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**MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 21 JUNE 2010 AT
SHINFIELD PARISH MEETING ROOM, COMMENCING 19.30 HRS**

PRESENT: Cllrs A Atkins, M Bisset, I N Clarke (Ch.), N Gould, M Gough,
J M Heggadon (V/Ch) P Hughes, J Hunt, S Madigan, D Peer, R Ponsford, R Pike,
P Ratcliffe, A Seville.
ATTENDING: J Barnes (Clerk), B/Cllr C Haitham Taylor, Mr R McMahon.

10/13 PUBLIC QUESTIONS

Mr McMahon asked the council about its communications and public engagement. He also asked for clarification about the role of the parish council with regard to grass cutting, grounds maintenance and litter control.

The Chairman explained that the council was working towards improving its communications and is in the process of publishing a Shinfield North newsletter on a trial basis.

Mr McMahon expressed his concern at compulsory payment towards a parish council precept whilst apparently receiving no direct services or adequate communication about any services, delivered to him from this council. He acknowledged receipt of this council's 'Welcome to Shinfield Parish' leaflet but re-iterated his concern about the inadequacy of this council's communications.

It was noted that the particular areas of concern with regards to grounds maintenance were outside the control of this council, however this council had recently expressed similar concern to Wokingham Borough Council about the poor standard of grounds maintenance on highway land.

There was discussion on other levels of dissatisfaction on service delivery and communications with Wokingham Borough Council.

It was agreed that this council would write to WBC's General Manager for Places and Neighbourhoods in support of Mr McMahon's request for improvement to local service delivery.

10/14 APOLOGIES AND DECLARATIONS OF MEMBERS' INTERESTS

- 14.1 Apologies were received from Cllr Seville.
- 14.2 There were no declarations of members' interests.

10/15 MINUTES

- 15.1 The minutes of the Annual Meeting of the Council held on 17 May 2010 were approved as a correct record.
- 15.2 The minute of the meeting of the Council held on 17 May 2010 were approved after the following correction was made:
the word 'muted' replaced by 'mooted'
- 15.3 Matters Arising from the minutes were as follows:
 - 15.3.1 Cllr Peer to be appointed representative for BALC, WDALC and the Borough/Parish Conference.

- 15.3.2 Members were asked to consider future nominations to Shinfield Association.
- 15.3.3 An updated report from the Godson Charity was received and noted.
- 15.3.4 An updated report from Shinfield United Charities was received and the Clerk was asked to request the Charity to submit details to Loddon Reach.
- 15.3.5 The Clerk was asked to follow-up on WBC's tax demand mailing error at Lane End Close.
- 15.3.6 Members were advised that allocation of Playbuilder funding for new playgrounds has been put on hold until clarification is received from central Government.
- 15.3.7 The Clerk confirmed areas of distribution for the new Shinfield North bulletin.
- 15.3.8 A letter of response from WBC's Children's Services General Manager regarding primary school place numbers was noted.
- 15.3.9 Cllr Heggadon reported on a meeting of the Borough/Parish Conference Working Group and its recommendation not to change the timing or format of the Conference.
- 15.3.10 The Chairman read a letter of response from Assura following our request for a meeting to discuss letting arrangements at Shinfield Health Centre and its content was noted with disappointment.

10/16

RYEISH GREEN LEISURE CENTRE [RGLC]

The Chairman reported that, despite best efforts, the Clerk had been unable to secure a meeting with the Leader and Chief Executive Officer of Wokingham Borough Council (WBC).

The Clerk reported on a perception amongst officer's that RGLC would close at the same time as Ryeish Green School, however, no consultation or notice has been received by this council to date.

There was discussion on the cost of keeping the centre open and the use of upcoming S106 from pending development.

The Clerk was asked to obtain details of S106 monies available from neighbouring developments.

10/17

DEVELOPMENT FIGHTING FUND

The Chairman invited the Vice-Chairman to chair the meeting and abstained from voting.

Cllr Heggadon chaired the meeting and presented a proposal from the Planning and Transportation Committee *'to allocate release of funds from Council Reserves of up to £20,000 for use as a Fighting Fund for the purposes of mounting a legal challenge of WBC's adoption of the current proposed Supplementary Planning Documents determining the South of the M4 Strategic Development Location and/or associated matters'*.

There was discussion on the progress and on potential adjustments to the processes involved in determination of the 'final options' Supplementary Planning Documents being proposed within the Masterplanning process for the South of M4 development and on the associated challenges being lodged.

Clarification was sought and given that the proposed fighting fund is in addition to £1,000 already pledged for a joint parishes challenge.

Cllr Pike proposed an amendment to the proposal to read that *'a sum of £5,000 be released from funds accessible within 24 hours and that no further decision taken until the council knows more of the potential changes emerging from WBC'*. This amendment was rejected.

It was proposed and RESOLVED that the proposal as submitted *'to allocate release of funds from Council Reserves of up to £20,000 for use as a Fighting Fund for the purposes of mounting a legal challenge of WBC's adoption of the current proposed Supplementary Planning Documents determining the South of the M4 Strategic Development Location and/or associated matters'* be adopted.

Cllr Heggadon confirmed the Planning and Transportation Committee would endeavour to ensure the council advised of any significant expenses incurred within the allocated £20,000 allocation, prior to presentation of payment.

Cllr Clarke resumed the position of Chairman of the meeting.

- 10/18 ANNUAL ACCOUNTS TO 31 March 2010
- 18.1 After consideration, it was proposed and RESOLVED that the Annual Accounts 2009/10 be approved.
- 18.2 It was proposed and RESOLVED that adoption of the following policy documents be adopted as recommended by the Finance and General Purposes Committee at its meeting held on 7 June 2010.
Financial Risk Assessment 2010/11.
Financial Regulations 2010/11
- 18.3 It was proposed and RESOLVED that Annual Governance Statement (Section 2), in relation to the Annual Audit of Accounts 2009/10 be confirmed.
- 10/19 INVOICES FOR PAYMENT
- 19.1 It was proposed and RESOLVED that a list of invoice numbers 63- 99, totaling £118,729.82 and including £100,000 NSI Bonds purchase, be approved.
- 19.2 It was noted that a recommendation to deposit funds in HSBC was deferred for review by the Finance & General Purposes Committee.
- 19.3 It was proposed and RESOLVED that a grant of £500 be paid to Shinfield Carnival Group (sum included in total payments above – invoice 96) and subject to the following grant conditions:
- 19.3.1 For use for summer bus outing for elderly vulnerable adult residents.
- 19.3.2 That for each non-parish resident passenger, a sum of £25 be repaid to the council.
- 10/20 REPORTS
- The following reports were noted:
- 20.1 Chairman's Report
The Chairman reported on the cost of securing access gates at sports facilities and on proposals for improved security at allotment sites.
- 20.2 Borough Councillor's Report
Cllr Gould reported he would meet with WBC officers regarding Hillside Park site and would report to the next meeting.
- Cllrs Atkins, Gough, Ponsford, Pike, Ratcliffe, Hughes, Waite and Mr McMahon left the meeting.*
- It was proposed and RESOLVED that the meeting would continue beyond 22.00 hrs.
- 20.3 Committee Reports
- 20.3.1 Cllr Heggadon reported on a Planning and Transportation committee meeting held on 9 June 2010. It was proposed and RESOLVED that the minutes be adopted.
- 20.3.2 Cllr Clarke reported on a meeting of the Finance and General Purposes Committee. It was proposed and RESOLVED that with the exception of item 5.2 (part 2) referring to HSBC deposit as reported above in 19.2.
- 20.4 Reports from Outside Bodies
- 20.4.1 Communications Working Group
Cllr Bisset reported that on the following actions being taken by the group:
- Shinfield North leaflet ready for printing
 - The introduction of a diary facility on the website.
 - Member and staff photos now uploaded to the website.
 - Members to update their written profile notes
- 20.4.2 Neighbourhood Action Group – 1 June 2010
Cllr Heggadon reported on the meeting and it was noted that its Chairman would present the findings of a recent community survey on 10 July.

- 20.4.3 Rural Crime Group
Cllr Heggadon reported on a meeting held on 10 June.
- 20.4.4 AWE Liaison
Cllr Heggadon reported on a recent AWE Liaison meeting held on 3 June.
- 20.4.5 TVP Forum with Town and Parish Councils
Cllr Heggadon reported on a meeting held on 15 June.
- 20.4.6 Wokingham Area Access Group
Cllr Ponsford reported on the work of WAAG and their concern and challenge against the closure of public conveniences in Wokingham.
- 20.4.7 Readibus
Cllr Gould reported he serves on the Readibus Board and the council is invited to appoint a parish council representative. The Clerk was asked to make enquiries with Cllr Pike.
- 20.4.8 Wokingham Homestart
Cllr Peer reported on Wokingham Homestart and its forthcoming AGM in September.
- 20.4.9 Shinfield Volunteer Group
Cllr Hughes reported on the work of the Volunteer Group, the launch of the Volunteer Car Scheme and the footpaths maps project.
- 20.4.10 Area Youth Committee
Cllr Madigan reported that the Area Youth Committee scheduled for 21 July had been postponed and that the Pavilion Youth Club committee would meet on 1 July.

20.5 Clerk's Report

The Clerk reported on the following items:

- 20.5.1 Chris Miller from Shinfield Association seeks the use of Ryeish Pavilion for a soccer summer camps as contingency. In principle members support this use of the pavilion and the Clerk was asked to ascertain appropriate charges and make necessary arrangements.
- 20.5.2 The Clerk reported that proposed multiple agency meeting for Shinfield scheduled for 28 June is now deferred until September.

10/21 CORRESPONDENCE

The following items were noted:

- Agendas and Minutes.
- WBC – Standards Committee – notification of changes to submission of questions.
- Shinfield Residents' Action Group – flyer.
- Ryeish Green School – Centenary Publication
- Arborfield News

10/22 DATE OF NEXT MEETING

19 July 2010.

ACTIONS

Ref	Topic	Action by
13	Write to Mark Moon, Places & Neighbourhoods Manager re Grounds maintenance on parish highways	Clerk
15.3.1	Notify relevant outside bodies re changes to representation	Clerk
15.3.2	Shinfield Association – continue to seek a parish council representative	All
15.3.4	Submit information on Shinfield United Charities to Loddon Reach and other publications.	Clerk to liaise with charity.
15.3.5	Tax demand anomaly – follow up	Clerk. Action complete Report to next meeting
20.5.1	Use of Ryeish Playing fields for soccer camp	Clerk to arrange