

Minutes Approved on:	
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DRAFT

Minutes of a meeting of the Development Board held on Wednesday 15 January 2020, Shinfield Parish Hall, commencing 19.30 hrs.

Present: Cllrs I Clarke, A Grimes (Ch), L James, D Peer and D Lias

Attending: M Balbini (Clerk), Jo Skidmore (Committee Secretary), Nigel Frankland, University of Reading

20/DB/1 **Public Questions**

There were no public questions

20/DB/2 **Apologies and declarations of members' interests**

2.1 Apologies were received from Cllr. Boyer.

2.2 There were no declarations of members' interests

20/DB/3 **Minutes of the Previous Meeting**

3.1 The minutes of the Development Board Meeting held on 13 November 2019 were **APPROVED** as an accurate record of the meeting and signed by Cllr. Grimes.

3.2 **Actions from previous minutes:**

22.3 Cllr Grimes to ensure the dual fuel and flat roof vs "peg" be included as options in the tenders received for the Shinfield Community Centre.

See item 20/DB/4 1A.

28.1 3a Clerk to speak to Highways authority about safety at exit from Shinfield Meadows and the possibility of installing a barrier

The Clerk confirmed that the developers of the estate were willing to take responsibility for installing a barrier at the exit and that he would pursue this.

28.1 1e Clerk to check with land registry ownership of the allotment and playground space in the Three Mile Cross development plan.

The Clerk confirmed that both the allotments and playground spaces were unregistered land. It was noted that allotments were normally the responsibility of

the local Council. SPC's legal advisers had confirmed that land registry of the playground should be possible but that the process could take 10 -12 months to complete for even simple registrations .

- 28.1 4h Cllr. Brown to review whether the walking route and SANG maps showed all exit routes, destinations and local facilities and also reviewed physical signage within the SANGS and on public paths.

It was noted that a report had been submitted and would be presented to full council.

- 28.1 7h Clerk to ascertain from Reading Buses who owned the Black Boy bus stop at Brookers Hill which had no bus stop sign on it

The Clerk confirmed that he had contacted Reading Buses and that this matter was ongoing.

- 34 Proposal to be presented to February development committee on facilities at Shinfield West pavilion

It was **AGREED** that a discussion would be held at the next meeting to discuss scope and operating model of the facilities.

- 35 High Copse sports hub and Mere oak crossing should be added to project list.

This item was noted as complete

3.3 Matters Arising

There were no further matters arising.

20/DB/4

Major Projects

- 4.1 The list of projects was **NOTED** and the following updates given:

1a Community Centre Construction:

Cllr. Grimes confirmed that five bidders had submitted tenders for construction of the community centre based on an up to 70 week programme. Consideration was being given on how to manage any necessary closure of the current hall to minimize costs however no decision had yet been taken on this. The expected cost of the project was currently higher than anticipated and options were being considered for cost reductions.

It was noted that Cratus Communications, who had worked on community engagement in Aborfield and Embrook, were being recruited to see how SPC may be able to better engage with the community.

Cllr. Grimes confirmed that the contract with Shinfield United Charities had now been agreed and would be presented to Full Council on 20 January for approval.

4a Spencers Wood Pavilion:

Cllr. Clarke confirmed that three quotes had been received and that he would be looking to present a business case to full Council in either February or March seeking approval to go ahead with the project. Cllr. James noted that he had sought advice from Nigel Frankland, University of Reading, on securing a project manager.

5a High Copse Sports Hub:

Nigel Frankland presented options that had been considered for the design of the High Copse Sports hub. It was suggested that a commercial kitchen be installed to maximise commercial opportunities. It was noted that the building would be extendable if required in the future. A view of what the site might like from above and on arrival was shared. The need to facilitate bar deliveries was acknowledged noting that currently on the plan the service road stopped short of the building.

Plans for a community growing space and neighborhood park in the areas next to High Copse were also disclosed. Members discussed the potential to put in alternative leisure facilities in place, e.g. crazy golf, in the future.

2c Deardon Field Extension from UoR Freehold Exchange with WBC:

It was confirmed that SPC would sign the lease on receipt of a guarantee from the University of Reading stating that they take responsibility for the completion of drainage work to ease flooding issues.

5c Millworth Lane:

The Clerk gave a confidential update on the tenanted caravan on the site at Millworth Lane.

4.2 Nigel Frankland confirmed that a road safety audit had been completed for the junction at Three mile cross and Church Lane.

20/DB/5

Consortium Meeting Update

5.1 Cllr. Grimes gave a verbal update of the consortium meeting held on 15 January 2020 at which discussions took place about the new community centre and proposed village centre.

5.2 It was noted that there was no space available during construction of the community centre for a welfare and lay down site. A request to use an area next to site owned by the consortium for up to a year would be made in writing by Cllr. Grimes shortly.

5.3 Nigel Frankland undertook to ascertain proposals for bus routes around the new centre.

20/DB/6

Correspondence

6.1 There were no correspondence items received.

20/DB/7

Next meeting Date: 11 March 2020

The meeting ended at 9:30pm

Ref	Action	Action by
28.1 7h	Clerk to ascertain from Reading Buses who owned the Black Boy bus stop at Brookers Hill which had no bus stop sign on it	Clerk
34	Discussion to be held at February development committee on facilities required at Shinfield West pavilion	Cllr. Grimes