

Shinfield Parish Council Project and Task list				Version 8 13 Nov 2019	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 parallel (a)					
1a	New Community Centre Construction	Development Board Andrew Grimes	Pre-App response received working on final plans and surveys required by WBC	Cannot do 1a and 4a together(resource) so prioritise no1	Progressing as planned	Q4 2020
2a	External storage at Parish Hall	Development Board Andrew Grimes	Review additional external storage facility prior to construction of new build. Current external storage area becomes garden	Integrate with 1a	Progressing as planned	Q4 2020
3a	New Community Centre Management	Development Board Andrew Grimes	Work to commence looking at alternative management methods. AG and DP contacted Susan Tyldsley re marketing. Expressions of Interest sent out and 11 interested, 9 received. AOC meeting 19 09 19 to decide 5 companies to ask to tender. Meeting arranged for 20 sept to see atrium cafe in Science park. R&A asked to look at management options for the running of the SCC. We might employ a buildings manager who will drive the use of the building.	To follow 1a so no work till later on	Progressing as planned	Q4 2020

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.	Need 3 quotes. Need to appoint a PM and take this to Full Council as a business case with a Proposal, PM and Principal designer.	Progressing with the plans even if funds not available	Sep-20
5a	High Copse Sports Hub	Development Board Ian Clarke Laurie James	Development of sports club and fields			Sep-21
	SPC funded with limited involvement/resource required as will pass to a contractor (b)					
1b	Refurbish Spencers Wood Village Hall	Andrew Grimes 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.	2020

	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	Awaiting legal decision then swift delivery	Meeting arranged 16th August to progress. Awaiting decision from meeting	Q4 2020

2c	Deardon Field Extension from UoR Freehold Exchange with WBC	I Clarke L James	Waiting receipt of draft 50 year lease from UoR over extended area and management of Allotments	Awaiting legal decision then swift delivery	H O T received and sent to solicitors. The Head Partnership engaged. Lower early	Q4 2020
3c	Village Centre Development	Developent Board Andrew Grimes	Waiting response from Developer consortium and Aldi stores to move to next step. Somon Bream of the consortium contacted AG to say N Sharp will be in touch with a meeting date. Still awaited. No update from Connor on meeting with Consortium.	Aldi is driving this, we can only influence . Once decision is made then high involvement required	Ongoing discussions with Aldi	2021
5c	Millworth Lane Recreation Ground	R&A Committee Laurie James	Work partially completed waiting for full written proposal for takeover and mangement of site	Legal issues then rapid deployment with little involvement	Lease received and set to solicitors Head partnership	Q4 2019
	On hold but could be restarted at any time (d)					

	Other (e)		
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1e	Three Mile Cross Playground and linked to this is: The nacent Green Space at Taylor Wimpey's "South of Church Lane" development - to be made to Parish Council specification instead of Allotments. e.g. Tables and benches etc around flat turfed area, adjacent to the LEPA.	R&A Committee Darrell Lias Nigel Boyer	Possible relocate and re-equip	Allocate to Nigel and Darrell to progress	Progressing with plans developed by WBC	Q4 2019
2e	Mereoak pedestrian crossing	Planning Andrew Grimes	Pedestrian crossing.	WYG prepearing a traffic survey.		Q4 2020
	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		

2f	Chapel Lane Pre-School (scoping stage)	CSC WP Ian Montgomery	Discussion taken place they wish to expand in new building question over term time only to be resolved	CSC remit		
	Ongoing with Cllr lead (g)					
2g	Village Speed Limits	R&A Committeee Darrell Lias	Include Pedestrian access from Shinfield Meadows as further support for a 20 miles past the school and 30 mile from Shinfield Meadows vehicular access all way through village.	Darrell as lead		Q4 2019
3g	Village Gateway signs	R&A Committeee Darrell Lias	Clerk written to WBC re Twyford allowed village gates but not shinfield	Integrate with speeding 2g	Once hear from WBC re village gates can plan.	Q4 2019
	TASKS					
	Within committee remit (h)					

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	Q2 2019
4h	Create maps of SANG walks for all abilities and parents with pushchairs	CSC WP Eddie Brown	In progress with SPVG and WBC. Ian Young aware. Request to add in signs to local amenities ie to shops etc.	CSC remit	Langley Mead is complete. Other SANG walks onging.	Q4 2019

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 childer 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 management of WBC land	R&A Committee Ian Clarke Laurie James	New Project waiting for further details of requirements	Longterm project		
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	Longterm project and merge with 1i above		
3i	Development of Parish Brand	Communication & Policies WP Andrew Grimes	Development of improved Parish Brand and better communication with residents	C&P remit		
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	Q3 2019
	Allocated to Staff (j)					

2j	School Green Upgrade	R&A Committee Ian Clarke	Make plan for School Green improvements	Luke to progress with N Boyer	Replaceemnt Oak to be planted in National Tree week in Nov 2019	Q4 2019
	Allocated to Clerk/Office (k)					

2k	Property Ownership	Mike Balbini	Clerk to ascertain all SPC property is properly registered with Land Registry	Remit of Clerk / asset management	16 April 2019 Land registry sent off	Q4 2019
	SPC funded with limited involvement/resourse required as will pass to a contractor (l)					
1l	Parish Footpaths	Ian Young	On-Going sub contracted to Ray Sharp and Ian Young	SPC allocate funds but work carried put by others. limited involvement required		

	COMPLETED OR NEARING COMPLETION (m)					
1m	Air Polution Equipment	Laurance James	Waiting decision	Completed apart from allocation of schools	16 April 2019 Locations agreed	Q2 2019

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 April 2019 Completed	Completed
3m	New CCTV for sites	R&A Committee Ian Clarke	Estimates agreed DCS appointed as contractors, insatltrs	Awarded to DCSC	16 April 2019 Completed for office and SWP. Now doing Millworth lane	Q4 2019
4m	S.H.I.N.E (Some Health Issues Need Effort) exercises etc for the over 60's in Shinfield	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 April 2019 Completed	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 required works	Funding only- limited involvement/resource required	Almost complete. Jane has visited to check how grant was spent.	Q3 2019
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	Q2 2019
1d	Hartley Court Allotments	R&A Committee Ian Clarke	Consider Affordable Homes built by SPC	Place on hold. We can restart at any time		
1k	Office management	Mike Balbini	Review on-going specific staff responsibilities, training and development	Remit of Clerk		Q4 2019
1h	Newsletter re OAP/Toddler Groups	CSC WP Eddie Brown	In progress. Contributors invited	CSC remit	Completed	Q3 2019

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	Q2 2019
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	REMOVED FROM LIST (n)					
1n	SOS Save our Villages	SOS Andrew Grimes	On-Going project but at early days needs more integrated marketing approach	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 controversial name	C&P remit		
4c	Empty Bungalows at Ryeish Green	Ian Clark Development Board possible acquisition by SPC and refurb	Look at acquisition 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