

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7 PM ON 24 FEBRUARY 2022 By Teams Video Conference

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

K. Dagnall, Clerk; C. Warke, Deputy Clerk.
One member of the public.

600/2022 APOLOGIES FOR ABSENCE

Apologies were received from Councillors E. Biskup and S. McDonald.

601/2022 DECLARATIONS OF INTEREST

No declarations of interest were received.

602/2022 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 19 January 2021 and the Extraordinary Meeting held on 27 January 2022 were agreed as a true and correct record. The minutes will be signed retrospectively in due course.

PUBLIC PARTICIPATION SESSION

One member of the public attended to observe the meeting.

603/2022 CHAIRS REPORT

- Cllr Weeks advised that a planned discussion topic for this meeting was the situation with the various 'Associations of Local Councils'. However, Cllr Cundy is due to attend a meeting of the Berkshire Association of Local Councils Executive Committee in early March and it is therefore appropriate to defer the discussion until the March meeting of the Council.
- The Council has a vacancy for a Councillor and the period during which a by election can be called has now passed. The vacancy is now being advertised with a view to co-opting to the role.
- The Annual Gathering will now be held at the FBC Centre on 31 May 2022, the date that suited most Councillors and tied in with venue availability.
- The Queen's Oak Public House is currently listed as an Asset of Community Value. The Parish Council successfully applied for the Pub to be listed under the powers granted by the 2011 Localism Act. This means is that if the property is put up for sale, the Parish Council has 6 months to try and find a way to allow it to continue as a community facility rather than being converted into a private dwelling or something else. The listing is purely a safeguard and by no means implies that the Pub is under threat.

The current listing expires at the end of March and an application to renew the listing has been submitted to Wokingham Borough Council (WBC). WBC may request evidence of the value of the Pub to the local community and if so a survey / campaign will be launched to gather this from residents and local groups.

- The Finchampstead Village Fete will be held on Saturday 18 June at the Memorial Park and a stand has been booked for the Parish Council.
- The former Emergency Planning Officer at Wokingham Borough Council (WBC) has left the post and Cllr Weeks expressed disappointment that the Parish Council had not been informed, given the Officers' previous involvement with the Finchampstead Emergency Response group. Cllr Weeks will be following this up with WBC and will establish contact with the new post holder.

604/2022 PROJECT AND DEVELOPMENT UPDATES

Finchampstead Neighbourhood Development Plan (FNDP)

Cllr Cornish advised that the draft Plan and related documents are now with WBC for an initial review.

The draft Plan and 11 associated documents can be viewed on the Council's website at <https://www.finchampstead-pc.gov.uk/community-projects/neighbourhood-development-plan/documents>

Any feedback from WBC will be incorporated in updated versions and the next stage will be for the Parish Council to formally hand the Plan to WBC for the Regulation 15 phase which constitutes an official review. Subject to this, the Regulation 16 consultation - organised by WBC – will follow.

The timescale for the process depends on the WBC comments from the current initial review. If the comments are extensive and require significant changes to the Plan and associated documents, this will delay the process.

It was agreed that if the WBC comments are minor, the FNDP Steering Group should amend the Plan and documents accordingly. Subject to Cllr Weeks and the Clerk having sight of the amended versions, the Steering Group would be authorised to submit the documents to WBC on behalf of the Parish Council.

Cllr Weeks reiterated the Council's thanks to Cllr Cornish and the FNDP team for their significant work on getting the Plan to this stage.

Gorse Ride regeneration

- Cllr Bowers advised that the Steering Group met on 9 February.
- Subject to final approval by WBC, the project will now be retained under the WBC Housing Revenue Account, that is, the homes will transfer to the WBC housing service rather than to Loddon Homes as originally planned. This is seen as a positive step. The housing mix will revert to the original plan of 136 social housing; 49 part rent part buy and 64 for sale.
- The second phase of the regeneration is progressing well and it is expected that all the housing in the phase 2A will be demolished within 2 months, with construction to start in late summer.
- The new development is being planned to be as sustainable as possible, with electric power rather than gas, solar panels, electric vehicle charging points and infrastructure to allow further points to be added in future, plus other measures.
- The Community House is now open at its new location on Gorse Ride South. The official opening will be held on 4 March.

Arborfield Strategic Development Location (Arborfield Green and Finchwood Park)

- Reserved Matters applications are coming forward for several parcels at both Arborfield Green and Finchwood Park.
- The Community Liaison Group has not met for some time and it is known that residents are also keen to meet the Developers for updates and discussion on various matters. Cllrs

Margetts and Weeks, in their role as WBC Cllrs, are pushing for these meetings to be arranged as soon as possible.

605/2022 COMMUNITY INFRASTRUCTURE LEVY FUNDS

Cllr Woof summarised the background to the Community Infrastructure Levy (CIL) and the range of infrastructure that the funds can be applied to. At present the Parish Council receives 15% of CIL contributions secured by WBC, and this will rise to 25% when the Neighbourhood Plan is in place.

The CIL comes forward gradually, linked to the rate of build out of developments, and is paid to the Parish Council on a twice-yearly basis with a 5-year deadline for the use of the CIL, commencing on the date of receipt. It was noted that most of the CIL coming to the Parish Council is linked to the Arborfield Green / Finchwood Park developments and as such the Council will have received most of the CIL due to it when these developments are complete.

It was noted that the Government may make changes to the current CIL regime which could impact on the level of funds received. The 2022 Boundary Review and the Community Governance Review which will follow this may bring changes to Parish boundaries which again would affect CIL receipts.

A report was circulated including information on CIL funds currently held by the Parish Council, expenditure to date in 2021/22 and approved commitments.

Current funds:	£688,259
Expenditure to date (2021/22):	£24,018
Approved commitments:	£185,317

The report included information on 8 further projects which are currently under discussion, or which will be discussed by the Finance & General Management Committee at its meeting on 30 March. Additional projects suggested by Councillors were noted.

Details of expenditure in previous years can be found at <https://www.finchampstead-pc.gov.uk/finance/cil>

606/2022 WAR MEMORIAL RELOCATION PROJECT

Cllr Jukes provided an update on the project.

- On 9 February the WBC Planning Committee granted Listed Building Consent and approved the planning application for the relocation of the Memorial.
- The Working Group met the consultant on 17 February and considered quotes and proposals from four stonemasons. The chosen company will be a nominated contractor under the main contract to be put out to tender and will not be directly appointed by the Parish Council.
- A civil engineer has now taken soil samples and will be drawing up the ideal specification for the foundation for the Memorial in its new location.
- Once this is available the consultant will be able to finalise the documentation and put the project out to tender. It is anticipated that the tender will go out by the end of March at the latest, and subject to the tender process running according to plan the project is on target for completion in June or July 2022.
- As the relocation of the Memorial is now confirmed, discussions with WBC over the future of the junction will be progressed.

607/2022 COMMITTEE REPORTS

FINANCE & GENERAL MANAGEMENT COMMITTEE

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

Financial position

- Unity Trust Bank £49,173.29

- CCLA Public Sector Deposit Fund account £719,450.60
- CCLA Property Fund £25,000
- The above figures include £688,259 Community Infrastructure Levy (CIL) receipts.

The schedule of payments totalling £13,224.50 was circulated to all Councillors.

The payments were approved by the Council. Cllrs Bromley and Woof agreed to authorise the electronic payments.

Other matters:

- Following approval of the 2022/23 budget and Precept Demand at the previous meeting of the Council, ratified at the Extraordinary Meeting held on 27 January, the Precept Demand has been submitted to WBC.
- As noted under item 605/2022 above, the position with CIL funds is being closely monitored and several potential projects will be discussed at the Committee meeting to be held on 30 March.
- Following a request from the Parish Council, the Finchampstead Baptist Church has provided a report on its youth activities supported by the Council, and this will be discussed at the March meeting.
- Several grant applications for 2022/23 will be considered at the March meeting.
- The first stage of the Internal Audit for 2021/22 will take place on 9 March.
- The annual staff appraisals are underway.

AMENITIES COMMITTEE

Cllr Bowers reported on current matters.

- The Committee met on 26 January. The minutes of the meeting have been circulated.
- Plans for events on 2 June to mark the Platinum Jubilee are progressing. Cllr Driver was thanked for her work on this.
- Nominations for the Platinum Jubilee Award are still being invited.
- The annual Community Litter Pick will take place on 3 April. This is supported by WBC and is linked to the Keep Britain Tidy Great British Spring Clean. This will be the first Community Litter Pick in the Parish since 2019.

PLANNING COMMITTEE

Cllr Cundy advised that the Committee met on 16 February. Minutes of the meeting have been circulated.

- Prior to the meeting the Committee received a presentation from Boyer Planning and Cala Homes on the latest reserved matters application coming forward for Finchwood Park. This includes proposals for 161 dwellings, public open space, sports facilities, allotments and associated infrastructure.
- A further reserved matters application has now been received for development at Arborfield Green, and another application is expected shortly for further development at Finchwood Park.
- The Committee considered 16 applications and submitted objections to 3 development proposals.
- 21 decision notices received from WBC were noted. Only two decisions were contrary to the Parish Council's views.
- 3 new Tree Preservation Orders, and 3 applications for work on protected trees were noted.
- Enforcement matters were discussed at a meeting on 10 February, attended by Cllrs Bromley, Cundy, Marshallsay and Veitch and the Planning Committee Clerk. These meetings are held quarterly.

RIGHTS OF WAY COMMITTEE

Cllr Cornish advised that several projects are being progressed and will be reported on at the next meeting.

Cllrs Cornish and Margetts met WBC in April 2021 regarding a potential permissive cycle route to Wokingham, utilising paths around Sandmartins Golf Course. A quotation has now been received from WBC for a feasibility study and design work but this is significantly higher than expected. A meeting will be arranged with WBC to discuss the quotation and the project.

Cllr Margetts confirmed that WBC Cllr Kerr, representing the Evendons Ward, has been involved in discussions over the project.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- The Committee met on 9 February. The minutes of the meeting have been circulated.
- Two traffic data recording units have been ordered to replace those which have been out of use since December 2020.
- Finchampstead Speed watch has been registered for the new Thames Valley Police (TVP) scheme and volunteers are undertaking the required training. When the new Sentinel Camera is delivered speed watch sessions can resume, but in a way which is compliant with the new Police scheme.

There is still uncertainty over the new scheme in terms of what data is uploaded to the TVP system from the camera, and what still needs to be recorded and uploaded manually. A meeting will be arranged with TVP to discuss this and other aspects of the new scheme.

- In the interim a roadside session has taken place with the Speed Indicator Device (SID) to maintain awareness among drivers.
- The condition of roadsides in the Parish is a concern. One of the issues is the dirty road signs and Cllr Cundy is making enquiries with companies which may be able to clean the signs.
- The condition of Commonfield Lane was discussed at the recent Committee meeting. WBC views the Lane as a minor road with unofficial passing places, and to date has not committed to undertake any improvement work to the passing places as it does not wish to encourage additional traffic to use the Lane. Cllr Weeks agreed to raise this again with WBC.
- Cllr Weeks advised that WBC now has costed proposals for remedial works for The Ridges, which is currently closed due to subsidence. Works may commence in May or early June 2022.

608/2022 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Borough Parish Liaison Forum

Cllr Cundy attended the Forum on 7 February. Minutes of the meeting will be circulated when available.

Finchampstead Park Management Committee

Cllr Weeks attended the meeting held on 24 January, the first meeting of the Committee since January 2020. Cllrs Bromley and Cundy also attended, representing the California Ratepayers Association and the Finchampstead Primary School respectively.

The Committee is in a good position financially. It is considering repair works to the play area and car park, and replacement of the overhead heaters in the Hall. The Sports Club now has planning permission for the improvements to the changing facilities and is seeking funds for the project.

The Committee will be holding its Annual General Meeting on 25 April when representatives from various organisations will be confirmed as Trustees. It was agreed that Cllr Weeks should continue as the Parish Council's representative and that the Clerk should submit the required form.

608/2022 FORUM

Cllr Jukes advised that the landlord of the Queen's Oak public house is keen to see brown tourism signs directing people to the pub. It was agreed that the Council would support this given the historic significance of the pub and its importance to the local community. Advice has been secured from WBC and Cllr Jukes will be passing this on to the pub landlord.

609/2021 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 23 March 2022.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 24 FEBRUARY 2022

UNITY TRUST BANK ACCOUNT 10/02/22			£49,173.29
CCLA DEPOSIT ACCOUNT 31/01/22			£719,450.60
CCLA PROPERTY FUND 31/03/21			£25,000.00
INCLUDING CIL RECEIPTS TOTAL £688,259.10			
TOTAL FUNDS			£793,623.89
	NET	VAT	TOTAL
Outstanding payments not yet cleared			
Total payments outstanding			£0.00
Payments already approved and paid			
SSE STREET LIGHT ENERGY	30.46	1.51	31.97
BRITISH TELECOM	44.80	8.96	53.76
GREENBARNES LTD - NOTICEBOARD	1,290.17	258.03	1,548.20
GFT - FPC NOTICE BOARD	430.00	86.00	516.00
PAYMENTS FEBRUARY 2021			
Staff costs			
Total staff costs	£8,020.72		£8,020.72
Other costs			
ASAP COMPUTER SERVICES-SUPPORT	244.20	48.84	293.04
MICROSHADE REMOTE HOSTING	77.20	15.44	92.64
WEB MARKETING MATTERS	157.55	0.00	157.55
RIALTAS ASSETS ANNUAL SUPPORT	165.00	33.00	198.00
RIALTAS ALLOTMENTS ANNUAL SUPPORT	172.00	34.40	206.40
FBC CAFÉ	7.47	0.93	8.40
FBC OFFICE RENTAL	1,221.25	0.00	1,221.25

FBC OFFICE SERVICE CHARGE	1,171.00	0.00	1,171.00
WBC - CIRCULAR WALK MAPS	240.00	0.00	240.00
WINDOWFLOWERS	770.00	154.00	924.00
SLCC PRACTITIONERS' CONFERENCE	75.00	15.00	90.00
SLCC MEMBERSHIP FEES DEPUTY CLERK	183.00	0.00	183.00
Allotment costs			
NONE	0.00	0.00	0.00
Neighbourhood Development Plan costs			
JAY PRINTERS	46.50	0.00	46.50
BELL CORNWELL CONSULTANCY FEE	310.00	62.00	372.00
Grants and contributions - subject to final approval by Council where required			
NONE			
TOTAL FEBRUARY PAYMENTS		£363.61	£13,224.50
TOTAL REMAINING			£780,399.39
FEBRUARY PETTY CASH / CARD PAYMENTS	Net	VAT	Total
Total petty cash payments	0.00	0.00	0.00
Total Card payments (Clerk)	475.59	95.12	570.71
Total Card payments (Footpath Warden)	10.00	2.00	12.00
TOTAL	£485.59	£97.12	£582.71

CARD PAYMENTS DETAIL	Net	VAT	Total
LYRECO STATIONERY	36.49	7.3	43.79
WEL MEDICAL - DEFIBRILLATOR COSTS	289.20	57.84	347.04
HEART INTERNET LTD - HOSTING	149.90	29.98	179.88
FUEL	10.00	2.00	12.00
	£485.59	£97.12	£582.71