

FINCHAMPSTEAD PARISH COUNCIL

**MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL
HELD AT 7 PM ON 19 MAY 2021
By Zoom Video Conference**

PRESENT: Cllrs E. Biskup; S. Bowers; S. Bromley; D. Cornish; R. Cundy; C. Driver;
B. Eytel (part); S. Gurney; G. Jukes OBE; S. McDonald; R. Margetts; R. Marshallsay;
J. May; A. Pearce; G. Veitch; S. Weeks.

Mrs K. Dagnall, Clerk.

201/2021 ELECTION OF THE CHAIR OF THE COUNCIL

Cllr Weeks was elected to the role and signed the Declaration of Acceptance of Office.

202/2021 DECLARATIONS OF ACCEPTANCE OF OFFICE

As required after a local election all Councillors completed a Declaration of Acceptance of Office in the presence of the Clerk, the Proper Officer.

It was agreed that declarations should be returned to the Clerk by 28 May 2021 for completion.

The Clerk is arranging to meet Cllrs Bowers and Woof separately such that their Declarations can be completed.

203/2021 ELECTION OF THE VICE CHAIR OF THE COUNCIL

Cllr Bromley was elected to the role.

204/2021 ELECTION OF THE CHAIR OF THE FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Woof was elected to the role.

205/2021 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Woof.

206/2021 DECLARATIONS OF INTEREST

Cllr Weeks declared a non-pecuniary interest in relation to the Berkshire MS Therapy Centre.

Councillors were asked to check their Disclosures of Interests are up to date if they have not already done so.

207/2021 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 15 April 2021 were agreed as a true and correct record. The minutes will be signed retrospectively as soon as circumstances allow.

PUBLIC PARTICIPATION SESSION

No members of the public were present.

208/2021 APPOINTMENT OF MEMBERS TO COMMITTEES FOR 2021/22 AND THE APPOINTMENT OF CHAIR AND VICE CHAIR OF EACH COMMITTEE

All Councillors were consulted prior to the meeting and the following Committee memberships were confirmed.

Amenities Committee

Cllrs Bowers, Driver, Eytley, McDonald, Pearce and Veitch.

Cllr McDonald was elected Chair and Cllr Bowers the Vice Chair of the Committee.

Planning Committee

Cllrs Bromley, Cornish, Cundy, Driver, Marshallsay, Pearce and Veitch.

Cllr Cundy was elected Chair and Cllr Marshallsay the Vice Chair of the Committee.

Rights of Way Committee

Cllrs Bromley, Cornish, Jukes, Margetts, May, Weeks and Woof.

Cllr Cornish was elected Chair and Cllr Margetts the Vice Chair of the Committee.

Roads & Road Safety Committee

Cllrs Bowers, Bromley, Cundy, Margetts, Marshallsay and Weeks.

Cllr Bromley was elected Chair and Cllr Cundy the Vice Chair of the Committee.

209/2021 APPOINTMENT OF MEMBERS TO THE FINANCE & GENERAL MANAGEMENT COMMITTEE FOR 2020/21 AND THE APPOINTMENT OF VICE CHAIR

The Finance & General Management Committee includes the Chair of or a representative from each of the four committees, and up to four additional members.

Membership was confirmed as follows.

Cllrs Bromley, Cornish, Cundy, Jukes, May, McDonald, Veitch and Woof.

Cllr Woof was elected as Chair of the Committee reference minute 204/2021 above. Cllr Jukes was elected the Vice Chair of the Committee.

210/2021 WORKING GROUPS/SUB COMMITTEES AND MEMBERSHIP FOR 2021/22

Groups and membership were confirmed as follows.

Lead Member for Allotments	Cllr Veitch.
Climate Change	Cllrs Bowers, Bromley, Cornish, Cundy, Jukes, McDonald & Margetts.
Community Consultation & Communications	Cllrs Bowers, Bromley, Cornish, Eytley, Marshallsay & Pearce.
Finchampstead Emergency Response	Cllrs Jukes, McDonald, Pearce & Weeks.
Human Resources	Cllrs Bromley, Cornish, Cundy, McDonald, Weeks & Woof.
Neighbourhood Development Plan	Cllrs Cornish, Cundy, Jukes, Marshallsay & Pearce.
Risk Management	Cllrs Jukes, McDonald & Woof.

211/2021 REPRESENTATIVES ON OUTSIDE GROUPS AND ORGANISATIONS

Representatives were confirmed as follows.

OUTSIDE ORGANISATIONS	
Blackwater Valley Partnership - Cllrs Weeks & Woof. Citizens Advice – Cllr Driver. Council for the Protection of Rural England (CPRE) - Cllr Marshallsay. FBC Centre Advisory Board - Cllr Cundy. Finchampstead Neighbourhood Action Group (Finch NAG) - Cllrs Bowers, Bromley, Weeks & Woof. Finchampstead Park Management Committee (FPMC) – Cllr Weeks.	Keep Mobile - vacant. Veteran Tree Project - Cllr Veitch. Wokingham United Charities - Cllr Veitch. Arborfield SDL (Arborfield Green and Finchwood Park) Community Liaison Group – Cllrs May & Pearce Steering Group – Cllrs Bromley & Veitch.
WOKINGHAM BOROUGH COUNCIL GROUPS	
Borough/Parish Liaison Forum - Cllr Cundy. California Crossroads Working Group - Cllrs Bromley & May.	Greener & Cleaner - Cllrs Driver, Margetts, May & Veitch. Gorse Ride Steering Group - Cllrs Bowers, Driver & Eytel.

It was noted that there is a vacancy for a Parish Council representative on the Keep Mobile Management Committee. The Clerk can provide details to any interested Councillors.

Additional representation on the Borough Parish Liaison Forum is being discussed with Wokingham Borough Council and will be confirmed.

212/2021 COMMITTEE REPORTS**FINANCE & GENERAL MANAGEMENT COMMITTEE**

Cllr Cundy reported on the financial position of the Council, the meeting held on 11 May and current matters.

Financial position

- Unity Trust Bank £93,549.78
- CCLA Public Sector Deposit Fund account £714,253.80
- CCLA Property Fund £25,000
- The above figures include £683,101 Community Infrastructure Levy (CIL) receipts.

It was noted that the Unit Trust Bank balance includes 50% of the precept received from Wokingham Borough Council (WBC) and a CIL receipt. Funds will be transferred to the CCLA Deposit Fund account shortly.

The schedule of payments totalling £13,953.73 was circulated to all Councillors.

The Committee had considered a grant application from the MS Therapy Centre and recommended that a grant of £1000 be awarded. This was approved by the Council.

The payments including the above grant were approved unanimously and Cllrs Bromley and Veitch agreed to authorise the electronic payments.

Meeting held on 11 May and other matters.

- Minutes of the meeting have been circulated.
- The CIL monitoring report for 2021/21 was considered and approved.
- The grant application from MS Therapy was considered as noted above.
- Project updates were received as detailed in the minutes.
- Timescales for the review of certain policies were agreed and these will be brought to the next Main Council meeting for consideration, as will the Annual Governance and Accountability Return (AGAR).
- Interviews for the position of Planning Committee Clerk took place on 18 May and the post has been offered to a candidate.
- The Meetings Working Group met on 29 April. The main point agreed was that the potential for, equipment required for and implications of hybrid meetings should be looked in to, and the Group will report back in due course.

PLANNING COMMITTEE

Cllr Veitch advised that the Committee met on 26 April. Minutes of the meeting have been circulated.

- Prior to the Committee meeting a presentation was received from Bloor Homes on revised proposals for development on land west of Wokingham Road, Sandhurst. The proposals include up to 165 dwellings, public open space and a car park. A planning application has not yet been submitted to Bracknell Forest Council, the Planning Authority for the area.
- The Committee considered 17 planning applications including the Barkham Solar Farm application.
- An Appeal relating to Model Farm, Barkham Ride has been partly upheld and partly dismissed. The car sales business must stop, and cars be removed within 6 months, but the hard standing can remain and car parking will be permitted for future businesses on the site.
- The meeting on 26 April was the last meeting for Cllr Mrs Jennings-Frisby who has now stood down from the Council, and the last meeting for Cllr Veitch who has stood down as Chair of the Committee but will remain on the Committee. Both Cllrs were thanked for their contributions, and Cllr Bromley was thanked for taking on the Committee administration until a new Planning Committee Clerk is recruited.

AMENITIES COMMITTEE

Cllr Mrs McDonald provided an update on current matters.

- The defibrillators have been delivered to the Gorse Ride Schools and the Village School and both have expressed their appreciation.
- Some but not all the Covid related restrictions on the allotment site are being eased. There are now 43 people on the waiting list – including 19 Parish residents. Several are keen on the new sites to be created at Arborfield Green and Finchwood Park and efforts continue to try and get these new sites brought forward and management arrangements confirmed.
- Thanks are due to EU Plants at Manor Farm for cutting the War Memorial grass, and to Cllr Weeks for arranging this.
- Cllr Veitch advised that the Wellingtonia Avenue tree surveys were completed in April and the consultant is currently working on reports for the 80 trees surveyed.
- The next Committee meeting is on 9 June and agenda items will include plans for the platinum jubilee of Queen Elizabeth II, and tree planting initiatives.

RIGHTS OF WAY COMMITTEE

Cllr Cornish advised that the Committee met on 12 May. Minutes of the meeting have been circulated.

- A report on the responses to the consultation on proposed access improvements to Rooks Nest Woods has been drafted. This is currently with Committee members for comments, and once finalised will be circulated to those residents who responded to the consultation. The various points raised will be discussed with WBC.
- Discussions at the Committee meeting focused on signs, promotion and circular walks.
- The installation of the no horses / no cycling signs is underway.
- It was agreed that the maps for the three circular walks should be redrawn in the same style as the new footpath map.
- The use of QR codes for general path information and for circular walks is being looked in to.
- A new circular walk from Finchampstead to Crowthorne is proposed, and wider opportunities for walks across neighbouring parishes are being looked in to.
- The Ramblers are installing kissing gates to replace stiles on Footpath 7 (Reading Road area), with two of the gates being funded by the Parish Council.
- A meeting has been arranged with the WBC Green Infrastructure Manager to discuss progress on cycle route projects and some other matters.
- Cllr Weeks advised that WBC will be refurbishing the combined foot / bridleway bridge at Moor Green Lakes, close to where Footpath 17A and Bridlepath 49 meet.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- The post mounted Speed Indicator Devices (SID) are still in use on a rotational basis on roads with the worst speeding problem, namely Finchampstead Road, Longwater Road and Nine Mile Ride.
- Some of the new gateway signs were finally installed in April. The proposed Wellingtonia Avenue gateway cannot go ahead as there is insufficient space. The Reading Road gateways are delayed as their installation will be tied in with other WBC traffic management initiatives.
- It is hoped that roadside speed watch sessions can restart in June.
- The need for warning signs at the Hogwood Industrial Estate to alert vehicles of the presence of cyclists was noted. Cllr Weeks will follow this up with WBC.

213/2021 FINCHAMPSTEAD VILLAGE CLUB

The Parish Council became the Sole Trustee of the Village Club on Longwater Lane in 2020.

The current position is that a Licence to Occupy has been drawn up between the Council and the Finchampstead Scout Group. The Scout Group use the site for storage.

The Scout Group is in the process of tidying up the site and has now appointed a gardener to maintain the site.

There is no news on if or when the Scout Group may vacate the site and consolidate their activities at their base in the California Country Park or at another location.

214/2021 PROJECT AND DEVELOPMENT UPDATES

Gorse Ride regeneration

- Cllr Bowers advised that the Steering Group met on 11 May.
- The completion of Phase 1 at Arnett Avenue has been delayed by approximately one month.
- The demolition of 3 properties at Dart Close, part of Phase 2, commenced on 17 May.

- The demolition of remaining properties will follow when the decanting of residents is complete, with construction due to start later in 2021.
- James Sunderland MP will be visiting the site in June.
- It is hoped that Wates, the appointed contractor for the construction of Phase 2a, will attend a future Council meeting to present its proposals for community liaison and for meeting social value objectives.

Arborfield Strategic Development Location (SDL)

- There were no updates to report.

Neighbourhood Development Plan

Cllr Cornish advised that a report on the responses to the Regulation 14 public consultation has been prepared and will be discussed with WBC.

The draft Plan will be reviewed, and it is likely that a further public consultation will take place in the autumn, with the Regulation 16 consultation (organised by WBC) following later in the year. The referendum may now take place in spring 2022.

In the interim a newsletter is being prepared to keep the community updated and informed.

215/2021 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

No reports were received.

216/2021 BOROUGH PARISH CHARTER

The draft Borough Parish Charter was circulated to all Councillors. The Charter aims to provide a framework for the Towns and Parishes to work with the Borough Council to meet their common purpose of serving the people of Wokingham borough.

Progress against the priorities and principles of the Charter will be measured through an action plan developed jointly by Clerks from Town and Parish Councils and Borough Officers.

The Charter has been considered by the Borough Parish Liaison Forum. The Parish Council's Finance & General Management Committee has also considered it and is broadly supportive of the document.

However, the Committee did make several comments which have been fed back to WBC, the most important being that if the Charter is to state that Parish and Town Councils should respond to WBC in a timely manner, it should state that WBC should do the same to the Town and Parish Councils.

The Council agreed that it would endorse the Charter subject to this point being addressed.

It was noted that Cllr Weeks, the Committee Chairs and the Clerk will soon be meeting the WBC Assistant Director for Neighbourhoods and Communities. Part of the Officer's role is to develop better partnership working between the Town and Parish Councils and the Borough Council.

217/2021 CORRESPONDENCE.

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

218/2021 FORUM

- Cllr Weeks advised that cards had been sent to former Cllrs Mrs Jennings-Frisby and Rampton. The Cllrs stood down at the recent election.
- Cllr Weeks congratulated Cllr Cundy on being awarded the Jones VC Trophy for 2021 by the Finchampstead Society, in recognition to his contribution to the community over many years.

- Cllr Weeks congratulated Cllr Margetts on her election to the role of Borough Councillor for Finchampstead South.
- Cllr Weeks advised that he is standing down as Chair of the WBC Planning Committee but will continue to serve on the WBC Local Plan Update Group. Cllr Margetts will be joining the WBC Planning Committee in her capacity as a WBC Cllr.
- It was noted that the California Crossroads improvements are likely to be delayed for 12 months due to the additional traffic movements through the area caused by the closure of the B3348 The Ridges. Cllr Weeks will provide an update on The Ridges at the next meeting.
- Plans for the reopening of the Greyhound by the new lessee are progressing.
- Measures WBC is taking to address the ongoing fly tipping on Dell Road and Lower Sandhurst Road will be followed up by Cllr Weeks.
- Cllr Gurney advised that she sits on the WBC Standards Committee and can take any matters forward to the Committee. WBC is likely to issue a new Code of Conduct shortly.

219/2021 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Thursday 17 June 2021 at 7pm.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 19 MAY 2021

UNITY TRUST BANK ACCOUNT 10/05/21			£93,549.78	
CCLA DEPOSIT ACCOUNT 30/04/21			£714,253.80	
CCLA PROPERTY FUND 31/03/20			£25,000.00	
INCLUDING CIL RECEIPTS TOTAL £683,101				
TOTAL FUNDS			£832,803.58	
	NET	VAT	TOTAL	
Outstanding payments not yet cleared				
INFORMATION COMMISSIONER	35.00	0.00	35.00	ICO DD
Total payments outstanding			£35.00	
Payments already approved and paid				
A. KENT	13.07	0.00	13.07	485617284
BRITISH TELECOM	48.24	9.64	57.88	BT DD2
WBC DIGITAL SOLUTIONS	141.00	28.20	169.20	433797315
PAYMENTS MAY 2021				
Staff costs			£6,076.98	
Other costs				
BALC / NALC SUBSCRIPTION	1,988.02	0.00	1988.02	86905484
RBS -SOFTWARE SUPPORT	59.00	11.80	70.80	150441091
WEB MARKETING MATTERS	157.55	0.00	157.55	193269532
ASAP COMPUTER SERVICES	234.80	46.96	281.76	264844847
WINDOWFLOWERS LTD	485.25	97.05	582.30	34727419
WEL MEDICAL -DEFIBRILLATORS	1,978.00	395.60	2373.60	430299346

LOWTHER FORESTRY FP33 WORKS	553.60	110.72	664.32	834726472
MCVEIGH PARKER -KISSING GATE	462.00	92.40	554.40	267415112
SLCC VIRTUAL CONFERENCE - KD	45.00	9.00	54.00	879588644
Allotment costs				
None				
Neighbourhood Development Plan costs				
BELL CORNWELL	125.00	25.00	150.00	781735688
Grants and contributions - subject to final approval by Council where required				
MS THERAPY CENTRE	1,000.00	0.00	1,000.00	44346988
TOTAL MAY PAYMENTS		£788.53	£13,953.73	
TOTAL REMAINING				
MAY PETTY CASH / CARD PAYMENTS	Net	VAT	Total	
Total petty cash payments	0.00	0.00	0.00	
Total card payments (Clerk)	143.19	0.00	143.19	
Total card payments (Footpath Warden)	0.00	0.00	0.00	
TOTAL	£143.19	£0.00	£143.19	