

Minutes Approved on:	
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Minutes of a meeting of the Development Board held on Wednesday 7 April 2021 by Zoom videoconference, commencing 19.30 hrs.

Present: Cllrs N Boyer, I Clarke, A Grimes (Ch), D Peer and D Lias
Attending: K Young (Deputy Clerk), J Skidmore (Committee Secretary)

21/DB/8 **Public Questions**
There were no public questions.

21/DB/9 **Apologies and declarations of members' interests**

9.1 Apologies were received from Cllr Brown.

9.2 There were no declarations of members' interests.

21/DB/10 **Minutes of the Previous Meeting**

10.1 The minutes of the Development Board Meeting held on 13 January 2021 were **APPROVED** as an accurate record of the meeting and signed by Cllr. Grimes.

Proposed: Cllr. Peer Seconded: Cllr. Lias Unanimously agreed

10.2 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 the matter was being reinvestigated and that she was awaiting a response.

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

Cllr. Grimes confirmed that a difference in the value of the land parcels involved in the planned swap had been identified which created a legal issue. A solution had been proposed to the solicitor and a response was awaited as to whether it was considered viable.

5 2h Cllr Brown to send current details of parish activities to administrator for website.
This item was noted as ongoing.

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

respect of the community centre.

This item was noted as ongoing.

5 1l Clerk to send responses from landowners to Cllr. Brown in respect of stiles

This item was noted as ongoing.

5 5a Nigel Frankland to give presentation on 11 March to replace Development meeting.

This item was noted as complete.

1d Hartley Court Allotments to be moved on the Major Projects list from completed

This item was noted as complete.

10.3 Matters Arising

There were no further matters arising.

21/DB/11 Major Projects

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

1a Community Centre Construction:

Cllr. Grimes confirmed that completion of the Shinfield Community Centre was approximately two weeks behind schedule. A program update was due to be given on 13 April at a meeting with the contractors.

It was **AGREED** that SPC should look to negotiate freehold of the community centre site with the University of Reading.

2a External Storage

Cllr Grimes noted that external storage would be given further consideration as building of the hall progressed.

3a New Community Centre Management:

Cllr. Grimes confirmed that the management group were seeing progress with all four workstreams.

Cllr. Boyer noted that progress was being made with community engagement. A longlist of suggested names for the community centre would be presented to Council later in April. The next newsletter had been drafted and was currently under review and a social media plan was being developed by Cratus with input from SPC staff.

Cllr. Peer confirmed she had met with the catering consultants to review four tenders submitted for the provision of catering in the community centre. Scoring of the tenders had identified two frontrunners.

It was **AGREED** that Cllr. James should present options for the operations and buildings management of the community centre to the Recreation and Amenities Committee.

5a High Copse Sports Hub:

Cllr Clarke confirmed that this project was due for completion in 2023. The committee were reminded that consideration needed to be given to alternatives to football pitches. Thought also needed to be given to how the sites would be managed by SPC.

6a Spencers Wood Recreation Ground

Cllr. Clarke confirmed that he was in the process of obtaining quotes for the provision of facilities at the recreation ground but that due to a change in the procurement process this may take longer than first anticipated.

The Deputy Clerk noted that some of the gym equipment in park needed maintenance.

1b Spencers Wood Village Hall

It was confirmed that Cllr. Brown was currently maintaining this relationship.

2c Deardon Field Allotments:

This item was noted as complete.

3c Village Centre Development

Cllr. Grimes confirmed that he and AOC were attempting to establish contact with the consortium to obtain an update on plans for the development of the village centre.

It was **AGREED** that SPC would consult with Nigel Frankland, UoR, regarding ownership of land sited between the health centre and Beke Avenue.

5c Millworth Lane:

Cllr. Clarke confirmed that the Caravan had been removed from the site and that electricity had been disconnected in the pavilion.

It was requested that the project plan be updated to reflect that SPC was awaiting the engrossed lease and that the Recreation and Amenities Committee review the investment plans for the site.

1d Hartley Court:

It was requested that this item be updated to reflect the issue of whether housing could be built on the site due to its location within the AWE Emergency Planning Zone.

1e Three Mile Cross Playground

Cllr. Lias confirmed that a planning application had been submitted to WBC by developers in respect of the junction at Church Lane. It was anticipated that plans to extend the Three Mile Cross playground would go ahead negating the loss of the playground currently sited at Church Lane.

2e MereOak Pedestrian Crossing:

It was noted that Reading Buses now stopped at the Hartley Court turning point which provided access to buses for residents without the need to reach the MereOak Park and Ride.

3e Shinfield Future View

Cllr. Grimes confirmed that an update would be presented by the working party at the April Council meeting.

3d Three Mile Cross Asset Update

Cllr. Lias gave an overview of the lessons learned document compiled by the Asset Working Party which had been circulated to Council members. It was **NOTED** that the property in which SPC had been interested had not yet sold. Cllr. Lias undertook to investigate how to get the asset onto the community asset register.

1f After School Clubs

There was no update on this item.

3g Village gateways

This item was noted as ongoing.

2g Speed limits

Cllr. Lias noted that no formal action had been taken on speeding and that further discussions were required with Andy Glencross, WBC regarding this and the village gates.

Cllr. Grimes undertook to ask WBC about the possibility of SPC paying for or co-funding speeding measures.

Cllr. Lias confirmed that he had not yet received feedback from Motion on vehicle access on Hollow Lane.

2h Community Activity Page to be Added to the Website

The Deputy Clerk confirmed that this item remained in progress.

4h Maps of SANG walks

The Deputy Clerk confirmed that Cllr. Brown was awaiting completion of Ridge Sang before producing further maps and focusing on producing history walks in meantime.

5h Youth Provision

There was no update available on this item.

6s Pre-School Voluntary Groups

There was no update available on this item.

7h Disabled Facilities

There was no update available on this item.

1i Taking over Management of WBC Land

Cllr Clarke confirmed that Taylor Wimpey would be creating two football pitches and creating an orchard later in 2021.

Cllr. Grimes confirmed that Taylor Wimpey had offered land at the junction of Deardon Way and Church Lane to SPC.

2i Pride in Parish

Cllr. Clarke noted that a meeting would be held next week to look at sites for further bulb planting which he hoped the University of Reading would pay for.

3i Development of Brand

It was noted that work on this would not take place until Q4 2021 at the earliest.

5i Community Integration Roadshow

It was suggested that Cllr. Brown may wish to consider combining this event with the opening of the Community Centre.

2k Property Ownership:

The Deputy Clerk was asked to report back to the committee what progress had been made on this project.

6i Cycle Path Signs

It was confirmed that Cllr. Brown had issued a draft report on cycle path signage.

1l Parish Footpaths

The Deputy Clerk undertook to replace the title of this project with 'Parish Footpaths Surfacing and Gates' and to note that SPC would allocate funds as requests for works were submitted.

1N Air Pollution Equipment.

It was **AGREED** that Cllr. James would provide an update on the air pollution monitoring in the parish.

3m CCTV

The Deputy Clerk undertook to discuss the status of CCTV on Millworth Lane with the Clerk.

11.2 The Deputy Clerk undertook to ensure that where projects were completed actions were removed from the list.

11.3 It was **AGREED** that a waiver was required as part of the procurement process to account for circumstances where SPC wished to employ an embedded contractor.

21/DB/12 Correspondence

There were no items of correspondence.

21/DB/13 Next meeting Date: 7 June 2021

The meeting ended at 9:25pm

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.	Clerk
17 1c	Clerk to chase the Deardon Field and Ryeish Pavilion land swop lease with the solicitors.	Clerk
5 2h	Cllr Brown to send current details of parish activities to administrator for website.	Cllr. Brown
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
5 1l	Clerk to send responses from landowners to Cllr. Brown in respect of stiles	Clerk
1a	SPC to look to negotiate freehold of the community centre site with the University of Reading.	Clerk
3a	Cllr. James to present options for the operations and buildings management of the community centre to R&A	Cllr. James
3c	SPC to speak with Nigel Frankland, UoR regarding ownership of land between the health centre and Beke Avenue.	Clerk
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.	Clerk Cllr. Clarke
1d	Project plan to be updated to reflect the issue of whether housing could be built on the site due to its location within the AWE Emergency Planning Zone.	Clerk
	Cllr. Lias to investigate how to get the asset at TMX onto the community asset register.	Cllr. Lias
2g	Cllr. Grimes to speak to WBC regarding the possibility of SPC funding/co-funding speeding measures.	Cllr. Grimes
2k	Deputy Clerk to update the committee on progress made to date with the property ownership project.	Deputy Clerk

1l	Deputy Clerk to replace title of this project with 'Parish Footpaths Surfacing and Gates' and to note that SPC would allocate funds as requests for works were submitted.	Deputy Clerk
1n	Cllr. James to provide an update on air pollution monitoring in the parish	Cllr. James
11.2	Deputy Clerk to remove actions where projects have been completed.	Deputy Clerk
3m	Deputy Clerk to discuss CCTV at Millworth Lane with the Clerk	Deputy Clerk
11.3	Procurement process to include waiver for occasions when an embedded contractor would be used.	Clerk

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