Shinfield Parish Council Project and Task list				Version 16 (04 Nov 2021)	Update	Timescale
No	**Project**	**Lead Councillor / Committee/WP**	**Current Status**	**Categorisation by Dev Board 21 2 19**		
	MAJOR PROJECTS					
	To be performed in sequence not in parallell (a)					
1a	New Community Centre Construction	**Developent Board** Andrew Grimes	Planning application granted. Work stated 02 Aug 2020	Parish Council to neogotiate the freehold of Community Centre with UoR - Next meeting with builder 13/04	Progressing as planned - Fallen behind by 2 weeks, potentially moving opening to mid-August	Q3 2021
2a	External storage at Parish Hall	**Developent Board** Andrew Grimes	Review additional external storage facility prior to construction of new build. Current external storage area becomes garden External storage to be sited on Millworth Lane following taking over of lease in 2020	Integrate with 1a	Progressing as planned and will be addressed near completion date	Q3 2021
3a	New Community Centre Management	**Development Board** Andrew Grimes	List of names to be presented at Full Council for shortlisting. Latest newsletter is being produced and reviewed (NB). Meeting had with consultants re Cafe, now have 2 main candidates. LJ to discuss with R&A management options. Meeting arranged for 20 sept to see atrium cafe in Science park.	To follow 1a	Progressing as planned	Q3 2021

5a	High Copse Sports Hub	**Development Board** Ian Clarke Laurie James	Development of sports club and fields Work will commence in the near future, to be completed in 2023 - Waiting to hear from Nigel Frankland re the next meeting		Progressing	Sep-23
6a	Spencers Wood Recreation Area Improvement WP	**R&A Committee** Ian Clarke	Has been delayed - Need involve local residents in the project - New procurement process put in place		Delayed	Q4 2021
	SPC funded with limited involvement/resourse required as will pass to a contractor (b)					
1b	Refurbish Spencers Wood Village Hall	**Eddie Brown** Village Hall Committee	Waiting response from Spencers Wood Village Hall over Surveyors report and cost of works. No further work done.	Funding only- limited involvement/resource required	No approach fom SWVH so no further action.	Need a response from SWVHC

	Decision awaited then potential for swift delivery or high involvement (c)					
1c	Development of Deardon Field	**R&A Committee** Ian Clarke	Waiting response from WBC over exchange of freehold land Deardon/Ryeish Pitches Solicitors now handling transfer	Awaiting legal decision then swift delivery	Awaiting minute of value for money from Asset Board	Q1 2021

3c	Village Centre Development	**Developent Board** Andrew Grimes	AOC have been attempting to contact the consotium. AG to contact consortium. Parish Council to consult with Nigel Frankland re use of undeveloped land bewteen the Health Centre and Beake Ave		Meeting requested for end 2020 early 2021	Q3 2022
5c	Millworth Lane Recreation Ground	**R&A Committee** Laurie James	R&A to review investment plans for the site	Caravan has been removed, the electric disconnetcted		Q1 2021
	On hold but could be restarted at any time (d)					

	Other (e)					
1e	Three Mile Cross Playground and linked to this is:	**R&A Committee** Darrell Lias Nigel Bayer	Planning Application submitted by Taylor Wimpey. Investigate whether there is a possibility for SPC to pay for	Allocate to Nigel and Darrell to progress	Progressing with plans developed by WBC	Q2 2021
2e	Mereoak pedestrian crossing	**Planning** Andrew Grimes	Pedestrian crossing.	WYG prepearing a traffic survey. Survey received from WYG.	Passed to Cofunding list with WBC/RBC	Q4 2021
3e	Shinfield Future View	**Working Party** I Montgomery, P Alexander, A Narayanam.	Future view of Shinfield Parish TOR written			Q2 2021

3d	TMX asset purchase	**Working Party** D Lias, M McDowell, P Jahromi	Need to find out how we can get get The Swan Pub on the WBC Asset Register.			Q2 2021
	PROJECTS					
	Within committee remit (f)					
1f	Development of pre and after Schools clubs **(scoping stage)**	**CSC WP** Ian Montgomery	Operational after School Club at Shinfield term time only review periodically	CSC remit		
	Ongoing with Cllr lead (g)					
2g	Village Speed Limits	**R&A Committeee** Darrell Lias	Include Pedestrian access from Shinfiled Meadows as further support for a 20 miles past the school and 30 mile from Shinfield Meadows vehicular access all way through village. Ongoing discussion being had with Andy Glencross	Darrell as lead	Test case of 30mph from the Hollow Lane roundabout to the Black boy roundabout is in progress.	Q4 2021
3g	Village Gateway signs	**R&A Committeee** Darrell Lias	Discussions had with A Glencross	Integrate with speeding 2g	Test case of village gates in Grazeley was in progress	Q4 2021

	TASKS					
	Within committee remit (h)					
4h	Create maps of SANG walks for all abilities and parents with	**CSC WP** Eddie Brown	In progress with SPVG and WBC. Ian Young aware. Awaiting completion of the Ridge SANG - History Walks being	CSC remit	Langley Mead is complete. Other SANG walks onging.	
5h	Youth Provision **(scoping stage)**	**CSC WP** Ian Montgomery	Investigation by committee looking at needs throughout the parish, working with all groups involved in youth	CSC remit		
6h	Pre School Facilities **(scoping stage)**	**CSC WP** Eddie Brown	Looking at overall needs for guardian and children and baby facilities and needs versus existing provision for under fives	CSC remit		
7h	Disabled Facilities **(scoping stage)**	**CSC WP** Peyman Jahromi	Early days project just started	CSC remit		
	Allocated to Cllrs/Committee (i)					
1i	Take over	**R&A Committee**	New Project waiting for further details	Longterm project	Cllr. Clarke confirmed that	

2i	Pride in our Parish Parish 5 sites	**R&A Committee** Ian Clarke	Alongside taking over management of WBC land, priority for this work to start soon. IC to talk with Nigel Frankland	Longterm project and merge with 1i above		
3i	Development of Parish Brand	Nigel Boyer and consultants	Cratus commissioned			Q4 2021
5i	Community Integration Roadshow	**CSC WP** Eddie Brown	Meeting being arranged with Rev.Paul Willis and Ian Montgomery to plan 2020 roadshow.	CSC remit	Progressing as planned	
6i	Cycle Paths	**CSC WP** Eddie Brown	Cycle Path map is in preparation. (With a separate Walking map for "You are Here" boards, etc.)	CSC remit	Progressing as planned	
	Allocated to Staff (j)					

	Allocated to Clerk/Office (k)					

2k	Property Ownership	Mike Balbini	Clerk to ascertain all SPC property is properly registered with Land Registry - Need to confirm what properties have been registered so far and what percentage this totals	Remit of Clerk / asset management	Progressing as planned but slowed due to COVID	Q2 2021
	SPC funded with limited involvement/resourse required as will pass to a contractor (l)					

	COMPLETED OR NEARING COMPLETION (m)		

1m	Air Polution	Laurance James	Awaiting decision - LJ to update	Completed apart from	16 April 2019 Locations	Completed
2m	Finalise Parish Hall Upgrade	Mike Balbini	Finalise last items and complete by February Recommend Kitchen Equipment, new china etc	Pass to Clerk and office	16-Apr-19	Completed
2j	School Green Upgrade	**R&A Committee** Ian Clarke	Make plan for School Green improvements	Luke to progress with N Boyer		Completed
3m	New CCTV for sites	**R&A Committee** Ian Clarke	Estimates agreed DCS appointed as contractors, insatllers	Awarded to DCSC	16 April 2019 Completed for office and SWP. Now doing Millworth lane	Completed
4m	S.H.I.N.E (Some Health Issues Need Effort) exercises etc	**CSC Committee** Eddie Brown	In progress. Agreed with WBC but question of Parish Hall capacity and six mths free use to establish	Approved and bookings made	16-Apr-19	Completed
2b	Refurbish Grazeley Village Hall	**Chair of Council** Village Hall Committee	Waiting grant/loan application from Village Hall committee after Surveyors report. Currently finalising and costing	Funding only- limited involvement/resource required	Almost complete. Jane has visited to check how grant was spent.	Completed
1j	Patio Upgrade	**R&A Committee** Ian Clarke	Refurbish Parish Hall patio area	Luke to obtain three quotes	16 April 2019 Now part of SCC build. Luke to maintain	Completed
1k	Office management	Mike Balbini	Review on-going specific staff responsibilities, training and development	Remit of Clerk		Completed
1h	Newsletter re OAP/Toddler Groups	**CSC WP** Eddie Brown	In progress. Contributors invited	CSC remit		Completed

3h	Publicise community activity on SPC Facebook plus Spencer Wood and Shinfield Community Facebooks	**CSC WP** Eddie Brown	In progress. Contributors invited	CSC remit		Completed
4a	Replacement of Spencers Wood pavillion	**SWP Working Party** Ian Clarke Laurie James	SWP WP to take on. Now looks like single story due to roots. Not big enough for library use. M Redfern discussing proposal with property services WBC. Agreed on single storey, no library. Planning granted and work started 21 July 2020.	Modulek appinted		Oct-20
2f	Chapel Lane Pre-School	**CSC WP** Ian Montgomery	Pre school very happy with new facilities at SWP	CSC remit		Q4 2020
2c	Deardon Field Allotments	I Clarke L James			Completed. Water system upgrade approved and UoR informed	Q1 2021
2h	Community activity page to be added to SPC website	**CSC WP** Eddie Brown	In progress. Contributors invited	CSC remit	Specified action has been completed but website review is ongoing separately	Q4 2020

1d	Hartley Court Allotments	**R&A Committee** Ian Clarke	Consider whether affodable Homes built by SPC due to its location within the EPZ	Place on hold. We can restart at any time	Unable to proceed - Closed	
1l	Parish Footpaths Surfacing and Gates'	Ian Young	On-Going sub contracted to Ray Sharp and Ian Young	SPC allocate funds as work requests come through		

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

	Removed
	Ongoing
	Completed
	Merged
	Closed / On Hold