



Minutes of a meeting of
Full Council
Held on Thursday 26th January 2023
At School Green Centre commencing at 19.30

Present: N Boyer, I Clarke, P Emmet, A Grimes (Chair), L James,
D Lias, N Masseron, I Montgomery & D Peer
Wokingham Borough Councillors Batth, Frewin & Rance

Attending: B Winton (Clerk), S Herring (Deputy Clerk)

23/1

Former Councillor Eddie Brown

- 1.1 The Chairman formally recorded the appreciation of Eddie's commitment to Shinfield Parish Council (SPC) and all agreed that he would be missed by the Committee.

His funeral will take place at Caversham Crematorium on 17th February 2023 at 13:45. The Committee would support the Ramblers' request to name one of the recently installed 'kissing gates' in his memory.

23/2

Public Questions

- 2.1 There were no public questions

23/3

Apologies and declarations of Members' Interest

- 3.1 Apologies had been received from Cllr P Jahromi and Cllr R Tatla
Apologies had been received from Borough Cllr Munro

The Chairman expressed a desire to see as many Borough Councillors as possible at these meetings as they were beneficial to all parties. The Committee expressed concerns that they had not seen one of the BCllrs for sometime. BCllr Frewin agreed to take this forward. It was also stressed to the Committee that members should be mindful of any comments they may make at any public meeting so as not to put the work of the parish and borough council in a bad light.

- 3.2 There were no declarations of members' interests

- 3.3 There were no changes to members' declarations of pecuniary interest



23/4

Minutes of the Previous Meeting

4.1

It was agreed that the wording on Item 22/PC/103.3 should be amended to remove the names of the specific councillors. Members approved the minutes as correct in all other respects. The Clerk would correct 22/PC/103.3 and ask the Chairman to sign the amended copy.

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

ACTION – Clerk to amend the draft minutes and resubmit to the Chairman for signature

4.2

The following matters arising were discussed

22/113.2 103.4

BCllr Batth to give an update on the Pedestrian crossing at Crosfields School

BCllr Batth advised that Paul Fishwick, the Exec Member was not in favour of the crossing but had agreed to look at the scoping work undertaken by officers. Parents were unhappy with that decision and may present a petition; they say that the students would walk to school if there was a crossing.

104.3(i)

Clerk to pursue a meeting with the Forest School Youth Councils

The Clerk visited the Holt School on 12th January and met with seven girls from Shinfield parish. They were especially keen to have a 3G pitch where they could practice and train throughout the year. They also suggested a swimming pool, boxing facilities and a place to meet with friends. The Clerk was due to attend the Emmbrook School on 1st February and was awaiting a date from Oakbank School. He would continue to try and arrange a similar visit to engage with The Forest School.

ACTION – Clerk to continue to carry out visits and collate information from schools attended by pupils from Shinfield.

104.3(ii)

(a) Clerk to follow up and arrange a meeting with BCLr Bray and the Police Commissioner to discuss how to reduce anti-social behaviour (ASB). It was agreed to keep this issue and the provision of education as separate items initially.

ACTION – Clerk to follow up and arrange a meeting with BCLr Bray as the next step

(b) Clerk to follow up with Rebecca Brooks a request for data on the number of children bussed to schools and related costs

ACTION - Clerk to pursue obtaining data on the number of secondary school pupils bussed out of the Parish with Rebecca Brooks

(c) Clerk to follow up and arrange a meeting with BCLr Bray to discuss the future plans for Secondary Education in the Parish

To date BCLr Bray had been unable to provide the figures on student numbers requested and the Clerk agreed to pursue this with the assistance of the BCLrs. Concern was expressed about the lack of secondary education provision in the Parish as there was already no space available at Bohunt School. It was suggested that a working party be set up to investigate further, however, the relevant data needed to be obtained first to establish the current situation. The 2021 Census information by Parish should be available in early 2023.

ACTION –

- Clerk and BCLr Frewin to arrange a meeting with BCLr Bray, Children's Services
- Clerk to pursue obtaining data relating to the number of secondary school aged children in the parish

104.5 Clerk to arrange a meeting with WBC Highways Department

This meeting had taken place on 18th January and the outcome was on the agenda at item 5.5



- 107.1 Clerk to ask Democratic Services for background data on how many households were in the Parish

This information was not yet available.

ACTION –

- Clerk to pursue with WBC
- Clerk to circulate to Cllrs the statistics in the Parish that Cllr N Boyer had produced

- 114.2 Clerk to add proposal for WBC to charge for School Green Car Park to the next agenda for Planning and Highways

This had been done and was on this agenda at item 6.3

- 114.4 Clerk to confirm responsibility for Nullis barn with Wokingham Borough Council

The following had been received from Chris Howard, Delivery Manager- Development Delivery, Development & Regeneration

“The application was for the demolition of the outbuildings that form part of the complex but not for the main farmhouse itself which we are looking to retain. We had a site meeting out there last week and we are hoping to move towards a programme of repairs for the building which Taylor Wimpey should be undertaking in the coming months. We have not determined the application to demolish the stable block subject to planning application 210136 as this might factor into the re-use of the farmhouse. Taylor Wimpey are however only obliged to repair the farmhouse and bring this back into a usable state but they do not have to secure an end use for this although ultimately they will want to secure a purchase for this historic asset.”

- 114.5 Clerk to arrange a meeting with WBC Highways Department regarding Traffic Working Party

This had been done

- 114.7 Clerk to investigate action plans for incidents within DEPZ with WBC

The Clerk had arranged Harry Williamson, Emergency Planning Manager for WBC and his colleague Zoran Matic to attend the start of the next Planning & Highways meeting on 9th February to give a short outline on the emergency planning arrangements for an incident and if there is time a more general update on emergency planning within the Borough. All members were welcome to attend this presentation if they wish.

- 115.1 Clerk to continue to follow up land swaps with WBC



This was on the agenda at 8.1

117.1 Clerk to provide a list of annual subscriptions

The following list was approved at the Annual Meeting on Monday 16th May (10.1 in those minutes)

Berkshire Association of Local Councils £2,230 VAT EX (Split

BALC £1,323 and NALC £907)

Berkshire Youth £30 VAT EX

Information Commissioners Office Regn £60 VAT EX Locality £600 VAT EX

National Allotment Society £60 EX

TOTAL of £2,980

At the Annual Meeting, Community Buildings Advice Service £70 VAT EX was queried and not renewed. The Annual Meeting approved the other subscriptions

23/5 Reports

5.1 Reports from Borough Councillors

- (a) Cllr Batth did not wish to add anything to his written report. Cllr James advised that the parish was actively seeking to provide more for the north of the parish such as the Christmas tree in Frensham Green. SPC was actively looking for a building for youth in the North Shinfield area and the Clerk was continuing to try and make contact with Whiteknights School on this issue.
- (b) BCLlr Frewin reported :-
- he was currently helping to resolve the issue of waste at HMOs that was expected to be resolved next week.
 - Croft Road – the land had not been officially handed over so was still the responsibility of the developers who was failing to keep land clean, provide bins etc
 - First Responders were finding it difficult to locate houses in new developments. Developers must put in street names and numbers earlier in the build process so emergency services can find houses. This is an issue as to how Councils and Developers manage the situation.
 - There is an update on the bus situation coming soon, but no details available to date. They were pushing hard for services in Shinfield, Risley, Grazeley and Spencers Wood.
 - Wokingham Borough Council's constitution was under review to bring it up to date particularly with managing decision making.
- (c) BCLlr Rance had nothing to add to her written report
- (d) Members **NOTED** the written reports from Borough Councillors

5.2 Questions for Borough Councillors

Discussions ahead of the Sports Consultation had indicated that Shinfield Rangers and Shinfield Football Club have approximately 2,500 members and have been paying large sums annually for access to 3G pitches. WBC had put on hold the 3G pitch in Lower Earley and there was support for Shinfield having such a pitch in the parish.

ACTION – Clerk and the Chairman of Recreation and Amenities Committee to pursue the provision of a 3G pitch in the Parish with WBC

5.3 Minutes of Recreation & Amenities Committee 5th January 2023

Cllr Clarke gave the following update:

The Manor cricket pitch and pavilion would be the responsibility of SPC. Running costs would be matched by the pitch fees to cover costs and future growth. The location of the pavilion means it has potential as a site for business meetings. The cricket club would be responsible for the maintenance of the 'square'.

Members **NOTED** the minutes of the Recreation & Amenities Committee meeting on 5th January 2023.

5.4 Minutes of the Planning & Highways Committee 12th January 2023

Cllr Peer gave the following update:

- The sports and traffic consultations on 28th January would be very important to plan the way forward.
- It was thought that one 3G pitch at a suitable location within the parish, would be a better option than multiple pitches north of Fullbrook Avenue.
- The work on the football pitches near Oakbank School would resume once the weather improved.
- 22/RA/9.5 – Engineers were working on Footpath 20, Deer Leap Park to Basingstoke Road and it seems likely that WBC will pay for this.
- The Committee will pursue where the CIL money has been spent.
- It is likely that Waitrose would be taking over the supermarket element of Dobbies.

Members **NOTED** the minutes of the Planning & Highways Committee meeting on 12th January 2023.

5.5 **Working Parties**

School Green Working Party:

The Clerk had arranged an initial quote for the main elements of the proposals from a landscaping company currently used to at least put a ballpark figure together for the proposals under consideration. It is hoped that the quote will be available for the R&A meeting next week.

Traffic Working Party:

Cllr James reported that he had put the proposals to Abdul Karim, WBC but had not received a positive response. Mr Karim felt that the proposal for the traffic lights at the junction of Church Lane with Basingstoke Road would solve the traffic problems. A meeting with WBC would be scheduled after the consultation on 28th January 2023. Proposals were for approximately 12 chicanes and two zebra crossings in the parish. The bus gate on Beke Avenue would also be included in the consultation presentation.

ACTION – Clerk to arrange a meeting with WBC

5.6 **Chairman's Report**

Cllr Grimes advised that Spencers Wood Village Hall was operating well.

5.7 **Reports from Outside Bodies**

SPC has the responsibility of appointing three of the five trustees of Shinfield United Charities. Cllr Montgomery and Mr David Purton are two of those and Cllr Jahromi is the third. Cllr Jahromi's term of office ends in February and he is happy to serve for another four years.

Proposed: Cllr I Montgomery
Seconded: Cllr N Masseron
Approved: Unanimously

ACTION – Clerk to inform Shinfield United Charities that SPC supported the reappointment of Cllr Jahromi as a trustee



23/6

Correspondence

6.1 Thames Valley Police proposals regarding Local Policing Areas

It was agreed that there was a need for more local policing and the figures for growth in the area should be taken into consideration. The clear preference was for the retention of the Bracknell and Wokingham Local Policing Area

ACTION – Clerk to respond to the survey accordingly

6.2 Reading Borough Councils proposals on Houses in Multiple Occupation

The Clerk reported the proposals of Reading Borough Council in relation to Houses of Multiple Occupation's (HMO's) in their area, for example, Section 4.3 would require planning permission to change a small HMO to a large HMO or to intensify the use of a large HMO by increasing occupants without any physical extension or alteration. BCllrs reported that this was work in progress for WBC.

ACTION – BCllr Batth will take forwards to WBC

6.3 Email from Paul Fishwick to BCllr Frewin regarding car parking charges for School Green Car Park

BCllr Frewin had received confirmation from Paul Fishwick that there was no intention to introduce charging for the School Green Car Park.

20:48 – BCllrs left the meeting

23/7

Budgets for 2023/24

7.1 Proposed Budget

The proposed budget was agreed.

Proposed: Cllr P Emment
Seconded: Cllr I Montgomery
Approved: Unanimously

7.2 Proposed Precept

The proposed precept was agreed for a total of £599, 570.

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

ACTION – Clerk to submit the relevant information to Wokingham Borough Council

23/8

Land Swaps

- 8.1 WBC have confirmed that they have not identified any viable use for Ryeish Green Pavilion. The Clerk was arranging a meeting with the Head of Estates for WBC to try and get this moving. One option is that the current package is unpicked so each piece of land can be resolved separately.

ACTION – Clerk to arrange a meeting with the Head of Estates at WBC

23/9

School Green Centre

- 9.1 The Clerk reported that there were still issues with heating and hot water in extended cold periods and the Facilities Manager was working to resolve this problem. As an interim measure portable oil radiators had been obtained and investigations were underway regarding the air source heat pump.

23/10

Invoices for Payment

- 10.1 Payment of the Lloyds Bank invoices were **NOTED**

Proposed: Cllr D Lias
Seconded: Cllr N Bowyer
Approved: Unanimously

- 10.2 Payment of the Barclaycard invoices were **NOTED**

Proposed: Cllr N Boyer
Seconded: Cllr I Montgomery
Approved: Unanimously

Minutes approved on:
Approved By:



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23/11

Dates of Next Meeting

- 11.1 The next meeting of the Full Council will be on Thursday, 16th February 2023.
- 11.2 The Clerk gave his apologies for the next Full Council meeting

The meeting ended at 21:53

DRAFT



List of Actions

23/4	Clerk to amend the draft minutes and resubmit to the Chairman for signature	Clerk
22/113.2	104.3(i) Clerk to continue to carry out visits and collate information from schools attended by pupils from Shinfield regarding desired sports facilities	Clerk
	104.3(ii) (a) Clerk to follow up and arrange a meeting with BCllr Bray regarding ASB	Clerk
	104.3(ii) (b) Clerk to pursue obtaining data on the number of secondary school pupils bussed out of the Parish with Rebecca Brooks	Clerk
	104.3(ii) (c)	Clerk
	- Clerk and BCllr Frewin to arrange a meeting with BCllr Bray, Children's Services - Clerk to pursue obtaining data relating to the number of secondary school aged children in the parish	Clerk
		Clerk
107.1	- Clerk to ask Democratic Services for background data on how many households were in the Parish - Clerk to circulate to Cllrs the statistics in the Parish that Cllr N Boyer had produced	Clerk
23/5.2	Clerk and the Chairman of the Recreation and Amenities Committee to pursue the provision of a 3G pitch in the Parish with WBC	Clerk & Chairman of R&A
23/5.5	Clerk to arrange a meeting with WBC regarding the proposals from the Traffic Working Party	Clerk
23/5.7	Clerk to inform Shinfield United Charities that SPC supported the reappointment of Cllr Jahromi as a trustee	Clerk
23/6.1	Clerk to respond to the Thames Valley Police survey accordingly	Clerk
23/6.2	BCllr Batth will take forwards to WBC the proposals of Reading Borough Council	Clerk
23/7.2	Clerk to submit the information relating to the proposed precept to Wokingham Borough Council	Clerk
23/8.1	Clerk to arrange a meeting with the Head of Estates at WBC to discuss land swaps	Clerk