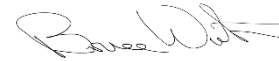


To all members of Shinfield Parish Council

**Notice is hereby given and you are summoned to attend a meeting of the Full Council on
WEDNESDAY 23th August 2023 at the School Green Centre, commencing at 19.00**



Bruce Winton, Parish Clerk
17th August 20

Members: Cllrs Boyer, Clarke, Grimes, Jahromi, James, Jones, Lias, Masseron, Montgomery,
Peer and Tatla

Agenda

1. Public Questions

- 1.1 To **RECEIVE** and **CONSIDER** follow-up information relating to school transport and questions from the public
- 1.2 To **RECEIVE** and **CONSIDER** any other questions from the public

2. Councillor Co-option

- 2.1 To **RECEIVE** and **CONSIDER** co-opting Richard Hoyle as a member of Shinfield Parish Council

3. Apologies and declarations of members' interests

- 3.1 To **RECEIVE** and **CONSIDER** members' apologies for absence
- 3.2 To **RECEIVE** and **CONSIDER** declarations of members' interests
- 3.3 To **RECEIVE** and **CONSIDER** changes to members' declarations of pecuniary interest

4. Minutes of Meeting on 28th June 2023 and 2nd August 2023

- 4.1 To **APPROVE** the minutes of the Full Council meeting on 26th July 2023* as a correct record of the meeting
- 4.2 To **RECEIVE** information on matters arising
- 4.3 To **APPROVE** the minutes of the Extra-ordinary meeting of the Full Council on 2nd August 2023*

** indicates one or more attachments in support of the item*

*** indicates papers to follow*

5. Reports

- 5.1 To **RECEIVE** reports from the Borough Councillors*
- 5.2 To raise any questions to WBC via the Borough Councillors
- 5.3 To **NOTE** the draft minutes of the Facilities Committee dated 2nd August 2023* and update from the Vice-Chairman of the Committee
- 5.4 To **NOTE** the draft minutes of the Arts, Culture and Events Committee dated 3rd August 2023* and update from the Chairman of the Committee
- 5.5 To **NOTE** the draft minutes of the Planning & Highways Committee dated 9th August 2023* and update from the Chairman of the Committee
- 5.6 To **RECEIVE** and **NOTE** a verbal update from the Traffic Working Party
- 5.7 To **RECEIVE** and **NOTE** a verbal update from the Sports Working Party
- 5.8 To **RECEIVE** and **NOTE** a verbal update from the School Green Working Party
- 5.9 To **RECEIVE** a verbal report from the Chairman
- 5.10 To **RECEIVE** reports from outside bodies

6. Engagement Working

- 6.1 To **RECEIVE** and **CONSIDER** an update from the Engagement Working Party

7. Education Provision in the parish

- 7.1 To **RECEIVE** and **CONSIDER** an update from the Education Working Party

8. Sports & Recreation Items

- 8.1 To **RECEIVE** and **APPROVE** the plan for Millworth Lane
- 8.2 To **RECEIVE** and **NOTE** a verbal update for the location of a 3g pitch within the parish

9. Ryeish Green Pavilion

- 9.1 To **RECEIVE** and **CONSIDER** an update from the Clerk regarding the sale of Ryeish Green Pavilion

10. Land issues

- 10.1 To **RECEIVE** and **CONSIDER** a verbal report from the Chair of Finance & General Purposes Committee on Land issues
- 10.2 To **RECEIVE** and **CONSIDER** an update from the Clerk regarding provision of community space in the north of the parish

11. School Green Centre

- 11.1 To **RECEIVE** and **CONSIDER** a verbal report from Cllr Grimes on the School Green Centre
- 11.2 To **RECEIVE** and **CONSIDER** an update on a proposal for the provision of film screening facilities

12. Correspondence

- 12.1 To **RECEIVE** and **CONSIDER** the terms of reference for community fund related to Spencers Wood Solar Farm*

** indicates one or more attachments in support of the item*

*** indicates papers to follow*

13. Invoices for Payment

- 13.1 To **RECEIVE** and **NOTE** Lloyds Bank payment of invoices within the Clerk's financial delegation*
- 13.2 To **RECEIVE** and **NOTE** Barclaycard payment of invoices within the Clerk's financial delegation*
- 13.3 To **RECEIVE** and **APPROVE** payments due to be made that are outside the Clerk's financial delegation*

14. Dates of Next Meeting

- 14.1 The date of the next Full Council Meeting will be Wednesday, 27th September 2023

** indicates one or more attachments in support of the item*

*** indicates papers to follow*

Minutes of a meeting of Full Council
Held on Wednesday, 26th July 2023
At School Green Centre commencing at 19:30

Present: Cllrs Clarke, Grimes, James, Lias, Masseron, Montgomery, Peer and Tatla

Attending: BCllr Glover, Gray, Johnson
B Winton (Clerk)
55 members of the public
1 member of the press

23/83 Public Questions

- 83.1 There was a large public presence due to concerns from parents and guardians (for simplicity referred to below as just parents) regarding the provision of school buses.

Cllr Grimes welcomed everyone to the meeting and explained that legally the council would not be in a position to make any decisions on this matter tonight, but he would give residents a chance to speak and for BCllr Prue Bray (Executive Member for Children's Services) to respond.

After an initial question from a member of the public which reflected the concerns of all the parents present, BCllr Bray set out Wokingham Borough Council's obligations to provide free transport for some students and the arrangements that are in place to allow other, fare paying, students to use surplus capacity on the buses provided. There was a "bulge" in student numbers which was creating a situation where the previously provided capacity was insufficient to meet the demand. The rate for spare capacity places for 2023/24 would be £825.

BCllr Bray advised that WBC were projecting a budget deficit of £3m for the current financial year and £11m for the following year. Therefore WBC could not commit any additional funding towards the provision of buses. An additional bus would cost from £75,000 for the year.

BCllr Bray advised that the E3 service which ran to and from Finchampstead had approximately 30 spare seats, but parents questioned the practicalities in getting children to Finchampstead.

83.2 There was a consensus that:

- An immediate solution was required for those due to go to school in September 2023
- There needed to be a longer-term certainty about what arrangements would be both for those currently going to secondary school and those who would be starting in future years
- For those making their decisions about which school to go to this year, access to reliable transport (however provided) would be a major consideration
- There was a need for more accurate numbers relating to those who were definitely affected those issue (WBC's numbers were not completely up to date)
- Cllr Grimes also asked that there be a degree of "buy in" from parents that, if alternative provision was made available, then parents would make use of the service

There were also discussions on:

- The viability of the Leopard #3 Reading Buses service (although it was noted that there is a legal notice period for any change to a published public transport timetable)
- Whether there may be spare capacity on other school services e.g. those to Forest School
- How SPC, WBC, parents and if necessary, coach operators could work together on a longer-term solution

83.3 It was agreed that there would be a special Full Council meeting of Shinfield Parish Council on Wednesday 2nd August 2023 to receive and consider any viable options to help resolve this issue.

83.4 Most members of the public left the meeting at this time and three remained.

23/84 Apologies and declarations of Members' Interest

84.1 Apologies had been received from Cllrs Boyer, Jahromi
Apologies had been received from Borough Cllrs Munro, Johnson, Gray & Rance
Apologies had been received from S Herring, Deputy Clerk

84.2 There were no declarations of members' interests

84.3 There were no changes to members' declarations of pecuniary interests

23/85 Minutes of the Previous Meeting

85.1 The minutes of the meeting held on 28th June 2023 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr Clarke
Seconded: Cllr Montgomery
Approved: Unanimously

85.2 The following matters arising were discussed:

- 23/71.2 Clerk to request numbers of Shinfield Parish Council pupils attending named secondary schools in Wokingham Borough Council and outside of WBC

This was on the agenda.

- 23/71.2 Clerk to plot on a map current bin locations and who owns them

This had been started but was still a work in progress. It was suggested that an awareness campaign was organised to encourage people to take their litter home for disposal (including recycling). Cllr Masseron asked if it was possible to identify how full bins were when they were emptied as it may be an option to reposition bins which were not used a lot

ACTION – Clerk to complete map of bin locations

ACTION – Clerk to arrange for awareness campaign to encourage litter to be taken home

ACTION – Clerk to investigate how full bins were when emptied

- 23/72.3 Clerk to display notice of Section 1 – Annual Governance Statement 2022/23 from 3rd July for 30 days

This had been done.

- 23/72.4 Clerk to display notice of Section 2 - Annual Governance Statement 2022/23 from 3rd July for 30 days

This had been done.

- 23/72.5 Clerk to display notice of public access to AGAR from 3rd July for 30 days

This had been done.

- 23/73.1 Clerk to set up a working party for 'Engagement'

This was on the agenda

- 23/74.6 Clerk to ensure that WBC have arranged a meeting for the Traffic Working Party

This meeting took place earlier today 26th July and the outcome will be discussed later in the agenda

- 23/75.2 Manor Ground Lease to be on the agenda of the next meeting

This was still with the University of Reading's lawyers

ACTION – Clerk to chase for the lease

23/76.1 Clerk to arrange for the Ryeish Green Pavilion to be put on the open market for sale

This was on the agenda.

23/77.1 Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James

This was on the agenda.

23/77.3 Clerk to produce minutes relating to the car park for Cllr Jahromi

This had been done.

23/79.4 Clerk to set up an Education Working Party to explore further

This was on the agenda.

23/86 Reports

86.1 Reports from Borough Councillors

Members **NOTED** the written reports from Borough Councillors Glover, Munro & Rance

86.2 Questions for Borough Councillors

Cllr Lias raised the issue of cars racing on the A33 every Saturday from 23.00 onwards. As the police were not available to intervene Cllr Lias asked if WBC ASB officers could observe and take a note of vehicle registrations. It was agreed that the Clerk would ask the Police and Crime Commissioner about this specific issue and used that as the opening premise for a formal meeting with the PCC. It was suggested that the proximity of police at Three Mile Cross not addressing this particular concern would be potentially embarrassing to Thames Valley Police

ACTION – Clerk to write to the Police & Crime Commissioner and invite him to attend a meeting with councillors

86.3 Minutes of Facilities Committee 5th July 2023

Cllr Clarke asked if members had any questions on the minutes. Cllr Lias advised that at the traffic meeting that morning, WBC had indicated that the footpath to Shinfield Meadows included in the School Green programme would be carried out by WBC this year.

Members **NOTED** the minutes of the Facilities Committee meeting held on 5th July 2023.

86.4 Minutes of the Arts, Culture and Events Committee 6th July 2023

Cllr Tatla advised that the initial set of objectives for the committee were an art exhibition in 2024, establishing a community choir and providing soft play and other entertainment for children on Fridays during the summer holidays.

Cllr Clarke said that he was aware of an interest in establishing an art class in the parish, but the potential group had found the room hire rates too high. The clerk indicated that we would be happy to have a discussion with any potential long-term hirer about helping them to establish their booking.

Members **NOTED** the minutes of the Arts, Culture and Events Committee meeting held on 6th July 2023.

86.5 Minutes of the Planning & Highways Committee 12th July 2023

Cllr Lias indicated that residents should be encouraged to record their local flora and fauna as had been discussed at committee. This would help establish a baseline for biodiversity net gain.

Members **NOTED** the minutes of the Planning and Highways Committee meeting held on 12th July 2023

ACTION – Clerk to include reporting of flora and fauna in the newsletter

86.6 Working Parties

Traffic Working Party:

Cllr James reported that there had been a meeting with Matthew Gould from WBC earlier in the day. The meeting had been arranged to go through the detailed proposals submitted to WBC by SPC on 26th May 2023.

The main items were:

- Reducing Speed limits
 - WBC would support 30mph speed limits for Hyde End Road, Hollow Lane, Arborfield Rd
 - Church Lane was described as “trickier”
- Bus Gate for Beke Avenue
 - SPC explained our concerns over the impact on walking and cycling in the village centre
 - At the Planning Meeting in October 2021 where the bus gate was removed, an argument put forward was the impact that it would have on traffic modelling. However, the housing development was operating effectively with Beke Avenue closed thereby replicating the effect of a bus gate
 - Another previous point made at the same meeting was that WBC would not be able to enforce the bus gate. This was no longer relevant as WBC now have the power to enforce moving traffic offences which they didn’t have in Oct 21
 - Matthew Gould explained that he could not overturn a planning decision although he recommended a discussion with Chris Easton.
 - Traffic can only act once the road was formally adopted by WBC
- Speeding into Grazeley
 - There was an agreement to look at what options there were for improving advance notice of corner
- Beech Hill Road
 - WBC agreed to look at providing more advance notice coming along White House Lane
 - Getting some form of controlled crossing would be harder and funds would be an issue
- Hollow Lane
 - A lot of what SCP would like to see is already in the LCWIP but there is no time frame for when that would be delivered
- Speed Cameras on Hyde End Road
 - These do in fact belong to WBC but they were having difficulty finding a contractor to point the cameras back at the roadway
- Black Boy Roundabout Box Markings
 - WBC felt this should be reasonably straightforward
- Swallowfield
 - It was explained that the concept here is to nudge traffic back on to A33
 - WBC indicated that there was some possibility of 30mph and mini roundabouts at Swallowfield St and The Street
 - Would also consider the extension of the 30mps speed limit area to Lambs Lane

WBC also advised that there had been no objections to the extension of the 30mph speed limit along Basingstoke Road and Hyde End Road to Dobbies.

86.7 Sports Working Party:

The Clerk advised that this should be considered later on the agenda regarding Millworth Lane.

86.8 Chairman's Report

Cllr Grimes reported that he had attended the ceremony along with other councillors to add a plaque commemorating former councillor Eddie Brown on the kissing gates opposite Spring Gardens which was a fitting tribute.

86.9 Reports from Outside Bodies

Cllr Peer gave an update on the most recent BALC meeting.

Cllr Lias advised that he had asked Cllr Bowyer to attend Grazeley Village Memorial Hall meetings.

Cllr Grimes advised that the Repair club previously at Spencers Wood Village Hall had relocated to Lambs Lane.

23/87 Future Council Strategy

87.1 Engagement Working Party

It had been agreed to create an Engagement Working Party and members were asked to nominate who should be involved. This working party would be tasked with looking at how the council could improve its engagement with residents, business and other parties.

It was agreed that Cllrs Grimes, Masseron and Montgomery would be on the working party

The Clerk was asked to arrange the first meeting (on Teams).

ACTION – Clerk to arrange first meeting of Engagement Working Party

23/88 Education Provision in the parish

88.1 Distribution of pupils, resident in the parish, to primary and secondary schools in the borough

The Clerk had received numbers relating to the distribution of pupils, resident in the parish, to primary and secondary schools from the Executive Member of Education at Wokingham Borough.

Concerns were expressed about the lack of progress on the extension of Aldergrove and the planned Spencers Wood primary school which could not proceed as it was within the DEPZ

88.2 Education Working Party

It was agreed that there would be an Education Working Party, and this would include Cllrs Grimes, Lias, James and Tatla. Again it was agreed that this party would convene on Teams.

ACTION – Clerk to convene meeting of Education Working Party

23/89 Sports and Recreation Items

89.1 Plan for Millworth Lane

Cllr Clarke introduced the overall proposal; Cllr James spoke regarding the capital costs involved and the Clerk gave a brief outline of the operating income and expenditure.

Cllr Lias suggested that the use of solar panels was incorporated into the plans.

Cllr Masseron recognised the wellbeing aspects involved but asked that similar consideration was given to the community garden at High Copse for non-sports minded residents as and when this came forward.

A member of the public was concerned about the impact on football pitches of these proposals and the sale of Ryeish Green Pavilion. The Clerk was asked to invite both football teams to the next Working Party meeting which would take place on 1st August.

Members resolved to approve the general principles outlined in the proposals and also recognised a capital expenditure of £750k as being of the order of magnitude.

Proposed: Cllr Peer
Seconded: Cllr Tatla
Approved: Unanimously

Final approval would be required once the fully costed plans were available from the Quantity Surveyor. Members would be able to review these and also the detailed assumptions and costings of the business model.

89.2 'Coffee Trailer' proposal

The Facilities committee had reviewed this proposal and recommended offering a three-month rent-free period to allow the basic concept to be trialled initially at Deardon Allotments but with flexibility to use other SPC locations subject to other licences and permissions etc being obtained.

Proposed: Cllr Peer
Seconded: Cllr Masseron
Approved: Unanimously

89.3 3G Pitch

The Clerk had written to BCllrs Shenton and Ferris on 26th May setting out detailed proposal for considering the use of the area north of MereOak Park & Ride as a location for a 3G pitch. Neither of them had responded to the proposal directly.

As was reported at the previous meeting, in a response on sports provision around Hyde End Lane, from Chris Howard, Delivery Manager at WBC the 3G option was disregarded. The Clerk and Cllr Clarke have been attempting to get a meeting with Chris Howard but to no avail.

ACTION – Clerk to continue to pursue this location as an option for a 3g pitch

23/90 Ryeish Green Pavilion

90.1 The Clerk reported that the Ryeish Green Pavilion would be formally on the market shortly.

23/91 Land Issues

91.1 Land Issues

The Clerk had been in touch with Craig Hoggeth to arrange a meeting to take this matter forward. Mr Hoggeth was reluctant to have a meeting if all it would do would be to revisit old ground.

As discussed at the last meeting SPC felt that the option of achieving an equitable swap was now extremely unlikely.

One option would be to take any permanent change of ownership of the land involved (either the playing fields at Ryeish Green or the Deardon Orchard) completely off the table. Also off the table would be the Century Drive playground previously introduced to attempt to balance the areas of land involved. Instead of permanently exchanging title on the land the discussion would be on leasing instead.

Cllr James still wished to see the School Green Car Park brought under SPC control and Cllr Grimes felt that this may be possible through a discussion on the lease that WBC would require for Ryeish Green playing fields.

ACTION – Clerk to arrange a discussion with Cllrs Grimes and James regarding how to take this forward with Mr Hoggeth

91.2 Community Space in the north of the parish

The Clerk advised that a working party consisting of Cllrs James, Tatla and Montgomery, Paul Gudge and the Clerk had arranged a meeting with the Director of the Education Trust and Headmaster of Whiteknights School had been arranged for Wednesday 13th September to discuss the proposals in more detail. This will be reported back at the September Full Council meeting.

23/92 School Green Centre

92.1 Update from Cllr Grimes

Cllr Grimes had nothing to report on School Green Centre.

92.2 Provision of film screening facilities

Cllr Grimes reported a meeting on site was to be arranged.

23/93 CIL Funding

93.1 Infrastructure Funding Statements and Medium-Term Financial Plans of Wokingham Borough Council

The Clerk advised that he had shared this with Planning & Highways, and it had been agreed to share it with Full Council.

Of particular note was the fact that the new primary school which had been showing on these plans for 2022/23 was not showing on the 2023/24 plan.

23/94 Correspondence

94.1 Local Government Boundary Commission for Wokingham

This was to formally note the change to the parliamentary constituencies had been confirmed and Shinfield Parish would be contained within the new seat of Earley & Woodley constituency.

94.2 Terms of reference for community fund

Due to time constraints it was agreed to carry this forward to the next meeting.

ACTION – Clerk to include on agenda for August Full Council Meeting

23/95 Invoices for Payment

95.1 Members NOTED the following payments: -

- Payments made within the Clerk's financial delegation
- Payments made on Barclaycard within the Clerk's financial delegation

Members APPROVED the following payments: -

- Payments due to be made that were outside the Clerk's financial delegation

Proposed: Cllr Lias
Seconded: Cllr Tatla
Approved: Unanimously

23/96 Date of Next Meeting

96.1 The date of the next meeting is Wednesday, 23rd August 2023.

The meeting ended at 21.55

List of Actions

23/71.2	Clerk to complete mapping of bin locations	Clerk
23/71.2	Clerk to arrange an awareness campaign to encourage litter to be taken home	Clerk
23/71.2	Clerk to investigate how full bins were when emptied	Clerk
23/75.2	Clerk to chase for the lease on Manor Ground	Clerk
23/86.2	Clerk to write to the Police & Crime Commissioner and invite him to attend a meeting with councillors	Clerk
23/86.5	Clerk to include reporting of flora and fauna in the newsletter	Clerk
23/87.1	Clerk to arrange the first meeting of the Engagement Working Party	Clerk
23/88.2	Clerk to arrange the first meeting of the Education Working Party	Clerk
23/89.3	Clerk to continue to pursue this location as an option for a 3g pitch	Clerk
23/91.1	Clerk to arrange a discussion with Cllr Grimes and James regarding how to take this forward with Mr Hoggeth	Clerk
23/94.2	Clerk to include terms of reference for community fund on agenda for August Full Council Meeting	Clerk

Minutes of a meeting of Full Council
Held on Wednesday, 2nd August 2023
At School Green Centre commencing at 19:00

Present: Cllrs Boyer, Clarke, Grimes, James, Jones, Lias, Masseron, Montgomery and Peer

Attending: BCllrs, Bray, Glover and Johnson
B Winton (Clerk), S Herring (Deputy Clerk)
61 members of the public
1 member of the press

23/97 Public Questions

- 97.1 There were continuing public questions and debate resulting from those raised at the previous Full Council meeting on the lack of provision of school buses by Wokingham Borough Council for the start of the Autumn Term 2023.
- 97.2 Following the debate Wokingham Borough Council (WBC) would:
- Arrange for the E3 bus to start from School Green (10 spaces)
 - Investigate if the E3 bus can also cover Spencers Wood and Three Mile Cross
 - Free up additional seats on both the E1 and E2 (estimated at 6 on each)
 - Encourage taking up of remaining spaces on 244 service (10 remaining spaces)
 - Investigate if there is spare capacity on the bus that goes to the Forest School
 - Inform all parents and guardians as to how the above additional seats be allocated
 - Confirm the number of available spaces at Oakbank
 - Contact Reading Buses to ask if
 - the No 3 Leopard service could start ten minutes earlier (ie at 7.25) and ten minutes later in the afternoon for the return journey)
 - the bus used could have a larger capacity
 - if the timings of the No 600 service could be amended to tie in with the revised No 3 Leopard
 - there was scope for the service to include Three Mile Cross/Spencers Wood
 - Confirm the time scales for submission to the Traffic Commissioner for altering the No 3 and No 600 bus timetables and to establish if the time scale could be shortened
- 97.3 Shinfield Parish Council (SPC) offered to make the cycle racks at the School Green Centre available for any child who wished to use them. These were under cover, covered by CCTV and the Reception desk was manned throughout the day.

- 97.4 Both WBC and SPC would ensure that street lighting under their respective control is scheduled to be on for journeys to and from school.
- 97.5 Wokingham Borough Council Officers and Councillors, and Shinfield Parish Council would work together to obtain the answers prior to the Full Council meeting on 23 August 2023.
- 97.6 WBC will work on a long-term strategy for the future
- This will include involving various elements of WBC, for example, to consider road safety issues
 - This will include SPC
 - This will include parents and guardians

23/98 Apologies and declarations of Members' Interest

- 98.1 Apologies had been received from Cllrs Jahromi and Tatla
Apologies had been received from Borough Cllrs Glover, Gray and Munro

23/99 Date of Next Meeting

- 99.1 The date of the next meeting is Wednesday, 23rd August 2023.

The meeting ended at 20:25

Borough Councillor Reports

Councillor Glover

Committees, etc.

Nothing to report as it is holiday season for most committees. I did some Licensing and Appeals training, so all set for Taxi Driver Appeals.

I attended the opening of the Clements Close Play Park and was most impressed; also pleased to see the way the flats have been refurbished.

I met with Ollie Sirrell and Nigel Frankland of the University of Reading.

The main activity has been the School Bus Places for Fare-Payers issue.

Residents' issues from last month:

Hyde End Road speed cameras: I have been told they are looking for a contractor to fix them (meanwhile, it seems we are getting a new camera for the Bolton Drive/Fulbrook Ave busgate).

Car racing on the A33: I gather that fines are being issued by WBC at MereOak Park and Ride. I'm trying to get information about TVP activity.

Drug-dealing in Chestnut Avenue (?): Sorry, this was scaremongering on the part of the resident. Visited him and forwarded details to WBC officers. Have heard nothing since.

Bingate: Consultation now in process. Residents should let WBC know of bins they think should not be removed and suggest others that could be removed instead.

Residents' issues this month

Apart from the School Bus Places issue, the only thing that has come up is increased sighting of rats between Bowling Green and Hayes Drive. I have passed this on to WBC who are looking into it.

Councillor Gray

Councillor committees and outside bodies:

- Children's Overview and Scrutiny committee is looking closely at home to school transport policy changes. Although I unfortunately couldn't make the meetings at SPC on related issues, I have spoken to a number of residents about this and issues to raise with the new home to school transport policy
- I had a constructive meeting at Wokingham Job Centre as part of my role as outside body link.

- I raised a question in full council about the safety of the junction on Whitley Wood Lane/B3270 but was told that it was not in the top hotspots for accidents to justify new safety measures on it.

Casework:

- I met with a resident in Shinfield Park and the Shinfield Community Engagement officer to walk around the area to see issues on the estate. There were a few upkeep issues reported and ongoing issues of parking around here which I am raising.
- I will be visiting the community flat in Shinfield this week and setting up surgeries from September
- Key casework points continue to be parking and general overcrowding on the Shinfield Park estate. Also a number of residents have raised some of the school transport issues.

Councillor Johnson

Councillor Munro

Main issue remains Beech Hill Road/Lambs Lane junction.

Councillor Rance

22.7.23 Resident asked me to contact WBC again regarding land in Hyde End Lane and its use. Residents would prefer a Pump Track which would alleviate the area of traffic. Riders would arrive by bike, rather than cars. I heard back from Chris Howard that WBC feel there is nothing untoward about traffic use. Taylor Wimpey are now 'set to go' to sort the area as contracted to do.

23.7.23 Supporting residents over the Bus debacle. At time of writing there is to be no provision of bus service to Emmbrook in September. 50+ parents faced with the prospect of having to drive the kids which is contrary to the edict by WBC of reducing carbon footprint/being environmentally friendly with those parents' cars thrashing along Reading Road to get children to school in time for registration.

24.7.23 By this date had heard from 15 residents regarding Busgate. I wrote to Prue Bray, Matt Pope, Childrens Services. Terse reply only from Ms. Bray.

26.7.23 Reported last month about a young paraplegic resident who has been waiting for a bungalow to be finished for 18 months. Followed up original email asking for a ramp for the garden to be fitted, as movement from a patio onto the lawn is a nasty bump down. Good news – heard back that new flooring is being laid this week, damp is sorted. Hopefully not long before young man moves in.

Heard also from a resident in Shinfield Park that all the overgrown grass has been cut down around the King Henry VIII's Tree, and broken fencing all replaced. She thanked me profusely after I had chased Cleaner and Greener on her behalf.

26.7.23 Attended the Bus Meeting at School Green Centre mustered by many residents to talk about the situation held before Shinfield Parish Council's Full council meeting. The administration's first suggestion was that all parents could drive to Finchampstead for the children to catch the bus to Emmbrook from there. Still means that the roads are clogged with more traffic and more pollution. She added "It's not far"!

31.7.23 Resident emailed complaining about people parking on the grass verges. I cannot drive yet, so am unable to go along to have a look, but generally advised that the householders can park outside their homes and if some go up onto the kerb there is not a lot that can be done. I will go and see soon.

1.8.23 Reported that Cutbush Lane East footpath is blocked by a fallen tree. Resident sent me a photo which was useful and have reported to WBC. Not sure if it has been cleared yet.

1.8.23 I was invited to the 1.30 official opening of Clements Close newly furnished and completed Playground but unfortunately my daughter could not take me there at that time, so we went earlier. It looks great, lots of new equipment and all in very bright colours. A lovely addition for the children, to a generally depressed area.

2.8.23 Another resident wrote to me about the buses situation. She did not indicate whether she was a teacher but said her husband was. I had the feeling she might be. Her children had attended Oakbank. She said "Hopefully more local parents will select Oakbank as a first choice in the future, then these issues will go away as the kids will have first priority for places over children from further away. Oakbank is a lovely, caring school where children do very well". This makes me wonder why Oakbank then has poor Ofsted results. Rumour can't make this school appear good. Facts must.

Attended second meeting of Busgate at SPC which was constructive and positive about the situation. More to be done. Another meeting on 23.8.23.

Later people informed that another suggestion would be for children to be taken to Green Park to get on train to Wokingham and for the children to walk to school from there. Travel times for children 2 ½ hours morning and again at night.

4.8.23 Learned that the Young Couple have been refused planning permission again regarding land at Hyde End Road next to Dobbies. Commiserated as every which way they are being thwarted. They are going to Appeal.

4.8.23 Spoke with an elderly lady at Farm Cottages, Hyde End Road, who is very upset that dog walkers consistently pass by, going to the fields, and push or hang full dog poo bags on her hedge. The hedge is at the front of her cottage and her also elderly neighbour. They feel affronted and do not think it is their job to pick all this muck up, they are so frail they cannot. I contacted Bruce Winton and WBC in case a Bin can be conjured up and fixed

somewhere near, and also the ASB team. Leaving dog poo bags is an offence resulting in a fine, and so they are going to put up notices around the area which is great. Hopefully quickly.

Heard back from WBC – the cost of maintaining bins is too much, and it is rare to install new ones. (though I wasn't asking for new). They hope signage will deter the dog poo offenders 'when' it is up.

4.8.23 Askew Drive – There is a huge oak tree just as you enter on the right. Been dead for two years and I attempted then to get it cut down/sorted. WBC said it was not their responsibility. I traced the Landowner who told me that the business had been dissolved so not their responsibility either and the tree is now on "Crown" land. I told both that it is a very nasty accident waiting to happen. This week, a massive bough has broken off from the top landing on the road which residents moved to the grass. But as my photo showed (taken by a resident) cars park there, and with bit of a swing to the side, a resident's fence and house are a prime target, besides any children/walkers. It is dangerous. I wrote to WBC again with photo. Three days later WBC have put plastic fence around area which led me to believe they are accepting responsibility, but no, they are contacting Elegant Homes who must deal within 14 days. If not, WBC may well have to sort. Meanwhile more boughs/branches could drop!

10.8.23 Lady wrote to me about an alleyway at the back of bungalows for disabled people at Frensham Green. The brambles and foliage have grown so much that no one can exit the properties just for a jaunt or in case of a fire. There is a locked steel gate (presumably the householders each have a key).

The residents are all wheelchair users and they simply cannot get through the growth. I got my daughter to take me there and we took photos of knee-high brambles and bushes. So dangerous. Wrote to WBC – and this is apparently a Housing matter.

14.8.23 Two residents of Clares Green Road have contacted me about the speeding from either end of the road (entry from Basingstoke Road, or from Grovelands) One lady's cat was seriously injured there last week and has a broken sternum and other injuries. The second neighbour is worried about her three children who cross regularly to go onto the pavilion field to play. I shall see what I can do.

Minutes of a meeting of
The Facilities Committee
Held on Wednesday 2nd August 2023
At School Green Centre commencing at 20:30

Present: Cllrs Boyer, Clarke (Chair), James, Masseron and Peer

Attending: S Herring (Deputy Clerk) and P Gudge (Facilities Manager)

23/FC/30

Public Questions

30.1 There were no public questions

23/FC/31

Election of Vice-Chair of the Facilities Committee for 2023/2024

31.1 Cllr N Boyer was nominated as Vice-Chair of the Facilities Committee

Proposed: Cllr James
Seconded: Cllr Masseron
Approved: Unanimously

31.2 Acceptance of office of Vice-Chair

Cllr Boyer accepted the office of Vice-Chair of the Facilities Committee and duly signed the declaration of acceptance, witnessed by the Deputy Clerk on 2nd August 2023

23/FC/32

Apologies and declarations of Members' Interest

32.1 There were apologies for absence from Cllrs Jahromi and Tatla

32.2 There were no declarations of members' interests

23/FC/33

Minutes of the Previous Meeting

33.1 The minutes of the Facilities Committee meeting held on 5th July 2023 were approved as a correct record and signed as such by Cllr Clarke as Chair of the committee.

Proposed: Cllr Boyer
Seconded: Cllr Peer
Approved: Unanimously

33.2 The following matters arising were discussed:

23/RA/60.2 Clerk to follow up a request to feed the birds at Deardon Field

There had been no follow up from or with the member of the public who had raised this and it was not intended to follow up any further at this stage.

23/FC/14.2 Facilities Manager to report back to committee once a date had been fixed for work to take place on the trees at Deardon Orchard.

The Facilities Manager reported that a date would be fixed when the weather was suitable for the work to be done

ACTION – Facilities Manager to arrange a date for work to take place on the trees at Deardon Orchard

23/FC/14.3 Deputy Clerk to provide statistics on use of the newsletter and the number of hard copy newsletters issued in 2022.

A new platform is being used to issue the newsletter and this allows more information on how the newsletter is being read. For the most recent issue the statistics were as follows:

- 382 views for July, as opposed to 690 in June (this was probably due to the opening of Manor Ground)
- Subscribers to the newsletter 405 and in July 15 unsubscribed

There has been a concerted effort to capture additional email addresses and an additional 69 have been collected from interaction at Reception and from the first “Friday Funday” event.

The hard copy newsletters issued in October 2022 were 18,340

23/FC/21.3 Clerk to make arrangements for Wokingham Today to be informed of the opening of the MUGA at Spencers Wood Recreation ground.

This was done and the reporter attended.

23/FC/22.2 Millworth Lane proposals to be added to Full Council agenda.

This was done and the general proposals were agreed in principle.

23/FC/25.1 Facilities Manager to arrange for the appropriate signage at Chapel Lane Pre-School and other sites that the location(s) was “supported by Shinfield Parish Council”

Facilities Manager reported that he was working with Thames Valley signs to produce a suitable plaque

ACTION – Facilities Manager to report back to the next meeting

23/FC/26.1 Facilities Manager to chase the University of Reading for practice nets

Facilities Manager reported that he was still awaiting a response due to UoR staff being on holiday

ACTION – Facilities Manager to report to the next meeting

23/FC/27.2 Clerk to resurrect the School Green Working Party

This was on the agenda

23/FC/27.4 Damage to footpath signs to be highlighted in the SPC newsletter

The Facilities Manager reported that an article had been prepared for the next edition

23/FC/27.5 Clerk to arrange a meeting with the Coffee Trailer provided

The Deputy Clerk advised that the Clerk had not been able to arrange this before going on holiday and a date would be arranged for his return. In accordance with the discussion at the last meeting this would be reported to Arts, Culture and Events committee.

ACTION – Deputy Clerk to arrange the meeting

23/FC/27.5 Deputy Clerk to add “Coffee Trailer” proposal to the agenda of the next Full Council Meeting

This had been done.

23/FC/27.5 Item regarding Coffee Trailer to be moved to the Arts, Culture and Events committee to agenda

This had been done.

23/FC/34

Works Update

34.1 The Facilities Manager reported on the progress towards the final completion of the new MUGA at Spencers Wood Pavilion

The Facilities Manager reported that this had now been completed. The formal opening had taken place and the Youth Club were present for the opening, the opening was covered by the press from ‘Wokingham Today’. There would be no further regular updates on this item.

23/FC/35

Millworth Lane

35.1 Toilets for Millworth Lane

The planning application had been submitted (PA231684) with consultation due to end on 7th August. There had been no comments submitted at the time of the meeting.

35.2 Verbal report from the Sports Working Party

Cllr Clarke reported that Spencers Wood Football Club and Shinfield Rangers estimated there were 800 children and adults wanting to play football in the parish and they currently do not have a base to meet for refreshments, etc. The Spencers Wood Football Club currently uses a container for storage and parking at Ryeish Green Pavilion, however, this is now on the market for sale. Further discussions will take place once the outcome of the sale of the Pavilion is known.

The 3G pitch at the Ryeish Green Sports Centre was booked out from 18:00 to 21:00 every day with no space available, limiting any additional training requirements.

Shinfield Parish Council (SPC) will meet approximately three times a year with the football clubs to discuss any issues and try and support them where possible.

35.3 **Fitness Training at Millworth Lane**

The Clerk was still developing the formal heads of terms for this agreement.

23/FC/36

Allotments

36.1 Orchard Rise

The Facilities Manager showed a short presentation on the allotment plots at Millworth Lane. The allotment had not been officially opened, however, once this had taken place an article to highlight the accessible plots would be written for the SPC Newsletter.

36.2 Deardon Allotments

Members reported that the allotments were looking untidy. The Facilities Manager reported that a number of warning letters had been sent out to unkept allotment holders but there was a set process that needed to be followed before they could be reclaimed.

ACTION – Facilities Manager to provide details of the number of plots issued with warning letters

23/FC/37

School Green Centre

37.1 School Green Centre

The Facilities Manager advised that the sign on the side of the building was installed on Wednesday 26th July 2023.

23/FC/38**Spencers Wood Pavilion and Recreation Ground****38.1 Chapel Lane Pre-School contract**

The Facilities Manager reported that the contract was almost complete. The heads of terms still needed to be signed. The rent has been backdated and will be collected over a period. A review is due in 2025.

ACTION – Facilities Manager to report back to the next meeting

38.2 Proposal for once-a-week mobile catering unit

A request had been made for a mobile pizza van at the Spencers Wood recreation ground. Members were in agreement that this could proceed once the planning and licencing requirements had been checked. Discussions would take place regarding charges for the use of the car park and rubbish disposal.

Members felt it would be beneficial to the community to publish all the mobile food providers in the parish in the SPC newsletter.

ACTION – Clerk to arrange a meeting to discuss charges and licencing with the provider of a mobile pizza van

23/FC/39**Manor Ground****39.1 Manor Ground Pavilion**

The Facilities Manager reported that the cricket club were using the ground regularly and the dementia group were using the pavilion four days a week. There had been some initial teething problems and he had now instigated two hours of cleaning every Monday morning. All the equipment had been installed including CCTV. Discussions would take place to enable the transition between the cricket and football seasons.

ACTION – Facilities Manager to request the date for the start of the football season and make any necessary arrangements for the transition.

39.2 Football season

Cllr Clarke suggested that it would be beneficial to have an official opening at the Manor Ground at the start of the football season, with input from the University of Reading (UoR), photographs and publicity.

ACTION – Clerk to discuss with the UoR

39.3 Maintenance of the Manor Ground

Members requested an update on the ongoing maintenance costs of the pavilion and ground. The Facilities Manager reported that there would be ongoing service contracts, decoration and work to the floor in time.

ACTION – Facilities Manager to update the committee on predicted future costs

39.4 Shinfield Sports Forum

Cllr Clarke proposed that there was a need for a 'Shinfield Sports Forum' that could meet approximately three times per year to enable a dialogue between cricket, football, tennis, netball, and any future groups once set up.

ACTION – Cllr Clarke to set up a Shinfield Sports Forum

23/FC/40

Parish Wide Items

40.1 Picnic tables at Deardon Field

The Facilities Manager reported that the picnic tables had been ordered and should be arriving at the beginning of September.

40.2 **School Green Working Party**

The Deputy Clerk reported that a meeting had been arranged for 3rd August to discuss the priorities of upgrading the green. Priorities included replacing the posts around the green as they were rapidly deteriorating. A request was made for them to be similar to the current wooded posts.

ACTION – Facilities Manager to investigate a suitable replacement of the posts.

40.3 **High Copse Pavilion**

There was nothing further to report at this point, however members reported that there was a requirement for it to be completed before the last house was built on the adjacent development. Members stressed the importance of sports development in the parish. The cricket square would need time to bed down prior to use for the next season and needed to be a priority.

ACTION – Deputy Clerk to contact Nigel Frankland, UoR to ask what the timescales were for the development of High Copse.

40.4 **Footpath signs**

The Facilities Manager reported that due to the previously reported damage to the footpath signs, replacements signs had been put up and he was monitoring the situation.

40.5 **Roundabouts in the Parish**

Concern was expressed regarding the unkept state of roundabouts in the parish, particularly one on the Arborfield Road near Parrot Farm, and one on Church Lane near Deerleap Park and Hayes Drive. The roundabouts were very overgrown making it difficult to see and causing a potentially dangerous situation. Discussion took place as to whether the roundabouts could be sponsored by local businesses.

ACTION – Facilities Manager to contact Wokingham Borough Council (WBC) to investigate potential sponsorship and what was involved.

23/FC/41

Ryeish Green Pavilion

41.1 Marketing of Ryeish Green Pavilion

The Facilities Manager reported that the pavilion was currently on the market for sale.

ACTION – Facilities Manager to report back to the next meeting if there had been any progress

23/FC/42

Date of Next Meeting

42.1 The next meeting would be held on Wednesday, 6th September

The meeting ended at 21:36

List of Actions

23/FC/33.2 23/FC/14.2	Facilities Manager to arrange a date for work to take place on the trees at Deardon Orchard	Facilities Manager
23/FC/25.1	Facilities Manager to report back to the next meeting on signage for 'supported by Shinfield Parish Council'	Facilities Manager
23/FC/26.1	Facilities Manager to report on the current situation regarding the practice nets at the Manor Ground	Facilities Manager
23/FC/27.5	Deputy Clerk to arrange a meeting between the Clerk and the Coffee Trailer provider	Deputy Clerk
23/FC/36.2	Facilities Manager to provide details of the number of allotment plots issued with warning letters	Facilities Manager
23/FC/38.1	Facilities Manager to report back to the next meeting on the contract with Chapel Lane pre-school	Facilities Manager
23/FC/38.2	Clerk to arrange a meeting to discuss charges and licencing with the provider of a mobile pizza van	Clerk
23/FC/39.1	Facilities Manager to request the date for the start of the football season and make any necessary arrangements for the transition from cricket	Facilities Manager
23/FC/39.2	Clerk to discuss arrangements of an opening of the Manor Ground for the football season with the UoR	Clerk
23/FC/39.3	Facilities Manager to update the committee on predicted future costs for the maintenance of the Manor Ground	Facilities Manager
23/FC/39.4	Cllr Clarke to set up a Shinfield Parish Sports Forum	Cllr Clarke
23/FC/40.2	Facilities Manager to investigate a suitable replacement of the posts on the School Green	Facilities Manager
23/FC/40.3	Deputy Clerk to contact Nigel Frankland, UoR to ask what the timescales were for the development of High Copse	Deputy Clerk
23/FC/40.5	Facilities Manager to contact Wokingham Borough Council (WBC) to investigate potential sponsorship and what was involved	Facilities Manager
23/FC/41.1	Facilities Manager to report back to the next meeting on any progress with the sale of Ryeish Green pavilion	Facilities Manager

Minutes of a meeting of
the Arts, Culture and Events Committee
Held on Thursday 3rd August 2023
at School Green Centre commencing at 19.30

Present: Cllrs James, Jones, Masseron, Montgomery, Peer & Tatla (Chair)

Attending: B Winton (Clerk)

23/ACE/18 Public Questions

18.1 There were no public questions.

23/ACE/19 Apologies and declarations of Members' Interest

19.1 There were apologies for absence from Cllr Jahromi. Cllr Tatla advised that Cllr Clarke had withdrawn from the committee

19.2 There were no declarations of members' interests

23/ACE/20 Minutes of the previous meeting

20.1 The minutes of the committee meeting of 6th July 2023 were approved as a correct record and signed as such by Cllr Tatla.

Proposed: Cllr Montgomery

Seconded: Cllr Peer

Approved: Unanimously

20.2 Actions and Matters Arising

23/ACE/13.2 Clerk to conduct research on art exhibitions for consideration at the next meeting

This was item 4.1 on the agenda

23/ACE/13.3 Clerk to conduct research in to establishing a community choir for consideration at the next meeting

This was item 4.2 on the agenda

23/ACE/13.4 Clerk to look to implement holiday activities for the summer holiday period

This was item 4.3 on the agenda

23/ACE/14.2 Clerk to provide information on take up of the newsletter

The Clerk advised that:

- 382 views for July, as opposed to 690 in June (this was probably due to the opening of Manor Ground and the strong cover image available)
- Subscribers to the newsletter 405 and in July 15 unsubscribed

There has been a concerted effort to capture additional email addresses and an additional 69 have been collected from interaction at Reception and from the first “Friday Funday” event. This would be ongoing. The Clerk would also ask those who had provided their address for the school busses issue if they would like to be added to the newsletter distribution.

There was a discussion around the need for strong images to capture attention and generate interest in items.

23/ACE/14.3 Clerk to arrange a mock up of the “Made in Shinfield” concept

Members considered a working draft of the concept, and a further version would be provided for the next meeting.

23/ACE/16.2 Clerk to invite BCLlr Kerr to a future meeting

The Clerk had confirmed that BCLlr Kerr was happy to meet in principle however, as much WBC business was done on a Thursday evening, she would not be able to attend a meeting of this committee. The Clerk had asked the Deputy Clerk to arrange a daytime meeting with BCLlr Kerr and invite members to attend if they were available.

ACTION – Deputy Clerk to arrange and confirm the meeting

23/ACE/21

Developing Arts & Culture in the parish

21.1 Art Exhibition

The Clerk advised that he had not been able to follow this up as much as he would have liked. There would be an article in the next newsletter which was intended to go out at the end of this week. This would include a questionnaire to help establish what residents may be interested in for an exhibition. It was confirmed that there would be workshops as part of the build up to the exhibition itself. The date in 2024 would be guided by room availability which suggested that it would be most likely to be in a school holiday period.

The Clerk has also written to Wokingham Arts Society to see if they would be interested in meeting to discuss our initial proposals with them.

The Clerk advised that he had conducted some preliminary research on the costs of hiring display panels but would also wish to explore if other organisations may be able to provide the equipment on a loan basis.

ACTION – Clerk to continue to research the issues around an art exhibition

21.2 **Community Choir**

It was agreed that the first issue would be to identify a prospective choir leader. Berkshire Maestros and the University of Reading were both suggested as possible sources of information and Cllr Tatla would also provide a contact for the Clerk to follow up. The Clerk advised that he had made a good contact within Arborfield Military Wives Choir.

ACTION – Clerk to continue to follow up on possible leads

21.3 **Friday Funday**

The Clerk advised that the Deputy Clerk and her team had taken on the initiative and the first iteration had been held on Friday 28th July. The event had been incredibly popular with two bouncy castles and craft activities provided and a half price offer on ice cream being provided by Robyn's Nest. These were now scheduled in for the remaining Fridays in the summer holiday and would give the opportunity to vary, adapt and learn from the experience.

There was a very high attendance at the first event, and it is thought that this was largely out of curiosity and so numbers will be monitored closely for the second running. If necessary, it is possible to ask parents to reserve a slot for their child, but the preference was to avoid this as it created additional constraints on parents.

ACTION - Clerk to report on the overall event at the next meeting

23/ACE/22

Community Services

22.1 **Update on the Flat at Shinfield Rise**

Cllr Montgomery provided an update on the activities at the Shinfield rise flat including the planned trip to the coast.

22.2 **Update on the Youth Club**

The Clerk advised that the leader of the youth club had come to see him on Thursday 27th July to report proceedings from the previous evening. Following the successful formal opening of the MUGA the behaviour of some of those participating had deteriorated to the extent that she felt it was prudent to draw the session (which was to be the last one before the summer) to a close. While the team were tidying up in the pavilion several of the attendees adopted threatening behaviour outside including banging on the windows of the pavilion.

The team leader had written to all the parents explaining the circumstances of the evening and stating that such behaviour could not be tolerated.

The Clerk spoke to the youth team leader at length about the incident and assured her that he would do anything that was practical to provide for the safety of all those attending the youth club.

22.3 **Coffee Trailer**

The Clerk advised that the Deputy Clerk would be arranging a meeting with the operator.

ACTION – Clerk to follow up the Coffee Trailer proposal

22.4 **Pizza Vehicle**

It was felt that for consistency of approach the proposal for a pizza vehicle to use Spencers Wood Recreation Ground once a week should also be handled through this committee

ACTION – Clerk to follow up the pizza vehicle proposal

22.5 **Sporting Events**

Cllr James advised that the Facilities committee had felt that any sporting events should remain within the remit of that committee. It was agreed that events entirely or primarily of a sporting nature would remain within the auspices of the Facilities Committee.

22.6 **Mobile Catering Units**

The Clerk was asked to investigate other mobile catering units within the parish to verify that all due licensing, hygiene registration etc was in place.

ACTION – Clerk to investigate mobile catering units active in the parish to ensure that they are correctly registered and licenced

23/ACE/23

Correspondence

23.1 There was no correspondence.

23/ACE/24**Date of Next Meeting**

- 24.1 The next meeting of the Arts, Culture and Events Committee meeting will be held on Thursday, 7th September 2023 at 19:30

The meeting ended at 20.30

List of Actions

23/ACE/16.2	Deputy Clerk to arrange the meeting with BCllr Sarah Kerr	Clerk
23/ACE/21.1	Clerk to continue to research the issues around an art exhibition	Clerk
23/ACE/21.2	Clerk to continue to follow up on possible leads for a community choir	Clerk
23/ACE/21.3	Clerk to report on the overall Friday Funday event at the next meeting	Clerk
23/ACE/22.3	Clerk to follow up the Coffee Trailer proposal	Clerk
23/ACE/22.4	Clerk to follow up the pizza vehicle proposal	Clerk
23/ACE/22.6	Clerk to investigate mobile catering units active in the parish to ensure that they are correctly registered and licenced	Clerk

Minutes of a meeting of
Planning & Highways Committee
Held on Wednesday 9th August 2023
At School Green Centre commencing at 19.30

Present: Cllrs Boyer, Grimes, James, Lias, Masseron, Peer (Chair) & Tatla

Attending: S Herring (Deputy Clerk)

One member of the public

23/PC/81 Public Questions

81.1 There were no public questions

23/PC/82 Apologies and declarations of Members' Interest

82.1 Apologies for absence were received from Cllr Jahromi
and B Winton (Clerk)

82.2 There were no declarations of members' interests.

23/PC/83 Minutes of the Previous Meeting

83.1 The minutes of the committee meeting of 12th July 2023 were approved
and signed as such by Cllr Peer

Proposed: Cllr Lias
Seconded: Cllr Tatla
Approved: Unanimously

83.2 Actions and Matters Arising

23/PC/71.2 Clerk to send a copy of the Infrastructure Funding Statements and
23/PC/58/2 Medium Term Financial Plans to members

This had been done

23/PC/71.2 Assessment of streetlamps to be carried forward to the next meeting
23/PC/39.2

The Clerk was still working on this

ACTION – To be carried forwards to the next meeting

- 23/PC/71.2 Clerk to investigate the builder's rubble that had been deposited on the
23/PC/53.2 cycleway near the M4 to be carried forward to the next meeting

ACTION – To be carried forwards to the next meeting

- 23/PC/72.1 Clerk to respond to WBC regarding PA 231405
(Householder application for the proposed erection of a single storey rear extension, raising of the roof to create first floor habitable accommodation, plus the erection of a balcony)

This had been done

- 23/PC/72.2 Clerk to circulate draft opposition on the issues discussed regarding PA231437 (Carney's Yard Church Lane Three Mile Cross RG7 1HB) to members

This had been done

- 23/PC/72.2 Clerk to submit the objection on PA 231437 (Carney's Yard Church Lane Three Mile Cross RG7 1HB) to WBC

This had been done. AWE had acknowledged the application and will be submitting a comment.

- 23/PC/72.2 Clerk to write to AWE to ensure they are aware of the situation and check they are employing contractors within all relevant legislation

This had been done but to date no response had been received.

- 23/PC/74.1 Clerk to ask WBC to explain the 'Other' comment that appears on the list of the Closed Enforcement Notices

Still awaiting a response

ACTION – Deputy Clerk to add to agenda for next meeting

- 3/PC/75.1 Cllr Masseron to raise the issue of crossing the Arborfield Road at the next Footpath & Cycleways meeting

Cllr Masseron reported that a meeting of the Footpath and Cycleways had not taken place since the last meeting. It was suggested that the University of Reading (UoR) be contacted to see if they had any plans for a crossing at this point.

ACTION –

- Cllr Masseron to make an initial contact with Nigel Frankland (UoR) to see if a crossing was planned
- Cllr Masseron to discuss with the Clerk and WBC

- 23/PC/75.1 Clerk to request that Nigel Frankland, UoR, create a gap in the fence at the Arborfield Road end of the path where the new footpath runs through to Millworth Lane or ask him to put up a sign at the Millworth Lane end to inform users that there was no exit at the end of the path

The Clerk had contacted Nigel Frankland, UoR and subsequently followed up, however, there was no further information available.

ACTION – Item to be carried forward to the next meeting

- 23/PC/77.1 Clerk to add to the agenda for Full Council the Spencers Wood Solar Farm Community Fund draft deed

This had been done, but not discussed due to time issues. This will be added to the agenda of the Full Council meeting on 23rd August.

ACTION – Deputy Clerk to add to the agenda

- 23/PC/78.1 Clerk to promote the NBN website to local residents and schools to encourage them to record any findings

This will be published in the next newsletter

- 23/PC/79.1 Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place.

ACTION – To be carried forwards to the next meeting

- 23/PC/79.1 Clerk to seek rates from WBC for enforcement if the parish decided to pay for its own enforcement

To be done.

ACTION – Clerk to investigate the cost of enforcement

- 23/PC/79.2 Clerk to write to WBC regarding the potential enhanced traffic levels after the opening of Beke Avenue that crossed an extensively used footpath and request a meeting with Cllr Grimes and the Clerk

This was on the agenda

- 23/PC/79.2 Clerk to share the slides from the WBC meeting with members, once received

ACTION – Clerk to report to the next meeting

- 23/PC/79.3 Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close

ACTION – Clerk to report to the next meeting

23/PC/84**Schedule of Deposited Plans**

- 84.1 None had been received

23/PC/85**Appeals**

- 85.1 The Deputy Clerk advised that there had been one change to the previous report.

23/PC/86**Enforcement Notices**

- 86.1 Closed Enforcement Notices
- Members noted the contents of the report
- 86.2 Live Enforcement Notices
- Members noted the contents of the report

23/PC/87**Highways, Street Lighting and Footpath Matters**

- 87.1 Footpath matters
- CLlr Masseron had circulated a detailed report and highlighted the following:-
- Shinfield Volunteers and Ramblers had been busy cutting back foliage making the paths more accessible.
 - Footpath 35 - WBC do a surface cut in the spring and a side cut in the autumn which is not enough to keep the paths accessible.
 - Footpath 30 and 32A are now clear as the landowner had harvested the crops that were blocking the path. Shinfield Volunteers will chase in December and March to try and stop this recurring next year.
 - Footpath 18 - Fence was removed with the permission of the owner.
 - Footpath 11 - the invoice from the UoR had been issued and paid.
 - Footpath 22a – accessibility was bad. Land owner should be informed that the stile doesn't meet the required standards and they should consider remedial work. WBC to be asked to check safety issues and put up direction signs as it is not clear which direction the footpath goes at the end of Sussex Lane. Land owner needs to be contacted and informed that they would be liable if there was an accident.

- Ramblers have been appraised for the work they have done on Hollow Lane – Leyland Gardens

ACTION –

- Clerk to meet with Cllr Masseron and Shinfield Volunteers representative to discuss a way forward for footpath 22a with WBC and the land owner
- Clerk to request WBC install direction signage on footpath 22a

87.2 Presentation by the Council's volunteer liaison

The Council's Volunteer liaison representative gave a presentation, that had been previously circulated, regarding the following:-

- Walks leaflets – of the six original leaflets sponsored by Shinfield Parish Council (SPC), one had been updated and checked by a walker from the Ramblers. The text and artwork was ready to be printed. Leaflets 1 and 2 were held up due to building work.
- QR codes to be added to the leaflets.
- Large map displayed on boards around the Parish is now out of date due to the number of new developments, however, all the UoR footpaths are not yet completed and need to be added to the map. This should be ready by January / February 2024. SPC need to decide if this should be updated and reprinted.
- Volunteers have recruited three new members.
- Paths have required more attention due to unpredictable growth that potentially leads to path deterioration.
- Ramblers do a lot of the work and problem management reacting to circumstances once they arise.
- Reporting of any footpath issues and work completed should be published in the SPC Newsletter. SPC act as an intermediary only.

Members felt that the wording 'SANG' needed to be changed to either 'park' or 'meadow' or similar wording relevant to the area. UoR have been discussing changing the boards and this should be discussed with SPC and WBC.

ACTION –

- Deputy Clerk to liaise with the Volunteer liaison representation regarding printing of the leaflets
- Deputy Clerk to arrange for QR codes to be created so they can be added to the leaflets
- SPC Volunteer liaison representative to bring an updated 'parish' map to the committee once completed
- SPC to maintain a register of issues relating to footpaths

87.3 Ramblers proposal for footpath 18

The Council's Volunteer liaison representative set out a proposal from the Ramblers to complete Footpath 18. This would require the resurfacing of the last 100m. SPC Volunteers were prepared to project manage this and had obtained good rates from local contractors who were keen to help. Help would be needed with heavy lifting, laying weed control membrane, lay road plantings to 100mm depth. The Ramblers were willing to contribute to the costs. The estimated cost would be £1314 (including VAT) with the Ramblers contributing £250.

Members agreed that this project could be funded from the committee's budget and other future projects of this nature would be considered if a formal proposal was submitted. All contractors must have the relevant up to date insurances and submit invoices to SPC.

Proposed: Cllr Lias

Seconded: Cllr Tatla

Approved : Unanimously

23/PC/88

Correspondence

88.1 Finchampstead Parish Neighbourhood Plan

Members noted the Finchampstead Parish Neighbourhood Plan

88.2 Consultations on the submitted neighbourhood plans for Cold Ash and Hermitage (Regulation 16)

Members noted the neighbourhood plans for Cold Ash and Hermitage.

88.3 Facebook positing regarding Hall Farm

Members noted the posting but were unable to make any comments until the planning application had been submitted.

88.4 Moving Traffic Offences application

Members noted the WBC news release regarding 'moving traffic offences application approved by the Department for Transport'

ACTION – To bring this application to the attention of the Traffic Working Party when discussing the bus gate

88.5 Berkshire Local nature Recovery Strategy (LNRS)

Members noted the information regarding the LNRS

88.6 Natural History Museum – Thames Valley Science Park (TVSP)

The Natural History Museum are preparing a planning application for the construction of a new collection, digitisation and research centre on the TVSP. Public consultation will be held on Thursday 14th September from 3-8pm at the Gateway Building, TVSP.

The Natural History Museum would like to offer a private presentation of the proposals from their architects prior to the Planning and Highways Committee meeting on 13th September giving SPC the opportunity to review the proposals before the public exhibition the following day.

ACTION – Deputy Clerk to accept the invitation and invite them the meeting at 19:00 on 13th September

23/PC/89

Date of the next meeting

89.1 The date of the next meeting will be on Wednesday, 13th September 2023

The meeting ended at 20:58

List of Actions

23/PC/83.2 23/PC/71.2	Assessment of streetlamps to be carried forward to the next meeting	Clerk
23/PC/83.2 23/PC/71.2	Clerk to investigate the builder's rubble that had been deposited on the cycleway near the M4 to be carried forward to the next meeting	Clerk
23/PC/83.2 23/PC/74.1	Clerk to ask WBC to explain the 'Other' comment that appears on the list of Closed Enforcement Notices	Deputy Clerk
23/PC/83.2 23/PC/75.1	Cllr Masseron to make an initial contact with Nigel Frankland (UoR) to see if a crossing was planned on the Arborfield Road	Cllr Masseron
23/PC/83.2 23/PC/75.1	Cllr Masseron to discuss a potential crossing on the Arborfield Road with the Clerk and WBC	Cllr Masseron & Clerk
23/PC/83.2 23/PC/75.1	Clerk to follow up with Nigel Frankland, UoR regarding creating a gap in the fence at the Arborfield Road end of the new footpath that runs to Millworth Lane or to display a sign at the Millworth Lane end to inform users that there was no exit at the end of the path	Clerk
23/PC/83.2 23/PC/77.1	Deputy Clerk to add to the agenda of the Full Council meeting on 23 rd August the Spencers Wood Solar Farm Community Fund draft deed	Deputy Clerk
23/PC/83.2 23/PC/79.1	Clerk to request that the Highways Department, WBC, continues to assess the impact on residents on the opposite side of the road to the yellow lines and ensure that enforcement is in place	Clerk
23/PC/83.2 23/PPC/79.1	Clerk to investigate the cost of enforcement with WBC (as in the item above)	Clerk
23/PC/83.2 23/PC/79.2	Clerk to share slides from the WBC meeting with members once received	Clerk
23/PC/83.2 23/PC/79.3	Clerk to contact WBC and request for offset gates to be installed at the point where the path connects Skylark Way and Parker Close	Clerk
23/PC/87.1	Clerk to meet with Cllr Masseron and the Shinfield Volunteers Liaison Representative to discuss a way forward for footpath 22a with WBC and the land owner	Clerk
23/PC/87.1	Clerk to request WBC install direction signage on footpath 22a	Clerk
23/PC/87.2	Deputy Clerk to liaise with the Volunteer liaison representative regarding the printing of the walk leaflets	Deputy Clerk

23/PC/87.2	Deputy Clerk to arrange for QR codes to be created so they can be added to the leaflets	Deputy Clerk
23/PC/87.2	SPC Volunteer liaison representative to bring an updated 'parish' map to the committee once this had been completed	SPC Volunteer liaison representative
23/PC/87.2	SPC to maintain a register of issues relating to footpaths	Clerk
23/PC/88.4	Moving Traffic Offences application approved by the Department for Transport to be brought to the attention of the Traffic Working Party when discussing the bus gate	Clerk
23/PC/88.6	Deputy Clerk to accept the invitation on behalf of the Committee and invite the Natural History Museum – Thames Valley Science Park to the meeting of the committee on 13 th September	Deputy Clerk

Spencers Wood Solar Farm Community Fund

Introduction

Greentech who are responsible for the solar farm planned for Spencers Wood had previously indicated that Shinfield Parish Council would have access to a Community Fund.

The company would pay £500 per MW of installed capacity per annum (planned capacity is 25MW so £12,500 p.a. once the farm was operational) and updated by RPI annually.

SPC would be required to agree to the attached Community Benefit Agreement

THIS DEED is made the [day] day of [month] 20[]

BETWEEN

1. Greentech Invest UK (6) Limited (company registration number - 14956758) whose registered office is situated at Challenge House, Sherwood Drive, Bletchley, Milton Keynes, MK3 6DP (hereafter referred to as “the company”)-

And

2. Shinfield Parish Council (the “Council”)

WHEREAS

1. The company is seeking planning permission for The erection of a solar farm with battery storage and associated infrastructure for a period of 40 years at;

Land North Sheepbridge Court Farm, Spencers Wood, RG7 1PX

with an installed capacity of 25MW

2. The solar farm is located within the parish of Shinfield
3. The company is committed to the provision of an annual community benefit towards the local community for local community benefit should the solar farm and battery storage be commissioned at a rate of £500 per installed MW per annum.

4. THE COMPANYS COMMITMENT

- 4.1 The company undertakes to pay Shinfield Parish Council each year for the operational life of the solar farm £500 per MW of installed capacity, the first payment to be made within one month of receipt of account details set out in 5.1(a) and every anniversary thereafter (“the payment date”) for the operational lifetime of the solar farm. The amount of each payment will be adjusted each year in line with the Retail Prices Index published by the Office for National Statistics (“RPI”) indexed to the date of the first payment.
- 4.2 The payment shall be made to an account nominated by the Council which shall be an account administered by the Council in accordance with its constitution and for which disbursements in accordance with 5.1(a) can be made.

- 4.3 The Company shall notify the Council in writing of the date of the commissioning of the solar farm (that date being the first electricity export to the national grid network) and its installed capacity within 10 working days of the commissioning of the solar farm.
- 4.4 The Company shall ensure that the Council is provided with up to date records and contact details of nominated employees or agents entitled to act on the Company's behalf in relation to the payments.
- 4.5 Should the solar farm cease operation, the Company's obligations under this agreement shall terminate, save that termination pursuant to this clause shall not affect any claims by either party under this Agreement arising prior to the date of determination.

5. COUNCILS COMMITMENTS

- 5.1 The Council undertakes to;
 - (a) Provide the Company, in writing, with bank account details of an account managed by the parish council for its functional purposes for which first payment is to be made within one month after receipt of the commissioning notification set out in 4.3.
 - (b) Provide the company with an invoice within one month after receipt of the commissioning notification set out in 4.3 specifying the amount to be paid, and thereafter at least one month prior to the due annual payment date.
 - (c) spend the payments received on goods and services, which are for the promotion or improvement of the environmental, social, educational, cultural or economic benefit of the parish community including for the avoidance of doubt the administrative and general expenses incurred by the Parish Council.
 - (d) Keep a public record of the payments received under this Agreement, the date received, and summarising how the payments were disbursed to the local community.
 - (e) To provide the Company with copy of the record referred to at (d) above annually.
- 5.2 The Council hereby confirms that it has sufficient general powers and is eligible to hold and administer the Payments to be provided under this Agreement for the agreed purposes. To the extent that the Council ceases to be eligible it will notify the Company without delay and the parties shall work together to establish a suitable alternative arrangement to ensure that the community benefit payments can continue to be used for the benefit of the parish community.

6. GOVERNING LAW AND JURISDICTION

- 6.1 This Agreement and any dispute or claim arising out of, or in connection with it, or its subject matter or formation (including non-contractual disputes or claims) will be governed by and construed in accordance with the laws of England and Wales. The parties agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this Agreement or is subject matter or formation (including non-contractual disputes or claims).

IN WITNESS WHEREOF the parties have signed this Agreement

Yaw Ofori

Signed on behalf of the Company

Signed on behalf of Shinfield Parish Council

Print name

Print name

In the presence of (witness)

In the presence of (witness)

Name: _____

Name: _____

Adress:

Adress:

- July 20th to 16th August 2023

Ref	Date Paid	Supplier	Amount Paid (Inc VAT)	Description
1	17/07/2023	Alphabet (GB) Ltd	468.85	Van Rental July
2	19/07/2023	Telefonika UK Ltd	151.55	Mobile Phones July (4)
3	21/07/2023	Broxap	904.80	Purchase Litter Bins - The Manor (2)
4	21/07/2023	Absolute Brilliance Cleaning Ltd	5,800.76	Cleaning June School Green - June (Supplies £709.06)
5	21/07/2023	Absolute Brilliance Cleaning Ltd	1,882.00	Cleaning June Spencers Wood Pavilion - June (Supplies £81.00)
6	21/07/2023	Alexandra	103.97	5 Branded Work Shirts
7	21/07/2023	Training at Work Group Limited	778.80	Emergency First Aid at Work Course
8	21/07/2023	Power Precision & Fabrication	14,058.20	Powerroll Cricket Roller for the Manor
9	21/07/2023	Kreatif Design Ltd	59.99	Web Hosting July
10	21/07/2023	Office Depot International (UK	200.90	Bin Liners / Yorks Bags
11	21/07/2023	Berks Extinguisher Service	201.60	Repairs to Fire Extinguisher
12	21/07/2023	Nigel Jeffries Landscaping Ltd	1,994.40	Grass June
13	21/07/2023	SAS Land Services	1,800.00	Tidy Orchard Rise
14	21/07/2023	Air It Limited	1,148.51	Microsoft 365 - August
15	21/07/2023	Air It Limited	357.60	Datto Cloud Back Up - August
16	21/07/2023	Air It Limited	1,278.05	Managed It Support & Security - August
17	21/07/2023	Air It Limited	594.26	Broadband & Phones - SGC & SWP - August
18	21/07/2023	SSE Southern Electric	593.23	July Street Lighting
19	21/07/2023	Berkshire Pest Control Ltd t/a	270.00	Wasp Nest Treatment SWP
20	21/07/2023	Select Environmental Services	2,623.77	June 2023
21	21/07/2023	Pink Frog Events	300.00	Youth Club Activity
22	21/07/2023	Adcock Refridgeration	420.00	SGC Maint Air System
23	21/07/2023	Lister Wilder	180.12	Consumables
24	21/07/2023	Larkstel Ltd	1,218.00	Mowing Outfield at the Manor (4 weeks)
25	21/07/2023	A & E Fire & Security	352.52	Call Out 17/7/2023
26	21/07/2023	A1 Locksmiths (Berkshire) Ltd	67.50	Keys for Ryeish
27	26/07/2023	All Employees	18,455.35	Net Pay July
28	27/07/2023	British Gas Lite	1,174.87	School Green Centre (Nth) - July
29	27/07/2023	British Gas Lite	598.83	School Green Centre (Sth) - July
30	28/07/2023	British Gas Lite	547.17	Spencers Wood Pavilion - July
31	27/07/2023	British Gas Lite	233.10	Ryeish Pavilion - July
32	27/07/2023	British Gas Lite	102.61	Millworth Lane - July
33	27/07/2023	British Gas Lite	30.96	Outside Meter School Green - July
34	31/07/2023	Nest Pension Contributions	1,775.88	Employers & Employees Pension Contributions
35	01/08/2023	Wokingham Borough Council	89.00	Rates Ryeish Pavilion - August
36	01/08/2023	Wokingham Borough Council	157.00	Rates Spencers Wood Pavilion - August
37	01/08/2023	Wokingham Borough Council	1,004.00	Rates School Green Centre - August
38	01/08/2023	Lloyds Bank plc	10.65	Bank Fees & Charges - July
39	07/08/2023	FibreNest	35.00	Monthly Charge (August) for Broadband at the Manor
40	11/08/2023	Thames Valley Signs (Berkshire)	230.26	Replacement Wayfinding Signs (9)
41	11/08/2023	Thames Valley Signs (Berkshire)	43.75	Replacement Allotments Numbers
42	11/08/2023	Thames Valley Signs (Berkshire)	990.29	Footpath Signs Project
43	11/08/2023	Conflict Training Company	1,194.00	Staff Training
44	11/08/2023	Butler Signs	3,146.40	School Green Centre Sign
45	11/08/2023	Impact Boxing	100.00	Youth Club Activity 24th May
46	11/08/2023	A1 Locksmiths (Berkshire) Ltd	59.95	Vulcan Combi Lock - Allotments
47	11/08/2023	Lister Wilder	47.49	Weed Killer & Mower Oil
48	11/08/2023	Office Depot International (UK	142.88	Office Consumables
49	11/08/2023	Absolute Brilliance Cleaning Ltd	5,476.42	Cleaning & Supplies July
50	11/08/2023	Absolute Brilliance Cleaning Ltd	1,784.80	Cleaning July The Pavilion
51	11/08/2023	Fcc Recycling (UK) Ltd	112.90	Disposal Green Waste at RE3
52	11/08/2023	Kompan UK	589.20	Quarterly Inspection All Playgrounds
53	11/08/2023	Imagin Products Ltd	14.88	New ID Card Staff

75,957.02

Expenditure Approved by Recreation & Amenities Committee- 23/RA/22.1

54	21/07/2023	Power Precision & Fabrication	14,058.20	Cricket Roller for the Manor
55	21/07/2023	Definitive AV Solutions	1,283.30	Install CCTV at the Manor

Payment Approved by Council - July 23/95.1

56	11/08/2023	University of Reading	36,518.33	Upgrade Footpath 11
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Barclaycard Payment of Invoices within the Clerk's Financial Delegation**Item 13.2****- July 2023**

Ref	Date Paid	Supplier	Amount Paid (Inc VAT)	Description
1	03/07/2023	Coop	27.66	Youth Club Food / Tuck Shop
2	03/07/2023	Costco	196.47	Youth Club Food / Tuck Shop
3	06/07/2023	Adobe	51.98	Subscription - Creative Cloud Application.
4	06/07/2023	SafetyShop	70.07	Tamperproof Stop for Fire Extinguishers
5	07/07/2023	Text Magic	60.00	Top Up for Messages (Allotment Holders)
6	09/07/2023	Lloyds	18.87	Subscription to Mailchimp
7	10/07/2023	Amazon	5.99	Craft Items - Friday Fund Days
8	12/07/2023	Eventbrite	78.44	Training Course - Engaging with Local Communities through Digital Engagement
9	12/07/2023	Planning Directorate	181.00	Planning Application
10	13/07/2023	Dobbies Garden Centres	7.99	Protective Gloves
11	14/07/2023	A C Leigh	23.03	Additional Security Key Cards
12	17/07/2023	LexisNexis	164.99	Arnold Baker Publication for Office
13	17/07/2023	RS Components	64.50	Chains for locks allotments
14	17/07/2023	Earth Anchors	1,576.80	Outdoor Picnic Tables Deardon Fields
15	18/07/2023	Eventbrite	78.44	Training Course - Making the Planning System Work
16	18/07/2023	Eventbrite	39.22	Training Course - Empowering Young People
17	18/07/2023	Eventbrite	39.22	Training Course - Making Planning Process work
18	18/07/2023	Fire Protection Shop	143.39	Evacuation Sledge - School Green Centre
19	18/07/2023	Dobbies	10.98	Grass Feed
20	18/07/2023	SP Tradefit	32.40	Tools
21	19/07/2023	Eventbrite	39.22	Training Course - Demystifying the Role of Local Councillors
22	20/07/2023	Willowbrook Education	297.68	Storage Cupboard for Manor Pavilion
23	21/07/2023	Findel Education	73.72	Craft Items for Friday Fundays
24	21/07/2023	Storm Trading	58.99	Waste Bin for Litter Collector
25	21/07/2023	Woodley Newsagent	4.29	Consumables Youth Club
26	21/07/2023	Sainsburys	49.00	Youth Club Expenditure
27	23/07/2023	A4 Bouncy Castles	275.00	Bouncy Castle Fri Fun Day
28	26/07/2023	M & S	9.25	Food for BBQ
29	26/07/2023	Dobbies	1.30	Milk for Office
30	26/07/2023	B&Q	29.63	Brush for Sch Grn Centre
31	27/07/2023	R S Components	48.86	Items for SWP
32	28/07/2023	FirstAid4Less	31.92	Body Fluids Clean Up Kit
33	28/07/2023	Screwfix Ltd	42.76	Anti Climb Paint
34	28/07/2023	Seton	27.66	Anti Climb Sign
35	31/07/2023	Dobbies	11.96	Protective Gloves
36	31/07/2023	S B Weston	19.85	Storage Boxes - Office
Total			3,892.53	

Payments to be Made Outside of the Clerk's Financial Delegation

M J Abbott Limited - £21,850.90

Works to install a reinforced grass path in the courtyard in order to comply with accessibility to building laws.