

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON 18 JULY 2019 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

PRESENT: Cllr R. Cundy, Chair. Cllr S. Bromley, Vice Chair.
Cllrs Mrs C. Driver; Mrs B. Eytley; G. Jukes OBE; Mrs N. Jennings – Frisby;
Mrs S. McDonald; Mrs R. Margetts; R. Marshallsay; A. Pearce; R. Woof & G. Veitch.

Mrs K. Dagnall, Clerk.

293/2019 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs S. Bowers, D. Cornish, R. Rampton and S. Weeks.

294/2019 DECLARATIONS OF INTEREST

No interests were declared.

295/2019 MINUTES OF THE PREVIOUS MEETING

The minutes of meeting of the Council held on 19 June 2019 were signed as a true and correct record.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

296/2019 CHAIRMANS REPORT

- Cllr Cundy thanked those who helped with the Finchampstead Village Fete held on 29 June at the Memorial Park. There was interest in both the Parish Council and the Neighbourhood Development Plan.
- The Borough Parish Liaison Forum has elected Cllr Cundy as Vice Chair for the coming year. Wokingham Borough Councillor Firmager, the Chair of the Forum, and Cllr Cundy will be meeting to discuss future agendas and any changes required to the meeting format.
- Cllr Cundy will be opening a new sensory garden at Gorse Ride Junior School on Friday 19 July.

297/2019 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch advised that the Committee met on 26 June 2019, minutes of the meeting have been circulated.

Applications

8 applications were considered.

The applications included a Wokingham Area Housing Association application for four apartments in The Village. The Committee did not object to the application but it was noted that this has recently been refused by Wokingham Borough Council (WBC) on a number of grounds.

Decisions

Eight decisions were reported, one decision was not in line with the views of the Committee.

Other matters

- There were no new appeals.
- The appeal relating to proposals at 93 Reading Road was allowed.
- There were several new enforcement issues.
- WBC has issued a Five Year Housing Land Supply Statement as of 31 March 2019. The Council's position on housing land supply is that it can demonstrate a 6.39 year housing land supply against the Local Housing Need (LHN) of 804 dwellings plus 5% buffer at 31 March 2019.

FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Woof reported on the meeting held on 3 July, the financial position of the Council and current matters.

Financial position

- Unity Trust Bank £12,827.92
- CCLA Public Sector Deposit Fund account £106,542.06
- CCLA Property Fund £25,000
- The above figures include £33,299.28 Community Infrastructure Levy (CIL) funds

The schedule of payments totalling £9622.79 was circulated to all Councillors.

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

Meeting held on 3 July and other matters.

- Minutes of the meeting have been circulated along with the project list agreed at the meeting and an update on progress against the Council's strategic priorities.
- The updated Risk Management Policy and a new Community Infrastructure Levy Policy have been discussed and are covered under separate agenda items below.
- Councillor roles and Council structure were discussed by the Committee and are covered under a separate agenda item below.
- Additional help is needed to progress the Business Continuity Plan. Cllrs Jukes and Mrs McDonald offered to assist.
- **Finchampstead Emergency Response**
The Working Group held a further meeting for Responders and Refuge representatives on 1 July, the Local Emergency Planning Officer attended the meeting. The Emergency Plan was agreed and FER is now officially 'live'.

AMENITIES COMMITTEE

Cllr Mrs Driver reported on current matters.

- The allotment site suffered its first major break in in early July. Locks were broken and several items of Allotment Association equipment were stolen.
- The owner of Manor Farm is maintaining the War Memorial surrounds as an interim measure. It is proving very difficult to find a suitable contractor willing to undertake the maintenance. Cllrs Mrs Driver and Weeks and the Clerk are considering options.
- Cllrs Mrs Driver and Weeks have had a further meeting with representatives from the local Scout and Guide Groups and St. James' Church to discuss arrangements for the 2019

Remembrance Parade. The Parade and Service may be held in the Memorial Park but the Scout Group is still looking in to ways of marshalling the event so that it can be held at the War Memorial as in previous years. A decision will be made in September 2019.

- The former Litter Warden, Roger Long, passed away recently. Mr Long worked for the Council for almost 15 years, leaving in March 2018. Condolences have been sent to the family.

RIGHTS OF WAY COMMITTEE

Cllr Woof reported on the meeting held on 10 July and current matters. Minutes of the meeting have been circulated.

- The second phase of the WBC Rights of Way Improvement Plan consultation has commenced. The new Plan will cover the period from 2020 to 2030. Cllr Woof and the Clerk will be collating a response to the consultation.
- A company which may be able to redraw the footpath map has been identified and the Clerk is following this up. WBC is currently updating its definitive map and this will be used as a base for the Parish map.
- The Committee considered a request from the Friends of Finchampstead Ridges for funds towards work on the Ridges Ramble, a new route being created in partnership with the National Trust. The Committee agreed to make a contribution of £750 towards the repair and extension of boardwalks on the route.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- The War Memorial project is on hold pending a decision from the Finchampstead Park Management Committee on potential locations for it within the Memorial Park. Professional advice on this may be helpful, and would have the added benefit of providing plans and visuals which could be used for planning and consultation purposes.
- An order has been placed with WBC for the removal of the drop off zone in the Avery Corner Car Park and the reconfiguration of some of the parking spaces as previously reported. It is hoped that the work will be completed during the summer holiday.
- WBC is currently consulting on its Local Transport Plan and have offered to attend a meeting. The Clerk will arrange this for Cllrs Bromley and Woof.
- The South East Water project commences on 24 July. Nine Mile Ride will be closed between its junctions with Gorse Ride South and Park Lane for 10 months from the end of September. There is concern about the use of roads including White Horse Lane and Commonfield Lane as 'rat runs'. Cllr Bromley has been monitoring the traffic volumes and speeds on the roads to provide baseline data and will continue to monitor during the Nine Mile Ride closure to see if this has an impact. WBC has Traffic Regulation Orders in place to enable the closure of certain roads if issues or safety concerns arise.

298/2019 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Borough Parish Liaison Forum – 1 July.

Cllrs Cundy attended the meeting and advised that the minutes and reports from the meeting have been circulated.

Finchampstead Park Management Committee – 8 July

Cllrs Bromley, Cundy and Weeks attended the meeting. Cllr Cundy advised that discussion items included the need for barriers around the football pitches, and the Sports Club maintenance charges.

Gorse Ride Regeneration

The Community Development Worker and others are concerned about the Estate falling into disrepair pending the regeneration and have recently done an inspection of the Estate to assess the levels of cleanliness and disrepair, the findings have been reported to WBC. There is a particular need for the vegetation in the alleyways and other overgrown areas to be cut back, and for vacant properties to be better secured.

A replacement Community House has been found and will be used for the duration of the regeneration. The need for a 'community house' on the future development will be kept under review, there may be a lesser need than at present and / or other ways of delivering community development work – as is carried out on the other new developments around Wokingham.

The impact of the changing community on the Gorse Ride Schools was noted.

299/2019 COUNCILLOR ROLES AND RESPONSIBILITIES AND COUNCIL STRUCTURE

The Finance & General Management Committee had discussed various potential changes to allow more opportunities for Councillors to take on different roles to develop their range of experience and to encourage new ideas. Notes were circulated prior to the meeting.

Any changes agreed will be incorporated in the review of Standing Orders being undertaken by Cllrs Jukes and Woof and the Clerk.

It was agreed that this would be reviewed again in 2 to 3 months with a view to presenting revised Standing Orders to the Council by 31 December 2019.

300/2019 MAIN COUNCIL AGENDAS AND MEETINGS

A report outlining a proposal to reduce the time spent on Committee reports at Main Council meetings and so to allow time for additional discussion items was circulated prior to the meeting.

The Council agreed the proposed changes and it was agreed that in future the Councillor Forum could be used to suggest items for future agendas.

301/2019 RISK MANAGEMENT POLICY

The Council's Risk Management Policy has been updated and was circulated prior to the meeting.

Cllr Woof requested approval of the Policy and this was agreed by the Council.

302/2019 COMMUNITY INFRASTRUCTURE LEVY (CIL) POLICY

A new CIL Policy has been produced by the Finance & General Management Committee and was circulated prior to the meeting.

Cllr Woof requested approval of the Policy and this was agreed by the Council.

It was noted that a 'decision making process' over the use of CIL has also been produced.

303/2019 WELLINGTONIA AVENUE PROPOSALS

A report on a proposed project to ensure the ongoing health of the Wellingtonia trees on Wellingtonia Avenue was circulated prior to the meeting.

Cllr Veitch requested that a provisional budget of £10,000 be allocated to the project to allow it to progress to the next stage. This will involve starting to liaise with the landowners to seek their permission for a potential survey of the trees.

It was agreed that a provisional sum of £10,000 would be allocated to the project.

304/2019 NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

Cllr Pearce advised that the 'Stage and Gate' process in the Project Plan had been reviewed and that the updated version was circulated prior to the meeting.

The questionnaire produced for a household consultation to be undertaken in October 2019 was also circulated prior to the meeting. In accordance with the 'Stage and Gate' Plan the permission of the Parish Council is needed in order for the NDP Group to go ahead with the publication and distribution of the document. It was agreed that permission would be granted.

Any comments on the questionnaire should be forwarded to Cllr Pearce.

305/2019 ARBORFIELD STRATEGIC DEVELOPMENT LOCATION (SDL)

- As previously advised Dr Philip Lee MP forwarded a letter from the Clinical Commissioning Group confirming that there will not be any health care provision on the SDL. Cllr Cundy will be following this up with the Finchampstead Surgery.
- Cllrs Mrs Driver and May attended an Arborfield Residents meeting on 26 June, arranged by Crest Nicholson. The new residents expressed various concerns about primary school and health care provision, speeding traffic and the low standard of maintenance of landscaped areas and open spaces.

306/2019 CORRESPONDENCE.

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

- Invitation to Wokingham Volunteer Centre Annual General Meeting. Wednesday 11 September 2019 from 12 noon to 2.30pm at Wokingham Town Hall.

307/2019 FORUM

- Cllr Cundy advised that he will be away for several weeks over the summer period.
- Cllr Mrs Driver advised that the St. James' Church Patronal Festival takes place on 20 and 21 July. There will be a quiz and supper on 20 July and the Church Tower will be open on 21 July with cream teas available.
- A Community Fun Day will be held at the FBC Playing Fields on Wednesday 7 August from 10am to 2pm. The Council will have a stall – the Clerk will circulate a poll for volunteers.
- Cllr Jukes noted the poor condition of many road signs. This is a widespread issue and it is helpful if individual problems are reported to WBC online.
- Cllr Mrs Driver noted the overgrown verges at the Finchampstead Road / Church Lane junction which are causing sight line issues. Cllr Veitch reported the same issue in Lower Sandhurst Road.
- The Clerk plans to arrange a further meeting with the WBC Chief Executive to follow up on items raised at the meeting held on 15 May 2019.

308/2019 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Thursday 19 September 2019 at the Memorial Hall.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 18 JULY 2019

UNITY TRUST BANK ACCOUNT 10/07/19			£12,827.92	
CCLA DEPOSIT ACCOUNT 30/06/19			£106,542.06	
CCLA PROPERTY FUND 31/03/18			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £33,299.28				
TOTAL FUNDS			£144,369.98	
	NET	VAT	TOTAL	
Outstanding payments yet to be cleared				
MORTIMER GDN SERVICES- FP EQUIPMENT	35.00	0.00	35.00	CH300263
VILLAGE CLUB - TRUSTEES INSURANCE	371.32	0.00	371.32	123645964
TOTAL PAYMENTS OUTSTANDING			£406.32	
Payments already approved and paid				
BRITISH TELECOM	75.47	15.10	90.57	BTDD3
PAYMENTS JULY 2019				
Staff costs			£5837.75	
Other costs				
WINDOWFLOWERS - FLORAL DISPLAYS	475.44	95.09	570.53	379176305
GREENHAM - LITTER WARDEN SUPPLIES	63.01	12.60	75.61	125251825
IBS OFFICE PRINTER MAR-JUNE	158.59	31.72	190.31	576409334
FBC CENTRE OFFICE RENTAL JUL-SEPT	781.64	0.00	781.64	711201594
FBC CENTRE OFFICE SERVICE JUL-SEPT	758.25	0.00	758.25	711201594
FBC CENTRE CAFÉ CHARGES	37.43	7.47	44.90	711201594
Allotment costs				
GREENHAM - LOCKS	164.00	32.80	196.80	125251825
Neighbourhood Development Plan costs				
BELL CORNWELL FEES - MTG 4/6/19	200.00	40.00	240.00	582662448
Grants and contributions - subject to final approval by Council where required				
READIBUS-COMM TRIPS 1 MAY/12 JUNE	177.00	0.00	177.00	789722820
FRIENDS OF FINCHAMPSTEAD RIDGES	750.00	0.00	750.00	20950961
TOTAL JULY 2019 PAYMENTS		£219.68	£9,622.79	
TOTAL REMAINING			£134,340.87	
JULY PETTY CASH / CARD PAYMENTS				

Total petty cash payments	1.45	0.00	1.45	
Total Card payments (Clerk)	190.84	17.00	207.84	
Total Card payments (Footpath Warden)	10.00	2.00	12.00	
TOTAL	£202.29	£19.00	£221.29	