



Minutes of a meeting of Full Council
Held on Thursday 16th March 2023
At School Green Centre commencing at 19.30

Present: N Boyer, I Clarke, P Emmment, A Grimes (Chair), L James, M Jones, D Lias,
N Masseron, I Montgomery, D Peer, R Tatla

Attending: BCllr J Rance
B Winton (Clerk), S Herring (Deputy Clerk)
3 members of the public

23/24 Public Questions

- 24.1 A Member of the Public asked if there had been any progress on addressing the issue of cars parking on the Basingstoke Road opposite the bus stop which lies just to the north of the entrance to Wellington Industrial Estate. This has been raised historically with Wokingham Borough Council previously, but it was felt that both the members of the public and the Clerk should write separately to WBC again on this matter with a view to having double yellow lines on the east side of the road keeping the pavement free of parked cars and encouraging vehicles to use the parking spaces further to the north of the bus stop.

ACTION – Clerk to write to WBC about double yellow lines in this area

23/25 Apologies and declarations of Members' Interest

- 25.1 Apologies had been received from Cllr P Jahromi
Apologies had been received from Borough Cllrs Batth and Frewin
- 25.2 There were no declarations of members' interests
- 25.3 There were no changes to members' declarations of pecuniary interest

23/26 Minutes of the Previous Meeting

- 26.1 The minutes of the meeting on 16th February 2023 were approved, subject to numbering corrections on page 9, as a correct record and are to be signed as such by the Chairman when corrected.

Proposed: Cllr D Lias
Seconded: Cllr P Emmment
Approved: Unanimously



26.2 The following matters arising were discussed:

15.1 Clerk to respond to the Borough Council Boundary Review

This had been done

16.1 Cllr Montgomery to seek the views of AWE and the MoD on the planning appeal decision for land west of Kingfisher Grove.

Following the Planning & Highways meeting on Thursday 9th March, the Clerk had sent the agreed letter to West Berkshire Council, Atomic Weapons Establishment (AWE) and Wokingham Borough Council on the 10th. West Berks and AWE acknowledged receipt but had not made any comment.

BCllr Ferris, Wokingham Borough Council's (WBC) Executive Member for Planning, had advised the Clerk of the following from Trevor Saunders, Interim Assistant Director, Planning

".... AWE will not be challenging the Kingfisher Grove appeal.

It appears that whilst they strongly disagree with the decision, their detailed legal advice is there are no grounds for challenge, that is the Inspector did not make an irrational decision based on the evidence that was before them.

You'll appreciate this is a complete change in position since our previous meetings with AWE and came as a considerable surprise to us yesterday.

Instead, AWE has determined to take forward a number of actions to ensure their opinion is heard going forward:

- They will be writing to relevant local authority chief executives to set out why they disagree with the appeal.
- They will engage more in planning applications and appeals to set out their position proactively – the first appeal will be a public inquiry in West Berks. The dates have not been set but it would be worth our following and watching.
- They have written to Planning Inspectorate (PINS) with a view to ensure the Kingfisher Grove appeal cannot be seen as setting a precedent.

In addition to the above, Office of Nuclear Regulation (ONR) stated that they are also reviewing their approach to applications and appeals and have flagged the issue to the Chief Nuclear Inspector.

Based upon our previous review of the appeal decision, we were clear that the Inspector's decision didn't set a precedent for other developments elsewhere in the Designated Emergency Planning Zone (DEPZ). Nevertheless, it 'muddies the waters' and



may mean we receive additional speculative applications at some point. Our expectation is that AWE will be more proactive in defending against development in the DEPZ in future as a direct consequence of the appeal decision.”

Shinfield Parish Council (SPC) would need to be vigilant in responding early to applications within the DPEZ in future.

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

There had been no further visits this month to specifically engage with students but the Clerk had visited Whiteknights Primary School

ACTION – Clerk to continue to arrange visits to schools attended by SPC Children

22/104.3 (ii) Clerk and BCllr Frewin to arrange a meeting with BCllr Bray on Wednesday 22nd March

A ‘Teams’ meeting was scheduled for 22nd March at 17.00. The traffic meeting would therefore be rescheduled.

ACTION –

- Clerk to send details of Teams meeting with BCllr Bray on Wednesday, 22nd March at 17.00 to members
- Clerk to reschedule the traffic meeting

107.1 Clerk to ask Democratic Services for background data on how many households there were in the parish and to circulate the statistics compiled by Clr Bowyer

The Clerk has requested the data from Democratic Services and advised that there were a total of 7,503 dwellings on the electoral roll. The information was available by street by parish ward as at March 2023.

5.2 Clerk to add to the agenda of the next meeting the feasibility of a 3G pitch

The Recreation and Amenities Committee had established that Millworth Lane would not be able to accommodate a 3G pitch. This will be discussed further at 10.1 on the agenda.

5.5 Clerk to add to the agenda for the next the traffic working party proposals

Item 8.1 on the agenda



18.1 Cllr James to speak to the Internal Auditor regarding the balance of land swaps

Item 12.1 on the agenda

20.1 Clerk to allow up to £5,000 to enable local groups to organise tea parties and events for the Coronation

Spencers Wood Village Hall had been allocated £500.

The Clerk was in discussions with the churches in Shinfield for an event on the village green and had asked the Chairman of Grazeley Village Hall and Shabina Maher at Frensham Green Flat if they would like to organise 'tea parties' or an event in Grazeley and North Shinfield respectively.

20.2 Clerk to inform local groups about support for coronation events

This had been done.

20.3 Clerk to publish proposals to mark coronation in the parish newsletter

This had been done and would be repeated in next issue.

20.4 Cllr Masseron to discuss with the Clerk alternatives for delivering newsletter

This will be arranged in due course.

20.5 Clerk to upgrade software to the professional version of photomosaic

This has been done.

Cost was £30.40 and requires a credit on the final image

20.6 Clerk to publish the information about the photomosaic in the parish newsletter

This had been done and would feature in the next newsletter as well.

20.7 Cllrs to take photographs of areas they serve in the parish for the photo mosaic

Cllrs were requested to submit photographs of the parish

20.8 Clerk to inform schools and other local groups for requests for photographs for the photo mosaic

This had been done

23/21.1 Clerk to request numbers of secondary school children in the parish and to discuss with Cllr Tatla

Not yet done

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

23/21.2 Clerk to be authorised to respond to the complainant

This had been done

23/21.3 The Clerk, Cllrs A Grimes and D Peer to attend a meeting regarding Community futures with Town and Parish

Cllr James and the Clerk had attended the meeting which was positive. It was encouraging that working relations between parishes/towns and WBC were to be improved. Concern was expressed regarding officers living outside of the parish and not being able to travel to meetings due to no allocation of budget for travel.

ACTION - BClIr Rance to investigate as to whether there was a budget available for officers to travel to meetings in the borough and what the provisions for work travel were in contracts of employment

23/21.4 Clerk to add to the agenda of the meeting in May, schedule of dates for council meetings

The Clerk reported that meetings were scheduled to ensure that BClIrs could attend the meetings. Where clashes of dates occurred SPC meetings were moved to a different date if possible.

23/27

Reports

27.1

Reports from Borough Councillors

Members **NOTED** the written reports from Borough Councillors Bath, Frewin and Rance

27.2 Questions for Borough Councillors

There was a discussion regarding the removal of the originally planned bus gate for Beke Avenue and BClIr Rance was asked to help pursue the case for reinstatement of the bus



gate. Cllrs were concerned that actions such as this go against the principle of having a safe walkable village centre.

ACTION – BClIr Rance to investigate whether the bus gate for Beke Avenue could be reinstated.

27.3 Minutes of Recreation & Amenities Committee 2nd March 2023

Cllr Clarke gave the following update:

- Mark Sandringham would be stepping back from leading the Wednesday Youth Club and his deputy would take over. Part of the reason was abuse and anti-social behaviour. Mark had been doing an excellent job with the youth club. The WBC Anti-Social Behaviour (ASB) team had been scheduled to visit the Youth Club but had been cancelled due to lighting issues at the pavilion. This needed to be rescheduled.
- ASB in more general terms was a cause for concern for members; there had been recent vandalism at Spencers Wood Pavilion and reports of it spreading into new build areas. Members had previously considered a proposal for providing safer neighbourhoods but not taken it further due to the costs involved. It was suggested that SPC look at the issue again as part of a multi-agency approach to tackling the issue involving SPC, WBC, TVP and others. BClIr Rance would be willing to be involved.

ACTION –

- Clerk to add to the agenda of the next Finance and General Purposes Committee meeting the possibility of financing a safer neighbourhoods scheme for one year from Constructors Infrastructure Levy (CIL) money
- Clerk to investigate multi-agency support and establish a working party
- Clerk to investigate if electors would be willing to pay more in future to keep the parish safe
- Cllr Peer to request for Thames Valley Police (TVP) to be more involved with ASB at the next Neighbourhood Action Group (NAG) meeting
- Publish effect on costs to the parish of ASB in Wokingham Today and the Newsletter

Members **NOTED** the minutes of the Recreation & Amenities Committee meeting held on 2nd March 2023.

27.4 Minutes of the Planning & Highways Committee 9th March 2023

The minutes of the Planning and Highways Committee held on 9th March had not yet been circulated.

ACTION – Clerk to circulate the minutes of the Planning and Highways Committee meeting held on 9th March to all Cllrs

27.5 Working Parties

School Green Working Party:

The Clerk advised that the company initially approached to provide a quote had, after much chasing, advised that they would not actually be able to do so. The Clerk and Facilities Manager are looking at other potential sources for quotes.

There was nothing further to report.

Traffic Working Party:

Cllr James gave a brief update from the Traffic Working Party. 434 responses had been processed and a detailed response and action plan had been prepared, approved at Planning & Highways and issued on Friday 10th March. The Working Party was meeting again on Tuesday 21st March to continue working on the action plan.

Cllr Masseron expressed concerns at the addition of a reference to Hyde End Lane when this area had not been specifically covered in the consultation process. She was worried that this may be seen as misleading and damage the council's credibility especially if it was perceived that we were telling rather than listening. The Clerk confirmed that Hyde End Lane had not been in the consultation process but the commitment in the detailed response was only that there would be further consultation before any further steps were taken.

ACTION –

- Clerk to add item to the agenda of the traffic working party to discuss co-opting residents to the group
- Cllr Grimes to run sessions with the residents to discuss their objections, and to set out the reasons behind the consultation

27.6 Chairman's Report

Cllr Grimes advised that:

- He had attended a meeting of the Court of University of Reading
- European Centre for Medium Weather Forecasts (ECMWF) had received funding to move to the University's Whiteknights campus
- Shinfield Studios current phase of works would be completed next year
- Studio crews from the Greater London area and employing locally
- Royal Berkshire Hospital (RBH) – Scientific liaison with University of Reading (UoR)
- British Museum open day 23rd March 2023
- Rebecca Brookes – now Highways at WBC
- Spencers Wood Village Hall was on track

27.7 Reports from Outside Bodies

There were no reports from outside bodies

23/28

Risk Register

- 28.1 The Clerk advised that it was a requirement for Full Council to formally consider the Risk Register each financial year. The version tabled had been significantly expanded from the previous version and the Clerk set out the main features of the new version. This had been reviewed and considered by the Finance & General Purposes Committee at their meeting on 23rd February which recommended the Register to Full Council.

Cllr Lias identified that FM2.1 recommended the development of a method of assessing the risks of major projects and advised the Clerk that there was already a mechanism in place for assessing CIL projects. The Clerk thanked Cllr Lias for this and would amend the Risk Register accordingly.

Members agreed to endorse the new style risk register

Proposed: Cllr D Lias
Seconded: Cllr I Clarke
Approved: Unanimously

ACTION – Clerk to update FM2.1 on the Risk Register accordingly

23/29 Election Process

- 29.1 The Clerk advised members of the details of the arrangements for the coming election on 4th May and in particular emphasised the requirements regarding nomination of candidates. The Clerk issued each member with a pack containing everything that they required for the nomination process.

Nominations must be made by two people from the ward for which the candidate was standing (see Page 3 of detailed guidance Nomination Paper para 1)

Posters were being placed on SPC noticeboards, website, etc to make people aware of what was required to become a candidate.

ACTION –

- Clerk to send to Cllrs list of streets in the parish
- Clerk to arrange a session on 23rd March 2023 at 18:30 for completion of papers

23/30 Planning Appeal Decision for land west of Kingfisher Grove

- 30.1 This had largely been covered earlier in the meeting.

23/31 Traffic & Sports Consultations

- 31.1 Traffic

This was still being worked on and an update would be provided at the next meeting.

ACTION – Clerk to add to agenda of the Full Council Meeting in April

- 31.2 Sports

This was still being worked on and an update would be provided at the next meeting.

ACTION – Clerk to add to agenda of the Full Council Meeting in April



23/32 Grant Scheme

- 32.1 The Recreation & Amenities committee have been giving consideration to changing to an annual grant scheme aimed at achieving a more measured approach to the allocation of the grants budget which had been reduced from £30,000 to £20,000 for FY 2023/24. Responsibility would pass to Finance & General Purposes Committee and both committees had reviewed and agreed the proposals.

Proposed: Cllr R Tatla
Seconded: Cllr P Emment
Approved: Unanimously

ACTION – Clerk to inform all parties of changes to the allocation of grants for 2023/24

23/33 Sports & Recreation Items

33.1 Possible location of 3g pitch

This would be discussed at the next meeting.

ACTION – Clerk to add to the agenda of the next meeting

33.2 Possible location for a Pump Track

Cllr Clarke set out a proposal that the pump track currently envisaged for the redeveloped Millworth Lane to where two additional football pitches are being proposed for Hyde End Lane. Cllr Clarke illustrated the existing problems on Hyde End Lane and how these new pitches would exacerbate the problem. Cllr Clarke suggested that if SPC were to put its backing to converting one of the spaces to a pump track then that would significantly reduce the traffic movements.

ACTION – Clerk to add to the agenda of the next Recreation and Amenities Committee on 5th April 2023 and to invite members of the Planning and Highways Committee to attend for this item.

33.3 Possible use of CIL funds to equip the Manor Ground Pavilion

The Clerk set out the paper for equipping the Manor Ground interior and also providing cricket equipment (the latter would remain the property of the council). The total funds being request for release were £37,685 to come from CIL Reserves.

Costs would be covered from a long-term hirer and hire of the pitch.

Proposed: Cllr P Emment
Seconded: Cllr D Lias
Approved: Unanimously

33.4 Footpath Works on Hyde End Lane

The Clerk advised that he had not received the information he required to discuss this issue at the meeting

ACTION – Clerk to add to the next agenda

21:56 Members of the public left the meeting. The Chairman confirmed that members were content to complete the agenda

23/34 Ryeish Green Pavilion

- 34.1 The potential client interested in hiring out Manor Ground pavilion on weekdays has indicated that the Manor Ground would in the longer-term be too small for their needs. The Client has confirmed that they would like to hire Manor Ground for a period of up to one year. The Client had also put forward a proposal to buy Ryeish Green pavilion for their long-term use. Under the Chairman's advice the Clerk was obtaining two quotes to compare this bid against.

As this site had been unused for at least 5 years members agreed in principle to sell subject to the offer exceeding or equalling the valuations received. Full Council would be asked to confirm the sale once the valuations had been received.

Members stated that the sale should ensure that an access path would be maintained through the car park to the Leisure Centre.

Proposed: Cllr I Montgomery
Seconded: Cllr I Clarke
Approved: Unanimously

ACTION – Clerk to report back on further progress and the valuations received

23/35 Land Swaps

- 35.1 There has been no movement on land swaps.

ACTION – Clerk to arrange a meeting with Craig Hoggeth and Laurie James



23/36 School Green Centre

- 36.1 Cllr Grimes advised that
- An issue with the immersion heater had been identified and is a relatively simple fix
 - Trailflex possibly coming on Monday 20th March to re-lay the path outside the café.
 - External painting will be carried out
 - A settlement had now been reached with the builders and a Close Out Report would be produced for members

ACTION – Cllr Grimes to circulate a Close Out Report

23/37 Correspondence

37.1 Leyland Gardens

As referred in BCllr Rance's report, some residents had complained to WBC regarding the blocking of a footpath to the side of 34 Leyland Gardens linking to Footpath 28. WBC had issued a Definitive Map Modification Order (DMMO) ordering the opening of the pathway. The Clerk advised he had been provided with a copy of a response from the resident of 34 Leyland Gardens. The resident was seeking to raise a petition for the overturning of the DMMO on the grounds that it would encourage anti-social behaviour.

23/38 Invoices for Payment

38.1 Members NOTED the following payments:-

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

23/39 Date of Next Meeting

- 39.1 The date of the next meeting is Thursday 20th April 2023.
The Clerk advised that WBC had an Extraordinary Executive meeting that evening.

The meeting ended at 22:03

Minutes approved on:
Approved By:



Clerk: Bruce Winton
School Green Centre
School Green
Reading
Berkshire
RG2 9EH
Tel: (0118) 988 8220
E-mail:
clerk@shinfieldparish.gov.uk
www.shinfieldparish.gov.uk

List of Actions

23/24.1	Clerk to write to WBC about double yellow lines in the area of Basingstoke Road north of Wellington Industrial Estate	Clerk
23/26.2	22/104.3(i) Clerk to continue to arrange visits to schools attended by SPC children	Clerk
	22/104.3(ii) Clerk to send details of Teams meeting with BCllr Bray on Wednesday, 22nd March at 17:00 to members	Clerk
	Clerk to reschedule the traffic meeting	Clerk
	23/21.1 Clerk to request numbers of secondary school children in the parish and to discuss with Cllr Tatla	Clerk
	23/21.3 BCllr Rance to investigate as to whether there was a budget available for officers to travel to parish meetings and the details of contracts of employment	BCllr Rance
23/27.2	BCllr Rance to investigate whether the bus gate for Beke Avenue could be reinstated	BCllr Rance
23/27.3	Clerk to add to the agenda of the next Finance and General Purposes Committee meeting, the possibility of financing safer neighborhoods scheme for one year from CIL money	Clerk
	Clerk to investigate multi-agency support and establish a working party	Clerk
	Clerk to investigate if electors would be willing to pay more in future to keep the parish safe	Clerk
	Cllr Peer to request for TVP to be more involved with ASB at the next NAG meeting	Cllr Peer
	Publish effect on costs to the parish of ASB in Wokingham today and the Newsletter	Clerk
23/27.4	Clerk to circulate the minutes of the Planning and Highways Committee meeting held on 9 th March 2023 to all Cllrs	Clerk

23/27.5	- Clerk to add item to the agenda of the working party to discuss co-opting residents to the group	Clerk
	Cllr Grimes to run sessions with residents to discuss their objections, and to set out the reasons behind the consultation	Cllr Grimes
23/28.1	Clerk to update FM2.1 on the Risk Register accordingly	Clerk
23/29.1	Clerk to send to Cllrs list of streets in the Parish	Clerk
	Clerk to arrange a session on 23rd March 2023 at 18:30 for completion of papers	Clerk
23/31.1	Traffic consultation - Clerk to add to the agenda of the Full Council Meeting in April	Clerk
23/31.2	Sports consultation - Clerk to add to the agenda of the Full Council Meeting in April	Clerk
23/32.1	Clerk to inform all parties of changes to the allocation of grants for 2023/24	Clerk
23/33.1	3g pitch – Clerk to add to the agenda of the next meeting	Clerk
23/33.2	Pump Track relocation – Clerk to add to the next agenda of the Recreation and Amenities Committee on 5 th April 2023 and to invite members of the Planning and Highways Committee to attend for this item.	Clerk
23/33.4	Footpath Works on Hyde End Lane – Clerk to add to the next agenda	Clerk
23/34.1	Clerk to report back on further progress and the valuations received for Ryeish Green Pavilion	Clerk
23/35.1	Clerk to arrange a meeting with Craig Hoggeth and Cllr James on Land Swaps	Clerk
23/36.1	Cllr Grimes to circulate a Close Out Report	Cllr Grimes