

FINCHAMPSTEAD PARISH COUNCIL
MINUTES OF THE MEETING OF THE FINCHAMPSTEAD PARISH COUNCIL
HELD 7.30PM ON 17th MARCH 2011
AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD, BERKSHIRE

PRESENT: Cllr R Cundy, Chairman, Cllr G Markham
Cllrs Ms Blackwood, Mrs Driver, Mrs Jennings Frisby, Mrs Newcombe
Cllrs S Bowers, S Bromley, W Chapman, K Mayne, A Pearce, I Pittock
Cllrs R Rampton, G Veitch, S Weeks, R Woof

Mrs Jane Holloway, Clerk, Mrs Katy Dagnall, Clerk Designate

96/2011 - APOLOGIES FOR ABSENCE

Cllr May

97/2011- MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting held on 17th February 2011 were amended on page 26 FinchNag Report - Longwater Lane to read Longwater Road; and on page 29 that Cllr Rampton is now a Governor of Gorse Ride Junior School and were then signed as a true record.

98/2011 - CHAIRMAN'S REPORT ON THE MINUTES

59/2011 - Proposal to Agree To Sign the Rental Agreement with the FBC for the New Parish Office

Item to be carried forward.

59/2011 - Appointment of New Clerk & Responsible Financial Officer.

Katy Dagnall has signed the Contract of Employment and will take over as Parish Clerk on 1st April 2011.

59/2011 - Forum - Parish Council Meetings

A new meetings schedule has been distributed and will be posted on Noticeboards and the website. The Finchampstead Magazine will be advised.

59/2011 Youth Project - Wednesday Night Club at FBCentre

Following the December 2010 Main Council decision to allocate £1500 to FBCentre Management towards the costs for the Youth Club activities at the Centre, the cheque has been raised (see Cheque List). AGREED.

59/2011 - Leas Field DMMO

Rebecca Walkley's email forwarded to all councillors - Council decision on DMMO stands until end April 2011.

59/2011 - Localism Bill - Neighbourhood Plans To Shape Development at Parish Level

On main agenda.

59/2011 - Allotment Project

On Main Agenda

59/2011 - WBC Masterplan - Arborfield SDL Implications for Southern Parishes - Recommendation from the Southern Parishes Planning Group

Cllr Mayne advised that last week the courts gave permission for the SPPG case against WBC to go to judicial review on a number of grounds. They did not accept all our grounds could be argued at a hearing but we have not withdrawn them at this stage.

This could now take several months, but it is an encouraging endorsement of our case.

In parallel to this WBC's lawyers have approached lawyers for SPPG with a view to a possible settlement of the case without going to court.

There are some encouraging signs that WBC now accepts a number of the points we have made and at this time we favour a negotiated settlement if this progress can be turned into planning policies.

We have also had our first meeting with WBC Exec since January and the offer of a settlement and an offer of our costs was also made verbally and documented at the meeting. We have informed WBC that because of past failures to deliver on verbal commitments we are seeking legally binding terms of agreement before we will withdraw what we believe to be a very strong case. Negotiations continue.

If we cannot reach an out of court agreement the process may continue for several more months. The offer of costs will be withdrawn and we will have to rely on a court judgment for costs.

64/2011 - WBC Neighbourhood Partnership Committee Constitution - To Act As Forum For Key Stakeholders To Discuss Delivery Of Children's Services In The Borough

The Clerk has informed WBC that Cllr Lisa Blackwood will represent the Parish Council. Cllr Ms Blackwood advised that she attended the inaugural meeting whose aims are to support vulnerable young people up to age 18. Any organisations in Finchampstead Parish can use this committee to feed back on any relevant issues. Notes of the meeting will be forwarded to members by Cllr Ms Blackwood.

66/2011 - Publication of Parish Councillor Details

Cllrs Ms Blackwood, Mrs Jennings Frisby, S Bromley and I Pittock had asked for personal addresses to be removed from the published list of Councillors. Copies for Noticeboards distributed.

67/2011 - Forum - Anti Social Behaviour around California Hall

The Clerk wrote to Michael Graham new Commander of Wokingham in support of more police action to resolve the issues. The Clerk also invited police representatives to attend the Annual Gathering. No response has yet been received to this letter. Cllr Pearce will email the Commander.

Cllr Bromley advised that police have arrested one culprit and further investigations continue; Cllr Bowers also advised that several ABC contracts (Acceptable Behaviour Contracts) have been issued and there had been a noticeable improvement in the area.

99/2011 - COMMITTEE REPORTS

PLANNING

Cllr Mrs Newcombe reported on the meeting held on 23rd February 2011 - minutes distributed.

Enforcements -

Members of the Committee met Planning Officer Jeni Jackson on 22 February 2011 to discuss the outstanding enforcement issues. The Committee found this useful and are seeking access to the WBC enforcement database. It was agreed the Planning Committee should write to the Chief Executive on matters arising from this meeting. A reply is awaited.

Applications - the committee sent objections to the following applications:-

422 Finchampstead Road	Objection on grounds of TBH
146 NMR	Objections to size, bulk and massing

It is noted that TBH is still a valid objection.

WBC Decisions in line with committee comments except for:-

Deer View Barn, Wheatlands Manor, Park Lane	Refused as the scale and awkward juxtaposition of the dormer was detrimental to the character of the building.
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52 Carolina Place	FPC no objections but queried parking. WBC approved with note on parking.
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261 Nine Mile Ride	Plans not sent to FPC. Approved by WBC.
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Appeal decisions

Land west of Field House, Longwater lane	Appeal allowed and planning permission granted, with conditions that the site will only be lived on by the applicant and resident dependants.
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Two Hoots Hollybush Ride	FPC objected. Appeal dismissed
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New appeals

Honeysuckle Cottage Lower Sandhurst Road.	Rear extension, FPC no objections. WBC refused.
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Other Matters

Cllr Weeks recently met WBC Planning Officer Jeni Jackson and discussed the shortfall of official gypsy sites in the Borough. The Planning Committee has noted that Bracknell Forest Council action on gypsy sites in its area has been very effective.

Cllr Pearce advised Cllr Weeks of the Easter weekend eviction of a large gypsy site in Braintree, Essex.

FINANCE Cllr Markham reported there were no outstanding matters to report.

STATEMENT OF ACCOUNTS

CLYDESDALE BANK Current Account £96990.87

CHEQUE LIST - MAR/11

APPROVED UNANIMOUSLY

ROADS & ROAD SAFETY - Cllr Mayne reported matters arising since the last meeting.

- Data Logger - 2ND Unit on order - to be delivered to Cllr Bromley
- Cllr Bromley reported on the Major Utilities meeting at WBC - notes distributed.

FOOTPATHS - Cllr Chapman reported on meeting held on 9th March 2011 - minutes distributed.

- Bridleway 34 - potential link with F/P 26 being considered by National Trust and Cllr Chapman is to attend a meeting to discuss.
- Bridleway 26 - committee agreed to pay up to £500 towards costs to improve the surface and subject to being paid by year end, otherwise funds may not be available. Cllr Weeks will progress at WBC.

AMENITIES - Cllr Markham reported on meeting held 1st March 2011 - minutes distributed.

- S106 funding identified for play area at Memorial Hall - to be progressed in new financial year.
- BIAS quote for bus shelter and memorial bench refurbishment was re-submitted by the company - members AGREED to proceed on the revised costs of £190 per bus shelter roof refurbishment and £245 for the two benches in the Memorial Park.
- Noticeboard maintenance - this work is still outstanding. The Clerk will assess BIAS after they have completed other work.
- Street Map Reprint - Cllrs Mrs Newcombe and Mrs Jennings Frisby are working on the updates and advertising support. Cllr Mayne requested that the Gorse Ride area footways and alleys are shown in more detail to promote the Healthy Streets Initiative. This will be considered at the next Working Group meeting.
- Interpretive Panels - Cllr Woof's recommendation to NOT go forward with panels but for funding to support website and downloadable walks - AGREED.
- BT Broadband - letter to BT and WBC in support of resident's petition sent.

100/2011 - OTHER REPORTS

FPMC - Cllr Markham reported on the meeting held on 23rd Feb 2011 - notes distributed.

FBC Advisory Board Meeting - Cllrs Cundy and Weeks attended the last meeting and reported that more CCTV cameras will be installed, ongoing behavioural issues to be tackled, more youth activities e.g. a Boxing Championship, being organised, work on the Caretaker's bungalow is due to commence shortly, aims to open the Library on Sunday mornings.

Parking remains an issue but requires £15K funding - although the Parish Council might assist, Cllr Mayne reiterated the importance of sustainable transport issues and efforts to encourage walking, cycling etc. and asked for this to be discussed at the next Board meeting.

Cllr Pearce advised that he and Cllr Mrs Driver will hold CAB outreach sessions will be held every Thursday between 10 and 12 in the Library.

Multi Agency Report - Cllr Mrs Jennings Frisby notes distributed.

The recent Walkabout revealed many ongoing issues about the condition of the estate e.g. guttering, garages, warped doors and rotting fascias. It was agreed that these issues have been raised on many occasions with promises of reparation and Cllr Bowers advised that only urgent work was done. It was AGREED that the Clerk will write to Tenants Services to urge a high priority be given to the work and also to request the total WBC funding allocation spent in the Borough and what percentage spent in Finchampstead. Also, clarification of locations of all Borough housing stock in the Parish.

As the Litter Warden concentrates on clearing the main roads, it was AGREED that the Parish Council seek a local resident to undertake litter clearance on the estate which would be paid by the Council.

FinchNag - Cllr Pearce's report distributed.

Ch. Insp. Bunt reported that, due to police reorganization, there will be 100 more staff; Wokingham crime figures are reduced although metal theft is increased; PC Thomas will be replaced after his retirement, the gating issues for Gorse Ride estate will be investigated; Barkham & Arborfield NAG is to be disbanded due to lack of local interest.

SLCC SE Regional Conference, 10 March 2011 - Localism and the Big Society

Cllr Pittock attended the Conference on behalf of the Parish Council and his notes have been circulated by email. Cllr Pittock will raise specific points with relevant committees; the Clerk confirmed that the Parish Council subscribes to the publications The Clerk and LCR, and that the Council is registered as an employer with HMRC.

Cllr Bowers queried if Residents Associations could be encouraged as part of the Big Society initiative.

Cllrs Mrs Newcombe and Mrs Driver had attended a Training Session on Localism but it was mainly about planning issues.

Wokingham Community Conference

Meeting held on 11th March - attended by Cllr Mrs Newcombe whose notes were distributed.

Clerks' Report

- Training sessions with Katy Dagnall continued in the last month

101/2011 - ALLOTMENT PROJECT

Damon Emes of WBC had emailed on 15th March 2011 in response to the Working Group queries over possible site contamination, and a reinstatement clause in the proposed lease. WBC is not aware of contamination, and confirmed that the reinstatement clause has already been approved under the heads of terms, and cannot now be varied. It was AGREED that the lease be signed as soon as possible, and that legal costs and insurance costs be accepted.

Cllr Ms Blackwood suggested that a disclaimer be included in the future agreement with the allotment association to be set up. Cllr Pittock advised that any liability would rest with the landowner not the lessee.

Cllr Woof has undertaken an initial risk assessment of the site and had not identified anything which should preclude signing of the lease.

Cllr Pearce queried the financial implications until the Allotments association is established. These costs have already been budgeted for and will include £650 annual rent for WBC land, plus legal and insurance costs. Future aim will be to recover costs through the Allotment Association.

The Clerk has updated the allotment applicant's database and requested that any previous interest in holding allotments is confirmed by 25th March. Some answers are still outstanding and will be chased. All those on the List have been invited to the Annual Gathering and made aware that that meeting will progress to forming an Allotment Association and a 'Wellie Brigade' to help with practical work on the site. To date 21 potential allotment plot holders have confirmed they will attend the Annual Gathering.

102/2011 - ANNUAL GATHERING - 31ST MARCH 2011

- Attendance estimated at 70-80 total.
- The Clerk will request glasses and access to the kitchen. Cllr Cundy will arrange the refreshments for the evening. Display boards for the artwork will also be arranged.
- Slide Presentation - a FBC Technician has been booked. Cllr Bromley compiling slides - all councilors were asked to forward any relevant images. The Clerk will forward allotment information.
- All Committee Chairmen are asked to forward their reports to the Clerk.

103/2011 - STANDING ORDER AMENDMENTS - FINAL APPROVAL OF ALL CURRENT AMENDMENTS

Amendments already agreed at the January Main Council meeting are repeated below in italics.

Meetings

Revise 1.1

- *Meetings of the Council shall be held on the third Thursday of each month (except August) at 7.30 pm either in the Memorial Hall, Finchampstead, or The FBCentre, Finchampstead, unless the Council otherwise decides at a previous meeting.*

Attendance at Meetings

Renumber 3 to 3.1

New 3.2

- *Any Borough Councillor attending a Main Council meeting may, if s/he so wishes contribute to the discussions at any time, but is not eligible to vote.*

Co-option

Order of Business

New 6.1 (iii)

- *In the ordinary year of election of the Council to fill any vacancies left unfilled at the election by reason of insufficient nominations.*

New section 6 Co-option Procedures

- 6.1 *Having been given notice of co-option, only Parish Councillors present at the subsequent meeting may nominate, second or vote upon a person to fill the vacancy.*
- 6.2 *At that meeting, members should be informed of the names and addresses of anyone wishing to be considered as a Councillor.*
- 6.3 *A Councillor does not have to nominate any of the persons named.*
- 6.4 *If there is only one vacancy, a Councillor may only nominate or second one candidate.*
- 6.5 *Voting for the new councillor is by ballot.*
- 6.6 *The chairman shall place the names of those properly nominated into alphabetical order and take a vote.*
- 6.7 *Councillors have as many votes as there are vacancies.*
- 6.8 *The first candidate to receive an absolute majority of those present and voting is declared elected.*
- 6.9 *The successful candidate is then declared co-opted to the Council and summoned to attend the next Council Meeting where he/she will sign the Declaration of Acceptance of Office to agree to be bound by the Code of Local Government Conduct.*
- 6.10 *The councillor so co-opted will then be entitled to vote on issues raised at Council meetings.*

Committees and Sub-Committees

New 19.12 Subject to agreement by a majority of the relevant committee or sub-committee, persons other than members of the Parish Council may be appointed to any committee or sub-committee until the next Annual Meeting but shall not be entitled to vote.

Meetings

Revise 1.1 Meetings of the Council shall be held at 7.30 pm alternating between the third Thursday of the month in the FBCentre and the third Wednesday of the month in the Memorial Hall (except August) unless the Council otherwise decides at a previous meeting.

Order of Business

Insert new iv) To receive and record declarations of interest

The additional section approved at February Main Council is as follows:

Election to committees

If not all the places on a committee are filled at the Annual Meeting, or a vacancy occurs during the year, any councillor subsequently wishing to fill that vacancy until the next Annual Meeting should advise the Clerk at a main Council meeting so that s/he can be appointed to that committee.

Main Council AGREED to all of the above amendments to Standing Orders.

The Clerk will amend the document in accordance with these approved amendments with renumbering as required.

104/2011 - CORRESPONDENCE & FORUM - March 2011

Correspondence

- Invitation to Keep Mobile AGM - 16th April 2011, 2pm - Cllr Rampton will attend.
- WBC - Borough Design Guide - Stakeholder Workshop 2nd April 10-4 at Shute End (lunch provided). Cllr Pittock to attend.

- Lord Lt of Berkshire - request for contribution towards wedding gift for Prince William and Catherine Middleton. Noted.
- SSE Contracting - 2011-12 Lighting & Maintenance Charges and Schedule - will be passed to R&RS Committee
- CCB & University of Reading - Conference 7th July 10-4 at the Palmer Building, UoR, on 'Leadership in Localism - Make Localism Work for You' - £75. Attendance from FPC not required.
- Fields in Trust Newsletter -to be forwarded to Cllr Bowers
- SLCC - Resolving Workplace Disputes - consultation document. Not relevant.
- Donation thank you letters from St Mary & St John Church, Cruse Bereavement
- Donation request from Relate - passed to Finance Committee.
- Cllr Cundy has received an invitation to a Royal Garden Party from BALC and will be pleased to attend to represent the Parish Council.
- Maverick TV request for 'case studies' noted.

FOLDER CONTENTS - The folder is available from 7.30 pm on the night of the meeting and will be held in the Parish Office for the month following. If any councillor wishes to take an item, please advise the Clerk.

Forum

Cllr Mrs Driver noted the renaming of the Fuel Allotment Fund to the Parish Hardship Fund. Guidelines for applicants to be agreed at the next Finance Committee meeting, and how to publicise the new arrangements.

Arrangements for litter pick Sunday 27 March 2011

Equipment provided but bring gloves.

9.30 am at Greyhound PH with refreshments afterwards. Contact Cllr Veitch.

9.00 am refreshments at Cllr Pearce's home, followed by litter pick until 11am.

Cllr Mrs Driver - the Clerk's leaving lunch will be held on Tuesday 29 March 2011, 12.30 at the Greyhound. Cllr Weeks confirmed numbers attending.

Cllr Bromley - car wash at California Hall on 16 April 2011, 10am - 1pm. £5.

Cllr Woof - NAG resident's survey to take place in April/May. FPC can publish on website and will hold hard copies in the Parish Office.

Cllr Woof suggested that the reasons for 5.7% increase in precept should be publicised, given that others had a 0% increase this year. Explanation can be included on web site, Parish Magazine, and at Annual Gathering. Noted that this is the first increase for 5 years.

Cllr Weeks - BVCP 'Walk the Path' will take place on 7 and 8 May. Places £8, must be prebooked. Includes refreshments, toilets and lift home.

105/2011 - DATES OF FUTURE MEETINGS

Main Council Meeting 7.30 pm Wednesday 20TH April 2011, FBCentre Library at 7.30pm

The meeting closed at 9.40 pm.