Crossroads improvement scheme.

- There has been no progress with the gateways or other various issues previously agreed with WBC. A meeting will be arranged with the WBC Highways Officer to try and move this forward.

248/2019 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

FBC Advisory Board

Cllrs Cundy and Weeks attended the meeting on 4 June. There are currently 6 full time staff and 26 part time staff at the Centre, supported by 175 volunteers. Usage of the Centre remains high.

The two floods experienced in May have caused some disruption and some areas of the Centre are still out of use.

Options for increasing the parking available for Centre users are being investigated.

Finchampstead Park Management Committee

Cllrs Bromley, Cundy and Weeks attended the meeting on 29 May. Matters discussed included the potential relocation of the War Memorial to the Park as noted above.

The Village School is undertaking a survey to assess the need for a path within the Park for children walking to and from School.

Finchampstead Neighbourhood Action Group

Cllrs Bromley, Weeks and Woof attended the meeting on 28 May. Minutes of the meeting have been circulated.

Rob Stanton, the current Chair of the Group is leaving the area in July and a new Chair will be elected at the next meeting of the Group on 23 July.

Gorse Ride Regeneration

Cllr Bowers advised that the preparation for phase 2 of the development is progressing with increasing numbers moving off the estate.

A Steering Group meeting is being arranged for early July.

249/2019 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Cornish advised that work on the Plan is progressing well.

A process for expenditure has been agreed. An initial allocation has been made for communications, and a payment has been made for the use of meeting rooms as noted under agenda item 247/2019 above. A grant application is being prepared.

The full NDP Group met on 4 June. Representatives from Bell Cornwell, the appointed consultant, attended the meeting.

The decision making process and requirements for ratification by the Council were discussed. Cllr Cornish will review the 'Stage and Gate' process in the Outline Project Plan and will present a proposal to the next Main Council meeting.

250/2019 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)

- Dr Philip Lee MP has forwarded a letter from the Clinical Commissioning Group confirming that there will not be any health care provision on the SDL.
- The Legal & General Homes Visitor Centre at Finchwood Park is now open. Cllrs Pearce and Weeks and the Assistant to the Clerk attended the opening event on 31 May.
- The first Finchwood Park homes are expected to be on the market in September. There will not be any modular homes in this first phase. It is understood that all of the affordable housing will be provided within Finchwood Park rather than off site.
- The next Arborfield Community Forum will be on 25 June at 7pm at Arborfield Green Community Centre.
- Cllrs Cundy and May will be attending an Arborfield Residents meeting on 26 June, arranged by Crest Nicholson.

- The Finchampstead Baptist Church will be working in partnership with WBC over the provision of the new community facilities at Arborfield Green.
- The Finchampstead Parish Council Annual Report for 2018/19 was hand delivered to all of the occupied properties at Arborfield Green which fall within Finchampstead Parish. There are around 120 such properties.

251/2019 CORRESPONDENCE.

Correspondence has been circulated by email and / or noted under agenda items above. Additional items are listed below.

- Invitation to Homestart Annual General Meeting. Wednesday 17 July 10am in Shinfield.
- Invitation to Wokingham Job Support Centre Annual General Meeting. Wednesday 17 July at 6.30pm in Wokingham.

252/2019 FORUM

- Cllr Bowers advised that he has been invited to join the Association of Retained Council Housing (ARCH).

253/2019 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Thursday 18 July 2019 at the Memorial Hall.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 19 JUNE 2019

UNITY TRUST BANK ACCOUNT 14/06/19			£22,161.01	
CCLA DEPOSIT ACCOUNT 31/05/19			£106,474.29	
CCLA PROPERTY FUND 31/03/18			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £33,299.28				
TOTAL FUNDS			£153,635.30	
	NET	VAT	TOTAL	
Outstanding payments yet to be cleared				
-				
TOTAL PAYMENTS OUTSTANDING			£0.00	
Payments already approved and paid				
BRITISH TELECOM	75.47	15.10	90.57	BTDD2
A. PEARCE - BAGS FOR CAL X TIDY UP	20.00	0.00	20.00	353697125
NALC - LCR SUBSCRIPTION	40.00	0.00	40.00	684797012
TEEONE - HI VIS VESTS FOR FER	225.00	45.00	270.00	828097870
PAYMENTS JUNE 2019				
Staff costs			£5,337.82	
Other costs				
OFFICE DEPOT - STATIONERY	26.19	5.24	31.43	905095036

IBS OFFICE SOLUTIONS - 2 X OFFICE CHAIRS	450.00	90.00	540.00	380174080
MORTIMER GDN SERVICES- FP EQUIPMENT	35.00	0.00	35.00	CH300263
WESTCOTEC - PSID BRACKETS	285.50	57.10	342.60	529278394
C. CONNELL - INTERNAL AUDITOR	350.00	0.00	350.00	390686438
EDGINGTON SPINK HYNE - ARCHITECT FEES (£500 to be reimbursed by FBC)	1000.00	200.00	1200.00	196964545
HALC TRAINING COURSE - ASST TO CLERK	45.00	9.00	54.00	144064367
SLCC CONFERENCE 6-7 JUNE - CLERK	465.00	55.00	520.00	745013537
SLCC MEMBERSHIP UPGRADE - CLERK	15.75	0.00	15.75	378039295
CCB MEMBERSHIP	32.00	0.00	32.00	510716353
PARISH ONLINE MAPPING SUBSCRIPTION	135.00	27.00	162.00	815848067
Allotment costs				
FAA MAINTENANCE CONTRIBUTION	500.00	0.00	500.00	851221415
TEE ONE - NO PARKING SIGNS	75.00	15.00	90.00	624538008
GREENHAM - LOCKS	82.02	16.40	98.52	124249
Neighbourhood Development Plan costs				
JAY PRINTERS - FLIERS / STICKERS	129.00	4.00	133.00	11653591
FBC - MEETING ROOMS	500.00	0.00	500.00	86248318
Grants and contributions - subject to final approval by Council where required				
READIBUS-COMM TRIPS 15/29 MAY	171.00	0.00	171.00	846337680
WBC - GORSE RIDE GRANT	500.00	0.00	500.00	
VILLAGE CLUB - TRUSTEES INSURANCE	371.32	0.00	371.32	123645964
TOTAL JUNE 2019 PAYMENTS		£478.74	£10,984.44	
TOTAL REMAINING			£142,650.86	
JUNE PETTY CASH / CARD PAYMENTS				
Total petty cash payments	21.60	0.00	21.60	
Total Card payments (Clerk)	75.02	7.52	82.54	
Total Card payments (Footpath Warden)	10.42	2.08	12.50	
TOTAL	£107.04	£9.60	£116.64	