

Minutes of a meeting of Full Council
Held on Wednesday, 28th June 2023
At School Green Centre commencing at 19:30

Present: Cllrs Boyer, Clarke, Grimes, Jahromi, James, Jones, Masseron, Montgomery, Peer and Tatla

Attending: BCllrs Glover, Gray & Rance*
B Winton (Clerk), S Herring (Deputy Clerk)
4 members of the public

23/69 Public Questions

69.1 There were no public questions

23/70 Apologies and declarations of Members' Interest

70.1 Apologies had been received from Cllr Lias
Apologies had been received from Borough Cllrs Munro & Johnson

70.2 There were no declarations of members' interests

70.3 There were no changes to members' declarations of pecuniary interests

23/71 Minutes of the Previous Meeting

71.1 The minutes of the meeting held on 17th May 2023 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr Montgomery
Seconded: Cllr Tatla
Approved: Unanimously

71.2 The following matters arising were discussed:

23/57.2 23/42.2 Clerk to provide a list of schools he intends to visit.

The Clerk advised that he hoped to visit Emmbrook, St Crispin's, Oakbank and Bohunt.

ACTION – Clerk to request numbers of Shinfield Parish Council (SPC) pupils attending named secondary schools in Workingham Borough Council (WBC) and outside of WBC

23/57.2 23/42.2 BCllr Rance to investigate whether there was a budget available for officers to travel to meetings in the borough

BCllr Rance reported that she had now received a response from Giorgio Framalitto, Director of Place and Growth and had been advised that Shinfield Parish Council (SPC) could invite a member of the WBC staff to attend the newly formed Arts, Culture and Events Committee.

As a new Director, Mr Framalitto stated that he was keen that positive communication was in place between WBC and the parishes.

23/57.2 23/42.2 Clerk to obtain details of the new policing areas and to invite the Police and Crimes Commissioner to talk to SPC at a future meeting

The Clerk advised that Thames Valley Police had recently announced that they had decided to reduce from 11 to 5 local policing areas (now to be called Local Command Units). According to the press release: "All 108 neighbourhood teams will remain in place as before, with additional officers in many parts of the Thames Valley."

TVP claim that the move to a five-area command model will:

- Strengthen neighbourhood policing
- Protect vulnerable people
- Respond to demand
- Protect our workforce

23/58.4 Clerk to plot on a map current bin locations and who owns them

This has not been started and will be harder to achieve compared to the street lamp mapping which was derived from information WBC already had.

ACTION - Clerk to plot on a map current bin locations and who owns them

23/61.1 Clerk to arrange for Ryeish Green Pavilion to be advertised for sale

This was on the agenda

- 23/62.1 Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James
- This was on the agenda
- 23/64.1 Clerk to contact WBC that the decision on a request from WBC requesting the use of SPC CIL money for the bus route be deferred until further information was provided
- This was on the agenda
- 23/62.2 Clerk to respond to WBC that SPC were not prepared to fund the work on Hyde End Lane Footpath on the basis requested
- This had been done

23/72 Annual Accounts and Annual Governance and Accountability Return – Year ending 31st March 2023

- 72.1 Members noted the Internal Audit Report
- 72.2 Members approved the Financial Statement for year ended 31st March 2023

Proposed: Cllr Peer
Seconded: Cllr Montgomery
Approved: Unanimously

19.42 *BCllr Rance arrived

- 72.3 Members approved Section 1 – Annual Governance Statement 2022/23

The Chairman read out declarations 1-9 and all Councillors acknowledged their responsibilities. The Chairman and Clerk signed Section 1 of the Annual Governance and Accountability Return (AGAR).

ACTION – Clerk to display notice from 3rd July for 30 days

- 72.4 Members approved Section 2 – Accounting Statements 2022/23

The Clerk submitted a signed version of Section 2 of the AGAR return which was approved by Councillors and then signed by the Chairman.

Proposed: Cllr Tatla
Seconded: Cllr Peer
Approved: Unanimously

ACTION – Clerk to display notice from 3rd July for 30 days

- 72.5 Members noted the Notice of public access to AGAR

ACTION – Clerk to display notice from 3rd July for 30 days

23/73 Future Council Strategy

- 73.1 The Clerk talked through a presentation that had previously been circulated outlining a draft proposal for a four-year strategy based on the acronym 'SHINE'

S - Safer
H - Healthier
I - Interesting
N - Neighbourhoods
E – Engaging with Everyone

Members agreed that it was good to provide a focus on what the council was already doing and planned to do. Making the parish more 'accessible' was a positive way forward. However, it was felt that more work was needed in the area of 'Engagement'. It was agreed that a working party should be set up to work on this area that should involve WBC.

ACTION – Clerk to set up a working party for 'Engagement'

23/74 Reports

74.1 Reports from Borough Councillors

Members **NOTED** the written reports from Borough Councillors Gray, Glover, Munro & Rance

74.2 Questions for Borough Councillors

There were no questions for the Borough Councillors

74.3 Minutes of Facilities Committee 7th June 2023

Cllr Clarke gave the following update:

- Election of Vice-Chair was still outstanding
- Spencers Wood MUGA was now completed
- Youth Club was going well at Spencers Wood. North Shinfield Youth Club was now meeting at St Barnabas Hall
- Millworth Lane toilets – issue of flooding from Langley Mead, awaiting more advice on how to proceed
- Hyde End Lane – residents do not want two additional football pitches. WBC have said this can't be changed and do not seem to understand the issues with traffic and parking in such a narrow lane
- Timeline in the School Green Centre has been well received

Members **NOTED** the minutes of the Facilities Committee meeting held on 7th June 2023.

20:17 BCllr Rance left the meeting

74.4 Minutes of the Arts, Culture and Events Committee 8th June 2023

Cllr Tatla gave the following update:

This had been the first meeting of this committee. The Committee discussed the following:-

- Identifying ways to move forward
- Ways to add value to SPC residents
- How to create links with groups in the parish
- Using the umbrella brand 'Made in Shinfield' to promote Arts and Crafts
- The intention was to start small and do events well
- Cllr Masseron and Clerk had attended the Wokingham Arts & Culture Forum
- Nicola Peacock, WBC would be attending the meeting on 3rd August to discuss ideas

Members **NOTED** the minutes of the Arts, Culture and Events Committee meeting held on 8th June 2023.

74.5 Minutes of the Planning & Highways Committee 14th June 2023

Cllr Montgomery reported that notices had been displayed publicising the speed reduction from 40mph to 30mph along Basingstoke Road and Hyde End Road (up to Dobbies Garden Centre). Objections had to be received by 29th June 2023.

ACTION – Clerk to obtain a copy of the notice and display on the SPC website

Members **NOTED** the minutes of the Planning and Highways Committee meeting held on 14th June 2023

74.6 Working Parties

School Green Working Party:

The Clerk and Facilities Manager had discussed the improvements to the School Green with Cllr Clarke and it was decided to proceed with individual elements of the overall project rather than trying to achieve it as one overall project. This would allow for the deterioration of the bollards in recent months to be addressed.

Traffic Working Party:

Cllr James reported that proposals had been shared with WBC, with the intention that a discussion meeting be held by the end of July.

ACTION – Clerk to ensure that WBC have arranged the meeting

Sports Working Party:

Cllrs Clarke and James, the Clerk and Facilities Manager had met with the University of Reading (UoR) and following those discussions had drafted an initial sports strategy document. Further discussions will be held to make Borough Councillors aware of the proposals. The meeting would be taking place on Tuesday, 4th July at 14:00. If Borough Councillors were unable to attend the Clerk was prepared to discuss the proposals with each councillor individually.

74.7 Chairman's Report

Cllr Grimes reported that:

- He had attended the opening of Green Park Station with the Clerk as a section of the station is in the Parish of Shinfield
- A plaque would be added to the Kissing gate on Basingstoke Road in memory of Cllr Eddie Brown
- Carol Hughes had died. Carol had been a Parish Councillor and was the widow of Peter Hughes, former Chairman of the Parish Council
- SPC had declined to pay WBC £118,000 towards bus services until such time as additional information was provided by WBC. WBC had since received £400,000 of government funding towards bus services.
- Beke Avenue is due to open to traffic soon and landscaping of the current road between the School Green Centre and the Medical Centre will take place.
- The opening of Beke Avenue will trigger for the work on Lidl to commence
- St Mary's Church Fete took place on the Village Green on Saturday, 24th June, and SPC needs to have more of a presence at the event next year
- Hedges on Hyde End Road will need to be cut back to enable a footpath to be constructed along the side of Shinfield Nursery School
- Spencers Wood Village Hall – accounts have been submitted and delivered to the Charities Commission
- Rededication of RAF memorial has taken place and was attend by Cllrs Montgomery and Tatla and the Clerk. The memorial was now mounted on a plinth.

74.8 Reports from Outside Bodies

There were no reports from outside bodies

23/75 Sports and Recreation Items

75.1 3G Pitch

The Clerk advised that he had sent a letter to WBC proposing the site north of MereOak Park & Ride as a possible location for a 3g pitch location. A response had been received from WBC rejecting the idea for a number of reasons including the need to provide changing facilities, the pitch was not funded and the site lay within the DEPZ. On a more positive note was the suggestion that WBC “would be willing to jointly engage in discussions with the Parish and the University to consider the most appropriate strategy for the needs of the community.”

75.2 Manor Ground – Lease

The Facilities Committee will review the Manor Ground lease at the meeting to be held on 5th July and will report back to Full Council for approval.

ACTION – Manor Ground Lease to be on the agenda of the next meeting

23/76 Ryeish Green Pavilion

76.1 The Clerk reported that he was awaiting some information from WBC and it was anticipated that Ryeish Green Pavilion would be put on the market next week. This will ensure that the Council receives the best price for the land.

ACTION – Clerk to arrange for the Ryeish Green Pavilion to be put on the open market for sale

23/77 Land Issues

77.1 Land sale/transfer

The Clerk has yet to arrange the meeting with Craig Hoggeth to discuss any sale, lease or transfer of land between WBC and SPC

ACTION – Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James

77.2 Community Space in the north of the parish

A very positive response had been received from Whiteknights School and both sides felt they were ready to set up a small working party to discuss the fine details. Potentially this would be a very useable space that would be available to residents for use and hire, with that aspect likely to be managed through SPC.

77.3 Car Park

When the car park in front of the Shinfield View Care home was built, SPC had agreed to transfer ownership to the then Wokingham District Council (1988). SPC was a significantly smaller organisation then and it would have been the correct decision to take. However, with the building of the School Green Centre the issue of car parking has become more important to SPC. SPC have requested the car park be transferred back to them but WBC have declined.

Cllr Jahromi requested to see the minutes relating to the car park transfer.

ACTION – Clerk to produce minutes relating to the car park for Cllr Jahromi

23/78 School Green Centre

78.1 Update from Cllr Grimes

Cllr Grimes reported on the following:-

- Courtyard work was now complete
- 'School Green Centre' signage was due to be installed on 7th July
- Final settlement had been agreed and was on the agenda for approval
- Shinfield Studios ("Commonwealth") were proposing to vary the S106 funding with WBC and invest a significant contribution to SPC for a cinema at the School Green Centre. This would assist to fill a void in bookings on a Friday at the SGC whilst offering an entertainment space for residents and would assist the studios with a public access issue to a film studio on their site.
- UoR land south of Beke Avenue and northwest of Shinfield Medical Centre may be available for additional parking

Members were in agreement for the chairman to continue to negotiate a proposal with Shinfield Studios for a cinema at the School Green Centre

Proposed: Cllr Montgomery
Seconded: Cllr Peer
Approved: Unanimously

23/79 CIL Funding

79.1 Bus Route

The Clerk had replied to WBC on the basis of members decisions at the last Full Council meeting. SPC were open to discussion with WBC subject to the provision of additional information, but none had been forthcoming.

79.2 Hyde End Lane Footpath

Discussed at 71.2 (23/63.2)

79.3 Summary of S106 and CIL income and expenditure from 2019-2021

This is a document the Clerk had produced summarising three years of Infrastructure Funding Statements prepared by WBC. Over that period it would suggest the CIL and S106 receipts for WBC generated from developments in the parish was £39m more than was spent in the parish. For the rest of Wokingham the income was £21.8m less than expenditure.

79.4 Post 16 Education

Discussion took place regarding the lack of post 16 education in the parish and the continuing rise in the cost of transport for parents. The intake for the existing Oakbank School could improve if there was a 6th Form available, enabling pupils in the parish to be able to walk or cycle to school thus reducing the need for transport and enabling them to attend after school events. The newly built Bohunt School had been oversubscribed due to new developments in Arborfield resulting in SPC children not being able to access the places.

Due to the sums of money WBC had received from developments in the parish, members felt strongly that the parish was being marginalised considering that 10% of WBC population resides in the parish and are considering whether involvement of the national press could put pressure on WBC.

ACTION – Clerk to set up an Education Working Party to explore further

23/80 Correspondence

80.1 The Edmund Godson Charity

Members noted the report submitted

23/81 Invoices for Payment

81.1 Members NOTED the following payments:-

- Payments made within the Clerk's financial delegation
- Payments made on Barclaycard within the Clerk's financial delegation

Members APPROVED the following payments:-

- Payments due to be made that were outside the Clerk's financial delegation

Proposed: Cllr Montgomery
Seconded: Cllr Tatla
Approved: Unanimously

23/82 Date of Next Meeting

82.1 The date of the next meeting is Wednesday, 26th July 2023.

The meeting ended at 21:41

List of Actions

23/71.2 23/57.2	Clerk to request numbers of Shinfield Parish Council pupils attending named secondary schools in Wokingham Borough Council and outside of WBC	Clerk
23/71.2 23/58.4	Clerk to plot on a map current bin locations and who owns them	Clerk
23/72.3	Clerk to display notice of Section 1 – Annual Governance Statement 2022/23 from 3 rd July for 30 days	Clerk
23/72.4	Clerk to display notice of Section 2 - Annual Governance Statement 2022/23 from 3 rd July for 30 days	Clerk
23/72.5	Clerk to display notice of public access to AGAR from 3 rd July for 30 days	Clerk
23/73.1	Clerk to set up a working party for 'Engagement'	Clerk
23/74.6	Clerk to ensure that WBC have arranged a meeting for the Traffic Working Party	Clerk
23/75.2	Manor Ground Lease to be on the agenda of the next meeting	Clerk
23/76.1	Clerk to arrange for the Ryeish Green Pavilion to be put on the open market for sale	Clerk
23/77.1	Clerk to arrange a meeting with Craig Hoggeth (WBC) and Cllr James	Clerk
23/77.3	Clerk to produce minutes relating to the car park for Cllr Jahromi	Clerk
23/79.4	Clerk to set up an Education Working Party to explore further	Clerk