

Shinfield Parish Council Project and Task list				Version 12 (10 Dec 2020)	Update	Timescale
No	Project	Lead Councillor / Committee/WP	Current Status	Categorisation by Dev Board 21 2 19		
	MAJOR PROJECTS					
	To be performed in sequence not in parallel (a)					
1a	New Community Centre Construction	Developent Board Andrew Grimes	Planning application granted. Work stated 02 Aug 2020	Cannot do 1a and 4a together(resource) so prioritise no1	Progressing as planned	Q3 2021
2a	External storage at Parish Hall	Developent Board Andrew Grimes	Review additional external storage facility prior to construction of new build. Current external storage area becomes garden External strage to be sited on Millworth Lane following taking over of lease in 2020	Integrate with 1a	Progressing as planned	Q3 2021

3a	New Community Centre Management	Development Board Andrew Grimes	Work to commence looking at alternative management methods. AG and DP contacted Susan Tyldsley re marketing. Expressions of Interest sent out and 11 interested, 9 received. AOC meeting 19 09 19 to decide 5 compnies to ask to tender. Meeting arranged for 20 sept to see atrium cafe in Science park. R&A asked to look at mangement options for the running of the SCC. We might employ a buidings manager who will drive the use of the building. 4 leads are working on Construction, Engagemenr, Operation and Catering	To follow 1a	Progressing as planned	Q4 2020
4a	Replacement of Spencers Wood pavillion	SWP Working Party Ian Clarke Laurie James	SWP WP to take on. Now looks like single story due to roots. Not big enough for library use. M Redfern discussing proposal with property services WBC. Agreed on single storey, no library. Planning granted and work started 21 July 2020.	Modulek appinted	Completed	Oct-20
5a	High Copse Sports Hub	Development Board Ian Clarke Laurie James	Development of sports club and fields Due to COVID 19 this has been delayed			Sep-22
SPC funded with limited involvement/resourse required as will pass to a contractor (b)						

1b	Refurbish Spencers Wood Village Hall	Andrew Grimes Village Hall Committee	Waiting response from Spencers Wood Village Hall over Surveyors report and cost of works. No further work done.	Funding only- limited involvement/resource required	No approach from SWVH so no further action.	Need a response from SWVHC
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	Decision awaited then potential for swift delivery or high involvement (c)					
1c	Development of Deardon Field	R&A Committee Ian Clarke	Waiting response from WBC over exchange of freehold land Deardon/Ryeish Pitches Solicitors now handling transfer	Awaiting legal decision then swift delivery	Meeting arranged 16th August to progress. Awaiting decision from meeting . WBC state all agreed	Q4 2020
2c	Deardon Field Allotments	I Clarke L James			Completed. Water system upgrade approved and UoR informed	Q4 2020

3c	Village Centre Development	Developent Board Andrew Grimes	Consultation document distributed by Consortium Planning application Q1 2021			Q3 2022
5c	Millworth Lane Recreation Ground	R&A Committee Laurie James	Awaiting engrossed lease from UoR	issue with caravan still on site Awaiting electricity disconnection		Q4 2020
	On hold but could be restarted at any time (d)					

	Other (e)					
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1e	Three Mile Cross Playground and linked to this is: The nacent Green Space at Taylor Wimpey's "South of Church Lane" development - to be made to Parish Council specification instead of Allotments. e.g. Tables and benches etc around flat turfed area, adjacent to the LEPA.	R&A Committee Darrell Lias Nigel Boyer	Possible relocate and re-equip	Allocate to Nigel and Darrell to progress	Progressing with plans developed by WBC	Q2 2021
2e	Mereoak pedestrian crossing	Planning Andrew Grimes	Pedestrian crossing.	WYG prepearing a traffic survey. <i>Survey received from WYG.</i>		On Hold
3e	Shinfield Future View	Working Party I Montgomery, P Alexander, A Narayanam, MO'Brien, M McDowell	Future view of Shinfield Parish <i>TOR written</i>			Q2 2021

3d	TMX asset purchase	Working Party D Lias, M McDowell, P Jahromi	Consider purchase of asset in TMX Surveyor and Architect visited property on 08 Dec 2020			Q2 2021
	PROJECTS					
	Within committee remit (f)					
1f	Development of pre and after Schools clubs (scoping stage)	CSC WP Ian Montgomery	Operational after School Club at Shinfield term time only review periodically	CSC remit		
2f	Chapel Lane Pre-School	CSC WP Ian Montgomery	Pre school very happy with new facilities at SWP	CSC remit		Q4 2020
	Ongoing with Cllr lead (g)					
2g	Village Speed Limits	R&A Committeee Darrell Lias	Include Pedestrian access from Shinfield Meadows as further support for a 20 miles past the school and 30 mile from Shinfield Meadows vehicular access all way through village.	Darrell as lead		Q4 2021
3g	Village Gateway signs	R&A Committeee Darrell Lias	Discussions had with A Glencross	Integrate with speeding 2g		Q4 2021
	TASKS					

	Within committee remit (h)					
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2h	Community activity page to be added to SPC website	CSC WP Eddie Brown	In progress. Contributors invited	CSC remit	Specified action has been completed but website review is ongoing separately	Q3 2020
4h	Create maps of SANG walks for all abilities and parents with pushchairs	CSC WP Eddie Brown	In progress with SPVG and WBC. Ian Young aware. Request to add in signs to local amenities ie to shops etc.	CSC remit	Langley Mead is complete. Other SANG walks ongoing.	
5h	Youth Provision (scoping stage)	CSC WP Ian Montgomery	Investigation by committee looking at needs throughout the parish, working with all groups involved in youth	CSC remit		
6h	Pre School Facilities (scoping stage)	CSC WP Eddie Brown	Looking at overall needs for guardian and children and baby facilities and needs versus existing provision for under fives	CSC remit		
7h	Disabled Facilities (scoping stage)	CSC WP Peyman Jahromi	Early days project just started	CSC remit		
	Allocated to Cllrs/Committee (i)					
1i	Take over management of WBC land	R&A Committee Ian Clarke Laurie James	New Project waiting for further details of requirements	Longterm project		

2i	Pride in our Parish Parish 5 sites	R&A Committee Ian Clarke	Alongside taking over management of WBC land, priority for this work to start soon	Longterm project and merge with 1i above		
3i	Development of Parish Brand	Nigel Boyer and consultants	Cratus commissioned			Q4 2020
5i	Community Integration Roadshow	CSC WP Eddie Brown	Meeting being arranged with Rev.Paul Willis and Ian Montgomery to plan 2020 roadshow. Postponed due to COVID 19	CSC remit	Progressing as planned	
6i	Cycle Paths	CSC WP Eddie Brown		CSC remit	Progressing as planned	
	Allocated to Staff (j)					

	Allocated to Clerk/Office (k)					

2k	Property Ownership	Mike Balbini	Clerk to ascertain all SPC property is properly registered with Land Registry	Remit of Clerk / asset management	16 April 2019 Land registry sent off	Q2 2021

	SPC funded with limited involvement/resource required as will pass to a contractor (l)					
1l	Parish Footpaths	Ian Young	On-Going sub contracted to Ray Sharp and Ian Young	SPC allocate funds but work carried put by others. limited involvement required		

	COMPLETED OR NEARING COMPLETION (m)					
1m	Air Polution Equipment	Laurance James	Waiting decision	Completed apart from allocation of schools	16 April 2019 Locations agreed awaiting installation	Completed
2m	Finalise Parish Hall Upgrade	Mike Balbini	Finalise last items and complete by February Recommend Kitchen Equipment,	Pass to Clerk and office	16 April 2019 Completed	Completed
2j	School Green Upgrade	R&A Committee Ian Clarke	Make plan for School Green improvements	Luke to progress with N Boyer	Replaceemnt Oak to be planted in National Tree week in Nov 2019	Completed
3m	New CCTV for sites	R&A Committee Ian Clarke	Estimates agreed DCS appointed as contractors, insatltrs	Awarded to DCSC	16 April 2019 Completed for office and SWP. Now doing Millworth lane	Completed
4m	S.H.I.N.E (Some Health Issues Need Effort) exercises etc for the over 60's in Shinfield	CSC Committee Eddie Brown	In progress. Agreed with WBC but question of Parish Hall capacity and six mths free use to establish	Approved and bookings made	16 April 2019 Completed	Completed

2b	Refurbish Grazeley Village Hall	Chair of Council Village Hall Committee	Waiting grant/loan application from Village Hall committee after Surveyors report. Currently finalising and costing required works	Funding only- limited involvement/resource required	Almost complete. Jane has visited to check how grant was spent.	Completed
1j	Patio Upgrade	R&A Committee Ian Clarke	Refurbish Parish Hall patio area	Luke to obtain three quotes	16 April 2019 Now part of SCC build. Luke to maintain	Completed
1d	Hartley Court Allotments	R&A Committee Ian Clarke	Consider Affordable Homes built by SPC	Place on hold. We can restart at any time		
1k	Office management	Mike Balbini	Review on-going specific staff responsibilities, training and development	Remit of Clerk		Completed
1h	Newsletter re OAP/Toddler Groups	CSC WP Eddie Brown	In progress. Contributors invited	CSC remit	Completed	Completed
3h	Publicise community activity on SPC Facebook plus Spencer Wood and Shinfield Community Facebooks	CSC WP Eddie Brown	In progress. Contributors invited	CSC remit	Completed	Completed

	REMOVED FROM LIST (n)		
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1n	SOS Save our Villages	SOS Andrew Grimes	On-Going project but at early days needs more integrated marketing approach	Not an SPC project		
4i	Change name of parish	Communication & Policies Peter Hughes	Consideration of changing Parish Name to incorporate individual villages in one non controversial name	C&P remit		
4c	Empty Bungalows at Ryeish Green	Ian Clark Development Board possible acquisition by SPC and refurb	Look at acquisition of two buildings close to Ryeish for re-furbish and rental by SPC	Awaiting decision then we can start work		

	Removed
	Ongoing
	Completed
	Merged
	Closed / On Hold

