



Minutes of a meeting of
Full Council
Held on Thursday 24th November 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, N Masseron, I Montgomery & R Tatla
Wokingham Borough Councillors P Batth, J Frewin & J Rance

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

22/101 Public Questions

There were no public questions.

22/102 Apologies and declarations of Members' Interest

- 102.1 Apologies had been received from Cllr Peer
Apologies had been received from Borough Cllrs Johnson & Munro
- 102.2 There were no declarations of members' interests
- 102.3 There were no changes to members' declarations of pecuniary interest
- 102.4 It was proposed that Nadine Masseron be co-opted as a member of
Shinfield Parish Council for Spencers Wood South ward

Proposed: Cllr Emmet
Seconded: Cllr Peyman
Approved: Unanimously



22/103

Minutes of the Previous Meeting

- 103.1 The minutes of the meeting of 20th October 2022 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr Emment
Seconded: Cllr Montgomery
Approved: Unanimously

- 103.2 The following matters arising had been completed:

Clerk to write to WBC regarding a breach of a Tree Protection Order

This had been done.

Matters arising from Previous meetings (22/93)

- The Clerk had added the School Green Working Party to the agenda of the R&A Committee Meeting held on 10th November 2022
- Clerk to identify the powers that were employed to assist in dealing with ASB in Grazeley. The Clerk advised that he had been unable to establish exactly what the nature of the issue had been, and the remedy employed. In any case he would now liaise with police and WBC ASB team on issues that arise. He was still unclear on what the issue had been and how it had been resolved.
- Clerk to confirm the arrangements for use of the charging posts with BP Pulse:-
The Clerk advised that the Finance Manager had now been able to raise the first invoice for these charging posts and was investigating backdating claims.
- Clerk to review the policy for having Full Council meeting minutes available online (rather than by request). The Clerk advised that all Full Council Minutes from 2014 onwards were now available online via the council's website.
- The Clerk reported that the bus routes had been published in the Parish Newsletter and will feature regularly on the electronic newsletter with a "use it or lose it" message.
- Cllr Grimes to provide an update on the snagging works for the School Green Centre. This was on the agenda.



103.3 The following matter arising (91.2) required further action:

Clerk to arrange a meeting with the WBC ASB officer for Shinfield

The Clerk had a meeting on 24th November with James Phillips and two other members from Wokingham's Anti-Social Behaviour (ASB) team. The Clerk reported that this had been a positive meeting. Meetings would take place regularly and it was suggested that representatives from the Police be invited to these future meetings to assist with building a good working relationship between the various parties.

Cllr Clarke read out a letter from a resident in Clements Close regarding a complaint about various acts of anti-social behaviour committed by the same individual. SPC had no powers to deal with this and any behaviour of this nature should be reported to the Police.

ACTION: Cllr Clarke to supply BCllr Frewin with the details to establish if the person in question was accommodated in a Council property as WBC may be able to act in that case.

103.4 The following matter arising (85.1) required further action:

BCllr Batth to ask WBC to provide the delay model for the traffic light controlled crossing on Shinfield Road and the Road Safety Audit for the Black Boy roundabout works. BCllr Batth reported that he would be attending a meeting taking place on 28th November between the Headteacher of Crosfields School and WBC's Executive for Highways. The exact position of the crossing had not yet been located. Cllrs expressed concern over the existing congestion on the Shinfield Road and the additional effect this new crossing would have on traffic in general and especially bus services to Shinfield. Cllrs also asked if a crossing was required at this site as the majority of the students travel by car.

ACTION – BCllr Batth to express the concerns of the Council at the meeting on 28th November.



22/104

Reports

104.1 Reports from Borough Councillors

Cllr Rance

Members **NOTED** the written report from BCllr Rance

Cllr Batth

Members **NOTED** the verbal report from BCllr Batth

Cllr Johnson

Members **NOTED** the written report from BCllr Johnson

Cllr Frewin

Members **NOTED** the written report from BCllr Frewin

Cllr Munro

Members **NOTED** the written report from BCllr Munro

104.2 Questions for Borough Councillors

There were no questions for Borough Councillors

104.3 Minutes of Recreation & Amenities Committee 10th November 2022

Cllr Clarke gave the following update:

- i) Provision for 13-18 years olds
 - Concern over lack of suitable activities for 13-18 year olds. Only facilities currently were the skate park at the Spencers Wood Pavilion and play facilities at Deep Leap Park
 - Joint consultation with the University of Reading (UoR) on sports provision was due to take place on a Saturday in January 2023 giving the public the opportunity to make suggestions.
 - The ASB team to be asked to input suggestions to the consultation
 - It was recognized that many young adults commute to schools outside of the parish resulting in them arriving back too late to take part in existing activities
 - The Clerk to explore, with schools, activities that would engage teenagers

ACTION - Clerk to write to secondary schools to ascertain activities that would engage teenagers

The Clerk reported a recent incident of ASB at the Spencers Wood Pavilion where a youth club attendee had thrown a stone and broken a window. The Clerk had discussed this with Mark Sandringham who would write to the parents about acceptable behaviour. Names, where available, should be passed to the ASB team for intervention, however, it was noted that the CCTV footage at night is not clear enough to identify individuals. The Clerk advised that if the letter from Mark Sandringham did not have an impact, then he and Cllr Tatla could attend the youth club and meet the parents to discuss the issues around acceptable behaviour.

ii) Cllrs expressed concern over the lack of sixth form provision in the Parish especially due to the rising number of new housing developments. It was recognised that the only secondary school in the parish was a 'free school' with no sixth form provision. The lack of provision had resulted in residents having to pay to transport this group for sixth form education depriving a large group from affordable access. It was suggested that free bus passes be issued for six-form students. Cllrs requested to be informed on WBCs strategy for sixth form provision.

ACTION –

- a) BCllrs Frewin to write to Prue Bray, Executive Member for Children's Services of WBC and ask her and relevant officers to meet with SPC to discuss these issues
- b) Clerk to invite Prue Bray to meet members of SPC either at Full Council or a specially convened meeting
- c) Clerk to request from WBC data on the number of children bused to schools and related costs
- d) Clerk to ask Oakbank Secondary School if there were any plans for sixth form provision and whether the Education Funding Agency could assist.

Members **NOTED** the minutes of the Recreations & Amenities Committee meeting on 10th November 2022.

BCllrs left the meeting at 08:28

104.4 **Minutes of the Planning & Highways Committee 3rd November 2022**

Cllr Lias who chaired the Planning & Highways meeting gave the following update:

- The process for switching off the street lights between 00:00 – 05:00 was currently being investigated.
- Footpath that ends on Fullbrook Road needs completing by WBC. This will be dealt with at the next Highways and Planning meeting.

ACTION – Clerk to add to the next meeting of the Highways and Planning meeting.

Members **NOTED** the minutes of the Planning & Highways Committee meeting on 3rd November 2022.

104.5 **Working Parties**

School Green Working Party:

The working party had met twice and reported to the R&A Committee. The committee had asked for some initial costings based on the draft proposals from the working party and these draft proposals would be discussed further at the next meeting.

Traffic Working Party:

Cllr James reported that the programme of desired improvements were aimed at redirecting through traffic away from the parish. A fully implemented scheme would be quite expensive. The next step was to arrange a meeting with Borough Councillors, Cllr Grimes, the Clerk, and councillors from Swallowfield Parish Council.

ACTION – Clerk to arrange the next meeting of the Traffic Working Party to include those named above.

104.6 **Chairman's Report**

Cllr Grimes advised of the following:

- Ongoing discussions with Reading Buses and a request to update the bus stop flags as they were still displaying disbanded services
- He congratulated the Clerk and his team on the successful operation of the Remembrance Day service
- He was no longer the Chairman of the Spencers Wood Village Hall and he reported that they now had a functioning committee.



104.7 **Reports from Outside Bodies**

Cllr Montgomery reported on The AWE Local Liaison Committee meeting held on 23 November 2022 at the Recreation Society Room AWE Aldermaston:-

- Meeting included 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.
- ONR and EA 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.
- John Steele, Planning Officer for AWE mentioned that the **MOD** will now review **ALL** planning applications and pre-apps in the near vicinity of both sites. The MoD had objected to the Kingfisher drive appeal currently underway
- Cllr Montgomery had 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 was advised 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.

Cllr Montgomery also advised that school buses had pre-determined responses and Cllrs asked for clarification as to what would happen to pupils from the parish who travelled to school by bus in the event of an incident in the DEPZ.

CLlr Lias advised that Grazeley Village Memorial Hall had recently held their AGM and their bookings income was now higher than pre-Covid levels. The Clerk was asked to write to the Committee and congratulate them.

ACTION – Clerk to write a letter of congratulations

22/105

Land Swaps

- 105.1 This matter had been considered by the Finance & General Purposes Committee which had proposed accepting the land swap as put forward by Wokingham Borough Council with the inclusion of Ryeish Green Pavilion as SPC had been unable to identify any viable alternative uses for the building. The Clerk had written to the officer at WBC dealing with the matter and was awaiting a formal response.

ACTION – Clerk to share the proposal with the BCllrs

22/106

School Green Centre

- 106.1 Cllr Grimes gave the following update on the School Green Centre
- School Green Centre had not finalised issues with Life Build. Significant issues being that the render on the outside of the building is not the same shade all over and the aluminum flashing doesn't match on the north side
 - It was noted that the roof was weathering in
 - Bollards were now in place in the car park
 - Power being generated from the panels on the roof was approximately 40% of total usage
 - Cllrs commented on the landing looking 'messy' due to storage by Robyn's nest. The Clerk advised that this was in hand with Robyn's Nest
 - The Facilities Manager was to be asked to provide quotes to F&GP for either reseeding the courtyard or changing to an artificial grass

ACTION – Facilities Manager to provide quotes to F&GP for either reseeding the courtyard or changing to an artificial grass

08:58 Cllr Peyman left the meeting



22/107

Invoices for Payment

107.1 Payment of the Lloyds Bank invoices were **NOTED**.

The following payments were discussed:

- Oltco Resin floor Specialists – 20% deposit for Playground Surface Repairs (Facilities Manager to update)

ACTION – Facilities Manager to provide further details on this expenditure.

As part of the general discussions about various invoices and subsequent discussion about the number of residents that had signed up to the online newsletter, it was suggested that a breakdown of households in the Parish would be useful

ACTION – Clerk to request background data from WBC on how many households were in the Parish, to include a breakdown of housing by Band and the number of residents.

Post meeting note: The Clerk advises that the 2021 Census information by Parish should be available in early 2023

107.2 Payment of the Barclaycard invoices were **NOTED**

22/108

Warm Room

108.2 The Clerk reported that the Warm Room was open five days a week and would be offered until at least the end of February 2023. The Tower Room had been allocated and provided a hot water urn for tea and coffee, jigsaws, colouring, games, a Firestick for the TV, and an Echo dot. Due to the mild weather the take up was low. The Clerk would continue to monitor the usage of the Warm Room.

22/109

Correspondence

109.1 There was no correspondence.

22/110

Dates of Next Meeting

110.1 The next meeting of the Full Council will be on Thursday, 15th December 2022.

109.2 The Clerk reminded members and Borough Councillors that the January Full Council Meeting would be on Thursday 26th January 2023 and not the 19th as originally published.

The meeting ended at 21:23



List of Actions

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|-----------|---|----------------------------|
| 103.3 | Cllr Clarke to supply BCllr Frewin with the details of the complaint from a resident in Clemments Close to establish if the person in question was accommodated in a Council property as WBC may be able to act in that case. | Cllr Clarke & BCllr Frewin |
| 103.4 | BCllr Batth to express the concerns of the Council in respect of the crossing at Crosfields School at the meeting on 28 th November. | BCllr Batth |
| 104.3(i) | Clerk to write to secondary schools to ascertain activities that would engage teenagers | Clerk |
| 104.3(ii) | a) BCllrs Frewin to write to Prue Bray, Executive Member for Children's Services of WBC and ask her and relevant officers to meet with SPC to discuss these issues | BCllr Frewin |
| | b) Clerk to invite Prue Bray to meet members of SPC either at Full Council or a specially convened meeting | Clerk |
| | c) Clerk to request from WBC data on the number of children bused to schools and related costs | Clerk |
| | d) Clerk to ask Oakbank Secondary School if there were any plans for sixth form provision and whether the Education Funding Agency could assist | Clerk |
| 104.4 | Clerk to add an item regarding the footpath that ends on Fullbrook Road to the next meeting of the Planning & Highways meeting | Clerk |
| 104.5 | Clerk to arrange the next meeting of the Traffic Working Party to include Borough Councillors, Cllr Grimes, Councillors from Swallowfield Parish Council | Clerk |
| 104.7 | Clerk to write a letter of congratulations to the committee of Grazeley Village Hall Memorial Hall | Clerk |
| 105.1 | Clerk to share the proposals of land swaps between SPC & WBC with the BCllrs | Clerk |
| 106.1 | Facilities Manager to provide quotes to F&GP committee for either reseeding the courtyard or changing to an artificial grass | Facilities Manager |
| 107.1 | Facilities manager to provide further details on the expenditure to Oltco Resin Floor Specialists | Facilities Manager |
| 107.1 | Clerk to request background data from WBC on how many households in the Parish; to include a breakdown of housing by Band and the number of resident. | Clerk |