

Minutes of a meeting of Full Council
Held on Wednesday, 23th October 2024
At School Green Centre commencing at 19:30

Present: Cllrs Clarke, Grimes (Chair), Fernandes, Hoyle, James, Johnson, Jones, Masseron, Matic, Montgomery, and Peer

Attending: BCllr Glover
B Winton (Clerk), S Herring (Deputy Clerk)

4 members of the public

24/111 Public Questions

- 111.1 A member of public, representing residents of Shinfield Meadows, expressed concerns over the increase in anti-social behaviour particularly the theft at the Co-op. This is happening mainly by known drug addicts who are stealing on an industrial scale. The Police have lots of evidence but are not doing anything to address this. The behaviour is attracting similar individuals into the area as it is known that there will be no action taken.

A second member of the public endorsed the concerns, and he himself had personally witnessed the theft and felt it would be relevant to see a police presence in the vicinity. He also reported that there was strong inappropriate language directed to the staff of the Co-op and felt that the Co-op should be taking more responsibility for members of their staff. The problems were similar at Budgens in Three Mile Cross and the Esso garage in Shinfield.

Members of the public requested that Shinfield Parish Council assist with resolving this issue.

The Clerk reported that he had receive another three comments that day regarding this issue.

BCllr Glover had spoken to the PCSOs about a month ago and followed up with an email. Cllr Hoyle suggested that SPC should write to the Co-op outlining SPCs concerns.

Cllr Johnson believed that there were 50 DVD's of CCTV evidence, however, he had been informed that the Co-op were operating on an expected loss of £4,000 per week. This was a huge concern as young people were witnessing these crimes with no retribution and this was giving the wrong message. A lot of people in the community were upset by this behaviour.



Cllr Montgomery reported that the Co-op in Whitley have a security guard that had improved the situation, and he would investigate this further.

Many people felt vulnerable going into the Co-op and frustrated that they were paying for goods when others were blatantly just walking out without paying.

Wokingham Borough Council (WBC), Anti-Social Behaviour (ASB) team had been approached. They had not received reports from residents. This behaviour related to shoplifting that should be reported to the police either on 101 or online at www.thamesvalley.police.uk/ro/report/ocr/af/how-to-report-a-crime/. Many residents complain on Facebook and other social media sites, but the police do not monitor these. They reported that this was a wider issue covering many areas in the borough and not just pinpointed in Shinfield.

ACTION –

- Problem to be raised at the Fields Neighbourhood Action Group (NAG)
- Shinfield Parish Council to write to the Co-op stating their concerns and suggesting that they revise the layout of the shop, have a security guard and set up a 'shop watch'
- Shinfield Parish Council to write to the Chief Constable and Crime Commissioner
- Shinfield Parish Council to facilitate a meeting between the Police, Co-op and other affected retail outlets experiencing similar problems

- 111.2 Members noted the resignation of BCllr Bell and that an election had been arranged for 5th December 2024.

24/112 Apologies and declarations of Members' Interest

- 112.1 Apologies had been received from Cllrs Boyer, Jahromi, Lias and Tatla
- 112.2 There were no declarations of interest
- 112.3 There were no changes to members' declarations of pecuniary interests

24/113 Minutes of the Meetings held on 25th September 2024

- 113.1 The minutes of the Council Meeting held on 25th September 2024 were approved and signed by the Chairman as a correct record

Proposed: Cllr Clarke
Seconded: Cllr Johnson
Approved: 9 approvals, 2 abstentions



114.2 The following matters arising were discussed:

24/87.3

- 41.7 Cllr Fernandes to contact Oakbank School regarding ideas for the Natural History Museum

Cllr Fernandes reported that this was still ongoing

ACTION - Cllr Fernandes to contact Oakbank School regarding ideas for the Natural History Museum

- 78.8 Deputy Clerk to request options for dates and arrange the training for 'Communicating with your Council'

A training session had been arranged for Thursday, 21st November 2024 at 18:30 at the School Green Centre. All Councillors are encouraged to attend to make this a worthwhile training course.

- 82.2 Clerk to add to the agenda once a proposal had been drawn up for recognising significant contributions to the parish

This will be done in due course

- 91.6 Clerk to advise applicants of the outcome of the annual grants process

This would done this week.

- 24/100.2 Clerk to discuss the reutilisation of SIDS with the Facilities Manager, once appointed

The Facilities Manager started on 4th November, and this was on the list of items to be discussed with him.

- 24/100.2 Clerk to invite the WBC waste officer to discuss the process at the next meeting

The Clerk had not followed this item up

ACTION – The Clerk would follow this up for a further meeting.

- 24/101.6 Committees to apply the Terms of Reference to their respective committee

The Committee Terms of Reference had been circulated for implementation

- 24/103.1 Clerk to find out how SPC can make a submission to the LPU

This was on the agenda

- 24/103.1 Clerk to add the LPU to the agenda of the Planning and Highways Committee meeting

This had been done.



- 24/104.1** BCIlr Bell to take up with WBC and the volunteer group the tidying of war graves at the detached cemetery on Deardon Way for VE80 celebrations

BCIlr Bell had now resigned as a Borough Councillor. However the Clerk advised that he would be tasking his team to tidy around the war graves in advance of Remembrance Sunday and a wooden cross would be placed on each of the six graves recorded in the parish.

ACTION – Clerk to arrange the tidying of war graves in the parish

- 24/107.1** Clerk to add to the next agenda 'Theft from the Co-op and drug dealing'

This was on the agenda

24/115 **Reports from Borough Councillors**

- 115.1 Members **NOTED** the written reports from BCllrs Gray and Glover

- 115.2 The following matters were raised:

Lailey Path – there had been no further movement from WBC. A question was raised as to whether SPC would pay for the path.

ACTION – Clerk to contact Richard Curtis, WBC to see what was required

Deep Leap play park – this was not suitable for children to play football and it had been suggested that the environmental field at Hayes Drive becomes an orchard. Concern was expressed that there was a lack of space for this kind of activity in this area.

ACTION –

- Cllr Glover would feedback that it would be preferable to not have an orchard in this area but an open space where people could kick a football around with a few picnic tables.
- Clerk to write to Ray Barry and request that trees are not planted until feedback from the next Facilities Committee meeting.

Cllr Glover reported that she had received several complaints about speeding on Hyde End Lane. There was too much traffic coming from Fullbrook Avenue onto Hyde End Lane and it was recognised that once the new football pitches were operational there would be more traffic. As stated earlier it was intended to resume the use of Speed Indicator Devices (SIDS).

- 20:53 *1 member of the public left the meeting*



24/116

Reports from Committees and associated Working Parties

116.1

Facilities Committee

Cllr Clarke reported on the following:-

- High Copse Pavilion would be taken over by SPC on 15th November 2024
- The planning application for Millworth Lane Sports Park was due to be submitted to WBC

Members **NOTED** the minutes of Facilities Committee held on 2nd October 2024

Sports Working Party

There was nothing further to report.

School Green Working Party

There was nothing further to report.

116.2

Arts, Culture and Events Committee

Cllr Matic reported on the following:-

- The cinema would be operational from 1st November 2024
- Working on the Art Exhibition for February half-term 2025
- 80th Anniversary of VE Day event

Members **NOTED** the minutes of Arts, Culture and Events Committee held on 3rd October 2024

116.3

Minutes of the Planning and Highways Committee

It was noted that the 'Village Gates' project would be followed up after the new Facilities Manager was in post.

The plot of land adjacent to the potential site of the proposed Spencers Wood Primary School had now been sold. SPC had applied for this to be registered as an 'asset of community value', however, WBC had not had time to expedite this prior to the sale.

Members **NOTED** the minutes of the Planning and Highways Committee meetings held on 9th October 2024

Traffic Working Party

There was nothing further to report.



116.4 **Minutes of the Finance Committee**

The following points were raised:-

- Income and expenditure was on track, there had been some savings on salaries and increased interest income.
- Consideration was required for future CIL expenditure.
- An ongoing analysis of S106 showed £110m raised in respect of developments within the parish but only approximately £50m had been associated with work in the parish.
- Budget training session had been held for Councillors.

Members **NOTED** the minutes of the Finance Committee held on 16th October 2024

116.5 **Corporate Governance Working Party**

Terms of Reference were approved at last month's meeting and work had started on reviewing and updating the Standing Orders. The timetable is for three meetings of the working party before the December Finance and General Purposes meeting and then in turn to Full Council in December.

116.6 **Chairman's Report**

Cllr Grimes reported that he had:-

- drafted a response on the WBC Local Plan Update (LPU)
- drafted the SPC Education Policy
- attended a meeting driven by Arborfield and Newland Parish Council regarding the southern development project, as a result of the WBC LPU
- attended the official opening of the cinema
- progressed SPC's representation on the board of governors at St Mary's Junior School

116.7 **Reports from Outside Bodies**

BALC

Cllr Peer reported that she had been unable to attend the last meeting

Borough and Parish Liaison Group

Cllrs Grimes and Peer had attended the most recent meeting which discussed:-

- EV charging points
- Lack of response from WBC officers
- 'Department of Communications' – partnership working was now 'Customer Services'

21:15 *1 member of the public left the meeting*



24/117

School Green Centre

117.1 Screening Facility

The official opening of the Shinfield Cinema took place on 4th October and was well attended by members of the public with lots of interest in the Ghostbusters props and Ecto-1 car. The Ghostbusters film was shown in the cinema as this was the first film produced at the Shinfield Studios.

The screen selection panel had selected a variety of films to show on Fridays from 1st November to the end of December. There would be no screening on 6th December as the Christmas Fayre and Rockin' Around the Christmas Tree was taking place.

117.2 Lease between Shinfield Parish Council and Crumbs Café

The quarterly meeting with the working party had been intended to take place on 21st October but had been cancelled due to the Clerk being ill. The meeting would be rescheduled for after the half-term holiday and the lease and other matters will be discussed in more detail.

ACTION – Clerk to arrange the next meeting between Crumbs Café and SPC

24/118

Local Plan Update (LPU)

(this item was discussed earlier in the meeting after 'Public Questions')

118.1 Cllr Grimes had prepared a draft response to the WBC LPC with input from Cllr Lias and the Clerk. Submission of the response was due on 12th November 2024.

Members **AGREED** to the proposed response that had been previously circulated.

The Chairman thanked Cllr Lias for his detailed input into the draft response on the WBC LPU.

ACTION – Clerk to submit the SPC response to the WBC LPU by 12th November 2024.

118.2 Arborfield and Newland Parish Council – request for joint funding for a planning consultant

A request had been received from Arborfield and Newland Parish Council for £2,026 plus VAT for a Strategic Flood Risk Assessment. It was felt that this was important as SPC was concerned about the risk of flooding should the proposed Hall Farm development proceed. The Clerk reported that there was money set aside for consultancy.

Cllr Matic would make enquiries with the Department for the Environment Agency and report back before any decision was taken to engage specialist advice.


29/11/24

24/119

Education Matters

- 119.1 Cllr Grimes had drafted a statement on education provision in Shinfield Parish for Yuan Yang, MP. Cllr Lias had also contributed comments on this draft.

It was recognised that there were now many stakeholders and institutions in the parish including Thames Valley Science Park, British Museum, Natural History Museum, Kew Botanical Gardens and the Shinfield Studios. Educational needs had not grown in parallel with the increased population. Cllr Hoyle agreed to supply an additional paragraph to supplement the proposed draft.

Members **APPROVED** the statement on education provision in Shinfield Parish with the suggested amendments

Proposed - Cllr Peer
Seconded - Cllr Jones
Agreed - Unanimously

ACTION –

- Cllr Hoyle to provide an additional paragraph for inclusion in the draft
- Clerk to send statement on education provision in Shinfield Parish to Yuan Yang, MP once additional information had been included and approved by members

24/120

Joint meeting with the University of Reading and Shinfield Parish Council

- 120.1 A meeting had been held on 16th October 2024 and the following was discussed:-

- Terms of reference were agreed
- Natural History Museum were pushing for the University of Reading (UoR) to sign the lease
- Hospital – UoR given until August 2025
- Cllr James requested longer leases from the UoR
- Proposed Hall Farm development – opportunity to influence phasing
- Aldergrove land – this would revert to UoR if no extension to the school
- SPC requested to buy the freehold of the new part of the School Green Centre building
- SPC would ideally like to own all areas around SPC
- SANG charges - Bellway to provide money for the SANGS
- Residents' lease – 2-7 hectares of The Ridge, no formal agreement, index linked, service charge attached to the Deeds. Nigel Frankland, UoR to look at contracts; tenants have documents. Solicitors were recommended by Bellway and were Bellway solicitors. Charges had started this year.

24/121

Anti-Social Behaviour

- 121.1 This had been addressed under public questions



24/122

Correspondence

- 122.1 Footpath from the end of Lailey Path/Hyde End Road to Shinfield Infant and Nursery School

Members considered an update on the progression of the path from BCLr Glover

- 122.2 **WBC's Community Governance Review**
(this was discussed at the beginning of the meeting)

The Clerk advised that WBC had indicated that they would be conducting a Community Governance Review of Town & Parish Councils which would run through 2025 starting with setting the Terms of Reference for the review. This would be included as an agenda item for November's Full Council meeting to allow adequate time for discussion. The government guidance suggests that such reviews should be conducted every 10-15 years and it has been over 20 years since one was carried out by WBC.

ACTION –

- Clerk to put on the agenda of the next Full Council meeting.

- 122.3 **WBC's Standards Committee report for 2023-24**

The Annual report of the Standards Committee for 2023/24 had been circulated with the papers.

Members **NOTED** the report

- 122.4 **Councils Underspend on Social Housing**

The Clerk drew attention to an article in the Times on Monday regarding the sums of money councils were "sitting on" for social housing and schools. The headline figure was £8bn but there was a specific mention of Wokingham "where the council is holding £41 million paid for by developers to support the delivery of affordable housing in the borough (the second-highest of any council), local house prices are more than ten times local wages.

Data released by WBC showed that in 2022-23 the council spent £680,000 on emergency accommodation for homeless households and a further £200,000 on temporary accommodation."

24/122

Invoices for Payment

- 122.1 **Payments made within the Clerk's financial delegation**

Members **NOTED** the payments made within the Clerk's financial delegation

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

Members **NOTED** the payments made on Barclaycard within the Clerk's financial delegation


20/11/24

122.3 **Payments outside the Clerk's financial delegation**

There were no payments outside the Clerk's delegation.

24/123 Date of Next Meeting

123.1 The date of the next meeting was Wednesday, 20th November 2024

Meeting ended at 21:47


20/11/24

List of Actions

24/111.1	Antisocial Behaviour	
	Problem to be raised at the Fields Neighbourhood Action Group	Cllr Peer
	Shinfield Parish Council to write to the Co-op stating their concerns and suggesting that they revise the layout of the shop, have a security guard and set up a 'shop watch'	Clerk
	Shinfield Parish Council to write to the Chief constable and Crime Commissioner	Clerk
	Shinfield Parish Council to facilitate a meeting between the Police, Co-op and other affected retail outlets experiencing similar problems	Clerk
24/87.3		
41.7	Cllr Fernandes to contact Oakbank School regarding ideas for the Natural History Museum	Clerk
24/100.2	The Clerk to invite the WBC waste officer to discuss the process at a further meeting	Clerk
24/104.1	Clerk to arrange the tidying of war graves in the parish	Clerk
24/115.2	Clerk to contact Richard Curtis, WBC to see what was required	Clerk
24/115.2	Cllr Glover would feed back that it would be preferable to not have an orchard on the environmental field but an open space where people could kick a football around with a few picnic tables	Cllr Glover
24/115.2	Clerk to write to Ray Barry and request that trees are not planted until feedback from the next Facilities Committee meeting.	Clerk
24/117.2	Clerk to arrange the next meeting between Crumbs Café and SPC	Clerk
24/118.1	Clerk to submit the SPC response to the WBC LPU by 12 th November 2024	Clerk
24/119.1	Cllr Hoyle to provide and additional paragraph for inclusion in the draft statement on education	Cllr Hoyle
24/119.1	Clerk to send statement on education provision in Shinfield Parish to Yuan Yang, MP once additional information had been included and approved by members	Clerk
24/122.2	Clerk to put on the agenda of the next Full Council meeting	Clerk

