

To all members of Shinfield Parish Council

Notice is hereby given and you are summoned to attend a meeting of the Full Council on THURSDAY 17th May 2023 at the School Green Centre, starting immediately after the Annual Meeting commencing at 19.30



Bruce Winton, Parish Clerk
11th May 2023

Members: Cllrs N Boyer, I Clarke, P Emmment, A Grimes, P Jahromi, L James, M Jones, D Lias, N Masseron, I Montgomery, D Peer and R Tatla

Agenda

- 1. Welcome to new Borough Councillors**
 - 1.1 To welcome newly elected Borough Councillors
- 2. Public Questions**
 - 2.1 To **RECEIVE** and **CONSIDER** questions from the public
- 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 20th April 2023**
 - 4.1 To **APPROVE** the minutes of the Full Council meeting on 20th April 2023* as a correct record of the meeting
 - 4.2 To **RECEIVE** information on matters arising
- 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 Recreation and Amenities Committee 4th May 2023* and update from the Chairman of the Committee
 - 5.4 To **NOTE** the draft minutes of the Planning & Highways Committee 11th May 2023** and update from the Chairman of the Committee
 - 5.5 To **RECEIVE** and **NOTE** verbal reports from Working Parties
 - 5.6 To **RECEIVE** a verbal report from the Chairman
 - 5.7 To **RECEIVE** reports from outside bodies

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

*** indicates papers to follow*

6. Traffic & Sports Consultation

- 6.1 To **RECEIVE** and **CONSIDER** an update on the Traffic Consultation process
- 6.2 To **RECEIVE** and **CONSIDER** an update on the Sports Consultation process

7. Sports & Recreation Items

- 7.1 To **RECEIVE** and **CONSIDER** options for the location of a 3g pitch within the parish
- 7.2 To **RECEIVE** and **CONSIDER** the lease for the Manor Ground

8. Ryeish Green Pavilion

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

9. Land Swaps

- 9.1 To **RECEIVE** and **CONSIDER** a verbal report from the Chair of Finance & General Purposes Committee on Land Swaps

10. School Green Centre

- 10.1 To **RECEIVE** and **CONSIDER** a verbal report from Cllr Grimes on the School Green Centre

11. CIL Funding

- 11.1 To **RECEIVE** and **CONSIDER** requests for Wokingham Borough Council for co-funding of bus routes and footpath on Hyde End Lane*

12. Future Council Strategy

- 12.1 To **RECEIVE** and **CONSIDER** proposal to develop a four year strategy for the council*

13. Correspondence

- 13.1 To **RECEIVE** and **CONSIDER** any external correspondence received

14. Invoices for Payment

- 14.1 To **RECEIVE** and **NOTE** Lloyds Bank payment of invoices within the Clerk's financial delegation *
- 14.2 To **RECEIVE** and **NOTE** to approve Barclaycard payment of invoices within the Clerk's financial delegation*
- 14.3 To **RECEIVE** and **CONSIDER** payments due to be made that are outside the Clerk's financial delegation *

15. Dates of Next Meetings

- 15.1 The date of the next Full Council Meeting will be discussed at the Annual Council Meeting which will immediately precede this meeting

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

*** indicates papers to follow*

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

Reports

43.1

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

Borough Councillor Reports

Councillor Johnson

- The full WBC meeting is on the 18th May and until then, the responsibilities of individual councillors has yet to be voted on. However, I am nominated to retain the positions I had last year plus move onto Overview and Scrutiny Management Committee.
- An item I am waiting on a response from AWE as the Liaison for WBC, is the process of them being engaged in planning applications. There is a specific issue relating to the appeal that was won for 49 dwellings at the end of Woodcock Lane/Grazeley Road. The inspector made the statement “I don’t see AWE objecting to this, so I will allow the appeal”. The inspector did not refer the matter to AWE nor were they invited to submit a response to the appeal process. I think we can all agree this has to be remedied. When single property extensions are being rejected in the planning zone, how can 49 dwellings be allowed. This will signal developers can start putting small packets together and infill in the Parish between villages.
- There is an assessment being carried out by the returning officer regarding issues and complaints and parking enforcement at School Green during Polling Day. I and newly elected Catherine Glover for Shinfield South, witnessed the issues experienced by all users of the School Green facilities, and have input our observations through the appropriate channels.
- As of yesterday and today, the Flash Flooding that affects Church Lane in 3MX, has again become a big issue for homeowners on that road. Inappropriate speeds are causing damage to the drives of some properties. This topic is being taken up with Thames Water and also triggering internal actions with executive members with responsibility for roads and flooding. We are using the existing processes to report and request Thames Water to remedy the situation, which are available to residents too. Every resident is encouraged to enter their own report via :
 - <https://www.wokingham.go.uk/roadworks-and-outdoor-maintenance/report-a-problem-with-roads-and-streets/report-flooding-and-problems-with-drainage/>
- For your information, we are also engaged with Thames Water to invite the exec to Overview and Scrutiny to discuss the issues that Wokingham Residents experience.

Councillor Munro

- Main issue remains Beech Hill Road/Lambs Lane junction

Councillor Rance

- Due to the election period through April, strangely not a lot to report from residents' queries.
- However, I would report that I am still supporting young couple who have huge problems with WBC over land they have purchased at Hyde End Road.
- Another young gentleman has enlisted my help regarding his property/driveway/tree damage and I am in the middle of pursuing this for him, and his father.
- In the middle of April, another young couple with two children living off the Basingstoke Road, contacted me. At 9 pm a lone male dumped a car on their driveway and made off. The next morning they called the Police and WBC, who both said the car was on private land and nothing could be done! I felt this was outrageous and said so. The car had only 3 functioning tyres and one wheel did not have a tyre on it at all. The inside was full of junk. Long story short, I contacted WBC who actually did not acknowledge my email at all. However 2 days later the vehicle was removed.
- Similarly, I was contacted by an elderly couple with whom I have had dealings in the past. They live at Hayes Drive. The gentleman is in extremely poor health and has only recently come out of hospital. They have a Disabled Bay at the back of their apartment. 'Someone' dumped a vehicle there 3 days ago. Unlike the first incident reported above, where the vehicle was in a dreadful state, this car is a Volvo, completely unblemished on the outside and valeted inside.
- The couple rang the Police and WBC, who both gave the usual "It's on private property". The couple are unable to use the bay for which they pay a hefty fee, and the fact that no authorities will help them is causing undue stress and strain
- I visited on Bank Holiday Monday, had a chat, came home, emailed the Police/Crime Commissioner, Uncle Tom Copley AND WBC in very strong terms.
- ONLY WBC have replied, and within 14 hours they have ticketed the car, also spoken to the elderly couple, and within one week (Rules and all that!) the car will be removed.
- I also visited the King Charles Mosaic on Monday, which I contributed to with photos of my grandsons who attend all the local schools, their dog and cat, and live in Clares Green Road, plus some of my granddaughters, and I was chuffed to see their faces within. It is a truly remarkable commission.
- Onwards and upwards for the next few months.

Councillor Glover

- I was elected to Wokingham Borough Council on 4 May.
- I've been helping a couple in Beke Avenue with a challenge to the Valuation Office changing the council tax band for their 2-storey, 3-bed, no garage, mid-terrace house from D to E. It seems to be a common problem in Shinfield Meadows.
- I forwarded a request from a resident for WBC to adopt Oatlands Chase.
- I forwarded a request from a resident for WBC to do something about the dangerous condition of Kybes Lane.
- I received an answer about the Flash Flooding that affects Church Lane in 3MX: Ian Shenton says that WBC has 'identified the problem, are designing a solution and hope to have it constructed within this financial year'. He did give me more details which I can mention verbally.
- I've just received request from another resident in 3MX asking me to investigate why they get so many power cuts. I haven't had time to do anything about this yet.
- I received the following email from a resident, and forwarded it to WBC. The lack of local school places was an issue that came up time and time again on the doorsteps when I was canvassing:

We moved into our house on Croft Road in Shinfield in 2018 whilst my wife was 6 months pregnant. Like many people we wanted to lay down roots to start our family and made sure we picked an area with good schools.

Unfortunately, we have been very upset over the past few weeks as, despite putting Alder Grove and Shinfield Infants (both a short walk away) as our preferred school choices, we did not get a place in either. Furthermore, we just found out we are 24th on the waiting list for Alder Grove and 8th for Shinfield Infants. In fact, the lack of schools / over development has meant we have been allocated a place at the Coombes School in Arborfield. This is a 10 minute drive away (on a good day), has a very poor reputation / Ofsted history and did not fill us with any comfort when we visited last week. We have already shared our concerns with the headteacher there.

I have done extensive research since not being allocated a place in any of the local schools and wanted to share the following:

1. *There are 3 schools within the area that are in walking distance from our house (Alder Grove, Shinfield Infants and Lambs Lane). Due to the overpopulation of the area, it was impossible to get into any of them (I have all the statistics on distances from our house, final child placed etc to back this up). I have also attached a visual to show the problem [see below].*
2. *Grazeley school is within 'catchment' but again due to the population density, we would not have got into that school had it been on our list.*
3. *Shinfield Infant's catchment area is a very irregular shape and excludes us (despite us living in Shinfield and being less than a mile*

away) yet it extends nearly as far as Sindlesham (around 3 miles) in the other direction [see below]

4. *I have reviewed a planning application (per the email attached) that shows the housing development in Spencers Wood should have contained a new primary school. This has not been built hence there is a blatant disregard for new families. I have requested further information on this from the council planning department but on the face of it, it feels like build the houses, get the money, worry about the school later (or not build it altogether).*
5. *Our places on waiting lists below make it very very unlikely to get a place at any local school:*

- | | |
|--|---|
| • Alder Grove CofE Primary School | -24 th position |
| • Shinfield Infant and Nursery School | - 8 th position |
| • Farley Hill Primary School | - 26 th position |
| • Lambs Lane Primary School | - 4 th position |
| • Grazeley Parochial CofE Primary School | -6 th position – this position is subject to confirmation by the governing body of the school. |

If there is anything you can do to help or advise given your campaigning, it would be really appreciated. We have another son due to start school September 2025 and have no confidence he will be able to attend a local school and if The Coombes turns it around, we will be out of catchment so no guarantees he would get in there. We had a vision of walking or cycling to school and building a local group of friends in Shinfield.

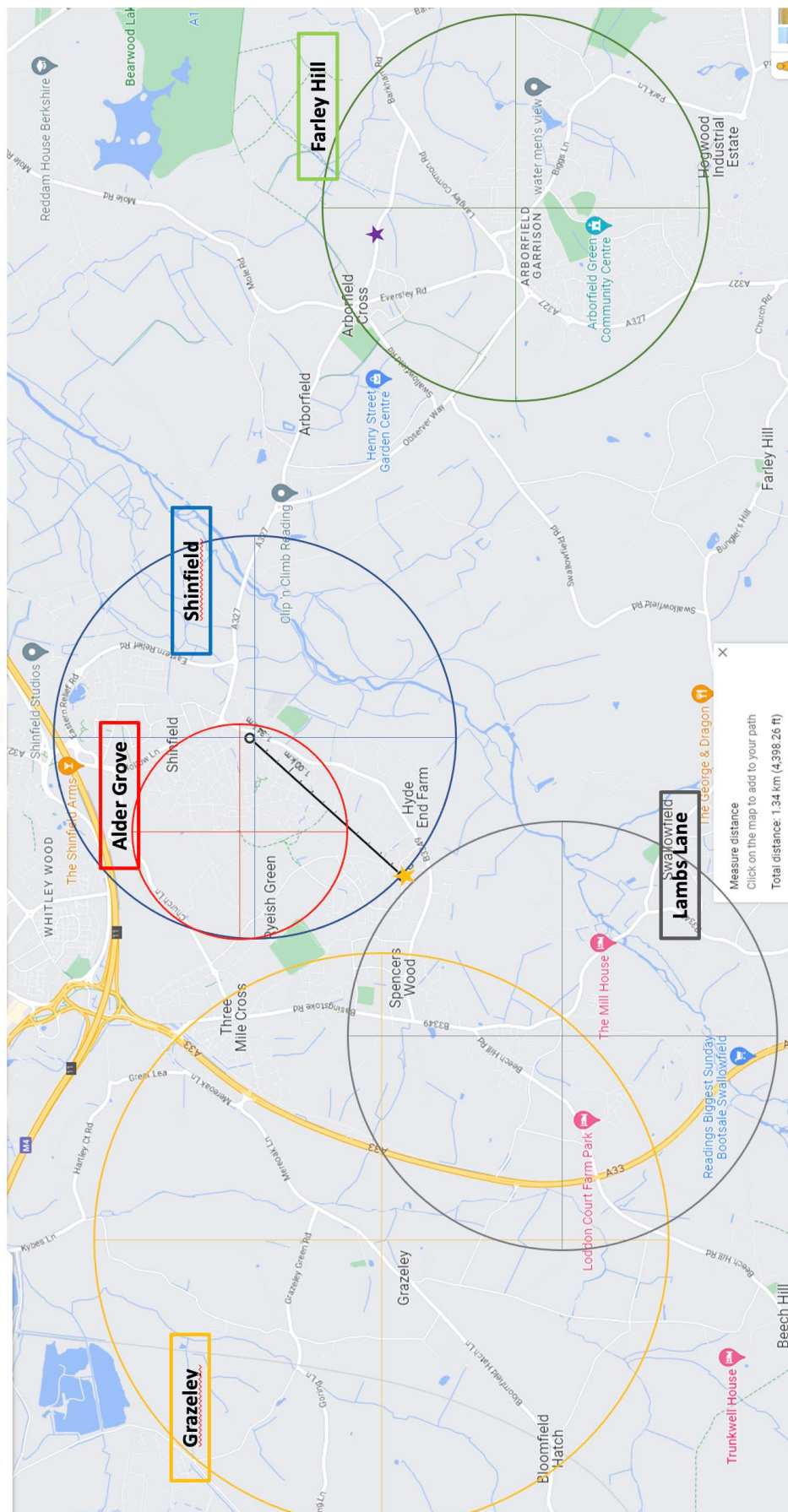
Furthermore, we are keen for our experience not to be lost or forgotten as it could easily happen to other families in years to come without intervention.

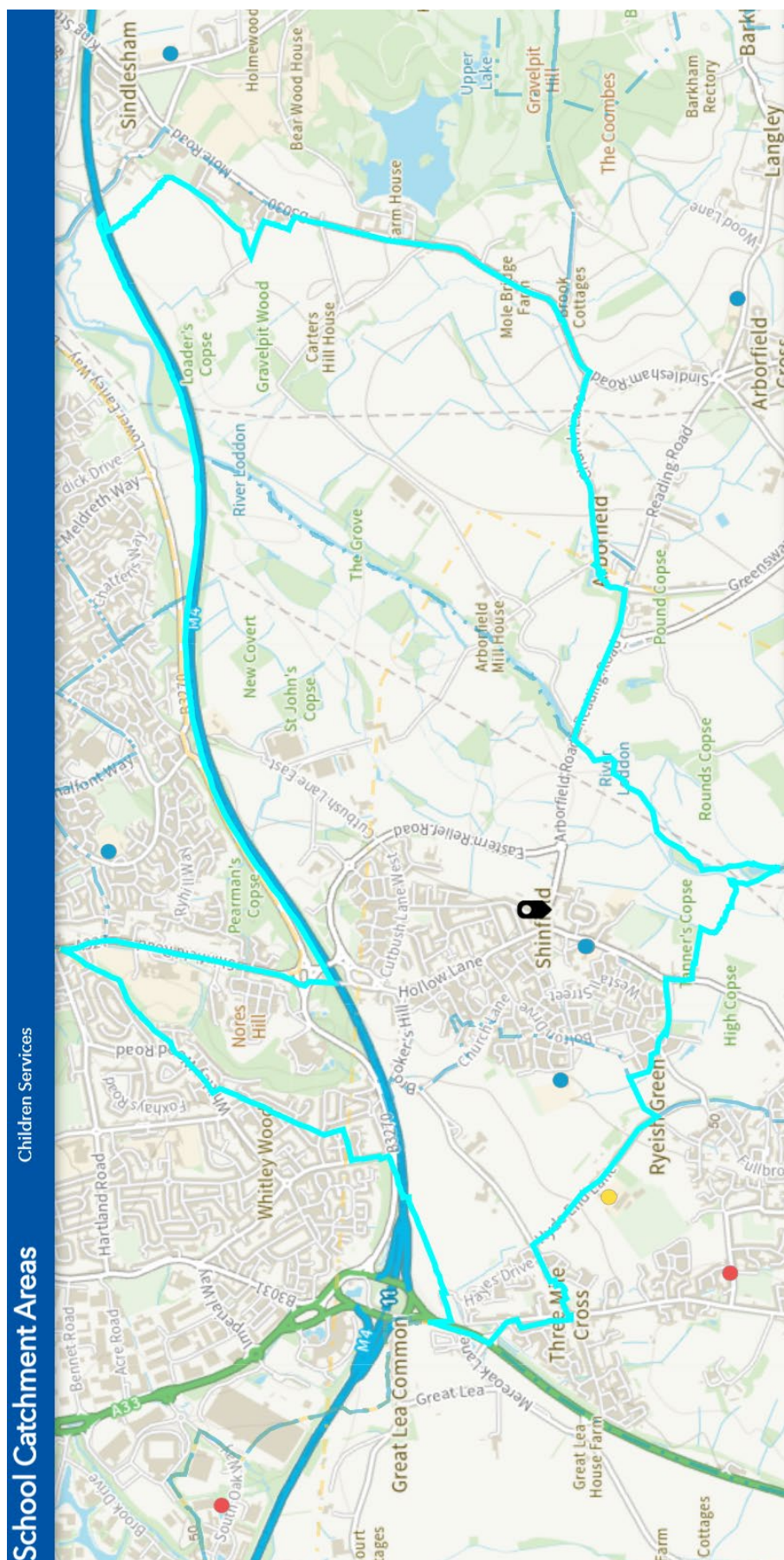
I (CG) would welcome an early discussion about school provision in the Parish, which at a number of levels seems unsatisfactory. A Borough-wide review is promised and I would like solid information to feed into it.

- I agree entirely with BCllr Johnson about the use of School Green Centre as a Polling Station. I was there around 17:00 and it was chaos, with far too many things going on.
- I visited the Coronation Mosaic just after the Coronation finished. I must admit I was a bit disappointed that it did not seem to have come to the attention of many residents! But it was impressive. What is its fate now?

Radii based areas for final placed child by school

★ Home: Chazey House, Croft Road ★ Allocated: Coombes School





Minutes of a meeting of
Recreation & Amenities Committee
Held on Wednesday 4th May 2023
At School Green Centre commencing at 19.30

Present: Cllrs N Boyer, I Clarke (Ch), P Emmet, P Jahromi, L James, N Masseron,
D Peer

Attending: B Winton (Clerk), S Herring (Deputy Clerk) and P Gudge (Facilities Manager)
Six members of the public

23/RA/60

Public Questions

60.1 Deardon Field Orchard

Members of the public raised concerns over the poor condition of the fruit trees on Deardon Field Orchard. Specific concerns included the trees leaning over at an angle, stakes being too short to support the trees since planting, branches being broken off and their general condition. The committee would investigate their concerns and inform them of any decisions made. See also later in the minutes.

60.2 Bird Feeding on Deardon Orchard

A member of the public asked for permission to feed the birds in this area by hanging bird feeders on the trees. This would be at his own cost and maintenance. The Committee would consider his proposal and respond in due course. See also later in the minutes.

ACTION – Clerk to follow up with the member of the public

19:45 Three members of the public left the meeting

23/RA/61

Apologies and declarations of Members' Interest

61.1 There were apologies for absence from Cllrs Tatla

61.2 There were no declarations of members' interests

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

- 62.1 The minutes of the committee meeting of 5th April 2023 were approved as a correct record and signed as such by Cllr I Clarke

Proposed: Cllr P Emmet

Seconded: Cllr P Jahromi

Approved: Unanimously

- 62.2 The following matters arising were covered:

- 23/RA/44.1 Clerk to contact WBC to put forward alternative suggestions for land designated for pitches and to express the concerns of local residents in Hyde End Lane

The Clerk had drafted a letter to WBC which would be sent once the borough elections had been held and the councillors appointed

- 23/RA/45.1 Clerk to add Grant Applications to the agenda of the next Finance and General Purposes Committee

The Clerk was in the process of preparing invitations to organisations who had previously received a grant from the council and would publicise the new approach in the parish newsletter and on the website.

The Finance and General Purposes Committee will be administering the grant applications in future.

- 23/RA/46.1 Clerk to bring the Pump Track proposals to the attention of the Sports Strategy Working Party

This was on the agenda

- 23/RA/48.2 22/RA/61.3 Clerk and Facilities Manager to continue discussions with Whiteknights School

The Clerk had received the following holding response from the school via the Operations Director for Bellevue Place trust who run the school

“We are in the process of developing some options and passing them through our internal governance. We hope to be in touch soon to progress the conversation and please take this as our commitment to working with you to designing a plan that benefits the school and the community.”

23/RA/6.1(d) Clerk to add the picnic tables for Deardon Field to the next agenda

This was on the agenda

23/RA.24.1 Clerk to circulate a full report to members for the next meeting showing the bookings income

This has been done

23/RA/34.2 Proposals for Millworth Lane to be produced for the meeting to be held in May

This was on the agenda

23/RA/34.3 Clerk to update the draft business model for Millworth Lane for the May meeting

This was on the agenda

23/RA.34.6 Facilities manager to arrange presentations from fitness organisations for the meeting in May

This had been done

23/RA/34.7 Clerk to report on the Lease at Millworth Lane at the next meeting

This was on the agenda

23/RA/34.8 Clerk to add the Sports Working Party to the agenda at the next meeting

This was on the agenda

23/RA/35.3 Clerk to add options for the Ryeish Green Pavilion to the agenda of the Full Council Meeting

This had been done

23/RA/38.4 Clerk to add potential locations for new noticeboards to the next agenda of the Full Council meeting

This was on the agenda

23/RA/41.1 Clerk to add new meeting schedule for the division of the Recreation and Amenities Committee to the next agenda

This was on the agenda

23/RA/49.1 Facilities Manager to report on the completion of the work at the Spencers Wood MUGA at the next meeting

This was on the agenda

- 23/RA/49.2 Facilities Manager to arrange for the implementation of the work on the Spencers Wood MUGA
- On the agenda
- 23/RA/51.1 Facilities Manager to obtain a quote for the toilets at Millworth Lane
- This was on the agenda
- 23/RA/51.3 Clerk to update the draft business model for Millworth Lane for the next meeting
- This was on the agenda
- 23/RA/51.4 Cllr Clarke, the Clerk and Facilities Manager to meet to discuss the way forwards for the Sports Working Party
- This was on the agenda
- 23/RA/52.1 Clerk to arrange for publicity of the Manor Ground
- The University of Reading (UoR) had sent invitations to include local residents for the official opening on 21st May and there was a possibility that the BBC may cover the opening.
- 23/RA/52.2 Clerk to work to secure the hire of the Manor Ground
- This was on the agenda
- 23/RA/55.1 Clerk to put on the agenda the School Green Working Party once a quote had been received
- This will be done
- 23/RA/55.2 Clerk to add to the next agenda - New Community Noticeboards
- This was on the agenda
- 23/RA/55.3 Facilities Manager to arrange for the Parish Timeline and List of Council Chairmen to be made and erected
- This was on the agenda
- 23/RA/56.1 Clerk to complete the contract with Chapel Lane Pre-School
- This was on the agenda
- 23/RA/57.1 Clerk to implement the new Terms and Conditions of Hire
- The new Terms and Conditions of Hire had been implemented with effect from 24th April 2023.

23/RA.58.1a Clerk to arrange the purchase and installation of defibrillators at Spencers Wood Pavilion and the Manor Ground

The Clerk reported that this was being progressed.

23/RA.58.1b Clerk to investigate if there was a defibrillator at the Ryeish Green Sports Hub

The Clerk confirmed that there was a defibrillator at the Ryeish Green Sports Hub

23/RA/63

Works Update

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

The Facilities Manager reported that:-

- the returfing had been done
- the signage was still outstanding
- the path leading from the pavilion to the MUGA would be starting on 24th May at a cost to Shinfield Parish Council (SPC)
- he would ensure completion of the grass around the MUGA

23/RA/64

Community Services

64.1 **Verbal report on the Community Services**

No report was available at this time

64.2 **Verbal report on Pavilion Youth Club and the Flat at Shinfield Rise**

The Clerk reported that:-

- he had visited the Youth Club on 26th April and observed that it was being well run and busy
- an issue of bullying had taken place at the Youth Club but had been dealt with well by the Youth Club leader
- SPC should continue to support the Youth Club that was a credit to the parish
- Rachel Walker, the Youth Club leader, was working well with the young people
- The MUGA was being well used by the Youth Club
- A couple of parents were providing hot food that was well received

65.1 Toilets for Millworth Lane

The Facilities Manager had circulated two quotes for the toilets at Millworth Lane. Members agreed to proceed with the cheaper quote of £15,279 + VAT from Tony Grover, BDS.

The toilets would be sited at the far end of the garage in the triangle of land inside the netting. The cost of the toilets would be recovered in the rent charged to the tennis club. The University of Reading (UoR) were supportive of the installation of the toilets.

ACTION – Facilities Manager to obtain planning permission

Proposed: Cllr N Masseron

Seconded: Cllr P Jahromi

Approved: Unanimously

65.2 Sports Consultation

Cllr I Clarke would set up a small working party to progress the site at Millworth Lane. The Clerk reported on core elements that had been highlighted in feedback from the consultation; these included:

- Running track
- Climbing wall
- Fitness Provision (based on the ideas from the Fitness Training company presentation)
- Games Court (with a recommendation that it was suitable for both basketball and netball rather than separate courts)
- Exchange one potential new tennis court for 2 or 3 padel courts

Other ideas for inclusion could be:

- Sheltered seating areas for teenagers to gather/watch sports
- Refreshments van
- Trim trail elements
- Some redecorations of the existing pavilion

ACTION – Cllr I Clarke to arrange a meeting of the Sports Working Party

65.3 Fitness Training at Millworth Lane

Members discussed the presentation that had been given before the meeting.

A second company, who were unable to present to this committee, would be invited to present to the Sport Working Party.

The Clerk agreed to develop a plan for the potential development of the site.

ACTION – Clerk to develop a plan for discussion at the Sports Working Party

65.4 Sports Working Party

Members agreed that a Sports Working Party should meet as soon as possible to progress the development Millworth Lane.

Members of the group would include:

Cllr I Clarke
Cllr P Emmet
Cllr L James
The Clerk
Facilities Manager

65.5 Millworth Lane lease

The Clerk advised that the lease was signed in 2021 taking over from Shinfield Association and was due to expire on 24th March 2046.

23/RA/66

Manor Ground

66.1 Development of the Manor Ground Pavilion

The Facilities Manager reported that

- A 50-year Lease, with the right to renew, with the UoR had not yet been signed, if ready this would be submitted to Full Council on 17th May 2023
- A draft lease had been drawn up by the solicitors for the day care company that were hiring the building for a year
- The Cricket Club had used the Pavilion and work was being done to set up protocols for cleaning and locking up
- Furniture had been delivered
- Benches for the changing rooms would be installed prior to the official opening
- Cricket equipment has arrived and plans to keep this safe were being developed
- Planning for cricket nets was still outstanding

- Residents have engaged and the UoR have invited all local residents to the official opening

ACTION – Clerk to add the Lease for the Manor Ground to the agenda of the next Full Council Meeting

23/RA/67

High Copse

- 67.1 A member of the council reported that the fence had blown down surrounding the development.

ACTION – Clerk to inform the UoR that the perimeter fence to the site had blown down in order to make the site secure.

23/RA/68

Ryeish Green Pavilion

- 68.1 The Clerk reported that a valuation had been received for the pavilion and a second was due shortly. The first valuation was based on typical rental income for similar style properties in the area.

23/RA/69

Deardon Field and Community Orchard

- 69.1 Picnic tables

The Facilities Manager showed an example of a picnic table, with accessible access, to be installed near the footpath on Deardon Field. The Facilities Manager would obtain quotes for the tables, ground preparation work and bolting them to the ground. Cllr Clarke and the Facilities Manager to meet to agree on the positioning of the tables.

- 69.2 Deardon Orchard

Following the concerns presented by members of the public regarding the deterioration of the fruit trees, it was agreed that the Facilities Manager would obtain quotes for the trees to be straightened and professionally pruned.

ACTION – Facilities Manager to obtain quotes for the remedial work on the fruit trees

- 69.3 Deardon Community Orchard

Members discussed proposals from a member of the public to feed the birds around the Deardon Community Orchard area. The Clerk agreed to look at RSPB guidance and discuss a way forward with the member of the public.

ACTION – The Clerk to follow up with member of the public

23/RA/70**Allotments**

70.1 Orchard Rise

The Facilities Manager reported that

He had received an update from the solicitors regarding the transfer of the freehold from Taylor Wimpey (TW). TW would be responsible for the drainage until the transfer to Wokingham Borough Council (WBC). It was stressed that SPC would only be taking over the allotments, not the bins, play areas or drainage; these would be the responsibility of WBC.

23/RA/71**School Green Centre and School Green Working Party**

71.1 School Green Working Party

There was nothing further to report.

71.2 New Community Noticeboards

Members acknowledged that the maintenance of additional notice boards would be an ongoing commitment, so it was essential to ensure that any additional notice boards were situated in the correct position. The Facilities Manager was continuing to investigate this and would report back to the next meeting.

ACTION – Facilities Manager to report to the next meeting on the number and position of additional notice boards

71.3 Parish Timeline and List of Council Chairmen

The Facilities Manager reported that the History Societies had been invited to comment on the draft proposals and it had been identified that there was nothing mentioned for Grazeley or north of the M4. Suggestions included the memorial at the historic RAF base opposite the manor house north of the M4. Three additional buildings had been included since the first draft. The finished plan would be printed on the back of acrylic so it could not be peeled off and would match the room signs. The Facilities Manager hoped that it would be displayed by the end of the month after the election of the Chairman had taken place, who could then be added.

ACTION – Facilities Manager to arrange for the display to be made and erected

71.4 School Green Centre sign

The Facilities Manager had circulated the proposed sign for the School Green Centre that was in keeping with the architecture.

Proposed: Cllr D Peer

Seconded: Cllr P Emmet

Approved: one abstention

71.5 Signage

Members suggested that signage be erected to give directions to the School Green Centre and the Manor Ground. A suggestion was at the roundabout at the junction with Arborfield Road, Hollow Lane and Hyde End Road and other suitable locations

ACTION – Clerk to apply to WBC for signage to the School Green Centre and the Manor Ground

23/RA/72

Spencers Wood Pavilion and Recreation Ground

72.1 Chapel Lane Pre-School Contract

The Clerk advised that he hoped to confirm the final elements with the pre-school at a meeting scheduled for the following day.

ACTION – Clerk to complete the contract with Chapel Lane Pre-School

72.2 Memorial Tree

The Clerk reported that a member of the public had requested a tree to be planted at the Spencers Wood Recreation Ground as a memorial to his son who had extensively used and enjoyed the ground. Members expressed concern over the maintenance of a tree and suggest a bench with a memorial plaque as an alternative.

A memorial protocol needed to be agreed, for example, benches could be approved on an operational need and positioned where SPC felt they were needed.

ACTION – Clerk to draft a policy before responding to the resident

23/RA/73

Meeting schedule for the Recreation and Amenities Committee

- 73.1 A proposal to divide the Recreation and Amenities Committee, to make the workload more manageable and focused, was proposed. This would be

1 - Facilities Committee (to include buildings, allotments, etc)
2 – Arts, Culture & Events Committee (to promote arts & culture and develop and support community-based events) – any events would need to be self-financed

Members felt that both committees should meet monthly given the existing workload of the committee and the additional elements to be developed.

ACTION – Clerk to draft Terms of Reference for both committees

23/RA/74

Future Meetings

- 74.1 The next meeting to be discussed at the Full Council meeting on Wednesday, 17th May.

The meeting ended at 21:19

List of Actions

23/RA/60.2	Clerk to follow up with member of the public regarding feeding the birds at Deardon Orchard	Clerk
23/RA/65.1	Facilities Manager to obtain planning permission for toilets at Millworth Lane	Facilities Manager
23/RA/65.2	Cllr Clarke to arrange a meeting of the Sports Working Party	Cllr I Clarke
23/RA/65.3	Clerk to develop a plan for discussion at the Sports Working Party	Clerk
23/RA/66.1	Clerk to add the Lease for Manor Ground to the agenda of the next Full Council Meeting	Clerk
23/RA/67.1	Clerk to inform the UoR that the perimeter fence to the site at High Copse had blown down	Clerk
23/RA/69.2	Facilities Manager to obtain quotes for the remedial work on the fruit trees at Deardon Orchard	Facilities Manager
23/RA/71.2	Facilities Manager to report to the next meeting on the number and position of additional notice boards	Facilities Manager
23/RA/71.3	Facilities manager to arrange for the display to be made and erected of the Parish Timeline and List of Council Chairmen	Facilities Manager
23/RA/71.5	Clerk to apply to WBC for signage to the School Green Centre and the Manor Ground	Clerk
23/RA/72.1	Clerk to complete the contract with Chapel Lane Pre-School	Clerk
23/RA/72.2	Clerk to draft a policy before responding to the resident regarding a memorial tree at the Spencers Wood Recreation Ground	Clerk
23/RA/73.1	Clerk to draft Terms of Reference for the Facilities Committee and the Arts, Culture and Events Committee	Clerk

Reports from Outside Bodies - AWE

I attended The AWE Local Liaison Committee meeting today 23 November 2022/, held in the Recreation Society Room AWE Aldermaston

Change of venue which does not require the security proceedings of going into the Main Site ie no passport required.

Meeting was usual format including Health and Safety Information regarding the two AWE sites. Slight rise in recorded injuries, mainly minor events causing slight injuries recorded for OSHA and RIDDOR records maintained by AWE. Worst one was someone who was injured when the chair he was attempting to sit on moved and he fell to the floor.

ONR and EA then gave their reports on working with AWE management, no major problems arising.

Discussions on recent exercise held to examine responses of staff to major incidents occurring within the site. All considered “Adequate” (the most you can get) by the Office of Nuclear Responsibility. Run under the auspices of MOD, ONR , WBC, and other safety bodies.

The DEPZ is currently under revision on a three year cycle and will be published after consultation with West Berks Council. A new booklet will be prepared for all affected residences and there will be a website upgrade as well.

Concern expressed over effect of any “incident “ and possible warnings needing to be given to a recently laid out Travellers Site nearby.

The main Planning Officer for AWE, John Steele, mentioned that the **MOD** will now review **ALL** planning applications and pre-apps in the near vicinity of both sites.

He mentioned that there is an MOD objection to plans in the 3MX area, for 49 Units/apartment/housing.

I asked what has become of the planning application mentioned during the last LLC meeting, regarding the provision of an infant school in Spencers Wood. He replied that following discussion with Wokingham Planning there is a suggestion to move the school to the other side of an adjoining road – outside the DEPZ !!!

LLC to receive training on revised DEPZ when available.

Meeting closed at new time of 11.30 so **No lunch !!!!!**

Ian Montgomery

Shinfield Parish Council

Report on Outside Bodies Contact

As a member of the AWE Local Liaison Committee I was invited to attend, as an observer, a major exercise, ALDEX23, organised by AWE and West Berkshire County Council, to test emergency responses in the event of an on-site incident at either of their local sites.

The Scenario

Monday 24th April at 6.30am, an explosion within a facility handling radioactive material, thought to incorporate radioactive Plutonium occurred, causing a fire and the expulsion of a plume of radioactive gas and dust. 6 employees were injured and the on-site fire brigade were heavily involved in a fire and rescue scenario, alongside external crews.

The ejected plume of smoke and radioactive gases was blown by a westerly breeze in the direction of South Reading and Three Mile Cross – and possibly beyond. The weather was dry and sunny – ie no rain forecast. A train carrying approx. 200 customers was also stranded in a siding until decontamination could occur.

What happened next!

The existing Emergency Plan was put on stand-by and a total of 37 different groups and agencies were activated and called into action to decide on the approach to be undertaken to put into place previously envisaged contingency plans.

Strategic Planning Groups lead by Police, Fire Brigade, Health Security Agency, and many civilian and local council employees were gathered in Shaw House near Newbury to set up a response to this scenario. Minor groups fed into the SPG to produce press statements, health and weather updates, actions such as closing schools, cancelling a football match at the Mad Stad, and contacting press and media organisations to advise the public to stay indoors with the windows shut, until advised otherwise by radio, facebook, telephone or emails.

A group of members of AWE LLC were present during the afternoon to sit in on some of the ensuing Group meetings, as they discussed the role of Caring organisations, provision of travel options, provision of PPE for rescue efforts, contact with local farmers and food producers, etc.

For members at the recent P&H meeting, the direction of the plume was given as vectors E to G from the DEPZ map we were shown recently by WBC Emergency Planners, who were also involved in their Shute End office. I was invited to attend there in the morning, but had a previous appointment.

We also attended a “Press Conference” set up towards the end of the day but I must say I was unimpressed by that part of the exercise. A full report on the day and any changes to the existing plan will be forthcoming over the next three months and I look forward to catching up with any changes to provisions and plans within it.

WBC Requests for CIL Co-Funding

Project Proposal	Project Cost	Funds Requested	Timescale for Delivery	Funded By
Local Bus Services - Villages South of M4 and Leopard Evening/ Sunday (600 and Leopard 3)	Forecast tender costs £1.2m (over 3-years)	£118,933.87	September 2023 to September 2026	Shinfield
Extension of footway from Ryeish Lane to Fullbrook Avenue, creating pedestrian route parallel to Hyde End Lane, as shown by the plan attached. There is no footway along this section of Hyde End Lane currently, and this would improve the safety for pedestrians looking to walk the residential properties to the north of Ryeish Lane and Fullbrook Avenue to the south, including the play space. The developer has completed the first 210m of the footway, however the remaining 70m of footway remains to be completed. The proposal is to match the surface already laid: a bonded 2m wide footway with 25mm surface course on 50mm binder, 150mm type 1.	TBC - Approx £15-20K	£15-20k	2023/24	Shinfield

The services which the funding is due to cover are 600 service and the Leopard 3 service. The supported mileage on the 600 service is 14.34km and the supported mileage on the Leopard 3 for evenings and Sundays is 7.5km.

64% of the supported mileage for the 600 service has been identified to operate within Shinfield Parish with the rest within Swallowfield Parish. The request for the 600 service equates to £92,751.61.

45% of the supported mileage for the Leopard 3 service has been identified to operate within Shinfield Parish with the rest within Arborfield & Newland and Barkham Parishes. The request for the Leopard 3 service is £26,182.26

Why are we here?

- Why do we choose to become a councillor?
 - We do so because we want to make our parish a better place to live
 - We do it because we believe we can make a difference
 - We do it because the parish council can provide great leisure facilities and services
 - We do it because councillors believe we can influence other authorities and organisations agendas for our area
 - We don't do it for money, fame or glory!
- We do that by
 - Ensuring good governance of our resources
 - Meeting our legal obligations
 - Etc
- Is that enough?
 - Or does there need to be more focus on what we do as a council

Establishing the Need

- As we found out with the traffic consultation if we do not establish a clear need in residents minds then the exercise will not be a success
- Similarly we need to be clear as a Council that we want to have this focus
 - because if we do not believe in this then we do not have any right to expect anyone else to
- What follows is a suggestion about how we can focus our efforts for the next four years
 - Much of it comprises goals or objectives we have already decided to do
- This focus takes the form of 5 key headings as follows

Establishing the Need

➤ **S** – Safer

- Making our parish a safe place to live in

➤ **H** – Healthier

- Making our parish a healthier place to live

➤ **I** – Interesting

- Making an interesting and exciting place to live

➤ **N** – Neighbourhoods

- One parish, many communities

➤ **E** – Engaging with everyone

- Making our parish a place that is inclusive for all



Shine

- The choice of acronym is no accident
- It plays on the historic name for the parish
- Yet shines a light on an exciting future for
 - The parish
 - Its residents
 - Us as councillors (and Staff)

How can we help the parish Shine

- What follows is a suggestion for the type of things we could do as a parish
- Not all of them have to be done but if we choose to do something we should do so whole heartedly
- This is a four year plan so
 - Not everything has to be done at once
 - But we cannot leave everything to the end
 - Small wins can help gain traction and buy in from residents
 - If they see how we and they can make a difference
- This also has to be a meaningful document that is reflected in our meetings and our decisions and not something that will just sit on the shelf

Safer (1)

- **Anti-Social Behaviour**
 - Providing positive alternatives to ASB
 - Enhancing and increasing our Youth Club offer
 - Working with others to achieve this
 - WBC, Berkshire Youth, PCSOs
 - Hotdesking for ASB & PCSOs in School Green Centre?
 - Consider possibility of Street Pastors or equivalent
- **Traffic**
 - Speed limit reductions
 - Traffic calming measures where necessary
 - Improved road crossings
 - Walk to school/work policy

Safer (2)

- **Disabled Access**
 - Better lighting, no parking on pavements, clearing footpaths of obstructions etc
 - Actually improves life for everyone
- **CCTV**
 - Do we need it in key places not already covered
- **Street Lighting**
 - Should it be enhanced in areas to improve safety
- **Fly-Tipping**
 - How can SPC help WBC tackle the issue

Safer (3)

- Improving Respect for each other and everyone in the community
- Being Inclusive
- Raising Awareness
 - Of what we can do to stay safe
 - How to report issues etc
- Providing Training that benefits the community
 - E.g. When training our own staff offer spare spaces to other organisations

Healthier (1)

- **Youth Club(s)**
 - Wednesday club offers a hot meal most nights now
 - Replicate elsewhere in the parish including School Green Centre
- **Summer Clubs**
 - As an extension of our youth club(s)
 - Making use of Millworth Lane
- **Running our own “bus” service**
 - Operate a small minibus that offers things like trips to Wokingham swimming pool

Healthier (2)

- **Mental Health & Wellbeing**
 - Include Mental Health First Aid training
 - Promote Wellbeing
 - Already hosting classes in our buildings can we support with cost of participation for those who cannot afford them
 - Friday club for senior citizens
- **Community Swap Days**
 - Opportunities to bring along and swap items no longer required
 - Fitness equipment could be one focus
- **Promoting walking to school**
 - Some villages in France run a horse & carriage scheme which is increasing school attendance

Healthier (3)

- **Disabled Walking Routes**
 - Ensuring all our walking routes are wheelchair friendly
e.g. removing stiles
 - Improving information on maps
 - Walking app (possibly through MyJourneyWokingham)
- **Use our Grant Scheme**
 - E.g. focus one year on efforts to improve the health of residents
 - Can change the focus each year
- **Bringing Sports Clubs together**
 - Collaborative efforts on promoting sport in the parish
 - Not just cricket and football

Healthier (4)

- Organise our own “healthy days”
 - Possibly with WBC and others
 - One suggestion is to offer a “hot potato” meal once a week
 - Could include allotment grow and share opportunities
- Community Allotments

Interesting (1)

- **Arts & Culture Events**
 - Art exhibitions
 - Public art
 - Craft activities
- **Promote local history**
 - Timeline for School Green Centre
 - History panels throughout the parish
 - Engagement with local history groups

Interesting (2)

- **School Green Renovation Project**
- **Guided History Walks**
- **Celebrating Community Group Days**
- **Community Choir**
- **More collaboration with WBC library service**
- **More collaboration with Shinfield Players**

Interesting (3)

- **Programme of Council Events**
 - Build on established events – Remembrance, 10K Run, SW Carnival
 - Create new – New Years Eve event etc
- **Helping others with events**
 - Giving them channels to promote events and raise awareness
- **Initiatives to make the parish more interesting for**
 - Business
 - Young people

The background of the slide features a series of thin, curved lines in shades of gray, creating a sense of motion and depth. These lines are more prominent on the left side and fade towards the right.

Interesting (4)

- More partnership with UoR
 - E.g. Getting involved with student projects
 - Formal regular forum with UoR

Neighbourhoods (1)

- Challenge the suggestion the council is too Shinfield focussed
 - Take the Council meetings “on tour”
- Litter picks
 - More of them in a different area each time
- Councillor and Clerk surgeries
- New Resident Packs
- Do things that make people care about the Parish, the council and what it means for them

Engaging Everyone (1)

- **Make the council relevant**
 - Get better at explaining what and why we do things
 - Build our “Brand”
- **More information about our councillors**
 - Photos on website
 - 10 questions articles in Newsletter
- **Active participation in events and activities**
 - Count the contact hours between SPC and the residents
- **Attempt to fill all the seats on the council**
 - Publish a programme for new councillors
- **Challenge the accusation that the council is out of touch**

Engaging Everyone (2)

- Set up a Youth Council
 - Give them their own budget
 - And clear terms of reference
- Participation in National events e.g.
 - Pride
 - Neuro-diversity week
- Different ways of Reaching out
 - Resume recording meeting
 - Podcasts or our own radio station
 - Give local organisations the opportunity to speak as well
 - Not as expensive as you may think

A green map of Shinfield is centered on the page. It has an irregular, organic shape. Five dark green, four-pointed stars are placed on the map: one in the upper right, one in the lower left, one in the lower center, and two in the middle right area. A white rectangular box with a thin black border is superimposed horizontally across the middle of the map, containing the text "Helping Shinfield Villages Shine" in a bold, white, serif font with a black drop shadow.

Helping Shinfield Villages Shine

Delegation

Ref	Date Paid	Payee Name	Amount Paid Inc VAT £	Description
1	25/04/2023	Alphabet (GB) Ltd	468.85	Van Rental April
2	25/04/2023	Telefonika UK Ltd	63.55	4 x Mobile Phones April
3	26/04/2023	Employees	18,283.23	Net Pay April
4	28/04/2023	The Rock Academy Foundation	150.00	Music Creation Disco for Youth Club
5	28/04/2023	Select Environmental Services	2,303.82	Litter Bins March
6	28/04/2023	Select Environmental Services	537.34	School Green Centre Commercial Waste - Feb & March
7	28/04/2023	Select Environmental Services	67.49	Millworth Lane Commercial Waste - March
8	28/04/2023	Select Environmental Services	118.08	Spencers Wood Pavilion Commercial Waste - March
9	28/04/2023	Claire Connell	237.50	Internal Audit - Interim Report 2022/2023
10	28/04/2023	Air It Limited	65.36	New Keyboard & Mouse
11	28/04/2023	Air It Limited	1,148.51	Microsoft 365 & Back Ups
12	28/04/2023	Air It Limited	357.60	Datto Cloud Back Up
13	28/04/2023	Air It Limited	1,278.05	Managed Support for Office and Councillors
14	28/04/2023	Air It Limited	103.18	Internet - SWP & SGC
15	28/04/2023	Air It Limited	316.53	Telephones - School Green Centre (Feb)
16	28/04/2023	Gartec Limited	64.20	Extra Keys for Lift (SGC)
17	28/04/2023	Castle Water Limited	744.11	Water 6 mths Hartley Court - Estimated Reading
18	28/04/2023	SAS Land Services	1,140.00	Clear Rubbish Church Rd Allot
19	28/04/2023	CommuniCorp	80.00	Subscription to Local Councils Update
20	28/04/2023	The Head Partnership	230.00	Review of the Terms of Hire Agreement
21	28/04/2023	Imagin Products Ltd	14.04	ID Badges
22	28/04/2023	Green Care Landscaping	2,600.00	Enhancements at Orchard Close Allotments (funded through CIL)
23	28/04/2023	Came and Company Local Council	644.00	Insurance for The Manor Pavilion - 5 months, 2023
24	28/04/2023	Bring Me Sunshine Window Clean	480.00	Moss Clearing Roof at SGC
25	28/04/2023	BDS Surveyors	1,308.00	Professional Support for provision of new toilets - Millworth Lane
26	28/04/2023	Enerveo Ltd	497.80	Lighting Repairs Qtr 4
27	28/04/2023	Fcc Recycling (UK) Ltd	199.50	Re3 General Waste
28	28/04/2023	A1 Locksmiths (Berkshire) Ltd	15.00	Spare Keys Cut for Lift
29	28/04/2023	Ricoh UK Ltd	201.55	Final Bill old office photocopier
30	28/04/2023	SSE Southern Electric	609.46	Street Light Elec - March
31	28/04/2023	Kreatif Design Ltd	59.99	Web Hosting - March
32	28/04/2023	Pear Technology Services Ltd	288.00	Annual Subscription - Mapping Software
33	28/04/2023	Absolute Brilliance Cleaning Ltd	5,091.68	School Green Centre Cleaning March
34	28/04/2023	Absolute Brilliance Cleaning Ltd	63.00	Replenishing Consumables
35	28/04/2023	Absolute Brilliance Cleaning Ltd	1,164.00	Cleaning Spencers Wood Community Room and Office - March
36	28/04/2023	Absolute Brilliance Cleaning Ltd	620.80	Cleaning Spencers Wood Pre School - March
37	28/04/2023	JDS Energy Services	500.00	Light Column Repairs Spencers Wood Recreation Ground
38	28/04/2023	SPY Alarms	108.00	Call Out to Alarm - Spencers Wood Pavilion
39	02/05/2023	Petty Cash	200.00	Petty Cash Top Up for Office
40	02/05/2023	F Lane	115.00	Conference Exes Refunded
41	02/05/2023	Wokingham Borough Council	1,004.00	Business Rates May - School Green Centre
42	02/05/2023	Wokingham Borough Council	157.00	Business Rates May - Spencers Wood Pavilion
43	02/05/2023	Wokingham Borough Council	89.00	Business Rates May - Ryeish Green Pavilion
44	04/05/2023	HMRC paye	5,567.08	NI (Ee's and Er's) & PAYE - April
45	04/05/2023	Absolute Brilliance Cleaning L	5,037.70	School Green Centre Cleaning - April
46	04/05/2023	Absolute Brilliance Cleaning Ltd	111.22	Replenishing Consumables at School Green Centre
47	04/05/2023	Absolute Brilliance Cleaning Ltd	1,164.00	Cleaning Spencers Wood Community Room and Office - April
48	04/05/2023	Absolute Brilliance Cleaning Ltd	620.80	Cleaning Spencers Wood Pre School - April
49	04/05/2023	SSE Southern Electric	260.15	Electricity School Green (external supply)
50	04/05/2023	A V Partsmaster Limited	2,284.80	Trolley & Display Screen
51	04/05/2023	Shareplan Leaflet Distribution	1,135.44	Annual Newsletter - paid in advance to secure delivery slot
52	04/05/2023	Office Depot International (UK	106.63	Refreshments Litter Pick
53	04/05/2023	Fcc Recycling (UK) Ltd	112.90	Green Waste 20/4/23 - Open Space Maintenance
54	04/05/2023	Air It Limited	304.67	Phones Sch Grn Centre March
55	04/05/2023	Air It Limited	46.99	Phones - Voluntary Car Service - March
56	04/05/2023	Air It Limited	33.52	Phones - Chapel Lane Pre School - March
57	09/05/2023	Nest Pension Contributions	1,739.32	Pension Contributions (Ee's & Er's) April
		Total	62,312.43	

Expenditure Already Approved by Committees

04/05/2023	Durant Cricket Limited	16,387.20	Council Equipment for Cricket Ground (funded from CIL)
------------	------------------------	-----------	---

Ref	Date Paid	Payee Name	Amount	Description
			Paid Inc VAT £	
1	03/04/2023	Amazon	21.67	Office Stationery
2	04/04/2023	POST OFFICE	6.85	Track Postage Cheque
3	04/04/2023	Seton	137.00	Stencil to Mark up Disabled Spaces in Car Park
4	06/04/2023	Adobe	51.98	Monthly Subscription Software for Office
5	07/04/2023	Anything 4 Home Ltd	53.98	Storage Boxes for Youth Club
6	11/04/2023	Costco	260.98	Youth Club Supplies
7	17/04/2023	Furniture @ Work	177.60	New Chair for Office
8	17/04/2023	The Metal Store	38.88	Tubing to hang Commemorative Coronation Mosaic
9	17/04/2023	HSS	324.58	Hire Scaffolding to display Coronation Mosaic
10	18/04/2023	Sainsburys	12.00	General Office Expenses
11	19/04/2023	SLCC Enterprises Ltd	144.00	ILCA Registration Deputy Clerk
12	19/04/2023	Paxton	120.00	20 Access Key Fobs for Spencers Wood Pavilion
13	21/04/2023	AJ Products Ltd	1,144.80	Benches for the Manor Pavilion changing room
14	24/04/2023	Mosaically Inc	403.54	Production of Coronation Mosaic
15	25/04/2023	Screwfix Ltd	20.98	Clamp for Mosaic
16	25/04/2023	Vinyl Banners Printing	212.07	Printing of Coronation Mosaic
17	26/04/2023	Hampshire Flag	43.91	Bunting for School Green Centre - Coronation
18	26/04/2023	Falcon Wkshops	109.90	Clothing Hooks for the Manor
19	27/04/2023	Amazon	7.99	White Cord for Office
20	29/04/2023	Asda	10.00	Storage Box for Office
		Total Payments	<u>3,302.71</u>	

Payments due to be made that are outside the Clerk's Financial Delegation

Item 14.3

Please note, there are no invoices received in the office or due to be paid that are outside the Clerk's Financial Delegation