

Minutes Approved on:	
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DRAFT

Minutes of a meeting of the Development Board held on Wednesday 8 August 2021 at the Spencers Wood Pavilion commencing 19.30 hrs.

Present: Cllrs N Boyer, E Brown, I Clarke, A Grimes (Ch), L James, I Montgomery, D Peer
 Attending: M Balbini (Clerk) (By Zoom), J Skidmore (Committee Secretary), Kouy Young (Deputy Clerk)

21/DB/22 Public Questions

There were no public questions.

21/DB/23 Apologies and declarations of members' interests

23.1 Apologies were received from Cllr. Lias. Cllr. Jahromi was not present.

23.2 There were no declarations of members' interests.

21/DB/24 Minutes of the Previous Meeting

24.1 The minutes of the Development Board Meeting held on 9 June 2021 were **APPROVED** as an accurate record of the meeting and signed by Cllr. Grimes.

Proposed: Cllr. Brown Seconded: Cllr. Clarke Unanimously agreed

24.2 Actions from previous minutes:

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 on the eastbound side.

The Deputy Clerk confirmed that she had been in contact with Reading Buses but was awaiting further information.

17.1c Clerk to chase the asset board minute regarding value for money for Deardon Field and Ryeish Pavilion swop as SPC's Solicitor had requested assurity that this was a valid deal.

The Clerk noted that there had been no movement and undertook to write to Susan Parsonage, Chief Executive, WBC to try and get resolution on the issue.

The Clerk confirmed that he had circulated the WBC property asset list to members for information.

5 5h Cllr Montgomery to arrange a survey of youths in the parish to understand their needs in respect of the community centre.

Cllr. Montgomery confirmed that this would be progressed once the parish youth club had resumed.

11 1a SPC to look to negotiate freehold of the community centre site with the University of Reading.

Cllr. Grimes confirmed that he had spoken to Nigel Frankland, UoR who had indicated that negotiation of the freehold would be possible.

11 3a Cllr. James to present options for the operations and buildings management of the community centre to R&A

Cllr. James noted that he was working with Cllr. Clarke on the sports strategy in conjunction with SPC staff to gather quotes for maintenance work that needed to be carried out. Cllr Clarke was meeting with a sports consultant to obtain advice on how to best utilise the sports grounds in the parish. Cllr. James was working with the Clerk regarding staffing for the new facilities. A discussion had taken place with Mark Redfern WBC who had informed SPC that Red Kite had accepted that service charges could be made for their usage of the new community hall and that SPC would be raising a charge of approximately £25k in respect of library to WBC subject to final agreement.

The Clerk and Cllr. Clarke were scheduled to meet with a representative of WBC to discuss charges for sports facilities. The Sports Strategy group and Facilities Manager would also be invited to attend.

It was noted that the relationship with Stern Consultancy was now complete. The Clerk undertook to obtain a report from them on communication with those that had tendered unsuccessfully for the café.

11 5c Millworth Lane: project plan to be updated to reflect that SPC was awaiting the engrossed lease

Recreation and Amenities Committee review the investment plans for the site.

It was noted that the lease for Millworth Lane was now complete.

Cllr. Clarke confirmed that a review of the investment plans was ongoing.

11 1d Cllr. Montgomery to identify a contact at AWE to assist with explaining what the extended EPZ meant for development in the parish.

Cllr. Montgomery noted that a planning contact at AWE had confirmed that all site development was channeled through WBC.

11 3d Cllr. Lias to investigate how to get the asset at TMX onto the community asset register.

This item was noted as outstanding.

11 2g Cllr. Grimes to speak to WBC regarding the possibility of SPC funding/co-funding speeding measures.

Cllr. Grimes confirmed that discussions were ongoing with WBC on how to address speeding measures.

11 2k Deputy Clerk to update the committee on progress made to date with the property ownership project.

This item was noted as ongoing but currently on hold due to SPC staff preparing to transfer to the new community centre. The Clerk was not able to commit to a completion date due to the complex nature of the work.

It was **AGREED** that a schedule detailing the land parcels involved in the land registry project and their status would be compiled and presented at the next Development Committee.

17 3e Clerk to contact Cllr Narayanan to understand what progress had been made with the Future Shinfield project acknowledging that she was currently overseas.

The Deputy Clerk confirmed that Cllr. Narayanan was due to return from overseas shortly and was aware of the need to progress her work on the Future Shinfield project.

17 3g Clerk to contact Ashley Waite, WBC to find out how to obtain signs and village gates and whether planning permission was required for village gates.

The Clerk confirmed that Cllr. Lias was progressing this item and that it was being managed through the Planning and Highways committee.

24.3 Matters Arising

There were no further matters arising.

21/DB/25 Major Projects

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

1a Community Centre Construction:

Cllr. Grimes gave an update on the community centre construction noting the following points:

- SPC was currently awaiting submission of a revised work programme which was 11 weeks behind schedule due to a nationwide lack of labour resource. Cllr. Grimes expressed his intention for the community centre be open by Remembrance Day of which he had advised the contractors.

The Clerk highlighted the license to Occupy and Provision of Café Facilities noting that the solicitor had raised some questions. Members discussed the commercially sensitive matters raised at length.

It was **AGREED** that Cllr. James, the Solicitor and Clerk work together to finalise the license.

Negotiations are taking place with Hughes family on how best to commemorate Peter Hughes (former Chair) within the new community centre.

5c Millworth Lane:

The Clerk confirmed that he had instructed Quadriga Health and Safety to inspect the Millworth Lane Pavillion who believe that the building was not fit for purpose after their initial consultation. A survey would be carried out detailing a programme of works required which SPC would need to obtain costs for. The building had been sealed off and temporary toilets installed for club use.

A further electrical inspection is also due to be carried out to ascertain the safety of the electrical works currently in place at the pavilion and throughout the grounds

The Clerk undertook to circulate the report to Cllr. James and Cllr. Clarke once in receipt of it.

3d Three Mile Cross Asset Update

Cllr. Grimes noted that SPC had been asked to consider an opportunity in connection with a local asset.

It was **PROPOSED** that AOC be instructed to research the opportunity and that a budget of £10k be set aside for this purpose.

Proposed: Cllr. Peer

Seconded: Cllr. James Unanimously Agreed.

21/DB/25 Covid -19 Memorial

Cllr. Peer undertook to generate a proposal for a memorial for victims of the pandemic.

21/DB/26 New Bids

The Clerk confirmed that no new bids had been received.

21/DB/27 Correspondence

There were no items of correspondence.

21/DB/28 Next meeting Date: 10 November 2021.

The meeting ended at 9:50pm

Ref	Action	Action by
28.1 7h	Clerk to contact Reading Buses to arrange for a flag to be sited at the bus stop on Brookers Hill Eastbound. – In progress	Deputy Clerk
17 1c	Clerk to contact Susan Parsonage, WBC to try to get resolution on the land swop issue.	Clerk
5 5h	Cllr Montgomery to arrange a survey of youths in the parish to understand their needs in respect of the community centre once youth clubs had resumed.	Cllr Montgomery
11 1a	SPC to look to negotiate freehold of the community centre site with the University of Reading once the building is complete – In progress	Clerk
11 3a	The Clerk undertook to obtain a report from Stern Consultancy on communication with those that had tendered unsuccessfully for the café	Clerk
11 5c	Recreation and Amenities Committee review the investment plans for the site.	Cllr. Clarke
11 3d	Cllr. Lias to investigate how to get the asset at TMX onto the community asset register.	Cllr. Lias
11 2k	Schedule detailing the land parcels involved in the land registry project and their status to be compiled and presented at the next Development Committee.	Deputy Clerk
5c	Clerk to circulate Quadriga report once received to Cllr. James and Clarke	Clerk