

To all members of Shinfield Parish Council

Notice is hereby given and you are summoned to attend a meeting of the Full Council on THURSDAY 24th November 2022 at the School Green Centre, commencing 19.30



Bruce Winton
Parish Clerk
18th November 2022

Members: Cllrs N Boyer, I Clarke, P Emmment, A Grimes, P Jahromi, L James, M Jones, D Lias, M McDowell, I Montgomery, D Peer and R Tatla.

Agenda

1. Public Questions

- 1.1 To **RECEIVE** and **CONSIDER** questions from the public

2. Apologies and declarations of members' interests

- 2.1 To **RECEIVE** and **CONSIDER** members' apologies for absence
- 2.2 To **RECEIVE** and **CONSIDER** declarations of members' interests
- 2.3 To **RECEIVE** and **CONSIDER** changes to members' declarations of pecuniary interest
- 2.4 To **RECEIVE** and **CONSIDER** co-opting Nadine Masseron as a member of Shinfield Parish Council

3. Minutes of Meeting on 20th October 2022

- 3.1 To **APPROVE** the minutes of the Full Council meeting on 20th October 2022* as a correct record of the meeting
- 3.2 To **RECEIVE** information on matters arising

4. Reports

- 4.1 To **RECEIVE** reports from the Borough Councillors* (some to follow)
- 4.2 To raise any questions to WBC via the Borough Councillors
- 4.3 To **NOTE** the draft minutes of the Recreation and Amenities Committee 13th October* and update from the Chairman of the Committee
- 4.4 To **NOTE** the draft minutes of the Planning & Highways Committee 6th October 2022* and update from the Chairman of the Committee
- 4.5 To **RECEIVE** and **NOTE** reports from Working Parties
- 4.6 To **RECEIVE** a report from the Chairman
- 4.7 To **RECEIVE** reports from outside bodies

5. **Land Swaps**
 - 5.1 To **RECEIVE** and **CONSIDER** a verbal report from the Chair of Finance & General Purposes Committee on Land Swaps
6. **New Community Centre**
 - 6.1 To **RECEIVE** and **CONSIDER** a verbal report from Cllr Grimes on the New Community Centre
7. **Invoices for Payment**
 - 7.1 To **CONSIDER** and **RESOLVE** to approve Lloyds Bank payment of invoices *
 - 7.2 To **CONSIDER** and **RESOLVE** to approve Barclaycard payment of invoices *
8. **Warm Room Update**
 - 8.1 To **RECEIVE** and **NOTE** a verbal update from the Clerk on the operation of the “Warm Room” in the School Green Centre
9. **Correspondence**
 - 9.1 To **RECEIVE** and **CONSIDER** any general correspondence
10. **Date of Next Meetings**
 - 10.1 To **NOTE** that the next Full Council Meeting is on Thursday 15th December 2022 at 7.30 p.m.

** indicates one or more attachments in support of the item*

*** indicates papers to follow*



Minutes of a meeting of
Full Council
Held on Thursday 20th October 2022
At School Green Centre commencing at 19.30

Present: N Boyer, I Clarke, P Emmet, A Grimes (Chair), L James, M Jones, D Lias,
I Montgomery & D Peer

Attending: B Winton (Clerk), S Herring (Deputy Clerk),
Gina Frost and James Phillips, Wokingham Borough Council
3 members of the public

22/91 Public Questions

91.1 Land adjacent to Bramble Cottage

A member of the public raised concerns over the owner of another property moving the boundary of that property in 2020 by approximately 3m onto highways land. An oak tree with a Tree Protection Order (TPO) in place recently had three limbs removed and the newly erected fence was enclosing a Thames Water box. Concern was expressed that mobile homes were going to be erected on this site. The Chairman explained that as a Council we had no legal powers to intervene. They were advised they could make a case to Enforcement at Wokingham Borough Council (WBC) as the house is inside the DEPZ, therefore restricting any planning permission.

ACTION – Clerk to write to WBC regarding the breach of a TPO

91.2 Community Support and Anti-Social Behaviour

Gina Frost outlined the role of the new Wokingham Borough Council Antisocial Behaviour Team (ASB) that comprises 3 senior officers and 5 ASB officers, plus 2 ASB officer vacancies. Their objectives included reducing fly tipping, abandoned vehicles, car meets, offer duty of care and have 'eyes and ears' on the ground. Gina circulated a handout giving examples of ASB cases dealt with: stop and check points for commercial vehicles, out of hours ASB issues and explained that they were working to strengthen relationships with Thames Valley Police (TVP). Future planned events were: 9/11/22 ASB themed Community Safety Partnership Networking Event 8/12/22 ASB Information event in Wokingham Town Centre

A number of local issues were raised with Gina, including:

- Recreation Lane – Spencers Wood Pavilion – kids on bikes causing misery for residents, abusive language, etc. If individuals can be identified and named then WBC and Thames Valley Police are able to take action.
- Clements Close – WBC ASB team working with housing department; including installation of CCTV. Thames Valley Police will also be involved.
- Kybes Lanes – fly tipping.
- Parking on double yellow lines blocking pavement access.
- Traffic wardens – SPC can make a request to WBC for their presence although it was advised that previous requests had been unsuccessful

The designated ASB representative for Shinfield was James who could be contacted by email: ASB@wokingham.gov.uk

ACTION – Clerk to arrange a meeting with James Phillips, ASB officer

22/92

Apologies and declarations of Members' Interest

- 92.1 Apologies had been received from Cllrs Jahromi & Tatla. Apologies had been received from Borough Cllrs Frewin, Johnson & Rance.
- 92.2 There were no declarations of members' interests.
- 92.3 There were no changes to members' declarations of pecuniary interest.

22/93

Minutes of the Previous Meeting

- 93.1 The minutes of the committee meeting of 29th September 2022 were approved as a correct record and signed as such by the Chairman.

Proposed: Cllr Emmett
Seconded: Cllr Lias
Approved: Unanimously

- 93.2 The following matters arising were covered:

56.1 – Clerk to confirm the whereabouts of the remaining SPC archives

The Clerk reported that the remaining archives were held in the store cupboard in the Grazeley Room at the School Green Centre.



65.1 – Clerk to report back to R&A committee following first meeting of Village Green Working Party

The first meeting had been very positive, and the intention was to work up the main themes into something more coherent in time to allow a formal update to the next R&A Committee

ACTION – Clerk to add to agenda for next for the R & A Committee

71.1a BCIr Johnson to provide an update on his meeting with the Police and Crime Commissioner

The planned meeting with the PCC had been cancelled and there had not been an opportunity to lay a question regarding anti-social behaviour affecting residents near Spencers Wood youth club. The promised crime references had not been forthcoming.

71.1b Clerk to identify the powers that were employed to assist in dealing with ASB in Grazeley

The Clerk advised that he had no update on this matter

ACTION – Clerk to identify the powers that were employed to assist with dealing with ASB in Grazeley

77.1 Clerk to confirm the arrangements for use of the charging posts with BP Pulse

The Clerk advised that this was still a work in progress

ACTION – Clerk to confirm the arrangements for use of the charging posts with BP Pulse

81.1 Clerk to review the policy for having Full Council meeting minutes available online (rather than by request)

The Clerk advised that National Association of Local Councils (NALC) Guidance Note LTN 5E states that signed minutes should be available for inspection at all reasonable hours. If a council has a website, it is reasonable for the minutes to be available online free of charge. The Clerk therefore recommended that the minutes of Full Council Meetings be made available online for at least the last ten years.

ACTION – Clerk to arrange for the minutes for the last ten years to be published on the Council website



81.2 Clerk to include consideration of the financial support provided to Spencers Wood Carnival on the next Finance & General Purposes Committee

This had been done.

85.1 BCllr Batth to ask WBC to provide the delay model for the pelican crossing on Shinfield Road and the Road Safety Audit for the Black Boy roundabout works

Cllr Batth's report advised that he has asked Highways to provide supplementary modelling information. A meeting was planned for 24 October.

ACTION – Cllr Batth to update at next meeting

85.8 Clerk to add the refurbishment of California Country Park to the agenda for the next Finance & General Purposes Committee

The Clerk confirmed that this had been added to the agenda of the Finance & General Purposes Committee.

86.1 Clerk to add Land Swaps to the agenda for the next Finance & General Purposes Committee

The Clerk confirmed that this had been added to the agenda of the Finance & General Purposes Committee.

22/94

Reports

94.1 Reports from Borough Councillors

Cllr Rance

Members **NOTED** the written report from BCllr Rance

Cllr Batth

Members **NOTED** the written report from BCllr Batth

Cllr Johnson

Members **NOTED** the written report from BCllr Johnson

Cllr Frewin

Members **NOTED** the written report from BCllr Frewin



94.2 **Questions for Borough Councillors**

Cllr Grimes advised that any questions should be submitted to the Clerk who would forward them to the appropriate Borough Councillor.

94.3 **Minutes of Recreation & Amenities Committee 13th October 2022**

Cllr Emmet who had chaired the meeting gave the following update:

22/RA/44.14

It was reported that only one allotment holder had chickens and that they were well kept and looked after. Bird flu was not expected to be a concern.

22/RA/68.1

Orchard Rise Allotments: concern was expressed that Taylor Wimpey had replaced the soil on the allotments with soil from a building site. Soil samples had been taken. Shinfield Parish Council continues to take the position that it will not accept Orchard Rise allotments until the soil is of a satisfactory standard.

Members **NOTED** the minutes of the Recreations & Amenities Committee meeting on 13th October September 2022.

94.4 **Minutes of the Planning & Highways Committee 6th October 2022**

Cllr Lias who chaired the Planning & Highways meeting gave the following update:

22/PC/75.3 The second gate had been installed and the ramblers had publicly thanked Shinfield Parish Council for contributing 50% of the cost.

22/PC/75.3 Clerk will send a letter before the next meeting.

Members **NOTED** the minutes of the Planning & Highways Committee meeting on 6th October 2022.

94.5 **Working Parties**

School Green Working Party: This was on the agenda.

Traffic Working Party: Cllr James advised that the first meeting had taken place and future meetings were scheduled to be held fortnightly.

94.6 **Chairman's Report**

Cllr Grimes advised of the following:

- a) He would cease to be Chairman of Spencers Wood Village Hall within the next two weeks
- b) Farmers Market worth considering for School Green Centre
- c) He had written to the University of Reading about the intended location of the screening cinema
- d) Consultation had taken place with Paul Fishwick and Rebecca Brookes regarding the future of the bus service. The Number 3 service will need to be retendered. This route currently makes money from Reading to School Green but the service to Wokingham is less viable. The buses servicing the schools are full and additional capacity is needed at school times. Shinfield Parish Council will continue to be closely engaged in the discussions to help achieve the best possible services for the parish. Bus stop signage needs changing to reflect the current bus routes. Shinfield Parish Council needs to campaign through the newsletter and social media 'use it or lose it'.

It was NOTED that there would be no financial commitment from SPC.

ACTION – Clerk to arrange promotion of bus routes in Parish Newsletter

94.7 **Reports from Outside Bodies**

There were no reports from outside bodies.

It was NOTED that a surgery had taken place in Shinfield North and the School Green Centre. The CAB in Shinfield North had been well received.



22/95

Land Swaps

- 95.1 It was reported that this was on the agenda for the Finance and General Purposes Committee meeting to be held on 27 October 2022.

22/96

Safer Neighbourhoods

- 96.1 The Clerk provided a summary of a proposal received from a security company he had worked with previously. This would provide various elements to tackle ASB in the Parish but at a cost. It was agreed that the focus should be on developing relationships with the Wokingham Borough Council ASB Team.

22/97

School Green Centre

- 97.1 Cllr Grimes gave the following update on the School Green Centre
- Cllr Grimes advised that the defect period comes to an end on the 10th November but he was in discussion with Lifebuild regarding the resolution of the outstanding matters. Shinfield Parish Council still has the Retention sum.

ACTION – Cllr Grimes to advise further at the next meeting.

22/98

Invoices for Payment

- 98.1 Payment of the Lloyds Bank invoices was **APPROVED**.

Proposed: Cllr Lias
Seconded: Cllr Montgomery
Approved: Unanimously

- 98.2 Payment of the Barclaycard invoices was **APPROVED**.

Proposed: Cllr Montgomery
Seconded: Cllr Lias
Approved: Unanimously

22/99

Correspondence

- 99.1 There was no correspondence.



22/100

Dates of Next Meeting

- 100.1 The next Full Council Meeting was scheduled for Thursday 17th November 2022. This would however clash with WBC Full Council meeting thereby preventing the attendance of any Borough Councillors. There was a similar clash on January 19th 2023. It was agreed that the following revision to dates would take place

Thursday 17th November 2022 would now be Staffing Committee (originally 24th)

Thursday 24th November 2022 would now be SPC Full Council (originally 17th)

Thursday 19th January 2023 would now be Staffing Committee (originally 26th January)

Thursday 26th January 2023 would now be SPC Full Council (originally 19th)

All other meetings this FY remain unchanged.

As a general principle, to enable the attendance of Borough Councillors at Parish Full Council Meetings, it was agreed that the Parish Full Council Meeting date would be changed to avoid any clashes.

The meeting ended at 21:25

Minutes approved on:
Approved By:



Clerk: Bruce Winton
School Green Centre
School Green
Reading
Berkshire
RG2 9EH
Tel: (0118) 988 8220
E-mail:
clerk@shinfieldparish.gov.uk
www.shinfieldparish.gov.uk

List of Actions

- | | | |
|------|--|-------------|
| 91.1 | Clerk to write to WBC regarding a breach of a Tree Protection Order | Clerk |
| 91.2 | Clerk to arrange a meeting with the WBC ASB officer for Shinfield | Clerk |
| 93.2 | 65.1 - Clerk to add the School Green Working Party to the agenda for the next R&A committee meeting | Clerk |
| | 71.1b - Clerk to identify the powers that were employed to assist in dealing with ASB in Grazeley | Clerk |
| | 77.1 - Clerk to confirm the arrangements for use of the charging posts with BP Pulse | Clerk |
| | 81.1 - Clerk to arrange for Full Council Meeting minutes from January 2012 onwards to be available to download from the website | Clerk |
| | 85.1 - BCllr Batth to ask WBC to provide the delay model for the pelican crossing on Shinfield Road and the Road Safety Audit for the Black Boy roundabout works | Clerk |
| 94.6 | Clerk to arrange promotion of bus routes in Parish Newsletter | Clerk |
| 97.1 | Cllr Grimes to provide an update on the snagging works for the School Green Centre | Cllr Grimes |

Borough Councillor Reports

Councillor Batth

To Follow

Councillor Frewin

To Follow

Councillor Johnson

Cllr Johnson has sent his apologies for the meeting and provided the following report. He advises that due to errors within Development Control and erroneous email activities, as a Ward Councillor, he has not been receiving notifications for planning applications relating to Shinfield South until recently.

1 - As a resident I received notification of the intention to erect a 20mtr 5G mast for the Three network in Old Basingstoke Road opposite Tabby Drive. (No notification from Development Control).

I will be contending this, as Vodafone and Three (Hutchinson Telecom), are merging to share their infrastructure which removes the need for Three to have this deployment, being that Vodafone coverage from Junction 11 already serves the area. If Three insist the node is required, then there is ample space at Junction 11 to erect another mast or share existing towers. That location also negates the requirement to extend fibre connectivity from Jct 11 installations to Basingstoke Road site, which will impact the footpath and A33 between those locations.

The planned location and the supporting cabinet infrastructure, will severely impact the footpath and cycle access at that point. Parish concerns, comments would be welcome.

2 - With City Fibre also deploying assets into Shinfield using existing BT Openreach ducting, the necessity for the tower is further negated. (Both deployments are advertised as infrastructure to provide the community with superfast broadband internet access).

In commenting on City Fibres permitted planning works and their licensing, their statement that they are permitted to utilise existing OpenReach facilities, indicates there should NOT be a need for extensive new duct deployments on the Parish below the M4, where OpenReach have already included those service ducts in the major development's

I would welcome Parish comments regarding these works, as the North Shinfield arterial routes are likely to be impacted by the continued City Fibre work schedule, which is extremely fluid and unpredictable.

3 - I was recently invited to review the ongoing activities at Shinfield Studios. I can report that improvements in on site parking facilities are almost complete.

I passed the following comments to the Management Staff.

- There is a current light pollution issue facing North Shinfield residents from construction security illumination. This relates to a new block and the almost completed High Rise Parking facility. This is reported as temporary during construction.
- I noted that the campus was served by a deployment Microwave links. The statement was that this internal communications infrastructure was in place as the service requested from BT Open Reach was some way off being delivered. I made a commitment to investigate this delay. But I will now add that I will approach City Fibre to enquire if their deployment plans included an ability to fill that gap for Shinfield Studios and speed up service availability, a much needed infrastructure item to enable the business to succeed.
- Additionally, when discussing Transport links and requirements for the business and its employees, I communicated the commitment from WBC to support the Reading Buses service. I was informed by the Studio Management, that there had been a commitment in their S106 contributions during the planning phases (prior to 2022), to financially support and maintain those public transport links.
 - I communicated this to Leadership Executives at the next Group Meeting following that visit, and was able to ascertain that just prior to my visit, Council Leadership had also received this statement. These Shinfield Studio Management statements are being investigated to identify if S106 funds had indeed been ring fenced to ensure these essential transport facilities are maintained.

Councillor Munro

Cllr Munro has sent his apologies and the following report.

The only item I would like to report is the urgent review that is taking place of the crossroad between Beech hill road and Lambs Lane - following several accidents

Councillor Rance

To Follow

Minutes of a meeting of
Recreation & Amenities Committee
Held on Thursday 10th November 2022
At School Green Centre commencing at 19.30

Present: Cllrs I Clarke (Ch), P Emmment, L James and R Tatla

Attending: B Winton (Clerk), P Gudge (Facilities Manager), S Herring (Deputy Clerk),
one prospective new councillor

22/RA/81 Public Questions

81.1 There were no questions from the public.

22/RA/82 Apologies and declarations of Members' Interest

82.1 Apologies had been received for this meeting from Cllr N Boyer, P Jahromi
and D Peer

82.2 There were no declarations of members' interests.

82.3 There were no changes to members' declarations of pecuniary interest.

22/RA/83 Minutes of the Previous Meeting

83.1 The minutes of the committee meeting of 13th October 2022 were
approved as a correct record and signed as such by Cllr I Clarke.

Proposed: Cllr P Emmment
Seconded: Cllr R Tatla
Approved: Unanimously

83.2 The following matters arising were covered:

22/RA/40.2 a) Clerk to ensure Orchard Rise allotments are only transferred to SPC
when preparatory works had been completed to an acceptable
standard. Following a meeting with Taylor Wimpey, Cllrs Clarke & Lias
and the Facilities Manager, a request was made for a deep layer of
topsoil to be laid. Taylor Wimpey had reported in that meeting that

Wokingham Borough Council had now taken this over. Cllr Emmet advised that there was a lot of surface water following heavy rain.

ACTION - Clerk to ensure Orchard Rise allotments are only transferred to SPC when preparatory works had been completed to an acceptable standard

b) Clerk to add Quarterly Report on Bookings to agenda for 10th November meeting

This is an item on the agenda.

22/RA/42.2 Clerk to arrange a Christmas tree for Spencers Wood Memorial Hall and to investigate possible sites for Shinfield North

The Facilities Manager had arranged a tree for Spencers Wood Memorial Hall.

No ideal location had been identified for Shinfield North, however, it was suggested that a Christmas Tree on Frensham Green could be put up this year as a trial. This would be evaluated for future years depending on an evaluation as to its success.

ACTION – Facilities Manager to arrange a tree for Frensham Green, North Shinfield.

22/RA/43.1 Clerk to review the grant application form to provide more information to allow members to be better informed about grant requests

The Clerk has not yet addressed this. See also later in the minutes.

22/RA/44.1 Clerk to include the provision of a tree as a memorial for Peter Hughes in the School Green Working Party plans

A potential site had been identified for a tree as part of the School Green Working Party and would be discussed later the agenda.

- 22/RA/48.2 Facilities Manager to follow up with N Frankland at University of Reading regarding permission for some preparatory works at Millworth Lane

The Facilities Manager has confirmed the process required to get formal permission and no difficulties were anticipated.

ACTION – Facilities Manager to request formal permission from University of Reading for some preparatory works at Millworth Lane

- 22/RA/57.1 Facilities Manager to liaise with the University of Reading (UoR) and Shinfield Cricket Club (SCC) to ensure the Manor Court Pavilion will be compliant with league requirements

The Facilities Manager reported that a planning application had been submitted but a variation was required to include an air source heat pump. The Cricket Club were due to visit the site to inspect the wicket. Assurances had been received from the university that it would be operational by April 2023.

ACTION – Facilities Manager to write to UoR and SCC setting out the position, as understood, and asking them to confirm.

- 22/RA/61.3 Clerk and Facilities Manager to investigate viable options for SPC having its own facility in Shinfield North

The Clerk and Facilities Manager have explored potential sites in Shinfield North but did not feel that Frensham Green would be a suitable location for such a facility. He suggested that it may be worthwhile approaching Whiteknights School to see if there was any scope for a facility within their grounds that could be used by the school during term time and by the community in the evenings, weekends and school holiday periods. Benefits may include the sharing of operational costs and existing parking. It was agreed that the Clerk should make an initial enquiry with the school

ACTION – Clerk to investigate the option with Whiteknights School

- 22/RA/62.2 Clerk to revisit the grant request with Shinfield Guides

This is an item on the agenda

- 22/RA/68.1 Facilities Manager to arrange a soil sample of Orchard Rise Allotments

Facilities Manager advised that he is waiting for the topsoil to be put down. Taylor Woodrow is doing a soil sample so there was no requirement for SPC to repeat this.

- 22/RA/73.1 Facilities Manager to monitor the progress of the MUGA works at Spencers Wood Recreation Ground

This was on the agenda

- 22/RA/73.2 Cllr Clarke to obtain a detailed quote for new toilets at Shinfield Tennis Club

The first quote had been received and was on the agenda.

- 22/RA/73.3 Clerk and Facilities Manager to develop an initial business plan for Millworth Lane post redevelopment for 10th November meeting

This was on the agenda

- 22/RA/73.4 Clerk and Facilities Manager to work with University of Reading for a consultation event to take place before Christmas 2022

The Clerk and Facilities Manager had met with Nigel Frankland from the University to discuss a joint consultation exercise on sports provision in the parish. UoR still wished to proceed with this. The Clerk was in contact with the university's Community Relations Manager (Molli Cleaver) and a possible date of 10th December was under consideration. SPC would undertake its own consultation exercise in respect of Millworth Lane at the same time.

ACTION – Clerk to confirm date with University of Reading

- 22/RA/75.2 Clerk to advise WBC Community Engagement Team regarding funding for trip to pantomime

The Clerk had advised the Community Engagement Team accordingly.

- 22/RA/76.1 Clerk to convene next meeting of School Green Working Party and provide a more detailed update to the R&A committee

The second meeting of the working party had been held on 7th November and the item was also on the agenda.

- 22/RA/77.1 Clerk to add the Warm Banks Proposal to the agenda for Full Council meeting on 20th November

The matter had been discussed and approved at Full Council. It was intended to start with a soft launch on Monday 14th November which will allow time to develop processes and arrangements as numbers increased.

- 22/RA/78.1 Clerk to arrange a "Sleep In" event for Ukraine to take place in early December

This is an item on the agenda

22/RA/84

Works Update

- 84.1 **Progress on new MUGA and outdoor gym equipment for Spencers' Wood Recreation Ground**

The Facilities Manager advised that progress had been delayed due to bad weather. The tarmac would be arriving during the next week but would need to rest before the lines were completed. The variation to the planning application to amend the colour of the equipment should be resolved within approximately 14 days. The final fixes on the gym equipment had been completed and this payment had now been released.

ACTION – Facilities Manager to monitor the progress of the new MUGA

- 84.2 **Update on progress for new toilets at Shinfield Tennis Club**

The Clerk reported that the estimated costs would be approximately £26,000 but if this was delayed the costs could rise. The initial costs would be paid by Shinfield Parish Council and the tennis club would pay back in rent over approximately ten years.

It was recognised that if more activities were taking place on Millworth Lane there would be a higher usage. It was reported that the Pavilion did not have a disabled toilet therefore it was essential that this was included in the plan.

ACTION – Cllr Clarke to obtain a second quotation from the contractor used by University of Reading

84.3 Draft Business case for Millworth Lane

The Clerk and Facilities Manager had developed a spreadsheet model which included the capital costs already tabled from BDS and some additional capital items they thought would be required. In addition they considered the potential income streams and likely revenue expenditure required and included a provision for £5k per annum towards a repairs and renewals sinking fund as well as a contingency of £10k to cover any unexpected costs or revenue shortfalls. These initial calculations suggested a potential operating surplus in the region of £15,000 per annum.

While conducting this exercise they had also identified some potential alternative provisions and set these out separately.

Option 1 was to have a combined basketball and netball court and add a five a side pitch instead which could be used by many sports for year-round training. There would be additional capital outlay but with increased operating contributions

Option 2 envisaged replacing the tennis courts with padel tennis and table tennis. This would have reduced capital costs but lower operating contribution

The alternative options were included to stimulate debate over the type of sports provision in anticipation of the joint consultation with the University of Reading.

After the consultation process had taken place, the proposals will be revisited. This will include consideration of the balance between making the installed facilities free to use and where a charge would be levied.

ACTION – Clerk to arrange the joint consultation exercise with the University of Reading

22/RA/85

Community Services

85.1 Verbal report from the Sports Strategy Group

Nothing to report.

85.2 Verbal report on the Community Services

Nothing to report.

85.3 Verbal report on Pavilion Youth Club and Shinfield Rise Monday club

Cllr Tatla reported on the following:

- Shinfield Youth Group had started. Following discussions with Mark and Shabina it was identified that Wokingham Borough Council needed to recruit a more experienced youth person to assist with the particular needs of this group. However it was doubtful that WBC would continue to provide resources if numbers did not increase.
- The Wednesday Group had increased in numbers, but Mark had reduced the two-hour sessions from two to one. The ratio of adults to young people will need to be kept under review.
- Mum's Zone project: this ran pre-pandemic and was a holistic programme incorporating yoga, advice, etc. for young mothers. This would be good to resurrect in Shinfield as the mothers have difficulty travelling to Winnersh where an existing group operates. School Green Centre could be offered on a Friday, with the group applying for a grant which would cover the cost of the room hire. Alternatively, St Barnabas Church could be approached which would be more local, and easily accessible, to the young mothers. The Council recognised that help was required.

ACTION – Cllr R Tatla to suggest to the group that they could apply for a grant from Shinfield Parish Council for the use of the School Green Centre and/or to investigate the use of St Barnabas Church as a venue.

22/RA/86

Grant Applications

86.1 Application from Me2 Club

It was agreed to offer £500.

Proposed: Cllr P Emment

Seconded: Cllr I Clarke

Approved: Unanimously

ACTION – Clerk to respond to the Me2 Club application for a grant

86.2 Application from St Mary's Church Hall

Historically Shinfield Parish Council had agreed not to approve grants to religious organisations. As there was already a Warm Bank set up at the School Green Centre, the church would be informed they could direct people to our Warm Bank.

ACTION – Clerk to respond to St Mary's Church declining to make a grant but offering the facilities of the Warm Bank at the School Green Centre.

86.3 Updated application from Shinfield Guides

It was agreed to offer the Shinfield Guides £1000.

Proposed: Cllr L James
Seconded: Cllr P Emmment
Approved: Unanimously

ACTION – Clerk to respond to the Shinfield Guides' application for a grant

86.4 Interim Monitoring Report from Shinfield St Mary's School

The interim monitoring report from Shinfield St Mary's School was **NOTED**.

86.5 Interim Monitoring Report from the Link Visiting Scheme

The interim monitoring report from the Link Visiting Scheme was **NOTED**.

86.6 Summary of Grant requests

The summary of the grant requests was **NOTED**.

86.7 It was suggested that grants for the next financial year be considered at one specific point in the year to allow a fair distribution of the available funds to all applications.

ACTION – Clerk to prepare a proposal for switching to one grant award session per annum

22/RA/87 Shinfield School Green Working Party

- 87.1 The Clerk took members through the outcomes from the first two Working Party meetings as per the paper he had distributed following the second meeting.

It was agreed that the Clerk would obtain initial costings for the scheme as presented to allow for more discussion at the next meeting.

ACTION – Clerk to arrange for the production of provisional costings

22/RA/88 Warm Room Proposal

- 88.1 Following approval to proceed from Full Council, the Clerk advised that arrangements were in place to have a soft launch from Monday 14th November. While the weather remained as relatively mild as it was, he did not anticipate many attendees initially. This would allow an opportunity to refine the arrangements and engage with those that did attend. The plan was to bed in the procedures ready for when numbers built up in colder weather.

ACTION – Clerk to monitor the usage of the Warm Room and provide an update at the next meeting

22/RA/89 Help for Ukraine

- 89.1 The Clerk had provisionally identified a date of 2nd December but due to other operational commitments and the lead up to Christmas festivities it was agreed to reset the date for either 3rd or 10th February 2023.

ACTION – Clerk to put on the agenda for the next meeting

22/RA/90 School Green Christmas Opening

- 90.1 The Clerk proposed Christmas opening times and these were agreed by the committee

Proposed: Cllr P Emment
Seconded: Cllr I Clarke
Approved: Unanimously

22/RA/91 Bookings Report

- 91.1 The Clerk advised that the forecast income for the year continued to improve for the School Green Centre. In May the projection had been a shortfall of £57.6k (VAT Inc) and when reported in August this had reduced to £33.0k. The latest projection was now a deficit of £15.2k of which only £7.0k was income from anticipated bookings. The remainder of the income had already been achieved or was booked to take place.

This progress represented the expected ramping up of bookings as people became more aware of the building and word of mouth spread about the facilities.

ACTION – Clerk to add to Agenda for February 2023 meeting

22/RA/92 Other Items

92.1 Update on Cricket matters

This was covered elsewhere in the meeting.

92.2 Update on Newsletter

The hard copies had now been distributed. The process had confirmed that there should only be one annual hard copy issue per annum and the Clerk was already taking steps to review that process for 2023. There had been a significant increase in the numbers signed up for the electronic newsletter and this would continue to be heavily promoted through all our available media.

The Clerk requested any items of interest to be sent to him for the next newsletter.

92.3 Verbal update on booking Terms and Conditions

The Clerk and Deputy Clerk had been working on refining the terms and conditions and the booking process. This was expected to be completed in November.

ACTION – To be added to the agenda for the December meeting.

92.4 Allotment Improvements

The Facilities Manager set out plans for improvements to the allotments to be funded by a combination of council money and S106 from WBC in the ratio 2:1. Members asked for more information to be provided to allow a distinction between work that was likely to be required and work that was just “nice to have”.

ACTION – Facilities Manager to provide additional information on the work being requested.

22/RA/93

Future Meetings

- 93.1 The next meeting would be Thursday 8th December 2022.

The meeting ended at 21:36

List of Actions

22/RA/40.2	Clerk to ensure Orchard Rise allotments are only transferred to SPC when preparatory works had been completed to an acceptable standard	Clerk
22/RA/42.2	Facilities Manager to arrange a Christmas tree for Frensham Green	Facilities Manager
22/RA/48.2	Facilities Manager to request formal permission from the University of Reading for preparatory works at Millworth Lane	Facilities Manager
22/RA/57.1	Facilities Manager to liaise with the University of Reading and Shinfield Cricket Club to ensure the Manor Court Pavilion will be compliant with league requirements	Facilities Manager
22/RA/61.3	Clerk to make an initial enquiry to Whiteknights School regarding providing space for SPC to provide a facility for Shinfield North	Clerk
22/RA/73.4	Clerk to agree a date with the University of Reading for a consultation event regarding sports provision in the parish	Clerk
22/RA/84.1	Facilities Manager to monitor the progress of the new MUGA	Facilities Manager
22/RA/84.2	Cllr Clarke to obtain a second quote for toilets at Millworth Lane using University of Reading's contractor	Cllr Clarke
22/RA/84.3	Clerk to arrange the joint consultation exercise with the University of Reading	Clerk
22/RA/85.3	Cllr Tatla to suggest the Mum's Zone group apply for a grant from SPC for the use of the School Green Centre	Cllr Tatla
22/RA/86.1	Clerk to advise Me2 Club of the grant decision	Clerk
22/RA/86.2	Clerk to advise St Mary's Church of the grant decision	Clerk
22/RA/86.3	Clerk to advise Shinfield Guides of the grant decision	Clerk

22/RA/86.7	Clerk to prepare a proposal for switching to one grant award sessions per annum	Clerk
22/RA/87.1	Clerk to arrange for provisional costings of items proposed for the Village Green Working Party	Clerk
22/RA/88.1	Clerk to monitor the usage of the Warm Room and provide an update at the next meeting	Clerk
22/RA/89.1	Clerk to put the Ukraine Sleep Out on the agenda for the next meeting	Clerk
22/RA/91.1	Clerk to add the Bookings Report to the agenda for the February 2023	Clerk
22/RA/92.3	Clerk to add Terms & Conditions to the agenda for the December 2022 meeting	Clerk
22/RA/92.4	Facilities Manager to provide additional information on the allotments work being requested	Facilities Manager

(Vice-Chair

Minutes of a meeting of
Planning & Highways Committee
Held on Thursday 3rd November 2022
At School Green Centre commencing at 19.30

Present: Cllrs P Emmment, A Grimes, L James, D Lias (Vice-Chair), R Tatla

Attending: Bruce Winton (Clerk), Sally Herring (Deputy Clerk) and one member of the public

22/PC/103 Public Questions

103.1 No public questions had been received

22/PC/104 Apologies and declarations of Members' Interest

104.1 Apologies had been received from Cllrs Boyer, Jahromi and Peer.

104.2 There were no declarations of members' interests.

22/PC/105 Minutes of the Previous Meeting

105.1 The minutes of the committee meeting of 6th October 2022 were approved as a correct record and signed as such by Cllr Lias.

Proposed: Cllr Emmment
Seconded: Cllr Grimes
Approved: Unanimously

22/PC/106 Actions and Matters Arising

106.5 Clerk to continue to monitor the position regarding Footpath 17 with the University of Reading. The Clerk was meeting Nigel Franklin next week to discuss a number of operational items and would include this item.

Members expressed concern about the narrowing of the entrance at the bottom part of the field and Church Lane that was now becoming wet and boggy and there was fear that someone may slip and be

injured. Additionally the path was enclosed by barbwire fences on either side that could cause safety issues if someone slipped.

ACTION – Clerk to chase the University of Reading regarding the condition of Footpath 17

22/PC/75.3 Clerk to advise when Loddon Valley Ramblers have installed the Kissing Gates of FP23. The Clerk confirmed that both gates had been installed and the Ramblers had publicly thanked the Parish Council for their financial support.

22/PC/75.3 Clerk to contact landowner regarding availability of land for potential retail development. The Clerk had drafted a letter and once reviewed by Cllr Grimes it would be sent to the landowner.

ACTION – Clerk to send letter as discussed at previous meeting

22/PC/96.1 Cllr Lias to attend the opening of the Planning Inquiry relating to PA 201002 (land west of Kingfisher Grove, Three Mile Cross) and report back. The opening of the public inquiry was scheduled for 15th November. This was also on the Agenda as Item 5.2. No application had been made for rights of representation – see Item 22/PC/108.2.

22/PC/99.1 Clerk to confirm the date of the first Traffic Working party meeting. This has been done and the meeting took place on 18th October. This item was on the agenda at Item 8.1

22/PC/99.2 Clerk to circulate the updated version of the terms of reference for the Traffic Working Party. This had been done.

22/PC/100.1 Shinfield Centre Food Store Planning Application (222656). Clerk to circulate draft comments to members of the committee and then post comments on planning portal. This had been done.

22/PC/101.3 Clerk to add the response of Borough Councillors regarding Houses of Multiple Occupation the agenda. Item on the agenda. Item 22/PC/112.

22/PC/101.4 Pre-consultation for proposed radio base station on Basingstoke Road, Three Mile Cross. The Clerk had responded to Clarke Telecom. The matter was also on the agenda.

- 22/PC/101.5 Cllr Lias to write to the resident in Hayes Drive regarding double yellow lines.

Cllr Lias provided a brief update of the current position and it was agreed that the Clerk would write to the resident.

ACTION – Clerk to write to the resident in Hayes Drive

- 22/PC/102.1 Clerk to contact John Russell regarding the travel plan for Crosfields School. The Clerk has asked for an update and will chase further with John Russell who will be attending the next Traffic Working Party meeting.

ACTION – Clerk to contact John Russell regarding the travel plan for Crosfields School

22/PC/107

Schedule of Deposited Plans

- 107.1 Planning Application 222627 – Change of use from residential dwelling to childrens' care home

Members discussed the application due to different responses received by the Clerk. It was agreed that the parish council would not make a formal response to the application.

- 107.2 Planning Application 223257 – Playground Deer Leap Park

Following objections to a 6ft hedge being planted to separate the park into two separate areas, one for 5-11 year olds and one for 11-15 year olds, a revised plan to separate the areas with a path flanked with posts had been proposed. Contractors were due to start 2-3 weeks before Christmas with completion due at the end of January.

It was NOTED that Shinfield Parish Council supported this application.

- 107.3 Croft Drive Playground

It was reported that the playground was still awaiting RoSPA inspection. Members expressed concerned that a handrail needed installing on the steep slope. WBC is responsible for inspecting the area.

22/PC/108

Appeals

108.1 Planning Inspectorate Appeals

It was NOTED that there were 6 planning inspectorate appeals in progress in the parish.

108.2 Attendance at Planning Inquiry in respect of Planning Application 2001002 – Proposed 49 dwellings on land west of Kingfisher Drive

A change to the original plan had been submitted, following an appeal, with a 100% affordable housing proposed. It was NOTED that the Parish Council already had a high percentage of low cost housing. It was felt that this case was been used to test the constraints of the DEPZ.

CLlr Lias was intending to attend the opening day but it was agreed that SPC should apply for Rights of Representation at this appeal.

ACTION – Clerk to apply for rights of representation

108.3 Email from Mark Croucher, Wokingham Borough Council regarding the above

The Clerk confirmed that no contact from the agent had been received.

22/PC/109

Enforcement Update

109.1 Closed Enforcement Notices

Members NOTED the closed enforcement notices for the month.

109.2 Live Enforcement Notices

Members NOTED the live enforcement notices for the month.

22/PC/110

Highways, Street Lighting and Footpath Matters

110.1 Footpath 20

It was reported that this footpath backs onto parkland and concern was expressed that the road was the same level as the footpath. Cllr Emmet reported seeing visible tyre tracks on the footpath that were a potential health and safety issue.

ACTION – Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety concern

110.2 Street Lighting

It was proposed that the street lighting be turned off from 00:00 to 05:00 to reduce the electricity costs to the Parish Council as this item had far exceeded the planned budget. It was noted that there specific steps to be taken before any changes were made.

ACTION – Clerk to investigate potential savings to ascertain if this was a financially viable option

ACTION – Clerk to check what would be required to make these changes

22/PC/111

Road Traffic

111.1 Traffic Working Party

It was reported that the second meeting had taken place with more meetings planned. Motion had been invited to the next meeting and it was intended that future meetings would extend invitations to the police and then Wokingham Borough Council. It was suggested that the meeting with the police could also include discussions on anti-social behaviour.

Engagement with the public was important and Motion could be asked to help with a public meeting and it was suggested that interaction was required with Swallowfield and Riseley, particularly in relation to controlling the traffic from Riseley to Spencers Wood.

It was NOTED that the working party were making good progress.

ACTION – Clerk to establish if there was any opportunity to co-ordinate with Swallowfield Parish Council

22/PC/112

Correspondence

112.1 Clarke Telecom Regarding proposed mast for Three Mile Cross

CT have made a prior approval submission for this (PA 223189). This is as per the initial consultation document and does not reflect our request to see this pole moved further west.

Members stated that it had previously been agreed that all new masts should be multiagency to reduce the number that would need to be erected in the future. It was suggested that the mast be sited at the MereOak Park and Ride site that was within the Borough boundary.

Members NOTED the response from Clarke Telecom.

ACTION – Clerk to write to Clarke Telecom proposing the relocation of the mast

ACTION – Clerk to find out if Clarke Telecom had any statutory rights

112.2 To consider if any further action is required regarding Houses of Multiple Occupation

The following information had been received from Cllr Rance:

- WBC does not have a planning policy relating to HMO's.
- Planning permission is not required to change a house to an HMO for up to 5 people.
- A licence IS required when an HMO is occupied by 5 or more persons.
- Apparently HMO's are increasingly popular.
- Residents do get unhappy about the presence of HMO's for various reasons. Often these premises are mismanaged.
- Smaller HMO's however should comply with national management regulations (and often do not)
- Larger HMO's 5 or more occupiers require a licence which imposes conditions on the landlord and should be inspected – often this becomes lax
- If residents believe an HMO is not licensed they should report to environmental.health@wokingham.gov.uk

It was NOTED that further action was required

22/PC/113

Project Schedule

- 113.1 Cllr Lias provided an update on various matters arising from the meeting he had recently held with Taylor Wimpey. This included :
- Deer Leap Park problems with drainage and sunken manholes. Tidying to be carried out by Southern Counties and Taylor Wimpey.
 - Footpath 20. Discussion was taking place between WBC and Taylor Wimpey regarding the proposal to continue this footpath up to the A33.
 - Coronation Garden at Three Mile Cross. The land had been churned up by Taylor Wimpey and needed to be returned to the original state. Cllr Lias reminded members that the garden had been created for the coronation of HM Queen Elizabeth II (including the provision of a bench). He suggested that consideration could be given to providing a second bench in the area to mark the coronation of HM King Charles III. To protect the area it could be surrounded by a fence with a gate.

The meeting ended at 21:00

The next meeting is Thursday 1st December 2022

List of Actions

22/PC/106.5	Clerk to chase the University of Reading regarding the condition of Footpath 17 in relation to the narrowing of the entrance at the bottom part of the field and the barbwire fences on either side	Clerk
22/PC/75.3	Clerk to send letter as discussed at previous meeting regarding availability of land for potential retail development	Clerk
22/PC/101.5	Clerk to write to the resident in Hayes Drive	Clerk
22/PC/102.1	Clerk to contact John Russell regarding the travel plan for Crosfields School	Clerk
22/PC/108.2	Clerk to apply for rights of representation in respect of Planning Application 2001022 – Proposal of 49 dwellings on land west of Kingsfisher Drive	Clerk
22/PC/110.1	Clerk to write to the developers (Taylor Wimpey) to raise a Health and Safety issue in respect of Footpath 20	Clerk
22/PC/110.2	Clerk to investigate potential savings, for reducing the number of hours the street lights were switched on, to ascertain if this was a financially viable option	Clerk
22/PC/11.2	Clerk to check what would be required to make changes to the timing of the street lights	Clerk
22/PC/111.1	Clerk to establish if there was any opportunity to co-ordinate with Swallowfield Parish Council in relation to controlling the traffic from Riseley to Spencers Wood	Clerk
22/PC/112.1	Clerk to write to Clarke Telecom (CT) proposing the relocation of the mast at the MereOak Park and Ride site	Clerk
22/PC/112.1	Clerk to find out if CT had any statutory rights	Clerk

Payments Already Processed at the Bank

Date Paid	Payee/Supplier	Amount Paid (inc VAT) £	Description
13/10/2022	BP Chargemaster Limited	44.54	Mthly Fee & Charging Van
17/10/2022	Royal Electrics	226.80	Replacement Porch Light - School Green Centre
17/10/2022	Lister Wilder	153.23	Repairs to Strimmer - Facilities
17/10/2022	Office Depot International (UK	240.08	Paper for Copier - Office
17/10/2022	Ricoh UK Ltd	353.70	Officer Copier - Copies & Rental (3 months)
17/10/2022	SSE Southern Electric	1,508.25	Street Lighting Electricity Qtr 2
17/10/2022	Kreatif Design Ltd	59.99	Web Hosting October
17/10/2022	Silver Supply Limited	568.00	Security 17/18/24 Sept
17/10/2022	Green Care Landscaping	11,250.00	Circuit Solar System - Orchard (S106 Funded)
17/10/2022	Proludic	31,348.80	Installation New Gym at Spencers Wood
17/10/2022	SPY Alarms	180.00	Call Out & Labour SWP Access System
17/10/2022	Nigel Jeffries Landscaping Ltd	1,785.60	Grass Cutting - September
17/10/2022	Josh Chamberlain Arborist	950.00	Clearance Brambles at Great Lea
17/10/2022	Alphabet (GB) Ltd	468.85	Rental Van October 2022
19/10/2022	Telefonika UK Ltd	221.98	445/Telefonika UK Ltd
19/10/2022	Aldergrove School	290.00	Grant 22/RA/43.3
19/10/2022	Welcome Club	625.00	Grant 22/RA/50.1
19/10/2022	Wokingham Job Support	300.00	Grant Wokingham Job Support
24/10/2022	Berkshire Sound Hire	524.50	Sound System for 13th Nov 2022
26/10/2022	Multiple Employees	14,137.58	Net Pay October
27/10/2022	Nest Pension Contributions	1,552.24	Ee's & Er's Pension October
28/10/2022	HMRC paye	4,703.50	PAYE & NI October
31/10/2022	Mark Sandringham	189.53	Reimbursement Council Expenditure (Tuck Shop)
01/11/2022	Lloyds Bank plc	18.98	Fee (£7) Chgs (£11.98)
01/11/2022	Wokingham Borouh Council	1,455.00	Business Rates November (SGC £1209, SWP £157, Ryeish £89)
02/11/2022	Oltco Resin Floor Specialists	2,935.20	20% Deposit for Playground Surface Repairs
Various	Multiple Hall Hirers	1,191.00	Total Refund Deposits in Month
08/11/2022	Kompan UK	306.60	Repairs to Swings
08/11/2022	Nigel Jeffries Landscaping Ltd	892.80	Grass Cutting October 2022 (Final Cut until Spring)
08/11/2022	Kreatif Design Ltd	59.99	Monthly Hosting Fee November
08/11/2022	A1 Locksmiths (Berkshire) Ltd	110.00	Visit to Reset Lock Side Gate - SGC
08/11/2022	Select Environmental Services	4,387.85	Collection Litter Bins - October
08/11/2022	Enerveo Ltd	141.49	Repairs toStreet Light in Wheatfield Road
08/11/2022	P S Murduck Land Services	731.33	Annual Hedge Cutting
08/11/2022	Gartec Limited	1,872.00	Lift Maintenance - School Green Centre
08/11/2022	Absolute Brilliance Cleaning Ltd	1,784.79	Cleaning SWP September
08/11/2022	Absolute Brilliance Cleaning Ltd	5,897.89	Cleaning SGC September
08/11/2022	Absolute Brilliance Cleaning Ltd	1,784.79	Cleaning SWP October
08/11/2022	Absolute Brilliance Cleaning Ltd	6,658.29	Cleaning SGC October (toilet Rolls and oth supplies)
08/11/2022	Office Depot International (UK	104.77	White Board , Rigid Box Files,
08/11/2022	Gavin Fullbrook (Window Cleane	760.00	October - Window Cleaning SGC & SWP (£30.00)
08/11/2022	SPY Alarms	96.00	Call Out to resolve Access Fobs SWP
08/11/2022	Air It Limited	7,376.09	Sept & October - Core Support , Telephones , Licences, New Lap Top

Lloyds Bank Payments 13th October to 16th November 2022**Item 7.1**

08/11/2022	Fcc Recycling (UK) Ltd	100.80	Green Waste 13/10/2022
08/11/2022	COOLERAID LTD	171.60	Annual Rental Water Cooler Kitchen
08/11/2022	Urban Planet Communications	2,262.00	Printing 18,540 copies of newsletter
08/11/2022	Lexis Nexis Ltd	131.99	Arnold Baker Reference Book 10th October 2022
08/11/2022	Gymaid Limited	1,139.28	Repairs / Replace Tramp Bed Millworth Playground
08/11/2022	National Society of Allotment	66.00	LA Membership Allotment Society
08/11/2022	Blackburn IT Services Ltd	180.00	Software Annual Fee Allotments Management
08/11/2022	Royal Mail Group Limited	2,338.08	Mail Drop Newsletter
08/11/2022	Alexandra	70.56	Parish Council Polo Shirts for Staff
08/11/2022	Barkham Office Furniture	1,081.20	491/Barkham Office Furniture
08/11/2022	Thames Valley Signs	120.00	Remembrance Sunday Banner
08/11/2022	Meta Fencing and gates	3,701.01	Balance of Bollards SGC
08/11/2022	Horsemans Coaches	920.00	Coach Fare Trip Community Flat
08/11/2022	Lister Wilder	74.49	Weed Killer / 2 Stroke Fuel
15/11/2022	HM Land Registry	3.00	Search Fee
16/11/2022	Alphabet (GB) Ltd	468.85	Van Rental November
	Total	<u>123,075.89</u>	

Barclaycard Payments - October 2022**Item - 7.2**

Date Paid	Payee/Supplier	Payment (Inc VAT) £	Description
07/10/2022	IcePacks4Less	38.46	Kodak Original Ice Packs - First Aid Boxes
07/10/2022	Amazon EU	25.98	Reflective Tape - Facilities
07/10/2022	FS Manufacturing Ltd	98.00	Wooden Slats to Repair Benches
07/10/2022	Quanzhou/Amazon	12.99	Privacy Sign for Tower Room - School Green Centre
07/10/2022	Adobe Subs	51.98	Adobe Monthly Subscription - Office
09/10/2022	Origin Designed Ltd	14.99	Push / Pull Door Signs School Green Centre
09/10/2022	Origina Design Ltd	14.99	Push / Pull Door Signs School Green Centre
10/10/2022	Macro Wholesalers Ltd	107.81	Cleaning Supplies for Hirers - School Green Centre
11/10/2022	Royal Mail	1.50	Royal Mail - Insufficient Postage Paid by Sender
13/10/2022	Origin Designed Ltd	44.97	Push Pull Door Signs - School Green Centre
14/10/2022	Dymo Express	107.76	Cartridges for Dymo Labeller - Office
16/10/2022	Amazon EU	41.99	Youth Activities - Crafts
16/10/2022	Amazon EU	13.99	Youth Activities - Crafts
16/10/2022	Amazon EU	9.99	Youth Activities - Crafts
16/10/2022	Amazon EU	12.99	Youth Activities - Football
16/10/2022	Amazon EU	10.49	Youth Activities - Football
18/10/2022	Amazon EU	8.49	Ordnance Survey Map of Parish - for Meetings
19/10/2022	Royal British Legion	550.00	Wreaths for Remembrance Day
19/10/2022	Royal British Legion	27.50	Wreath - Additional Order (1)
21/10/2022	FKA Survey Monkey	420.00	1 Year Software to Run Surveys
21/10/2022	POST OFFICE	215.65	Postage - Allotment Increase Letters
25/10/2022	Amazon EU	34.99	Blackout Privacy Sheets for School Green Centre
26/10/2022	12Pay Ltd	79.20	Annual Licence to run Payroll System
26/10/2022	Argos	54.00	Shelving for Office
	Total	<u>1,998.71</u>	