

Minutes of a meeting of Full Council
Held on Thursday 20th April 2023
At School Green Centre commencing at 19.30

Present: I Clarke, P Emmet, A Grimes (Chair), P Jahromi, I Montgomery, D Peer, R Tatla

Attending: BCllrs J Rance, J Frewin
B Winton (Clerk), S Herring (Deputy Clerk)
Two members of the public

23/40 Public Questions

- 40.1 A member of the public raised concern over the number of accidents that had occurred on Beech Hill Road, particularly the junction of White House Lane and Lambs Lane. The Chairman and Clerk explained that members were aware of the situation and proposals had been put forward to make this area safer. These included, but were not limited to, reducing the speed limit to 30mph, installing 'village gates' with a message to 'slow down', remarking the junction and installing a pedestrian crossing. Shinfield Parish Council (SPC) were discussing options with Wokingham Borough Council (WBC).

Members expressed concerns over the difficulty in contacting officers at WBC and it was requested that the Chief Executive of WBC be invited to a future full council meeting to discuss this issue.

ACTION - Clerk to invite the Chief Executive of WBC to a future meeting of the full council.

23/41 Apologies and declarations of Members' Interest

- 41.1 Apologies had been received from Cllrs N Boyer, L James, N Masseron and D Lias
Apologies had been received from Borough Cllrs P Batth and S Munro
- 41.2 There were no declarations of members' interests
- 41.3 There were no changes to members' declarations of pecuniary interest

23/42 Minutes of the Previous Meeting

- 42.1 The minutes of the committee meeting of 16th March 2023 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr P Emment
Seconded: Cllr I Clarke
Approved: Unanimously

- 42.2 The following matters arising were discussed:

24.1 Clerk to write to Wokingham Borough Council (WBC) about double yellow lines on Basingstoke Rd opposite the bus stop near One Stop

The Clerk reported that WBC had produced their own proposal for double yellow lines on the west side of Basingstoke Road.

22/104.3 (i) Clerk to continue to visit schools attended by Shinfield Parish Council (SPC) Children

The Clerk advised that no visits had been possible due to the Easter Holidays. No other visits were planned at present.

ACTION – Clerk to continue to arrange visits to schools attended by SPC Children to seek ideas for their needs in the Parish

22/104.3 (ii) Clerk to send details of the Teams meeting planned with BCllr Bray and to rearrange the Highways Meeting.

These had been done

21.1 Clerk to request numbers of secondary school children in the parish and to discuss with Cllr Tatla

The Clerk gave a verbal report to update members on the Teams meeting with BCllr Bray on 23rd March. Cllrs Grimes and Tatla, and the Deputy Clerk had also been on the meeting.

Post 16 Education

- WBC currently see no need to provide any more spaces
- Bohunt School - 6th form opening from September 2023, initially only for students currently attending the school, then opening to others in 2 years
- The Chairman advised that children in SPC were at an economic disadvantage, for example, having to pay for transport to access schools outside of the parish. BCllr Bray agreed to look at access to buses, for example, subsidised bus passes

Secondary Education

- BCllr Bray reported that 95% of applicants are offered their preferred school but recognised that secondary spaces in the borough were tight
- WBC were working to add 250 spaces for Year 7 across the Borough

- Schools were absorbing lots of refugees into the system making it difficult to predict demand with over 500 in-year transfers from outside the borough
- Generally, there is a reluctance to apply for Oakbank School
- WBC will not pay for transporting children to school if parents choose to go to a different school from the one offered
- BCllr Bray said there was currently no justification for any more schools at present
- BCllr Bray promised to provide numbers and capacities, but these figures had not yet been received

Primary Education

- New housing in SPC was generating demand differently from Arborfield
- New residents in Shinfield tend to have older children creating a shortage of places in Years 5 and 6 but plenty for Infants
- The education economy was therefore being destabilised

Extra-Curricular activities

The Chairman expressed concerns that SPC students were unable to participate due to them having to catch buses and this exacerbates the antisocial behaviour (ASB) issues.

21.3 BCllr Rance to investigate whether there was a budget available for officers to travel to meetings in the borough

BCllr Rance had not been able to action this

ACTION - BCllr Rance to investigate whether there was a budget available for officers to travel to meetings in the borough

27.2 BCllr Rance to investigate whether the bus gate for Beke Avenue could be reinstated

BCllr Rance was continuing to push for this to be reinstated

27.3 (i) Clerk to add safer neighbourhoods scheme to next Finance & General Purposes Meeting

This will be done

(ii) Clerk to investigate multi-agency support and establish a working party

The Clerk advised that no actions had been taken yet.

ACTION – Clerk to investigate multi-agency support and establish a working party

(iii) Clerk to investigate if electors would be willing to pay more in future to keep the parish safe

It was agreed to revisit this following discussions at the Finance and General Purposes Committee

(iv) Cllr Peer to request Thames Valley Police to be more involved with Anti-Social Behaviour at the next Neighbourhood Action Group meeting

The next NAG meeting will be on Tuesday 25th April

ACTION – Cllr Peer to raise at the meeting on 25th April

(v) Effect on costs to the parish of ASB to be published in Wokingham Today and the newsletter

The Clerk will ensure that future incidents will be reported accordingly.

27.4 Clerk to circulate the minutes of the Planning & Highways Committee meeting held on 9th March to all members

This had been done

27.5 (i) Clerk to add discussion of co-opting residents to the Traffic Working Party

Due to a long agenda at the Traffic Working Party held on 18th April, this would be carried forwards to the next meeting.

ACTION – Clerk to raise at the next Traffic Working Party

(ii) Cllr Grimes to run sessions with the residents to discuss their objections and to set out the reasons behind the consultation

Cllr Grimes reported that he had no up take on the offer of a meeting to discuss residents' objections to the traffic consultation.

28.1 Clerk to update item FM2.1 on the Risk Register

This had been done.

29.1 (i) Clerk to send Cllrs list of streets in the parish

This had been done

(ii) Clerk to arrange a session on 23rd March on completing papers

This had been done

31.1 Traffic Consultation

This was on the agenda

31.2 Sports Consultation

This was on the agenda

32.1 Clerk to inform all parties of changes to methods of allocating grants for 2023/24

The Clerk advised that notifications of the new scheme would be going out to previous grant requesters shortly and would also be included in the next edition of the newsletter. If members were aware of other groups who may wish to apply could they direct them to contact the Clerk.

33.1 Discussion of location for 3G pitch

This was on the agenda

33.2 Discussion of change of location for Pump Track to be added to R&A agenda for 5th April meeting.

This had been done. The Clerk had been asked to discuss the idea of moving the pump track to Hyde End Lane further with WBC and had been trying to contact the relevant officer.

33.4 Footpaths work on Hyde End Lane

The Clerk had advised that he was still chasing information

ACTION – Clerk to give an update on the footpath work on Hyde End Lane at the next meeting

34.1 Clerk to Report further on progress on Ryeish Green Pavilion

This was on the agenda

35.1 Clerk to arrange a meeting with Craig Hoggeth and Cllr James

The Clerk advised that this will be arranged when Cllr James has returned from holiday

36.1 Cllr Grimes to circulate a Close Out report for School Green Centre

Cllr Grimes advised that he had requested a report from MEA

ACTION – Cllr Grimes to circulate a Close Out report for School Green Centre when this had been received

23/43

43.1

Reports

Reports from Borough Councillors

Members **NOTED** the written reports from Borough Councillors Rance & Batth

Members **NOTED** the verbal report from BCllr Frewin

- Still having difficulty in contacting officers at WBC
- BCllr Frewin thanked SPC for all their support during the last 4 years

43.2 Questions for Borough Councillors

Cllr Clarke raised a problem with the gullies in Hyde End Lane. He had reported the problem to Richard Bishop (WBC) three months ago, but the problem had still not been sorted out.

43.3 Minutes of Recreation & Amenities Committee 5th April 2023

Cllr Clarke gave the following update:

- 5 members of the public had attended the meeting as they were concerned about the proposal to put in two more pitches on Hyde End Lane that would add to the existing problems with traffic and parking. They were keen on a 'pump track' as an alternative.
- The Flat at Shinfield Rise had restricted space. The Clerk was investigating a joint venture with Whiteknights School.
- Mark Sandringham had stepped back from leading the youth club, however, Rachel Walker, his deputy, had taken over. Cllr Clarke hoped that it would continue to flourish.

Members **NOTED** the minutes of the Recreation & Amenities Committee meeting held on 5th April 2023.

43.4 Minutes of the Planning & Highways Committee 9th March 2023 and 13th April 2023

- Cllr Clarke expressed concern that the lawn had disappeared at Foxglades and had now become a vehicular entrance and was worried about another influx of housing. He requested that this be on the next agenda so members could check that what is being planned is happening, as it would appear that planning permission is being sought retrospectively.
- Presentation had taken place by Greentech regarding the Solar Farm, subsequently the Clerk had highlighted the fact that WBC had announced that there would no capacity for this to be on the grid for eleven years. The Clerk had asked Greentech to confirm if this affected their plans.

ACTION – Clerk to add to the agenda of the next Planning and Highways Committee an item to review planning applications for Foxglades.

Members **NOTED** the minutes of the Planning and Highways Committee meeting held on 9th March 2023 and 13th April 2023

43.5 Working Parties

School Green Working Party:

The Clerk advised that a second company had been approached to obtain an outline quote for the draft proposals for the School Green and he would report further when this had been received.

There was nothing further to report.

Traffic Working Party:

The Clerk gave a brief update from the Traffic Working Party.

A very positive meeting had taken place on 18th April which included Ian Fullerton from Swallowfield Parish Council and John Russell from Motion

- John Russell confirmed that it was not sensible to have multiple speed limits over short distances which supports the argument for one limit around the parish. WBC was already looking to progress some of this
- John Russell would see what could be done to get the speed cameras on Hyde End Road realigned and back into use
- WBC use the 85percentile, and for Grazeley this is 48mph (in a 40mph speed limit)
- John Russell directed SPC to look at LTN 1/20 as this was the most current guidance, and Active Travel England to help argue a case with WBC
- As there is no enforceable legislation on car parking on pavements, work needs to be done to make this a moral issue
- Continuing to push for yellow box junction markings on Black Boy roundabout to prevent blocking of the junction
- Signage needs to be reviewed to direct cars onto the Eastern Relief Road, for example, from Church Lane current signage says turn right for Farnborough; this needs to be changed to turn left to Farnborough
- Church Lane/TMX – John Russell questioned why WBC need the filter lane to turn left. LTN1/20 says this should have 3.5m central reservation
- Chicanes appear the best option for Grazeley - 4 crashes “rule” is WBC policy not official guidance
- The introduction of a 30mph zone and two mini roundabouts in Swallowfield may deter traffic driving through the village rather than using the A33

43.6 Chairman’s Report

Cllr Grimes advised that:

- A journalist from The Observer had visited the School Green Centre and there may be an article in the 30th April issue
- All current members had now been elected and there were still three vacancies; an objective would be to have a contested election in four years time
- He had responded to a complaint following the last Planning and Highways meeting
- He had met Alison Foster, Royal Berkshire Hospital (RBH) and discussed the future of the RBH and possible new sites.

ACTION – Clerk to arrange for Alison Foster to talk to the full council about proposals for the RBH

43.7 Reports from Outside Bodies

The following were reported:-

- The Clerk reported that Cllr Lias had advised that Grazeley Village School were looking at installing solar panels

- Cllr Montgomery reported that there would be an external safety meeting next Monday at the Atomic Weapons Establishment (AWE). The 'Rainbow' system would be discussed to ensure that all schools and bus companies knew the correct procedure to follow in the event of an emergency. Regarding planning applications in the Detailed Emergency Planning Zone (DEPZ), it would appear that AWE were not a statutory consultee and it was suggested that they should direct any issues with planning applications to the relevant parish council
- Cllr Peer reported on the Connecting Communities in Berkshire (CCB) audit of Parish Halls with a view to making halls more attractive. Biodiversity in land planning and development. It was suggested that SPC request a talk on the upgraded planning policy guidance.

ACTION – Cllr Peer to provide a contact for the Clerk to arrange a speaker

23/44 Parish Council Elections

- 44.1 The Clerk advised all current members of the council had submitted their nomination papers by the closing date and that, as there were no other nominations all twelve had been elected unopposed. The Clerk had circulated the Returning Officer's confirmation to each of the members. The Clerk had also circulated details of those standing for election for Wokingham Borough Council.

23/45 Traffic & Sports Consultations

- 45.1 The Clerk advised that there had been an initial flurry of activity on social media but this had died down. Similarly the Clerk had provided additional information to a couple of people who had taken a great deal of interest in the process.
- 45.2 The Clerk advised that the University of Reading (UoR) had circulated their response and they advised that:
"We've received a few emails about residents interested in joining various groups that were outlined in next steps but no further feedback. I'm going to take that as a positive!"

UoR looking to set up initial discussions on the following in May:-

- Indoor Gym Facility
- Footpaths and cycleways
- Northern Pitches

23/46 Sports and Recreation Items

- 46.1 There was a discussion regarding potential location of a 3G pitch. The Clerk advised that Football Association recommendations for adult 11v11 pitches were 106m x 70m including run off area around pitch (and 112m x 76m including spectator space). The land adjacent to MereOak park and ride had been suggested which was believed to belong to WBC. Members agreed that this would be an ideal site due to access for vehicle, cyclists, pedestrians, and available parking.

ACTION – Clerk to pursue proposals with WBC

23/47 Ryeish Green Pavilion

- 47.1 The Clerk advised that one valuation had been received and a second was awaited.

The valuation received was based on an Estimated Rental Value for the property and was considerably in excess of the proposed purchase fee.

ACTION – Clerk to report back once the second valuation had been received

23/48 Land Swaps

- 48.1 As discussed earlier the Clerk had been requested to arrange a meeting with Craig Hoggeth from WBC and Cllr James to discuss the matter further.

ACTION – Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James

23/49 School Green Centre

- 49.1 **Update from Cllr Grimes**

Cllr Grimes reported on the following

- The rendering on the outside of the building would be carried out next week
- Closing down on the snagging works
- Looking at providing the name of the building on the side of the centre
- Lidl site was now undergoing surveying

- 49.2 **Terms and Conditions from Hire**

The Clerk advised that the terms & conditions had been thoroughly reviewed and submitted to our solicitor to ensure that they were fit for purpose. That had been the case and Recreations & Amenities Committee had approved them at their meeting on 5th April 2023.

Members noted the new terms & conditions to become operative from 24th April 2023

23/50 Future Council Strategy

- 50.1 Cllr Grimes introduced this item by saying he and the Clerk felt that the start of a new election cycle would be a good place for the Council to consider whether it should adopt an overall strategy for the next four years to provide a focus for our activities. This would largely incorporate initiatives and concerns the council already had such as tackling traffic issues, improving walking and cycling routes, sports strategy and addressing concerns about anti-social behaviour. The Clerk and Cllr Grimes introduced the basis of the proposal through the following acronym -

S - Safer (eg roads)

H - Healthier (eg walking, etc)

I - Interesting (eg Introducing arts and culture)

N - Neighbourhoods (eg recognising local villages)

E – Engaging everyone (eg communication, fully engaging with the public)

Cllrs agreed that this would be a good way forward and to discuss at the next full council meeting.

23/51 Correspondence

- 51.1 The Clerk advised that the largest hirer at the School Green Centre had just won the award from British Gymnastics for the Community Club of the Year in the under 250 members category. This had been publicised on the SPC website and newsletter. It was suggested that SPC should contact other local teams to see if they had won anything so this too could be publicised.

ACTION – Clerk to contact local teams to see if they had received any awards

21:37 *2 members of the public left the meeting*

23/52 Invoices for Payment

- 52.1 Members NOTED the following payments:-

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

The Clerk requested that members raised any queries regarding payments prior to the meeting so he was prepared with any relevant information.

ACTION – Clerk to number items for Cllrs to easily identify an item that required further information

23/53 Date of Next Meeting

- 53.1 The date of the next meeting is **Wednesday 17th May 2023**. This was to avoid any clash with Wokingham Full Council which was scheduled for 18th May

The meeting ended at 21:56

List of Actions

23/40.1	Clerk to invite the Chief Executive of WBC to a future meeting of the full council	Clerk
23/42.2	22/104.3(i) Clerk to continue to arrange visits to schools attended by SPC Children to seek ideas for their needs in the Parish	Clerk
23/42.2	23/21.3 BCllr Rance to investigate whether there was a budget available for officers to travel to meetings in the borough	BCllr Rance
23/42.2	23/27.3(ii) Clerk to investigate multi-agency support and establish a working party	Clerk
23/42.2	23/27.3(iv) Cllr Peer to raise at the NAG meeting on 25 th April for TVP to be more involved with ABS	Cllr Peer
23/42.2	23/27.5(i) Clerk to raise at the next Traffic Working Party a discussion for co-opting residents to the working party	Clerk
23/42.2	23/33.4 Clerk to give an update on the footpath work on Hyde End Lane at the next meeting	BCllr Rance
23/42.2	23/36.1 Cllr Grimes to circulate a Close Out report for School Green Centre when this has been received	Cllr Grimes
23/43.4	Clerk to add to the agenda of the next Planning and Highways Committee an item to review planning applications for Foxglades	Clerk
23/43.6	Clerk to arrange for Alison Foster to talk to the full council about proposals for the RBH	Clerk
23/43.7	Cllr Peer to provide a contact for the Clerk to arrange a speaker	Cllr Peer
23/46.1	Clerk to pursue proposals with WBC regarding the potential location of a 3G pitch	Clerk
23/47.1	Clerk to report back once the second valuation for Ryeish Green Pavilion had been received	Clerk
23/48.1	Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James	Clerk
23/51.1	Clerk to contact local teams to see if they had received any awards	Clerk
23/52.1	Clerk to number items on list of payments for Cllrs to easily identify an item that required further information	Clerk