

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.00 PM ON 17 FEBRUARY 2021 by Zoom Video Conference

PRESENT: Cllr S. Weeks, Chair. Cllr S. Bromley, Vice Chair.
Cllrs S. Bowers; D. Cornish; R. Cundy; Mrs C. Driver; Mrs B. Eytle;
G. Jukes OBE; Mrs N. Jennings-Frisby; Mrs S. McDonald; J. May;
R. Marshallsay; A. Pearce; G. Veitch and R. Woof.

Mrs K. Dagnall, Clerk.

Two members of the public.

81/2021 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Mrs R. Margetts.

82/2021 DECLARATIONS OF INTEREST

Cllr Cundy declared a non-pecuniary interest in relation to Finchampstead Primary School.

83/2021 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 20 January 2021 were agreed as a true and correct record. The minutes will be signed retrospectively as soon as circumstances allow.

PUBLIC PARTICIPATION SESSION

Two members of the public were present as observers of the meeting.

84/2021 CHAIRS REPORT

- The elections due to take place in May 2020 will now take place on 6 May 2021, with both postal and in person votes. Information will be circulated as it becomes available.
- There will be a Census on 21 March 2021.
- The Finchampstead Park Management Committee has now considered the two potential locations for the War Memorial and has advised that its preference would be the roadside verge adjacent to the Park. The feasibility study for the potential site near St. James' Church is underway.
- A Coronavirus Mobile Testing Unit will be at the FBC Centre car park on 18 February. The testing is for those with symptoms and is strictly by appointment only. If successful a further session may follow later in February.

Lateral flow testing for keyworkers continues at the Wokingham Borough Council (WBC) offices at Shute End, and vaccinations continue to be provided at the Finchampstead and Swallowfield Doctor Surgeries and at regional centres.

- There have been changes in personnel at Thames Valley Police. The local policing team now includes Inspector Jurusha Lyseight-Jones; Sergeant Emma Reed; Police Constable Peter Glibert and Police Community Support Officers Patrick Glenister and Graham Davey.

85/2021 COMMITTEE REPORTS

PLANNING COMMITTEE

Cllr Veitch advised that the Committee met on 3 February. Minutes of the meeting have been circulated.

- Prior to the meeting the Committee received a presentation from Bloor Homes and Boyer Planning.
- As agreed at the previous Council meeting the Committee considered whether any further action in relation to the lack of health care provision at the Arborfield Strategic Development Location was appropriate. The Committee agreed that no further action would be taken.
- Training for the Committee and other interested Councillors is being investigated and requirements will be discussed at the next Committee meeting.
- Cllr Veitch confirmed that he would be stepping down as Chair of the Committee at the Annual Meeting in May 2021. On behalf of the Council Cllr Weeks expressed appreciation to Cllr Veitch for leading the Committee over the last six years.

FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Woof reported on the financial position of the Council and current matters.

Financial position

- Unity Trust Bank £33,911.69
- CCLA Public Sector Deposit Fund account £714,182.01
- CCLA Property Fund £25,000
- The above figures include £675,375 Community Infrastructure Levy (CIL) receipts.

The schedule of payments totalling £14,078.63 was circulated to all Councillors.

The payment schedule was approved by the Council. Cllrs Bromley and Woof agreed to authorise the electronic payments.

Other matters.

- Cllrs Cornish and Woof and the Clerk met on 28 January to review the Council's Project List. An updated version will be circulated to all Councillors in due course.
- Staff appraisals are complete. The HR Sub Committee will be meeting prior to the next Finance & General Management Committee meeting on 24 March to discuss various matters.

Cllr Cornish advised that the Neighbourhood Development Plan Group may need to request additional budget for 2021/22. This will be discussed by the Finance & General Management Committee at its meeting on 24 March.

AMENITIES COMMITTEE

Cllr Mrs McDonald reported on the meeting held on 27 January and other matters. Minutes of the meeting have been circulated.

- The Committee's proposals for Community Infrastructure Levy fund expenditure will be covered by agenda item 86/2021 below.
- The priorities for the California Country Park were discussed and this is being followed up with Wokingham Borough Council (WBC).

- Cllr Veitch and the Clerk have met to discuss the next stages with the Wellingtonia Avenue survey project and are meeting the consultants on 19 February.
- Allotment plot rental fees were reviewed. It was noted that these have only been increased once since the site opened in 2012 and the Committee agreed that the rental fees should be increased by 2.5% from October 2021. This was approved by the Council.

RIGHTS OF WAY COMMITTEE

Cllr Cornish reported on current matters. The next Committee meeting is on 24 February.

- WBC has now provided a quotation for the proposed path improvements at Hazebrouck Meadows, intended to facilitate cycling to and from Bohunt School pending completion of the agreed permanent cycle / pedestrian route to be created at a later stage. The quotation is considerably more than expected and this will be queried with WBC.
- Quotations have been received for the 'no cycling/no horse riding' signs for footpaths and these will be ordered shortly.
- WBC has been in contact over proposals for a barrier on Bridleway 4 near Shepperlands Copse. The proposal is from the Berkshire Buckinghamshire and Oxfordshire Wildlife Trust which wishes to facilitate access to the nature reserve. There are concerns over the form of barrier and over potential damage to the surface of the path due to the proposed use by vehicles.
- Liaison continues with Wokingham Without Parish Council over opportunities to improve cycling infrastructure, including a route to Wokingham. There have also been discussions about developing / promoting 'south Wokingham walking routes' across Wokingham Without, Finchampstead and Barkham Parishes.
- There have been issues with drainage and unauthorised access on footpaths 29 and 33 and the Cemex UK Ltd future nature reserve at Fleet Hill Farm. Working in partnership with Cemex UK Ltd measures are being put in place to address the issues – a blocked culvert has now been replaced, replacement gates and fencing will be installed as soon as ground conditions allow and a quotation for ditch works is being considered.
- Cllr Cornish has drafted a new circular walk from Finchampstead to Crowthorne and Ambarrow Woods. This will be discussed by the Committee at its next meeting.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on the meeting held on 10 February and current matters. Minutes of the meeting have been circulated.

- Locations for speed watch signs at entrances to the Parish have been agreed. The next stage is to put the locations on a map for WBC so that the signs can be ordered and installed.
- There is no news on when the gateway signs ordered in November will be installed, nor any progress on other actions agreed with WBC. A further meeting will be arranged with the WBC Highways Officers to review the Action Plan.
- WBC is aware of the poor condition of the roadsides and is trying to work through a backlog of issues. Issues such as encroaching vegetation, dirty or broken signs or footway problems should be reported on line so that WBC can log and prioritise these and deal with them when resources permit.

86/2021 COMMUNITY INFRASTRUCTURE LEVY EXPENDITURE

Cllr Woof advised that the current balance of CIL funds is £675,375 and that current commitments are:

- £824 to kissing gates (on the February payment schedule)
- £500 to a feasibility study for the potential relocation of the War Memorial to land near St James' Church
- £100,000 to the California Crossroads improvement scheme.

Proposals for additional expenditure are set out below:

- A further £350 for the feasibility study noted above.
- Up to £1250 for the creation of a passing bay on the allotment track, proposed by the Amenities Committee.
- A provisional sum of up to £3000 for defibrillators for local schools, proposed by the Amenities Committee.

The expenditure was approved by the Council.

87/2021 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Borough Parish Liaison Forum – 8 February.

Cllr Cundy attended the Forum which received presentations on the 2021 Census; a new Borough / Parish Charter; the COVID-19 response and changes to the planning system.

Notes and presentations will be circulated in due course.

WBC Climate Emergency Working Group – 27 January.

Cllr Cundy attended the meeting which received presentations on transport decarbonisation; Wokingham Community Energy, and the Active Building Centre.

Notes and presentations will be circulated in due course.

Cllr Cundy continues to attend meetings relating to the local branches of the Association for Local Councils and will provide a report at the March meeting of the Council.

88/2021 BARKHAM SOLAR FARM PROPOSALS

The Council received a presentation from WBC in December 2020 on the Solar Farm proposals and WBC has now issued information about the project to local residents and the community. A planning application will follow in due course.

Comments were noted and will inform the Parish Council's Planning Committee consideration of the planning application when it comes forward.

It was agreed that the Council should promote Barkham Parish Council's survey relating to the proposals.

89/2021 PROJECT AND DEVELOPMENT UPDATES

Neighbourhood Development Plan

- Cllr Cornish advised that the Regulation 14 public consultation commenced on 1 February and will run for 6 weeks. There have been some issues with the distribution of the consultation document by a private contractor, but there has still been good coverage of the Parish. The consultation will continue to be promoted through various means.
- Work is underway on the consultation and other statements required as part of the process.

Gorse Ride regeneration

- Minutes of the January Steering Group meeting and the presentation from the February meeting have been circulated.
- Cllr Bowers advised that compulsory purchase orders have now been issued; decanting of residents continues; asbestos removal from properties is underway and a small number of properties are to be demolished as a trial.
- It has been agreed that access to St. Mary & St. Johns Parish Centre and Vicarage Close will be maintained during the construction works.

Arborfield Strategic Development Location (SDL)

- Cllr Pearce attended the Community Liaison Group meeting on 21 January. Notes and minutes of the meeting have been circulated.
- 80 properties are now occupied at Finchwood Park and confirmation of the number of properties at Arborfield Green which are within Finchampstead Parish is being sought. It is thought that around 350 properties may be occupied.
- The proposed allotment site at Finchwood Park will be transferred to WBC when 200 properties are occupied, potentially in 2 years' time.

90/2021 BOHUNT SCHOOL WOKINGHAM SIXTH FORM PROPOSAL

A response to the consultation was agreed, supporting the proposal in principle and expressing a desire to see the number of places available to Finchampstead young people maximised.

91/2021 IT & COMMUNICATIONS POLICY

An updated version of the policy was circulated to Councillors. Cllr Woof advised that minor amendments had been made to clarify wording and reflect current circumstances.

The policy was approved by the Council.

Councillors were reminded that emails should include the Parish Council privacy notice, and that the WhatsApp Group should only be used for information sharing, not for discussion.

92/2021 CORRESPONDENCE.

Correspondence has been circulated by email and / or noted under agenda items above.

93/2021 FORUM

- It was agreed that a Working Group should be formed to try and progress the completion of the future nature reserves on the Cemex UK Ltd. sites on land at Fleet Hill and Manor Farms.

94/2021 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 17 March 2021 at 7pm.

These minutes are subject to confirmation at the next meeting of the Council.

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 17 FEBRUARY 2021

UNITY TRUST BANK ACCOUNT 04/02/21			£33,911.69	
CCLA DEPOSIT ACCOUNT 31/01/20			£714,182.01	
CCLA PROPERTY FUND 31/03/20			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £675,375.17				
TOTAL FUNDS			£773,093.70	

	NET	VAT	TOTAL	
Outstanding payments not yet cleared				
None.				
Total payments outstanding			£0.00	
Payments already approved and paid				
BRITISH TELECOM	47.49	9.49	56.98	BT DD 11
ROYAL MAIL - POST REDIRECTION	216.00	0.00	216.00	56384688
DLM DISTRIBUTION LTD (FNDP)	454.50	90.90	545.40	17968382
H DESIGN (FNDP)	214.00	0.00	214.00	59216838
JAY PRINTERS (FNDP)	2,611.00	222.60	2833.60	58862438
PAYMENTS FEBRUARY 2021				
Staff costs				
			£6,669.70	
Other costs				
ASAP COMPUTER SERVICES	554.80	110.96	665.76	46369783
ASAP COMPUTER SERVICES	1,350.00	270.00	1620.00	69995217
RIALTAS - SOFTWARE SUPPORT	245.00	49.00	294.00	83473227
WEB MARKETING MATTERS	157.55	0.00	157.55	40952616
FBC CENTRE - OFFICE RENTAL JAN-MAR	1,221.25	0.00	1221.25	32944535
FBC CENTRE - OFFICE S/CHARGE JAN-MAR	1,004.85	0.00	1004.85	"
SSE STREET LIGHT ENERGY	67.95	3.37	71.32	57937099
WINDOWFLOWERS - FLORAL DISPLAYS	485.25	97.05	582.30	27534391
SLCC VIRTUAL CONFERENCE - KD	75.00	15.00	90.00	46280901
McVEIGH PARKER KISSING GATES	824.08	164.82	988.90	62383552
				7
Allotment costs				
None				
Neighbourhood Development Plan costs				
DLM DISTRIBUTION LTD (AS ABOVE)				
H DESIGN (AS ABOVE)				
JAY PRINTERS (AS ABOVE)				
JAY PRINTERS	675.00	38.00	713.00	59488605
				9
Grants and contributions - subject to final approval by Council where required				
None				
TOTAL FEBRUARY PAYMENTS		£748.20	£14,078.63	

TOTAL REMAINING			£759,015.07	
FEBRUARY PETTY CASH / CARD PAYMENTS	Net	VAT	Total	
Total petty cash payments	0.00	0.00	0.00	
Total Card payments (Clerk)	367.98	55.82	423.80	
Total Card payments (Footpath Warden)	10.00	2.00	12.00	
TOTAL				