

Minutes of a meeting of Full Council
Held on Wednesday, 26th March 2025
At School Green Centre commencing at 19:30

Present: Cllrs Boyer, Grimes (Chair), Hoyle, Jahromi, James, Johnson, Jones, Lias, Matic and Montgomery

Attending: BCllrs Glover and Rance
B Winton (Clerk), S Herring (Deputy Clerk)

2 members of the public

25/23 Public Questions

23.1 There were no public questions

25/24 Apologies and declarations of Members' Interest

24.1 Apologies had been received from Cllrs Clarke, Masseron, Peer and Tatla and BCllr Gray

24.2 There were no declarations of interest

Cllrs Boyer and Johnson declared that they had children travelling to school by bus.

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

Cllrs Grimes declared that he no longer owned property or a business in the Parish.

25/25 Minutes of the Meetings held on 26th February 2025

25.1 The minutes of the Council Meeting held on 26th February 2025 were approved and signed by the Chairman as a correct record.

Proposed: Cllr Jahromi
Seconded: Cllr Lias
Approved: Unanimously

25.2 **The following matters arising were discussed:**

25/14.2

25/1.1 Clerk to circulate the name of the new trust for Oakbank School to all members once it had been announced

This had been done.



25/15.2 Clerk to invite BCllrs to the next joint meeting with the University of Reading (UoR)

This had been done.

25/15.2 Clerk to prepare a report detailing BCllr attendance at Shinfield Parish Council (SPC) meetings, their submission of a written report and whether apologies had been submitted

This was ongoing. It was noted that BCllr Rance would be the normal representative of the four conservative borough councillors.

25/16.3 Cllr Lias to report back on the planning inquiry for PA233038, Land East of Hayes Drive North of Three Mile Cross

Cllr Lias expressed concerns that if the planning application was approved the Detailed Emergency Planning Zone (DEPZ) would be seen to have no weight when objecting to future planning applications. He also suggested that S106 and CIL should be directed to education provision within the Parish.

ACTION –

- Planning and Highways Committee to draft a letter to WBC Planning expressing what they felt should be provided in respect of S106 and WBC CIL from any development that may be approved
- Clerk establish who is responsible for treaty obligations in respect of nuclear sites and to write to the relevant government ministry to establish the government's position regarding the significance of DEPZs in respect of planning applications
- Clerk to seek legal advice regarding the Council's ability to challenge the development if it goes to judicial review

25/16.3 Clerk to contact UoR regarding the land adjacent to Aldergrove Primary School

The UoR had advised that there has been no recent communication with WBC on this subject.

25/16.3 Clerk to contact WBC regarding future primary school provision in the parish

BCllr Prue Bray has confirmed that WBC was aware of the timetable regarding this land, and it was under consideration.

ACTION – BCllrs Glover and Rance to contact WBC to find out the latest situation for additional primary school(s) within the parish (Hyde End Lane and/or Alder Grove)

25/16.5 Clerk to add the updated Standing Orders to the agenda of the Full Council meeting in May

This will be done.



Handwritten signature and date: 23/4/25

- 25/17.1** Clerk to inform Shinfield United Charities of the reappoint of Cllr Montgomery and David Purton

This had been done. The term of office for SPC appointed trustees is four years. For trustees nominated by the Charity there was a five-year cycle.

- 25/18.1** Clerk to circulate details of the revised plans for Millworth Sports Park to members prior to the Full Council meeting in March

See Minute 25/28.1

- 25/19.1** Clerk to circulate date of meeting with UoR regarding Hall Farm/Loddon Garden Village once this had been set

This had been done. The meeting would be held on 27th March at 19.30.

- 25/20.1** Clerk to complete and return the Community Governance Review on behalf of the Council

Boundary Changes

The Clerk advised that he had not yet submitted the response which were due to be submitted by 25th April. However, since the last meeting he had been in touch with the clerks for Earley Town Council and Swallowfield Parish Council. Both advised that their respective councils were not intending to submit any proposals to change the boundaries.

Boundary with Earley Town Council - it was proposed that the boundary was changed to be consistent with borough ward boundaries.

Proposed: Cllr Boyer
Seconded: Cllr Johnson
Councillor vote: 5 for and 6 against

It was therefore **AGREED** that Shinfield Parish Council (SPC) would not submit any suggestions for changes to the boundary with Earley Town Council.

Boundary with Swallowfield Parish Council - after discussion it was agreed that there would be no recommended changes to the boundary with Swallowfield Parish Council.

Name Change

The Clerk advised that post meeting discussions had indicated that some of the councillors were of the opinion that they had agreed to recommend a change of name of the council from "Shinfield Parish Council" to "Shinfield Community Council". It was confirmed by those present that the name should remain as Shinfield Parish Council.

ACTION – Clerk to submit the council's responses to the Community Governance Review


23/4/25

25/20.2 Members to submit comments on WBC's Plan to the Clerk by the 7th March 2025

This had been done

25/26 Reports from Borough Councillors

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

BCllr Glover reported that she had been heavily involved in responding to the proposed development at Bodys Farm.

20:41 *BCllr Rance left the meeting.*

25/27 Reports from Committees and associated Working Parties

27.1 Facilities Committee

Cllr Clarke had submitted a brief report in advance due to his absence

He had held a site visit with BCllr Glover to discuss the

Environmental Field

The Green at Deer Leap Park

The Orchard & Open Space next to the 2 new Football pitches.

These areas would be discussed in more detail at the next Facilities Committee meeting.

Members **NOTED** the minutes of Facilities Committee held on 5th March 2025.

27.2 Arts, Culture and Events Committee

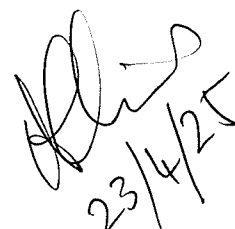
Members **NOTED** the minutes of Arts, Culture and Events Committee held on 6th March 2025.

27.3 Minutes of the Planning and Highways Committee

Members **NOTED** the minutes of the Planning and Highways Committee held on 12th March 2025.

27.4 Minutes of the Children and Young Adults Committee

The Clerk reported that the Customer Care Team Supervisor had attended a visit to Park House School organised by Greenshaw Trust. This had been a positive visit demonstrating how the Trust had made considerable improvements to the school in terms of exam performance, positive feedback from students, curriculum framework and learning. All students seemed happy and well behaved. It was hoped that the trust could effect similar changes at Oakbank Secondary School.


23/4/25

Members **NOTED** the minutes of the Children and Young Adults Committee held on 13th March 2025.

27.5 **Minutes of the Staffing Committee**

The Clerk advised that the existing Facilities Officer had resigned, and two new Facilities Officers were due to start on 7th April (Alan Prasher and Wai Hang Li [also known as Matthew]). This would allow the provision of additional cover over the weekends.

Members **NOTED** the minutes of the Staffing Committee held on 19th March 2025.

27.6 **Corporate Governance Working Party**

The Corporate Governance Working Party was meeting fortnightly to update the Standing Orders and were working towards the updated document being adopted by Annual Council Meeting in May.

ACTION – Clerk to add the revised Standing Orders to the agenda of the meeting in May

27.7 **Chairman's Report**

Cllr Grimes reported that he had meetings with

- Greenshaw Trust regarding Oakbank School
- Rebecca Brookes, WBC regarding Home to School Transport
WBC would try to meet every students' needs this year
There was also discussion about:
 - WBC's longer-term plans for home to school transport
 - Reviewing the bus routes this summer
 - How bus subsidies were applied on routes within the parish

Cllr Johnson reported that the process for applying for a bus place had improved this year.

ACTION – Clerk to circulate WBC's 'Policy for allocating spare seats on Council school buses' to members

27.8 **Reports from Outside Bodies**

Cllr Grimes reported that as he was leaving the area a replacement representative would be required to work with the Spencers Wood Village Hall Committee.

ACTION – Members to consider the position for appointment in May at the Annual Council meeting



- 25/28** **Millworth Sports Park**
- 28.1 The revised plans for Millworth Sports Park were still under consideration and would be discussed further at the next Facilities Committee and then to Finance and General Purposes Committee. It was hoped that the final plans would be presented to Full Council for approval in April. It was recognised that an overall sports strategy for the parish was beginning to crystalise.
- ACTION – Millworth Sports Park to be added to the next agenda of Facilities Committee, Finance and General Purposes Committee and Full Council**
- 25/29** **Crumbs Café Lease**
- 29.1 The Clerk explained that the final version of the lease was not available for consideration at this meeting and apologised for the delay. The draft was materially complete except for one item and the document would be available for the next meeting.
- The outstanding issue related to the situation where the amount arrived at by taking Turnover x Commission rate payable for the year exceeded the guaranteed minimum rent for the year was dealt with in the lease.
- ACTION – Clerk to finalise the Crumbs Café Lease to be presented for approval at the next Full Council meeting**
- 25/30** **Invoices for Payment**
- 30.1 **Payments made within the Clerk's financial delegation**
- Members **NOTED** the payments made within the Clerk's financial delegation
- 30.2 **Payments made on Barclaycard within the Clerk's financial delegation**
- Members **NOTED** the payments made on Barclaycard within the Clerk's financial delegation
- 30.3 **Payments outside the Clerk's financial delegation**
- There were no payments outside the Clerk's delegation.
- 25/31** **Correspondence**
- 31.1 No correspondence had been received.
- 25/32** **Date of Next Meeting**
- 32.1 The date of the next meeting is Wednesday, 23rd April 2025

Meeting ended at 21:20



List of Actions

25/25.2 25/16.3	Planning and Highways Committee to draft a letter to WBC Planning expressing what they felt should be provided in respect of S106 and WBC CIL from any development that may be approved regarding PA 233038	Clerk
25/16.3	Clerk to write to the relevant government ministry to establish the government's position regarding the significance of DEPZs in respect of planning applications	Clerk
25/16.3	Clerk to seek legal advice regarding the Council's ability to challenge the development if PA 233038 goes to judicial review	Clerk
25/16.3	BCllrs Glover and Rance to contact WBC to find out the latest situation for additional primary school(s) within the parish (Hyde End Lane and/or Alder Grove)	BCllrs Glover and Rance
25/20.1	Clerk to submit the council's responses to the Community Governance Review	Clerk
25/27.6	Clerk to add the revised Standing Orders to the agenda of the meeting in May	Clerk
25/27.7	Clerk to circulate WBC's 'Policy for allocating spare seats on Council school buses' to members	Clerk
25/27.8	Members to consider the position of 'representative to work with Spencers Wood Village Hall' for appointment in May at the Annual Council meeting	All members
25/28.1	Millworth Sports Park to be added to the next agenda of Facilities Committee, Finance and General Purposes Committee and Full Council	Clerk
25/29.1	Clerk to finalise the Crumbs Café Lease to be presented for approval at the next Full Council meeting	Clerk


23/4/25