



Minutes of a meeting of
Full Council
Held on Thursday 29th September 2022
At School Green Centre commencing at 19.30

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

BCllrs P Batth, J Rance

Attending: B Winton (Clerk), S Herring, 6 members of the public

22/81

Public Questions

81.1 Questions on Parking and access to Council minutes online

A member of the public asked the following questions

- 1- Are there any discussions with WBC about traffic calming/parking provision on Basingstoke Road between junction with Beech Hill and Hunter Close? There had been some progress pre-COVID but now traffic levels had returned so had the problems
- 2- What was the council's policy on making committee papers and minutes available online

In respect of Q1, Cllr Grimes advised that the council was still pursuing the problem. At a joint highways meeting with Wokingham Borough Council the night before, more information on traffic calming measures between Lieutenant's Cottage and Lambs Lane had been advised by WBC. SPC had requested the details of these proposals from WBC. Cllr Peer advised that the problems in this area were a combination of issues including the success of the shop, traffic from the nearby industrial estate and inconsiderate parking by some drivers. SPC has previously asked WBC about being able to pay towards the costs of a civil enforcement officer to patrol this area but without any useful response from WBC on the subject.

In respect of Q2 the Clerk advised that his predecessor had taken a view to provide online access to the minutes and full papers for all committee and council meetings back to January 2020. This was to avoid overloading the website and storage. Any minutes prior to this date were accessible on request. The Clerk accepted that other parish councils included the minutes of full council meetings (but not for any sub-committees or including the background papers for the meeting) for as far back as January 2013.

ACTION – Clerk to review the policy for having council meeting minutes available online

81.2 Spencers Wood Carnival

The Clerk set out the list of items that had been paid for by the organisers in advance of the Carnival and advised that the organisers had arranged for the insurance premium to be carried over to the 2023 Carnival as well as £800 of the payment to the marquee supplier.

All these payments had been made in good faith and paid in advance either as annual payments or as necessary for the delivery of the Carnival. They were in line with the grant application.

CLlr Peer asked if cancellation insurance had been taken out and the organisers advised that this had been too expensive and so had been omitted from the cover. This would be reconsidered for the 2023 Carnival.

Members agreed to the following:

- 1- To underwrite the expenditure incurred but not rolled over to 2023 (£1,274.40)
- 2- To note that a further £1,371.00 has been incurred but would now be regarded as deposit/payment towards the 2023 Carnival (for marquee and insurance respectively)
- 3- The balance of the grant of £3,500.00 (£854.60) to be retained by the organisers for use in 2023

Proposed: CLlr Lias
Seconded: CLlr Jahromi
Approved: Unanimously

It was also agreed that the matter would be referred to the Finance & General Purposes Committee for further consideration of the terms under which the council would provide financial support to the Carnival in future years.

ACTION – Clerk to include consideration of the financial support provided to Spencers Wood Carnival on the next Finance & General Purposes Committee



22/82 Apologies and declarations of Members' Interest

- 82.1 No apologies had been received from Cllrs for this meeting. Apologies had been received from Borough Cllrs Frewin, Johnson & Munro.
- 82.2 There were no declarations of members' interests.
- 82.3 There were no changes to members' declarations of pecuniary interest.

22/83 Make A Difference

- 83.1 Cllr Grimes set out the principles that he and the Clerk had been working on for this item. Some members had concerns about how items would be identified, prioritised and timetabled for this item. After discussion Cllr Grimes advised that he would withdraw the proposal.

22/84 Minutes of the Previous Meeting

- 84.1 The minutes of the committee meeting of 22nd August 2022 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr Tatla
Seconded: Cllr Emmet
Approved: Unanimously

- 84.2 The following matters arising were covered:

47.1.1 Cllr Grimes to write to both Lidl and Aldi regarding what, if any, plans they had for a shop in Shinfield.

Lidl had now submitted a detailed planning application.

53.1 The Clerk to write to BCllr Batth regarding the pelican crossing at Crossfield School.

This was covered by Cllr Batth in his report later in the meeting.

53.1 Clerk to investigate taking on WBC playgrounds.

The Clerk advised that there was no merit in taking on the WBC playgrounds and the Chair of Recreation & Amenities had a similar view. It was agreed that option would not be pursued.



53.5 Clerk to write to Motion regarding the proposed traffic measures for Three Mile Cross

This would be covered by the Traffic Management Working Party.

56.1 Clerk to establish the whereabouts of the archives

The Clerk advised that Berkshire Records Office had provided a catalogue of the records they are holding on behalf of SPC. This includes council minutes from 1894 to 2013. Records after that date are now located in the cupboard in the Tower Room. There were still some pictures and other items to be accounted for as part of the archive.

ACTION – Clerk to confirm whereabouts of the remaining SPC archives

63.6 Clerk to arrange a meeting with Shinfield Infants School regarding footpath provision

This would be covered by the Shinfield Village Green Working Party

65.1 Clerk to initiate first meeting of Village Green Working Party

The Clerk advised that the R&A committee had agreed terms of reference for the working party and that the first meeting would be Wednesday 12th October.

ACTION – Clerk to report back to R&A following the first meeting

67.2 Clerk to arrange for the installation of bollards at the School Green Centre

The bollards were now scheduled to be installed in the week commencing Monday 3rd October. The school and regular hirers had been made aware of the restrictions on parking.

69.1 Draft Questionnaire on Housing

The Clerk advised that he intended this would be issued in the following week.

71.1 Anti-Social Behaviour

- a. There had been no update from BCllr Johnson following his meeting with the Police and Crime Commissioner (PCC)
- b. A collective approach from BCllrs and Parish Councillors towards the PCC
- c. Clerk had still to identify the powers used to deal with ASB in Grazeley
- d. The Clerk advised that arrangements had been made to have a PCSO attend this meeting for when it was originally scheduled but he had been advised that the PCSO had since been instructed that they could only attend the Neighbourhood Action Group
- e. The Clerk has spoken to the Youth Club manager regarding the comments made at the previous meeting regarding the Youth Club

ACTION – BCllr Johnson to provide an update on meeting with PCC

ACTION – Clerk to identify powers used to deal with ASB in Grazeley

74.3 SPC participation in Spencers Wood Carnival

The carnival had not taken place, but the council would be involved in the 2023 event.

77.1 SPC arrangements with BP Pulse

The Clerk advised that some progress had been made in establishing the exact arrangements with BP Pulse but the company was proving hard to pin down.

ACTION – Clerk to confirm arrangements for use of charging posts with BP Pulse



22/85

Reports

85.1 Reports from Borough Councillors

BCllr Rance gave a summary of her written report. Members **NOTED** the report.

BCllr Batth provided a verbal report. He had met with the Deputy Head of Crosfields School and the planning & highways officers to scope the pelican crossing on Shinfield Road. He was chasing up when this would be installed. Cllr Grimes asked if WBC could provide the delay model for the crossing showing the impact the crossing would have on an already slow-moving road. Cllr Peer made the point that Shinfield Parish were not being kept fully informed by WBC on issues such as this. This led on to discussions about the current works on the Black Boy roundabout and Cllr Grimes asked that WBC also provide the Road Safety Audit for the work taking place there

ACTION – BCllr Batth to ask WBC to provide the delay model for the pelican crossing on Shinfield Road and the Road Safety Audit for the Black Boy roundabout works

BCllr Munro had advised that he was in ongoing discussion with a resident in Langford Avenue regarding damp and extractor fan replacement issues with Vivid Homes. He believed BCllr Frewin has similar issues with the same company

85.2 Questions to Wokingham Borough Council via Borough Councillors

The Borough Councillors were asked if Wokingham Borough Council would consider setting up a licensing scheme for Houses of Multiple Occupation. Currently there is a mandatory licensing scheme for buildings occupied by 5 or more individuals which form 2 or more households and there are shared basic amenities.

Councillors felt that while there was a need for such properties, WBC needed to exercise greater control over HMOs to prevent their uncontrolled spread and avoid poorly operated and maintained HMOs becoming a nuisance to other residents. This has been an ongoing issue for several years particularly in Shinfield rise which was now being seen across the parish.

85.3 Minutes of Recreation & Amenities Committee 27th September 2022

Cllr Clarke drew Members attention to the following main points:

Work on the Multi Use Games Area at Spencers Wood Recreation Ground would commence on 3rd October

The annual rental for allotments would increase in 2023 by 20% (the most common rate rising from £20 to £24 per annum)

The Help for Ukraine event had been postponed and would be rescheduled

The council refused to accept Orchard Rise Allotments until such time as they were satisfied that the ground was in an appropriate condition

Shinfield Cricket Club had attended for a discussion on the future of cricket at the new pitch at Manor and at Millworth Lane

It was intended to work with the University of Reading on a joint consultation exercise for sports provision at Millworth Lane and High Copse

Members **NOTED** the minutes of the Recreations & Amenities Committee meeting on 27th September 2022.

85.4 Minutes of the Planning & Highways Committee 1st September 2022

Members **NOTED** the minutes of the Planning & Highways Committee meeting on 1st September 2022.

85.5 Working Parties

There were no reports from Working Parties



85.6 Chairman's Report

Cllr Grimes advised of the following:

Cllr Brown had resigned from the council due to ill health. He thanked Cllr Brown for all his hard work and contributions to the council over the years and this view was shared by the other members of the council. Members were encouraged to keep in touch with Cllr Brown.

There had been further discussions regarding the bus services. Problems had been experienced by children who live in the parish but go to school in Reading being unable to get onto the buses particularly at the end of the day when the services were already buses with passengers getting on in the centre of Reading. The school services would be operated with double deckers to help alleviate the problem.

Cllr Grimes had attended the borough reading of the Royal Proclamation on Sunday 11th October in Wokingham and had later read the Royal Proclamation at St Mary's Church.

Cllr Grimes had been in discussion with a new potential member who was now attending the meetings for experience.

Cllr Grimes had met with the new Chairman of Arborfield Parish Council

85.7 Reports from Outside Bodies

There were no reports from outside bodies.

85.8 Refurbishment of California Country Park

Cllr James and the Clerk had attended a Teams meeting with Wokingham Borough Council and invitees from other parishes to hear WBC's proposals for the lakeside at the park. WBC advised that they were looking for contributions from each of the parishes based on postcodes obtained for bookings at the park. The Shinfield Parish Council contribution was suggested to be £25,000. It was felt that there were flaws in the basis of calculating the shares and that a large proportion of the total cost was for the refurbishment of existing infrastructure which should be covered by WBC. The matter would be considered further at Finance & General Purposes Committee with a recommendation to Full Council.

ACTION – Clerk to add to agenda for the next Finance & General Purposes Committee



22/86

Land Swaps

- 86.1 Cllr James asked if the Finance & General Purposes committee could revisit the issue of land swaps and consider if there were other parcels of land that could usefully be included in the arrangement.

ACTION – Clerk to add to the agenda for the next Finance & General Purposes Committee

22/87

School Green Centre

- 87.1 There were no updates on this item.

22/88

Invoices for Payment

- 88.1 Payment of the Lloyds Bank invoices was **APPROVED**.

Proposed: Cllr Montgomery
Seconded: Cllr Jahromi
Approved: Unanimously

- 88.2 Payment of the Barclaycard invoices was **APPROVED**.

Proposed: Cllr Montgomery
Seconded: Cllr Jahromi
Approved: Unanimously

22/89

Correspondence

- 89.1 There was no correspondence.

22/90

Dates of Next Meeting

- 90.1 The next Full Council Meeting is on Thursday 20th October 2022 at 7.30p.m.

The meeting ended at 21.25



List of Actions (TO BE UPDATED)

47.1.1	Clerk to circulate Lidl Planning Application when received	Clerk
53.1	Clerk to follow up provision of pelican crossing at Crosfields School with BCllr Batth	Clerk
53.1	Clerk to investigate taking on WBC Playgrounds	Clerk
56.1	Clerk to confirm the whereabouts of SPC archives	Clerk
63.6	Clerk to arrange a meeting with Shinfield Infants School regarding footpath provision	Clerk
65.1	Clerk to initiate first meeting of Village Green Working Party	Clerk
66.1	Cllr Grimes and Clerk to continue to work with WBC on land swaps	Cllr Grimes Clerk
67.2	Clerk to update on progress of installing bollards at the School Green Centre	Clerk
69.2	Clerk to include discussion of email from Matthew Gould on agenda for Planning & Highways meeting on 1 st September	Clerk
71.1a	BCllr Johnson would be meeting the Police and Crime Commissioner shortly and would raise the matter directly with them	BCllr Johnson
71.1b	There would be a collective approach from the Parish and Borough Councillors to the PCC	SPC/WBC Councillors
71.1c	Clerk to identify the powers that were employed to assist in dealing with ASB in Grazeley	Clerk
71.1d	Police/PCSOs to be asked to attend Full Council to discuss the approach to ASB	Clerk
71.1e	Clerk to speak to Youth Club manager regarding the comments made about the Youth Club	Clerk
74.3	Clerk to arrange SPC participation at Spencers Wood Carnival	Clerk
75.1	Clerk to update draft questionnaire and issue it	Clerk
77.1	Clerk to report on the arrangements with BP Pulse	Clerk