

Minutes of a meeting of Community Services Committee held on Thursday 6 December 2018 in The John Heggadon meeting room, Shinfield Parish Hall, commencing 19.30 hrs.

Present: Cllrs G York, P Hughes, I Montgomery (Ch), J Reid, E Brown
Attending: S E Roberts (Clerk), J Skidmore (Committee Secretary)

18/CS/27 **Public Questions**

There were none.

18/CS/28 **Apologies and Declarations of Members' Interests**

28.1 Apologies were received from Cllr. P Jahromi.

28.2 There were no declarations of members' interests.

18/CS/29 **Minutes of the Previous Meeting**

29.1 It was proposed and **RESOLVED** that the minutes of the meeting of 15 October 2018 were a correct record of the meeting, and these were signed by Cllr. Montgomery.

29.2 Matters arising:

29.2.1 Artwork Display for Annual Parish Meeting

Invitations to local schools to take part in a display of artwork at the Annual Parish Meeting to be sent out in January by the newly appointed Clerk.

29.2.2 Grant Payments

It was confirmed that grants awarded after approval at November Council had now been made and that recipients had been invited to the volunteer evening hosted on 30 November 2018.

29.2.3 Volunteer Reception

It was confirmed that all actions from the previous meeting relating to the volunteer reception had been carried out and that the event had been successful.

29.2.4 Remembrance Sunday

It was confirmed that all actions from the previous meeting relating to Remembrance Sunday had been carried out and that the event had been well attended.

29.2.5 Christmas tree lights for School green

This action was noted as complete.

29.2.6 Cil/budget proposals

Cllr. Montgomery confirmed that he had spoken with the Finance Manager in relation to the budget proposals to be discussed later in the meeting.

29.2.7 Carols on the green

The Clerk confirmed that no action was required from the Parish Council and that all arrangements were in hand.

Cllr. G York joined the meeting at 7.45pm

18/CS/30 **Grant Applications 2018-19**

The Clerk confirmed that £2502 remained in the community grant budget until the end of the financial year.

Members reviewed the grant applications to the Parish Council received since its last meeting and **RESOVLED** additional grant payments for 2018-2019 to be as follows for noting by full Council in December:

Organization	2018-19 Grant Agreed	Purpose
Spencers Wood Mother and Toddler Group	£ 1513.91	The purchase of soft play equipment would enhance the facilities available for younger children for sessions regularly attended by up to 40 local families.
Shinfield Infant and Nursery School	0	Heating maintenance in schools should be provided by the borough council not the parish council. The school had received a grant from the Parish Council earlier in the year.
Total allocated 7 December	£1,513.91	
Total allocated 15 Oct 2018	£3,150	
Total allocated 20 Aug 2018	£6,125	
Total allocated 25 June 2018	£7,123	
Ring-fenced for school prizes	£1,100	
Total remaining 2018-19	£988	

18/CS/31 **Priorities and Potential CIL Projects**

31.1 Members discussed the committee's budget priorities for 2019-20 as follows:

31.1.1 Provision for youth activities

The Clerk noted that the Youth Management Club meeting was taking place on 7 January 2019.

It was **AGREED** that youth provision in the area was insufficient and that more work was required by the Parish Council to improve it.

Cllr. Hughes undertook to ask his contact about the possibility of providing an art class.

The Clerk suggested bringing the JAC bud to Shinfield as this had been successful in other areas.

Cllr. Gray suggested encouraging a team to participate in a local box karting event which would include designing and making the box kart.

It was noted that discussions would take place shortly about the location of a possible youth club in Shinfield and that more information would be available in January once meetings had taken place.

It was **AGREED** that Cllr. Montgomery would lead on work relating to youth provision to include toddler groups.

It was requested that, subject to approval, the budget for youth provision be transferred from the Recreation and Amenities committee to the Community Services Committee and increased to £20k.

31.1.2 Community Events

It was **AGREED** that an event would be held on 8 June to celebrate volunteer week, a national event held from 1-7 June. The Parish Hall was provisionally booked for this purpose.

Cllr. Montgomery undertook to speak to Nathan regarding arrangements for the 2019 Pancake Race.

Cllr. York undertook to lead on the community bike ride and work with local cycle groups.

A discussion was held regarding a request from Café Activ, a Christian based community hub in Spencers Wood, to collaborate with the Parish Council on a roadshow aimed at reaching new-build communities in the area. It was **AGREED** that this would be a good opportunity to promote the work of the Parish Council and that budget should be allocated accordingly.

It was **AGREED** that the following events would be budgeted for subject to full Council approval.

Spencers Wood Carnival	£3000
Pancake Race	£500
Community Bike Ride	£500
Volunteer Week	£1000
Volunteer Evening	£600
Remembrance Sunday	£500
Café Activ Events	£2500

Total **£8100**

31.1.3 Provision for the Elderly

Cllr. Brown gave an overview of the report that he had circulated prior to the meeting in relation to the provision for the elderly in the Parish.

A request by the Welcome Lunch Club to provide funds to enable them to provide funds for an additional meal each month was **AGREED**.

Cllr. Brown undertook to produce a guide, detailing activities currently available for the elderly in the area and lead on developing new ideas.

31.1.4 Grants

It was **AGREED** that the community grant budget should be increased to 30k and that the Community Wellbeing budget should be increased to 20k to include provision for the elderly.

Cllr. Montgomery confirmed that he would be presenting the proposed budget to the Finance and General-Purpose committee on 17 December 2018.

31.2 Potential CIL Projects

There were no potential CIL projects identified.

18/CS/32 **Correspondence**

32.1 There were no correspondence items received.

18/CS/33 **Date of next meeting**

33.1 Date agreed to be 28 February 2019, 19.30 hrs.

The meeting ended at 9:10pm hrs.

List of actions

Ref	Action	Action by
29.2.1	Send invitations to local schools to take part in display of artwork at Annual Parish Meeting sponsored by the parish council for ring-fenced budget of £1,100, with Cllr Gray as named contact from January.	Clerk
29.2.2	Make grant payments to applicants following December Council	Clerk
31.1.1	Cllr. Hughes to speak to contact about the provision of an art class	Cllr. Hughes
31.1.1	Cllr. Montgomery to lead on youth provision in the area	Cllr. Montgomery
31.1.2	Cllr. Montgomery to speak to Nathan regarding Pancake Race	Cllr. Montgomery
31.1.2	Cllr. York to lead on community bike ride and work with local cycling groups.	Cllr. York
31.1.3	Cllr. Brown to produce a guide of activities for the elderly and lead on elderly provision in the area.	