



**Minutes of a Meeting of the
PARISH COUNCIL**
held on
Tuesday 11 July 2023 at 8:00pm

PRESENT: Cllrs: Paul Beal, Steve Collett, David Ellis, Andy Fish, Katherine Giles, Ian Leake (in the Chair), and Kiran Meka
Also Present: Ceri Rance, Clerk; Amanda Sculley, Deputy Clerk; Purveen Hira, Amenity Officer
Three members of the public

39 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Doyle, Feazey, Furber and McLean and their reasons were supplied to the Clerk.

40 DECLARATIONS OF INTEREST

Cllr Beal declared an interest in the agenda item regarding the proposed development on Amen Corner North as a resident. Cllr Leake declared an interest in the item regarding funding for the cemeteries as a church member on the church roll.

[8.02pm – the meeting was adjourned]

41 PUBLIC PARTICIPATION

[8.11pm – the meeting was reconvened]

42 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 MAY 2023

It was proposed by Cllr Collett, seconded by Cllr Ellis and **RESOLVED** that the Minutes of the Parish Council meeting held on 20 June 2023 be approved and signed as a correct record.

43 MATTERS ARISING FROM THE PARISH COUNCIL MEETING HELD ON 20 JUNE 2023

43.1 Min 29 - Christmas Market

Cllr Leake was aware that the Christmas Market may need an Event Licence. The Clerk was asked to advise the Christmas Market Committee.

44 COMMITTEE MINUTES

44.1 Planning & Transportation Committee – held on 27 June 2023

It was proposed by Cllr Collett, seconded by Cllr Ellis and **RESOLVED** that the Minutes of the Planning and Transportation Committees held on 27 June 2023 be approved and signed as a correct record.

45 CONSULTATION REGARDING DEVELOPMENT ON AMEN CORNER NORTH

Willson Developments had publicised a consultation document regarding a proposed development on Amen Corner North. During Public Participation, two residents from the adjacent housing had raised their concerns about aspects of this development. The report also contained a copy of a letter to Bracknell Forest and Wokingham Councils signed by many residents raising their concerns. Mike Coker, Chair of the Binfield Environment group has also been surveying the land in question for the past year and has recorded sightings of some red and amber listed birds. He also noted that the site is rich in biodiversity. After discussion it was agreed that the Clerk would draw together the points raised and circulate a draft comment for agreement to send to Willson Developments.

Jon W. Leake
8th August 2023

Council was reminded that it should be consulted by Wokingham Borough Council as part of their planning process.

46 **RECOMMENDATIONS FROM COMMITTEE MINUTES**

46.1 Blue Mountain Working Group –11 July 2023

Following a meeting of the working group, Councillors were asked to approve the proposed layout of the new allotment site as well as approving the allocation of funds from CIL so that the grass around the site could be cut while the land transfer is in progress.

It was proposed by Cllr Leake and seconded by Cllr Collett and **RESOLVED** to approve the layout of the allotments and to allocate £520 from CIL to cover the costs of the grass cutting over the next 4 months.

47 **ACCOUNTS 2023-24**

47.1 Payment Approvals

It was proposed by Cllr Leake, seconded by Cllr Ellis and **RESOLVED** to accept the payment list totalling £84,757.19 and these be approved for payment. Cllr Collett would be authorising the payments.

Items to add to the asset register:

Two wall mounted Air conditioning units – Twickenham Air Conditioning Ltd - £3,005.00.

47.2 Projected Spend

The projected spend spreadsheet was **NOTED**.

47.3 CIL Tracker

The tracker spreadsheet was **NOTED**. The Clerk advised there had been no changes since the last meeting.

47.4 Quarterly Bank Reconciliations

The documents had been circulated and were **NOTED**.

47.5 Internal Controller's Quarterley Report

Cllr Furber's report was considered and **NOTED**.

47.6 1Q Payments Over £500

The report was **NOTED**.

48 **REPORTS FOR DECISION**

48.1 Clerk Hours

Following a recommendation from the Staffing Committee, at the March meeting of the Council the Clerk's hours had been extended from 30th March to the 30th June 2023 to 37 hours per week. This period had now ended but the pressure of work and number of ongoing and expected projects was still high. It was proposed by Cllr Ellis, seconded by Cllr Beal and **RESOLVED** to extend this period for a further 4 months so the Clerk can remain on 37 hours per week until 30 October 2023. It was further noted that the Staffing Committee would look at the staffing requirements and mix of staff at their next meeting.

48.2 CCTV on Parish Building

Council had considered CCTV around the parish building in March 2023 and had not progressed the project. Since then, the incidents of antisocial behaviour, littering and criminal damage had increased significantly, and some had become police matters. It was **AGREED** to reconsider installing CCTV at the August meeting and the Clerk was asked to prepare an updated report with details and examples

of the high resolution, glow and night vision capabilities together with ongoing operational and maintenance costs.

48.4 Annual Village Event

Following the success of the Platinum Jubilee, Coronation and Summer of Fun events, the Council had received many requests from residents for an annual village event. After discussion it was proposed by Cllr Leake, seconded by Cllr Meka and **RESOLVED** that the Council should hold such an annual event, with the first one being on June 8th 2024 to join the celebrations of the 80th anniversary of D-Day. The budget for the event would be decided during the council budget discussions which would commence in September.

48.5 Request from Binfield Churches

A request had been received from the Binfield PCC for extra funding of £752.40 for the grass cutting at Stubbs Hill Cemetery together with a new request for funding of £312.00 for the maintenance of the All Saints' Churchyard. The All Saints' Churchyard is not open to all Binfield residents and is exclusive to the Church of England so it was proposed by Cllr Collett, seconded by Cllr Ellis and **RESOLVED** not to give funds for its maintenance. The Stubbs Hill Cemetery is open to all Binfield residents and has been supported for many years, so it was proposed by Cllr Collett, seconded by Cllr Giles and **RESOLVED** to increase the funding for the Stubbs Hill Cemetery by £752.40 to be funded from the Open Spaces Maintenance reserve. The Clerk was asked to remind the Binfield PCC that the funding for this work is considered on an annual basis during the council's budget setting process.

48.6 Simplification of room charges

Following the introduction of the new online booking software supplied by EDGE, the parish office has had to review the charging schedule for the parish office rooms. The complexities of the current structure are not easily translatable to the new software. After discussion it was proposed by Cllr Leake, seconded by Cllr Ellis and **RESOLVED** to adopt the new structure and pricing from 1 September 2023 as follows:

Group	Description	Charge
1	Binfield residents with private bookings, community groups, charities and organisations based in Binfield Parish.	FREE
2	Community groups, charities and organisations based outside of Binfield Parish.	£14 for 4 hours
3	Commercial and other organisations – in or out of Binfield Parish.	£20 per hour

49 **REPORTS FOR INFORMATION**

49.1 Clerk's Report

The report was **NOTED** and the following comments made.

49.1.1 23 Knox Green

The Clerk sent an email to the property owner regarding complaints from residents about the building work currently underway on 23 Knox Green. The builders have been driving on pathways and blocking public rights of way. The property owners replied to the Clerk commenting that it is not their intention to cause any distribution or inconvenience to other residents.

49.1.2 Coffee Cart at Binfield Community Hub

The coffee cart has been delivered to the community hub. The Clerk has been in conversation with the Foxes Den who have expressed an interest in running it as a CIC. A proposal will be presented at a future meeting.



49.1.3 Resident Complaint – Damaged Fencing

Councillors were informed of a complaint from a local resident regarding damage caused to their fence by a tree of heaven on the grassed area of the parish council carpark. It was proposed by Cllr Leake and seconded by Cllr Giles and **RESOLVED** to instruct one of the parish handy men to replace the broken panels as a good will gesture, but the Parish Council does not accept liability for the damage.

50 **FUTURE AGENDA ITEMS**

None.

Meeting Closed 9:38pm
Saul W Leake
8th August 2023.