

## **FINCHAMPSTEAD PARISH COUNCIL**

### **MINUTES OF THE MEETING OF FINCHAMPSTEAD PARISH COUNCIL HELD AT 7.00 PM ON 29 JUNE 2023 AT THE FINCHAMPSTEAD MEMORIAL HALL, THE VILLAGE, FINCHAMPSTEAD**

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**PRESENT:** Councillor S. Weeks; Chair.  
Councillors E. Allen; S. Bromley; R. Cundy; P. Grainger; S. McDonald;  
R. Marshallsay; R. Woof (part) & G. Veitch.

K. Dagnall, Clerk.  
K. Lang, Deputy Clerk.

#### **105/2023 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D. Cornish; S. Gurney; G. Evans; B. Eytle G Jukes & C. Mortimer. Cllr S. Bowers has been granted a leave of absence.

#### **106/2023 DECLARATIONS OF INTEREST**

No declarations were received.

#### **107/2023 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of the Council held on 23 May 2023, and of the Extraordinary Meeting held on 14 June 2023, were agreed as a true and correct record and were signed by the Chair.

#### **108/2023 CO-OPTION TO COUNCILLOR VACANCY**

The Council currently has one Parish Councillor vacancy. A candidate attended to meet and respond to questions from the Councillors. The Councillors voted through a ballot and selected the candidate to fill the vacant position.

#### **PUBLIC PARTICIPATION SESSION**

The candidate selected to fill the Councillor vacancy attended the remainder of the meeting as an observer.

#### **109/2023 CHAIRS REPORT**

- The Village Fete will be held on Saturday 1 July at the Memorial Park. The Parish Council will be sharing their stall with Wokingham Borough Council's Anti-Social Behaviour team.

#### **110/2023 PROJECT AND DEVELOPMENT UPDATES**

##### **Finchampstead Neighbourhood Development Plan (FNDP)**

Cllr Weeks provided an update on the current position.

- An Extraordinary Meeting of the Parish Council was held on the 14 June where it was unanimously agreed that the FNDP should be amended as recommended by the Independent Examiner and taken to referendum.
- Wokingham Borough Council's Executive is considering the Plan this evening and if approved it will go to referendum on the 7 September.
- In anticipation of approval, the FNDP Group will be meeting next week to discuss communications around the referendum.

##### **Gorse Ride regeneration**

Cllr Bromley reported on the current position.

- The Steering Group met on the 13 June.
- Construction work is currently around 3 weeks behind schedule, but the contractor is working to make up the lost time.

- Work on 16 properties is in progress and the roads are in place.
- The roads will be named after yellow flowers.
- The apartment blocks will be named after the former roads – Dart, Billing, Firs and possibly after Phyllis Franks.
- BBC Radio Berkshire are planning a feature on the project, including interviews on 6 July with various people who are involved with the project.

#### **Arborfield Strategic Development Location (Arborfield Green and Finchwood Park)**

- A date for the next Community Liaison meeting is still to be confirmed.

#### **111/2023 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23**

The AGAR was circulated prior to the meeting, together with the Internal Auditor reports.

#### **Annual Governance Statement**

The Councillors confirmed their agreement that the Council has a sound system of internal control and unanimously approved the Governance Statement.

#### **112/2023 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23**

The AGAR circulated to all Councillors included the unaudited Annual Accounting Statements.

#### **Annual Accounting Statements**

The Accounting Statements were unanimously approved.

The AGAR will now be sent to the External Auditor, PKF Littlejohn, along with the required supporting documents.

The Notice of Public Rights and the unaudited AGAR will be published on 30 June, with the public inspection period running from 3 July to 11 August.

#### **113/2023 COMMITTEE REPORTS**

##### **FINANCE & GENERAL MANAGEMENT COMMITTEE**

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

#### **Financial position**

<b>UNITY TRUST BANK ACCOUNT 10/06/23</b>			£103,441.06
<b>CCLA DEPOSIT ACCOUNT 31/05/23</b>			£1,780,757.78
<b>CCLA PROPERTY FUND 31/03/23</b>			£25,000.00
<b>INCLUDING CIL RECEIPTS TOTAL</b> £1,731,106.06			

The schedule of payments totalling £15,504.99 was circulated to all Councillors and was unanimously approved. Cllrs Veitch and Woof agreed to authorise the electronic payments.

It was noted that the payment schedule included the subscription for the National Association of Local Councils (NALC) and the Berkshire Association of Local Councils (BALC). Cllr Cundy now chairs the BALC Executive Committee and reported that some progress is being made with improvements to the organisation. Cllr Cundy recommended that the Council renews its membership for 2023/24 but reviews this again in 2024/25. This was agreed by the Council.

#### **Other matters**

- The next Committee meeting is on 5 July, the agenda will include consideration of a grant application and CIL bids from the Amenities Committee and War Memorial Working Group.

- Cllrs Allen, Jukes, Mortimer and Woof and the Clerk met on 14 June for an initial discussion about the Councils' communications, in the context of a wider strategy for the Council.

### **AMENITIES COMMITTEE**

Cllr McDonald reported on current matters.

- Minutes have been circulated for the meeting held on the 14 June.
- A proposal has been drawn up to make the telephone box a decorative information feature. Funding for this project will be discussed at the Finance Committee meeting on 5 July.
- Revised proposals for the California Country Park lakeside project are expected shortly.
- A proposal for new gates at the Allotments will be discussed at the Finance Committee meeting on 5 July.
- The Council unanimously approved an increase in the annual Allotment Rent from 1 October 2023. Annual rent for a full plot will be £66 for a Parish resident, and £93 for a non-resident
- A visit to the allotment site for interested Councillors will be arranged.
- Cllrs Allen and Veitch and the Clerk met on the 28 June to discuss the current position with the Finchwood Park allotments. Actions were agreed to find out more about the future site, while making no commitment in terms of any Parish Council involvement with the site.

### **PLANNING COMMITTEE**

Cllr Cundy reported on the meeting held on 21 June and current matters.

- Minutes of the meeting held on 21 June have been circulated.
- 19 planning applications were considered, objections were lodged against 2 proposals, including at Bluebell Farm, Commonfield Lane.
- 14 decisions made by Wokingham Borough Council were reported, all but one were in line with the Committee's views.
- 4 applications for works to protected trees were considered. No objections were raised.
- There were no updates on enforcement cases, but 2 public enquiries have taken place for enforcement appeals in relation to locations at Twin Oaks, Longwater Lane and Heartwood Lodge, Sandhurst Road.

### **RIGHTS OF WAY COMMITTEE**

- An update will be provided at the next meeting.

### **ROADS & ROAD SAFETY COMMITTEE**

Cllr Bromley reported on current matters.

- The minutes of the meeting held on 31 May have been circulated.
- Speed watch sessions continue, recording an average of just under 20 vehicles per session exceeding the speed limit.
- The Committee discussed parking at California Crossroads and suggested options to WBC, also offering a meeting to discuss the issues. There has not been a response but it was noted that on 29 June WBC installed signs specifying regulations relating to parking in the bays in front of the shops, and the Avery Corner Car Park. Unfortunately the signs have been installed the wrong way around, and some of the regulations are considered unreasonable.
- WBC have selected a contractor for the California Crossroads improvement scheme, to be implemented in 2024.

### **114/2023 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

There were no meetings to report on.

### **115/2023 FORUM**

- Cllr Cundy requested that the power supply installed by the War Memorial be used for speakers for the Finchampstead Primary School sports day. This was agreed and the Clerk will provide the relevant information.

- It was noted that the Scout Group which occupies the Village Club site on Longwater Lane has a deadline of 31 July 2023 to clear up the site. The Parish Council is the trustee to the Village Club.

#### 116/2023 DATE OF THE NEXT MEETING OF THE PARISH COUNCIL

The next meeting will take place on Wednesday 26 July 2023.

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

#### June 2023 Payments List

<b>UNITY TRUST BANK ACCOUNT 10/06/23</b>			£103,441.06
<b>CCLA DEPOSIT ACCOUNT 30/05/23</b>			£1,780,757.78
<b>CCLA PROPERTY FUND 31/03/23</b>			£25,000.00
INCLUDING CIL RECEIPTS TOTAL £1,731,106.06			
<b>TOTAL FUNDS</b>			<b>£1,909,198.84</b>
	<b>NET</b>	<b>VAT</b>	<b>TOTAL</b>
<b>Outstanding payments not yet cleared</b>			
<b>Total payments outstanding</b>			<b>0.00</b>
<b>Payments already approved and paid</b>			
PEACH TREE GARDENING	67.50	0.00	67.50
CLIFTON INGRAM - LEGAL EXPENSES	516.00	103.20	619.20
<b>Total approved and paid</b>			<b>686.70</b>
<b>PAYMENTS JUNE 2023</b>			
<b>Staff costs</b>			
<b>Total staff costs</b>	<b>£9,046.24</b>		<b>£9,046.24</b>
<b>Other costs</b>			
ASAP COMPUTER SERVICES - IT SUPPORT	278.90	55.78	334.68
MICROSHADE- REMOTE HOSTING	81.05	16.21	97.26
WEB MARKETING MATTERS SUPPORT/HOSTING	157.55	31.51	189.06
SSE STREET LIGHT ENERGY	77.91	3.88	81.79
BRITISH TELECOM - TELEPHONE/BROADBAND	48.60	9.72	58.32
LYRECO - STATIONERY	90.59	18.12	108.71
RIALTAS - MAKING TAX DIGITAL SUB/SUPPORT	92.08	18.41	110.49
BALC/NALC - ANNUAL SUBSCRIPTION	2030.21	0.00	2030.21
PARISH ONLINE - DIGITAL MAPPING SUB	202.50	40.50	243.00
CONNECTING COMMUNITIES - MEMBERSHIP RENEWAL	35.00	7.00	42.00

FBC - RENT Q2	1221.25	0.00	1221.25
FBC CAFÉ	67.82	13.53	81.35
NATIONAL ALLOTMENT SOCIETY ANNUAL SUBSCRIPTION	55.00	11.00	66.00
IBS - PRINTER	109.13	21.82	130.95
<b>Allotment costs</b>			
PRINT ME A SHIRT - PLOT MARKERS	178.00	35.60	213.60
<b>Neighbourhood Development Plan costs</b>			
BELL CORNWELL - PLANNING CONSULTANCY	1208.40	241.68	1450.08
<b>Grants and contributions - subject to final approval by Council where required</b>			
NONE			
<b>TOTAL JUNE PAYMENTS</b>	5933.99	524.76	<b>£15,504.99</b>
<b>TOTAL REMAINING</b>			<b>£1,893,007.15</b>
<b>JUNE PETTY CASH / CARD PAYMENTS</b>			
TOTAL CARD PAYMENTS (CLERK)	42.00	0.00	42.00
TOTAL CARD PAYMENTS (FOOTPATH WARDEN)	35.23	7.05	42.28
<b>TOTAL</b>	77.23	7.05	84.28
<b>CARD PAYMENTS DETAIL</b>			
PARKING	1.67	0.33	2.00
GIFT CARD	40.00	0.00	40.00
LISTER WILDER	35.23	7.05	42.28