

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7 PM ON 17 JUNE 2021 By Teams Video Conference

PRESENT: Cllr S. Weeks; Chair. Cllr S. Bromley; Vice Chair.
Cllrs E. Biskup; S. Bowers; D. Cornish; R. Cundy; C. Driver; B. Eytle; S. Gurney;
G. Jukes OBE; S. McDonald; R. Marshallsay; J. May; A. Pearce; G. Veitch & R. Woof.

K. Dagnall, Clerk.

249/2021 APOLOGIES FOR ABSENCE

Apologies were received from Cllr R. Margetts.

250/2021 DECLARATIONS OF INTEREST

No declarations were received.

251/2021 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 19 May 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.

252/2021 CHAIRS REPORT

- Cllr Weeks advised that Caroline Cordell joined the Council on 1 June, in the role of Planning Committee Clerk.
- Liaison with the Wokingham Area Housing Society (WAHS) continues over the potential transfer of the freehold to Warren Close to the Parish Council.

The Charity Commission has not yet responded on the application for a new Charity, a Charitable Incorporated Organisation, to be set up.

- The new lessee of the Greyhound is still planning to open the premises in August, as a pub and a Village Stores and coffee shop. The Stores and coffee shop will be named Goswell and Birds in honour of the families who previously supplied Finchampstead village with their daily goods.

253/2021 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2020/21

The AGAR was circulated to all Councillors along with the Internal Audit Report.

Annual Governance Statement

The Councillors confirmed their agreement that the Council has a sound system of internal control and recommended approval of the Statement.

Annual Accounting Statements

The Councillors recommended that the Accounting Statements be approved.

Subject to approval of the AGAR at the Extraordinary Meeting to be held on 18 June, the AGAR will then be signed by the Internal Auditor and sent to the External Auditor, PKF Littlejohn, along with the required supporting documents.

The Notice of Public Rights and the unaudited AGAR will then be published on 21 June, with the public inspection period running from 23 June to 3 August.

254/2021 RISK MANAGEMENT POLICY

Cllr Woof advised that the Risk Management Sub Committee has reviewed the Policy and made minor amendments for clarity and to update reference points and dates.

The document was circulated to all Councillors and was unanimously approved.

255/2021 FINANCIAL REGULATIONS

Cllr Woof advised that the Regulations have been reviewed and no amendments have been found to be required.

The document was circulated to all Councillors and was unanimously approved.

256/2021 PROJECT AND DEVELOPMENT UPDATES

Neighbourhood Development Plan

Cllr Cornish provided an update on the draft Plan.

- A report on the Regulation 14 consultation response has been completed and will be forwarded to Wokingham Borough Council (WBC).
- An open letter from the Chair of the Project Group has been widely circulated to residents and local organisations. This explains the reasons for now having to identify additional development sites in the Parish in order to meet the Borough's housing requirement.
- The next stages are to gather evidence to address points raised in the consultation, and to identify potential locations to meet the WBC housing requirement. A full report on this will be presented at the next meeting of the Council on 21 July.
- Cllr Cornish and the Chair of the Project Group will be arranging a meeting with the WBC Ward Councillors to discuss the current position.
- It is likely that the next consultation on the draft Plan will take place in September / October, with the referendum following in Spring 2022.
- Additional grant funding may now be available to the Group, and this is being looked in to.

Gorse Ride regeneration

Cllr Bowers provided an update.

- The Steering Group met on 8 June. Matters discussed included the current position with demolition and construction and decanting, and updates were received from Loddon Homes, and from Wates, the appointed contractor for the construction of Phase 2a.
- Representatives from Wates will be invited to a future meeting of the Council to present their proposals for community liaison and for meeting social value objectives.
- A 'walkabout' with the local Member of Parliament was due to take place on 18 June but is now being rearranged and will take place during July.

Arborfield Strategic Development Location (Arborfield Green and Finchwood Park)

- Cllrs Veitch and Weeks attended the unveiling of the horse statues at the Biggs Lane / Princess Marina Drive roundabout on 11 June.
- Representatives from Crest Nicholson Ltd. have agreed to speak to WBC regarding convening a meeting of the Steering Group which has not met for some time.
- The number of dwellings constructed to date is thought to be approximately 800 but this is to be confirmed.
- The next meeting of the Community Liaison Group is on 30 June. Cllr Pearce will be representing the Parish Council and Cllr Weeks will attend as a Borough Councillor.
- Cllr McDonald has taken copies of the Council's Annual Report 2020/21 to the Finchwood Park Sales Centre for distribution.

257/2021 FINCHAMPSTEAD WAR MEMORIAL

Cllr Jukes reported on the current position with the potential relocation of the Memorial.

As agreed by the Council a Working Group has been set up to progress the relocation project and the Group, including Cllrs Bromley, Driver, Jukes and Veitch, met on 25 May.

The Group agreed that the first stage should be a public consultation on whether to move the Memorial. A consultation document has been drawn up and has been circulated to Councillors along with details of the consultation and associated costs.

It is proposed that the consultation will run from 28 June to 31 July.

The consultation document and arrangements for the consultation were approved subject to minor amendments being made. It was agreed that the cost of up to £1500 for printing and distribution should be covered by Community Infrastructure Levy Funds, subject to ratification at the Extraordinary Meeting to be held on 18 June.

It was noted that the distribution company will be covering most of the Parish, but Councillors will be asked to deliver the consultation document in the more rural areas. Details and a request for volunteers will be circulated shortly.

258/2021 COMMITTEE REPORTS

FINANCE & GENERAL MANAGEMENT COMMITTEE

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

Financial position

- Unity Trust Bank £39,474.62
- CCLA Public Sector Deposit Fund account £754,272.95
- CCLA Property Fund £25,000
- The above figures include £697,361 Community Infrastructure Levy (CIL) receipts.

The schedule of payments totalling £12,679.01 was circulated to all Councillors.

The payments were approved unanimously, and Cllrs Bromley and Woof agreed to authorise the electronic payments.

Other matters:

- The AGAR and policy updates are covered under items 253/2021- 255/2021 above.
- A summary of progress on the Climate Change Action Plan has been circulated and forwarded to Wokingham Borough Council (WBC) for its own Action Plan update.
- The next Committee meeting is on 7 July.
- The HR Sub Committee will be arranging a meeting to discuss staffing matters including the potential return of staff to the Office.

AMENITIES COMMITTEE

Cllr Mrs McDonald advised that the Committee met on 9 June. Minutes of the meeting have been circulated.

- It was agreed that the 3 trees to be planted at Burnmoor Meadow during winter 2021/22 will be dedicated to Queen Elizabeth II to mark the Platinum Jubilee in 2022.
- Other plans to mark the Jubilee are being considered and a report will be presented to the Council in September or October 2021.

- Tree planting initiatives and ways to encourage the care of trees were discussed and various opportunities are being looked in to. The Council's June newsletter asked residents to get in touch if a street tree has been lost from near their property.
- Future allotment provision will be discussed in detail at the next Committee meeting.
- Cllr Pearce has been in contact with the Gorse Ride Schools and Finchampstead Primary School over the defibrillators donated to the Schools by the Parish Council. The units at both Schools are now 'rescue ready'.
- WBC has confirmed that the outline plans for improvements to the lakefront area at the California Country Park will be delayed and will now come forward in Spring 2022. The intention is that the plans will be presented to representatives from several Town and Parish Councils in the area, along with evidence of where visitors travel to the Park from, in order to gain contributions to the project from a wider area.

PLANNING COMMITTEE

Cllr Cundy advised that the Committee met on 26 May. Minutes of the meeting have been circulated.

- The next Committee meeting is on 23 June and as a trial the meeting will be run using the WBC planning map as the reference point rather than using downloaded plans.
- Over 15 applications will be considered including one for up to 32 dwellings on land to the rear of 240 Nine Mile Ride, another for a change of use at Twin Oaks, Longwater Lane, and reserved matters applications relating to additional parcels of dwellings and infrastructure at Finchwood Park.
- Cllr Bromley was thanked for covering the Committee administration while the Planning Committee Clerk post was vacant, and for the help being provided to the new post holder.

RIGHTS OF WAY COMMITTEE

Cllr Cornish provided an update on current matters.

- The no cycling / horse riding signs have been installed.
- Rooks Nest access improvements: A report on the consultation outcome has been circulated and the various points raised by residents are now being looked in to.
- Cycle route to Bohunt School: WBC is now seeking quotes for improvements to the paths at Hazebrouck Meadows. Subject funding being approved by both Finchampstead and Barkham Parish Councils and potentially WBC the works will be completed during August.
- Bridleways 34 to 26: A site visit has taken place with WBC and a meeting is being held on 18 June with Cllrs Cornish and Biskup and representatives from WBC, the Ramblers, the British Horse Society. A local historian will also be attending. The intention is to establish what work has already been done towards establishing the missing link, and to discuss the next stages.
- Cllrs Cornish, Jukes and the Clerk met a local landowner on 8 June to discuss rights of way on and around the Cemex restoration site at Fleet Hill Farm. A meeting with WBC Officers is being planned to try to establish the current position with the existing and proposed rights of way network in the area, and to identify priorities.
- There is no further progress with the potential cycle route through the Sand Martins Golf Course. WBC is due to provide a costed proposal for a feasibility study on the project.

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.
- Thames Valley Police has now agreed that roadside speed watch sessions can resume and a session took place on 15 June, the first since March 2020. 19 vehicles were recorded exceeding the speed limit during the session on Nine Mile Ride (east) and have been reported to the Police. A rota is now in place for weekly sessions for the next 10 weeks.
- The traffic volume and speed recorders are not currently in use due to technical issues.

- The next Committee meeting is on 30 June.

Cllr Weeks advised that WBC has selected a contractor to undertake geotechnical investigations on The Ridges to identify the cause of the land slip. WBC is hoping that remedial work can be implemented by the end of 2021.

WBC has confirmed that the narrow footway on the B3348 Rectory Hill between the War Memorial and Longwater Road will be cleared during the week commencing 28 June. Traffic lights will be in place to allow the work to take place safely.

259/2021 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

No reports were received.

Cllr McDonald volunteered to be the Council's representative with Keep Mobile. This was unanimously agreed by the Council and the Clerk will advise Keep Mobile.

260/2021 EXTRAORDINARY MEETING ARRANGEMENTS

All Councillors have been invited to an Extraordinary Meeting to be held in person on Friday 18 June in order to ratify certain decisions.

Minutes of the meeting will be circulated.

261/2021 CORRESPONDENCE.

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

A letter has been received from Berkshire MS Therapy thanking the Council for the grant awarded.

The Clerk has completed the Government consultation on remote meetings on behalf of the Council.

262/2021 FORUM

- Cllr Weeks provided an update on the position with COVID – 19 in Wokingham Borough. It was noted that Bracknell Forest Council is now surge testing in Sandhurst, a Parish which adjoins Finchampstead.
- Cllr Bowers advised that Wates, the appointed construction company for Phase 2a of the Gorse Ride Regeneration, is keen to contact local charities or organisations involved with sport.

263/2021 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 21 July 2021 at 7pm.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 17 JUNE 2021

UNITY TRUST BANK ACCOUNT 10/06/21			£39,474.62
CCLA DEPOSIT ACCOUNT 31/05/21			£754,272.95
CCLA PROPERTY FUND 31/03/21			£25,000.00
INCLUDING CIL RECEIPTS TOTAL £697,361			
TOTAL FUNDS			£818,747.57
	NET	VAT	TOTAL
Outstanding payments not yet cleared			

SLCC VIRTUAL CONFERENCE - KD	45.00	9.00	54.00
Total payments outstanding			£54.00
Payments already approved and paid			
SSE STREET LIGHT ENERGY	29.81	1.48	31.29
BRITISH TELECOM	48.24	9.64	57.88
PAYMENTS JUNE 2021			
Staff costs			£6,433.21
Other costs			
PARISH ONLINE SUB	157.50	31.50	189.00
ASAP COMPUTER SERVICES	234.80	46.96	281.76
WEB MARKETING MATTERS	157.55	0.00	157.55
OFFICE DEPOT	17.86	3.57	21.43
WINDOWFLOWERS LTD	608.25	121.65	729.90
WBC DIGITAL SOLUTIONS - PRINTING	38.00	7.60	45.60
CLIFTON INGRAM LLP - WAHS	2570.00	514.00	3084.00
KARE GROUP LTD (CONSULTATION DISTRIBUTION)	800.47	160.09	960.56
Allotment costs			
ANNUAL MAINTENANCE + 3 X FAA SUBS	530.00	0.00	530.00
NSALG SUB	55.00	11.00	66.00
GOODGER DESIGN - PLAN UPDATE	150.00	30.00	180.00
Neighbourhood Development Plan costs			
None			
Grants and contributions - subject to final approval by Council where required			
None			
TOTAL JUNE PAYMENTS		£926.37	£12,679.01
TOTAL REMAINING			
JUNE PETTY CASH / CARD PAYMENTS	Net	VAT	Total
Total petty cash payments	0.00	0.00	0.00
Total Card payments (Clerk)	43.74	8.00	51.74
Total Card payments (Footpath Warden)	10.00	2.00	12.00
TOTAL	£53.74	£10.00	£63.74

CARD PAYMENTS DETAIL	Net	VAT	Total
FBC CAFÉ	3.76	0.00	3.76
OFFICE EQUIPMENT	39.98	8.00	47.98
MACHINERY FUEL	10.00	2.00	12.00
	£53.74	£10.00	£63.74