



Minutes of a meeting of
Full Council
Held on Thursday 15th December 2022
At School Green Centre commencing at 19.30

Present: I Clarke, P Emmet, A Grimes (Chair), P Jahromi, L James, M Jones,
D Lias, N Masseron, I Montgomery, D Peer & R Tatla
Wokingham Borough Councillors J Frewin & J Rance

Attending: B Winton (Clerk)

22/111 Public Questions

There were no public questions.

22/112 Apologies and declarations of Members' Interest

112.1 Apologies had been received from Cllr Bowyer
Apologies had been received from Borough Cllrs Batth & Munro

112.2 There were no declarations of members' interests

112.3 There were no changes to members' declarations of pecuniary
interest

112.4 Cllr McDowell's last attendance was Full Council on 20th June 2022.
There had been no apologies for meetings or any other
correspondence since even after a hand delivered letter. This now
marked 6 months without attendance. Therefore, in accordance with
the Local Government Act 1972 s85, Cllr McDowell would be
disqualified as a councillor for Shinfield Parish Council.

22/113 Minutes of the Previous Meeting

113.1 The minutes of the meeting of 24th November 2022 were approved
as a correct record and signed as such by the Chairman.

Proposed: Cllr Emmet
Seconded: Cllr Jahromi
Approved: Unanimously



113.2

The following matters arising were discussed:

- 103.3 Cllr Clarke to supply BCllr Frewin with the details of the complaint from a resident in Clements Close to establish if the person in question was accommodated in a Council property as WBC may be able to act in that case.

Borough Councillors were aware of the person in question.

- 103.4 BCllr Batth to express the concerns of the Council in respect of the crossing at Crosfields School at the meeting on 28th November.

No feedback had been received from BCllr Batth on this matter.

ACTION – Clerk to ask BCllr Batth for an update

- 104.3(i) Clerk to write to secondary schools to ascertain activities that would engage teenagers.

The Clerk had written to four schools that took pupils from the parish and three had responded with offers for him to meet with their Youth Councils in the New Year (Oakbank, Emmbrook & Holt (12th January at 10.00))

ACTION – Clerk to pursue request with Forest School

- 104.3(ii) BCllrs Frewin to write to Prue Bray, Executive Member for Children's Services of WBC and ask her and relevant officers to meet with SPC to discuss these issues

Cllr Frewin wrote to Prue Bray on 25th November, and she has agreed to a meeting.

ACTION – BCllr Frewin and Clerk to follow up and arrange a meeting with Prue Bray



- 104.3(ii) Clerk to invite Prue Bray to meet members of SPC either at Full Council or a specially convened meeting

It was agreed that ideally this would be as part of a wider meeting involving the Police Commissioner.

Discussions to cover education service planning for Shinfield Parish and youth services provision in the parish to minimise youth anti-social behaviour

ACTION – Clerk to follow up and arrange a meeting with Prue Bray and the police commissioner

Clerk to request from WBC data on the number of children bussed to schools and related costs

The Clerk had requested this data from Prue Bray on 25th November and had chased for a response. He has been advised that this would not be possible “due to the high pressure that staff are under at the moment trying to sort out the budget and the school places.”

ACTION – Clerk to follow up in the New Year directly with Rebecca Brooks

Clerk to ask Oakbank Secondary School if there were any plans for sixth form provision and whether the Education Funding Agency could assist

The Headmaster of Oakbank has advised that “We would be thrilled to have a sixth form but in the plans, we have for school growth this would not be possible until 2026 at the very earliest.”

Cllr James suggested that SPC create a Working Party on Education. This could examine issues such as WBC position on post-16 education. The Clerk was asked to arrange a meeting of Cllrs, BCllrs and the Executive Member and Officers from WBC.

ACTION - Clerk to arrange a meeting on Education issues as they relate to the parish



- 104.4 Clerk to add an item regarding the footpath that ends on Fullbrook Road to the next meeting of the Planning & Highways meeting.

This will be on the agenda for the meeting on 12th January 2023.

- 104.5 Clerk to arrange the next meeting of the Traffic Working Party to include Borough Councillors, Cllr Grimes, Councillors from Swallowfield Parish Council.

It has been difficult to find a date that works for all the parties required. Following the highways meeting with WBC it was felt that the priority should be to arrange a meeting with them to discuss the Traffic Working Party proposals.

ACTION – Clerk to arrange a meeting with WBC Highways Department

- 104.7 Clerk to write a letter of congratulations to the committee of Grazeley Village Hall Memorial Hall.

The Clerk had written to the committee and the Chairman of the hall committee thanked the Parish Council for our kind words. The Clerk will be fixing a meeting to go and see the hall in the New Year as part of building relationships.

- 105.1 Clerk to share the proposals of land swaps between SPC & WBC with the BCllrs.

The Clerk apologised for not sending this information to the Borough Councillors sooner but he had sent it to them today.



- 106.1 Facilities Manager to provide quotes to F&GP committee for either reseeding the courtyard or changing to an artificial grass.

Work is in hand to change the grass ramps to a different turfed solution that will allow them to be used as emergency exits and include a path up to the gate at the far end of the courtyard. The Facilities Manager advises waiting until this has been done and assessed before deciding on what additional work may be required.

- 107.1 Facilities Manager to provide further details on the expenditure to Oltco Resin

The Clerk advised that this payment was for three elements of work including repairs to two playgrounds (Millworth Lane £7.4k for a gouge in the tarmac and Spencers Wood Recreation ground £3.5k) and the replacement of the shingle at the pavilion £1.4k.

- 107.1 Clerk to request background data from WBC on how many households in the Parish; to include a breakdown of housing by Band and the number of resident.

Not yet done. The Clerk advises that the 2021 Census information by Parish should be available in early 2023

ACTION – Clerk to ask Democratic Services for this information

22/114

Reports

114.1 Reports from Borough Councillors

Members **NOTED** the written reports from Borough Councillors

Cllr Peer praised in particular the efforts of BCllrs Frewin and Rance on tackling so many issues for residents.



114.2 Questions for Borough Councillors

The Chairman noted that Wokingham Today had published WBC's intention to introduce parking charges for a number of car parks including the School Green Car Park. The Chairman and other councillors were concerned that there had been no advance notice of this given to the council. Neither of the Borough Councillors present had been aware of these proposals. Of particular concerns were the impact on the School Green Centre (built on the basis that the School Green Car Park would be available to users of the building) and the impact on school drop off and pick up times where parents would park inappropriately to avoid paying a charge. This was expected to increase the risks of a traffic accident.

ACTION – Clerk to add to agenda for Planning & Highways

Borough Councillors left the meeting at this point

114.3 Minutes of Recreation & Amenities Committee 8th December 2022

CLlr Clarke gave the following update:

- a. Looking at the division of R&A. This is likely to come to Full Council as a formal proposal in March most likely for implementation after elections in May. Members were asked to let CLlr Clarke know if they had any thoughts on the proposed division.
- b. The sports consultation would be taking place at the School Green Centre on Saturday 28th January. Members were keen to ensure that any new sports provision was available to all.
- c. The Clerk and Facilities Manager were looking at ideas for telling the history of the parish and displaying a record of the Parish Council chairmen.

Members **NOTED** the minutes of the Recreation & Amenities Committee meeting on 8th December 2022.

114.4 Minutes of the Planning & Highways Committee 1st December 2022

CLlr Peer gave the following update:

- a. It was noted that the Lidl planning application had been approved although it was disappointing that the issue of crossing Beke Avenue (when opened) had not been addressed.
- b. Kingfisher Drive appeal had closed on 22nd November but no decision had been published.



There was a discussion regarding Nullis barn and the Clerk was asked to identify who had responsibility for the building within Wokingham Borough Council

ACTION – Clerk to confirm responsibility for Nullis Barn within Wokingham Borough Council

Members **NOTED** the minutes of the Planning & Highways Committee meeting on 1st December 2022.

114.5 **Working Parties**

School Green Working Party:

The R&A Committee will be reviewing the draft proposals at their next meeting.

Traffic Working Party:

Cllr James reported that we now had a viable set of proposals. The main initiatives were to reduce the volume of traffic travelling through the parish and the speed at which traffic moved. John Russell from Motion had reviewed and had an input to the proposals. The intention had been to share with Borough Councillors and Swallowfield Parish Council, but this had been difficult to schedule. However following the most recent meeting with the Highways department at WBC it was felt that sharing the proposals with them would be particularly useful and this would now be the priority for scheduling early in January.

ACTION – Clerk to arrange meeting with WBC Highways Department

114.6 **Chairman's Report**

Cllr Grimes advised of the following:

- a. He had attended tree lighting ceremonies at School Green and Spencers Wood and noted the Parish Councils provision of a tree in Frensham Green
- b. He had stepped back from Chairing Spencers Wood Memorial Hall Committee which now had a workable budget. SPC would continue to have two members of the committee, but they would not actively participate and were there for governance only.

114.7 **Reports from Outside Bodies**

Cllr Montgomery advised that he had enquired about the arrangements for children who travelled to school on buses should there be an incident within the DEPZ. The Clerk was asked to check with local schools about what plans they may have for evacuation if there is an incident within the DEPZ.

ACTION – Clerk investigate action plans for incidents within the DEPZ

22/115 Land Swaps

115.1 The Clerk had written to WBC offering to accept the swap including the Ryeish Green Pavilion on the basis that SPC had no viable use for it but WBC with a wider remit may be able to identify more options.

The Clerk had sent two chasers and most recently had been advised that the lead for WBC was checking with colleagues in other departments to see if they had any viable options for use of the pavilion.

ACTION – Clerk to continue to follow up with WBC

22/116 School Green Centre

116.1 The recent severe cold spell had created problems with heating and hot water for the School Green Centre. As an interim measure portable oil radiators had been obtained and investigations were underway regarding the air source heat pump.

22/117 Invoices for Payment

117.1 Cllr Lias questioned whether we should continue with the annual subscription to Locality and Cllr Montgomery advised that they had helped with the development of the Neighbourhood Plan. It was agreed that this would be reviewed prior to the next renewal. The Clerk was asked to provide a list of other annual subscriptions.

Payment of the Lloyds Bank invoices were **APPROVED**.

Proposed: Cllr Lias
Seconded: Cllr Jahromi
Approved: Unanimously

ACTION – Clerk to provide a list of annual subscriptions



- 117.2 Payment of the Barclaycard invoices were **APPROVED**

Proposed: Cllr Montgomery
Seconded: Cllr Jahromi
Approved: Unanimously

22/118 Correspondence

- 118.1 There was no correspondence.

22/119 Dates of Next Meeting

- 119.1 The next meeting of the Full Council will be on Thursday, 26th January 2023.
- 110.2 The Clerk advised that Planning & Highways and Recreation & Amenities Committees would swap their order in the month with effect from January 2023 to allow the former to receive Enforcement notice data in time for consideration at the meeting. A revised meeting schedule had been issued.

The meeting ended at 21.10



List of Actions

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|-----------|---|----------------------------|
| 103.3 | Cllr Clarke to supply BCllr Frewin with the details of the complaint from a resident in Clemments Close to establish if the person in question was accommodated in a Council property as WBC may be able to act in that case. | Cllr Clarke & BCllr Frewin |
| 103.4 | BCllr Batth to express the concerns of the Council in respect of the crossing at Crosfields School at the meeting on 28 th November. | BCllr Batth |
| 104.3(i) | Clerk to write to secondary schools to ascertain activities that would engage teenagers | Clerk |
| 104.3(ii) | a) BCllrs Frewin to write to Prue Bray, Executive Member for Children's Services of WBC and ask her and relevant officers to meet with SPC to discuss these issues | BCllr Frewin |
| | b) Clerk to invite Prue Bray/Police Commissioner to meet members of SPC either at Full Council or a specially convened meeting | Clerk |
| | c) Clerk to request from WBC data on the number of children bused to schools and related costs | Clerk |
| | d) Clerk to ask Oakbank Secondary School if there were any plans for sixth form provision and whether the Education Funding Agency could assist | Clerk |
| 104.4 | Clerk to add an item regarding the footpath that ends on Fullbrook Road to the next meeting of the Planning & Highways meeting | Clerk |
| 104.5 | Clerk to arrange the next meeting of the Traffic Working Party to include Borough Councillors, Cllr Grimes, Councillors from Swallowfield Parish Council | Clerk |
| 104.7 | Clerk to write a letter of congratulations to the committee of Grazeley Village Hall Memorial Hall | Clerk |
| 105.1 | Clerk to share the proposals of land swaps between SPC & WBC with the BCllrs | Clerk |
| 106.1 | Facilities Manager to provide quotes to F&GP committee for either reseeding the courtyard or changing to an artificial grass | Facilities Manager |
| 107.1 | Facilities manager to provide further details on the expenditure to Oltco Resin Floor Specialists | Facilities Manager |
| 107.1 | Clerk to request background data from WBC on how many households in the Parish; to include a breakdown of housing by Band and the number of residents. | Clerk |