

FINCHAMPSTEAD PARISH COUNCIL

MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.30 PM ON 17 NOVEMBER 2022 AT THE MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD

PRESENT: Councillor S. Weeks, Chair. Councillor S. Bromley, Vice Chair.
Councillors S. Bowers; R. Cundy; G. Evans; G. Jukes OBE; R. Marshallsay;
C. Mortimer, A. Pearce; G. Veitch & R. Woof.

K. Dagnall, Clerk.

268/2022 APOLOGIES FOR ABSENCE

Apologies were received from Councillors D. Cornish, B. Eytley, S. Gurney and S. McDonald.

269/2022 DECLARATIONS OF INTEREST

No declarations of interest were received.

270/2022 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Council held on 19 October 2022 were agreed as a true and correct record and were signed by the Chair.

PUBLIC PARTICIPATION SESSION

One member of the public attended the meeting and asked if the Parish Council was aware of the new stonework at the War Memorial. The Parish Council responded that it is aware. Two of the plain lower steps were previously cracked, and were then unavoidably damaged when being separated from the concrete used to stabilise the Memorial in the 1970's. As an integral part of the Memorial clean, restoration and repair the Parish Council agreed that replacement with new Portland stone steps was preferable, would not compromise the integrity of the Memorial and would aid its sustainability in its new position for the future.

The member of the public asked about the final cost of the project. The Parish Council responded that all Parish Council expenditure is published on a monthly basis, and that the specific cost of the Memorial relocation project will be published in due course in the annual Community Infrastructure Levy Monitoring Report, all in accordance with relevant legislation.

271/2022 CHAIRS REPORT

- The Remembrance Parade and Service on 13 November ran smoothly and was well attended with very positive feedback received from those present. The group involved with the arrangements for the event, including representatives from the Uniformed Groups, the Parochial Church Council and the Parish Council, are sharing feedback and noting suggestions to inform arrangements for the 2023 event.
- Finchampstead Primary School held a Remembrance assembly at the War Memorial on Friday 11 November. Photographs and positive comments from the head teacher have been circulated. The School will be using the Memorial for future curricular activities.
- There are now two Councillor vacancies following the recent resignation of Rebecca Margetts. The vacancies will be promoted widely, including at Finchwood Park.
- Finchwood Park Community Event: The WBC Community Development team organised an event on 27 October. The Parish Council was unfortunately not able to be represented at the

event but will seek to attend future events and utilise other opportunities to engage with the new community.

- The Ridges is due to open on 25 November.

272/2022 PROJECT AND DEVELOPMENT UPDATES

Finchampstead Neighbourhood Development Plan (FNDP)

The Plan and associated documents can be viewed on the Council's website at

<https://www.finchampstead-pc.gov.uk/community-projects/neighbourhood-development-plan/documents>

Cllr Jukes provided an update on the current position.

- The Regulation 16 public consultation, led by Wokingham Borough Council (WBC), is now underway and runs to 23 November.
- WBC has provided details of two independent examiners who may be appointed to review the Plan. The FNDP group has considered the details and has advised WBC of its preferred choice of examiner.
- WBC will collate the responses of the Regulation 16 consultation and will present these to the selected examiner with the Plan. The examiner may ask for further evidence and may make recommendations for changes to the Plan before it is finalised and goes forward to a referendum.
- WBC has rejected several green spaces put forward for Local Green Space (LGS) designation and will be recommending that the examiner pay particular attention to these proposed LGS in respect of compliance with the National Planning Policy Framework. The sites include the St. James' Church area; Simon's Wood; The Ridges and Moor Green Lakes.

The FNDP group disagrees with the reasons cited by WBC for rejecting these sites and will be making representations to the examiner to justify their designation as LGS.

Gorse Ride regeneration

- Cllr Bowers advised that the Steering Group continues to meet monthly.
- A ground-breaking ceremony has taken place and Wates Construction has started the enabling works for Phase 2 of the regeneration. This includes trenching for new drainage and infrastructure for services; levelling the ground; digging and building foundations, and works on the new roads.
- As reported at the previous meeting, Wates has a defibrillator at its 'site village' and will be donating this to the community when the development is complete. Consideration is being given to housing the unit in a red telephone box.

Arborfield Strategic Development Location (Arborfield Green and Finchwood Park)

- Cllr Evans attended a Community Liaison Group meeting on 17 November. The focus of the meeting was the District Centre at Arborfield Green which will include a supermarket, shops, a pub and a community centre.

A drop in public consultation event on plans for the Centre is taking place on 8 December and the Parish Council will have advance sight of the display material. Following the consultation, a reserved matters planning application is likely to be submitted in January 2023. Construction is likely to take 3 years from the granting of permission.

Discussions continue over the community centre, in respect of whether this should be a new build or housed in the existing library building.

- The Nine Mile Ride Extension finally opened on 10 November.

273/2022 COMMITTEE REPORTS

FINANCE & GENERAL MANAGEMENT COMMITTEE

Cllr Woof reported on the financial position of the Council, the meeting held on 13 October and current matters.

Financial position

- Unity Trust Bank £488,007.44
- CCLA Public Sector Deposit Fund account £1,005,791.43
- CCLA Property Fund £25,000
- The above figures include £1,364,170 Community Infrastructure Levy (CIL) receipts.

It was noted that the Unity Trust Bank balance is high due to a recent CIL receipt, and that funds will shortly be transferred to the CCLA Deposit account.

The schedule of payments totalling £28,599.14 was circulated to all Councillors and was unanimously approved. Cllrs Jukes and Bromley agreed to authorise the electronic payments.

Other matters

- A further meeting has taken place to discuss business continuity plans. Good progress has been made although the current vacancy for a Deputy Clerk has had an impact as having cover for the Clerk is a key element of ensuring business continuity. The vacancy is now being advertised.
- An initial meeting has been held regarding the Parish Council's strategy or forward plan.
- The Committee will be meeting on 30 November and will be considering the draft budget for 2023/24. Two grant applications have been received, and the Keep Mobile grant application will be reviewed as agreed at the Main Council meeting held on 19 October. Other matters to be discussed include CIL bids received recently from WBC.

Working Groups reporting to the Finance & General Management Committee

War Memorial

Cllr Jukes advised that the relocation project is now at practical completion. A few minor works are outstanding, together with the installation of a small sign by the seats near the former location of the Memorial.

Reinstatement of the former site, the traffic island, is due to take place next week. The island will be seeded with a wildflower mix.

An application to Historic England for the relisting of the Memorial is in hand. Various other items are to be arranged, including updates to the Parish Council and other websites; amendments to the Council's circular walk directions and a discussion / debrief with the Finchampstead Park Management Committee.

Former War Memorial junction improvements: Further to discussion at the previous meeting WBC has been advised of the Parish Council's 'in principle' commitment to fund the junction improvements. WBC has advised that approval from WBC traffic management and highway assets is required before the highway design engineer team can take the project to the next stage. A meeting is taking place later this month when it is hoped that this approval will be secured.

Finchampstead Emergency Response (FER)

Cllrs Jukes, Pearce and Weeks and the Clerk met the WBC Emergency Planning Manager and a colleague on 11 November. It was agreed that FER still has a useful role, and the Working Group will now be reviewing the Emergency Plan, with input from WBC, and will be contacting former volunteers to establish if they are still willing to be involved.

AMENITIES COMMITTEE

Cllr Bowers reported on the recent meeting and current matters.

- The Committee met on 26 October. Minutes of the meeting have been circulated.
- Defibrillator finder apps and websites were discussed. The Parish Council's units are all registered with The Circuit, the national defibrillator database, which itself links to www.defibfinder.uk which is the system also used by the British Heart Foundation, Resuscitation Council UK and St. John's Ambulance. It was agreed that registering the units with other websites or apps was not necessary. The Committee also discussed whether the defibrillator cabinet codes should be widely shared, and agreed that the current system with limited people knowing the codes, and others ringing the ambulance service for the code (and an ambulance), was appropriate and should continue.
- A first aid / defibrillator training session took place on 20 October. A further session will be arranged for spring 2023.
- The WBC consultation on proposed changes to waste and recycling collections was discussed and a response has been submitted to WBC.
- The budget for 2023/24 was discussed and the Committee plans to put forward a bid for funds for Christmas decorations to be installed on lamp columns at the California Crossroads, when the improvement scheme is complete.
- Tree planting at Moor Green Lakes is currently under discussion.

PLANNING COMMITTEE

Cllr Cundy reported on the recent meeting and current matters.

- The Committee met on 16 November. Minutes will be circulated in due course.
- 16 planning applications were considered, with objections submitted for five applications.
- Applicants for 3 of the applications attended the meeting to present their proposals.
- 23 decisions made by WBC were reported, all but two were in line with the Committee's views.
- Details of 3 new Tree Preservation Orders have been received, and 6 applications for works on protected trees.
- The appeal relating to proposals for 150 dwellings on land west of Wokingham Road and east of Lower Church Road in Sandhurst, within Bracknell Forest, has been dismissed. The proposed development site is close to the Finchampstead Parish boundary.
- Street naming and numbering for Phase 3 at Finchwood Park has been confirmed and will be on a bird name theme.
- The Enforcement subgroup met recently to review current cases.

RIGHTS OF WAY COMMITTEE

Cllr Weeks reported on current matters on behalf of Cllr Cornish.

- The proposed access improvements to Rooks Nest Woods have been discussed with WBC and a joint decision has been made to proceed with the project. It is hoped that the work will be completed by Christmas.
- The Bridlepath 26 drainage improvement works are due to start on 5 December.
- The Committee will be meeting on 7 December.

ROADS & ROAD SAFETY COMMITTEE

Cllr Bromley reported on current matters.

- Community speed watch sessions are continuing, and two new volunteers have come forward to join the team.
- Following a collective bid put forward to WBC by the Town and Parish Councils, WBC has confirmed that it will not take on any lamp columns currently owned by Town and Parish Councils. Finchampstead Parish Council only has 6 columns and will not pursue this further.

274/2022 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Borough Parish Liaison Forum – 8 November 2022

Cllr Cundy, the Vice Chair of the Forum, attended along with Cllr Bromley and the Clerk. Minutes of the meeting have been circulated, with presentations on the WBC plans for improving partnership working and the cost-of-living crisis.

Cllr Cundy advised that efforts are being made to make the Forum more effective and useful, which in turn may increase interest and attendance. Only 7 of the 17 Town and Parish Councils within Wokingham Borough were represented at the recent meeting.

Berkshire Association of Local Councils (BALC) Annual General Meeting – 9 November 2022

Cllr Cundy, Chair of the organisation, advised that the AGM was successful and well attended.

Good progress is being made with resolving the issues with the Organisation, a core group of Executive Committee members is now meeting regularly and is closely monitoring the service provided to BALC by the Hampshire Association of Local Councils (HALC) to ensure that this improves.

BALC now has a website and a training programme in place.

Moor Green Lakes Group

Cllr Weeks was elected Chair of the Group at a recent meeting.

Blackwater Valley Countryside Partnership

Cllrs Weeks and Woof were due to attend the Annual General Meeting on 18 November, but this has now been deferred to the new year.

275/2022 FORUM

Cllr Jukes noted that the Blackwater Valley path is badly flooded in places. Cllr Weeks advised that a project to reinforce the riverbank is in hand but works have been delayed due to the recent wet weather.

Cllr Weeks reminded Councillors and staff of the Parish Council lunch to be held on 8 December.

276/2022 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 21 December 2022.

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

FINCHAMPSTEAD PARISH COUNCIL - PAYMENT LIST 17 NOVEMBER 2022

UNITY TRUST BANK ACCOUNT 10/11/22			£488,007.44
CCLA DEPOSIT ACCOUNT 31/10/22			£1,005,791.43
CCLA PROPERTY FUND 31/03/22			£25,000.00
INCLUDING CIL RECEIPTS TOTAL £1,364,170			
TOTAL FUNDS			£1,518,798.87
	NET	VAT	TOTAL
Outstanding payments not yet cleared			
			0.00
Total payments outstanding			£0.00

Payments already approved and paid			
ABC MEDICAL SERVICE - DEFIB/FIRST AID TRAINING	250.00	50.00	300.00
FPMC MEMORIAL HALL - REMEMBRANCE	35.00	0.00	35.00
PAYMENTS NOVEMBER 2022			
Staff costs			£9,908.56
Other costs			
ASAP COMPUTER SERVICES - IT SUPPORT	258.20	51.64	309.84
MICROSHADE- REMOTE HOSTING	77.20	15.44	92.64
WEB MARKETING MATTERS	157.55	31.51	189.06
IBS - OFFICE PRINTER LEASE/INK	104.24	20.85	125.09
SSE STREET LIGHT ENERGY	26.90	1.33	28.23
BRITISH TELECOM - TELEPHONE/BROADBAND	47.68	9.53	57.21
FBC OFFICE SERVICE CHARGE OCT-DEC	1,171.00	0.00	1,171.00
FBC OFFICE RENT OCT-DEC	1,221.25	0.00	1,221.25
FBC CAFÉ CHARGES	8.42	1.68	10.10
WORTHY GROUP -WAR MEMORIAL PROJECT (4)	12,905.13	2581.03	15,486.16
Allotment costs			
NONE			
Neighbourhood Development Plan costs			
NONE			
Grants and contributions - subject to final approval by Council where required			
NONE			
TOTAL NOVEMBER PAYMENTS	15,977.57	£2,713.01	£28,599.14
TOTAL REMAINING			£1,490,199.73
NOVEMBER PETTY CASH / CARD PAYMENTS	Net	VAT	Total
TOTAL CARD PAYMENTS (CLERK)	298.53	19.28	317.81
TOTAL CARD PAYMENTS (FOOTPATH WARDEN)	0.00	0.00	0.00
TOTAL	£298.53	£19.28	£317.81
CARD PAYMENTS DETAIL	Net	VAT	Total
MAYTHER - GREETINGS CARD	2.21	0.00	2.21
WAITROSE - FLOWERS	39.95	0.00	39.95
PRINT ME A SHIRT - WARDEN CLOTHING	96.40	19.28	115.68
ETSY - REMEMBRANCE POPPIES	159.97	0.00	159.97
	£298.53	£19.28	£317.81