

Minutes of the Meeting of the Council held on 16th December 2019

Present Jim Gillett, Adrian Keward, Paul Mundy, Jane Hartley, Claire Andersen, Neil Jackson, Jo Akeju and Pat Sutlieff

Apologies for Absence Roanna Collis

Absent

7361/19 **Open Forum** – No Residents attended

7362/19 **Declarations of Interest** – There were no declarations of interest

7363/19 **Minutes of the Council Meeting of the 18th November 2019** – These minutes were approved by Council.

FINANCE

7364/19 **Finance Reports** – These were approved unanimously

7365/19 **Authorisation of Payments** – It was resolved that the Council should approve all the following outstanding payments, which was done unanimously:

£166.32 to Grundon Waste Management Ltd

£55.20 to OCS Group UK Ltd

£36.19 to British Gas Services Ltd

£882 to Heart Facilities Ltd

£1245.22 to Berkshire Pension Fund

£103.69 to the Assistant Clerk

£162 to the Hampshire Association of Local Councils

£224.88 to the Clerk

£1022.59 to Sunshine Commercial Services Ltd

£311.40 RES Systems Ltd

£107.14 to Tivoli Group Ltd

£238.29 to Dual Energy

£49.84 to SSE

£417.95 to Kim Bedford

£36 to Taurus Elite Security

-£550.97 to Everflow

£121.81 to Viking Payments

£2270 in payroll

7366/19 **To review and check Bank Statements against Reconciliations** – Cllr. Hartley reviewed all Bank Statements and found them correct.

7367/19 **To consider the S137 grant applications from Berkshire Multiple Sclerosis Therapy Centre, Berkshire Vision, The Link Visiting Scheme and Home-Start Wokingham District, and a grant application from the Citizen's Advice Centre in Wokingham** – Council resolved to grant S137 donations of £150 to the Berkshire Multiple Sclerosis Therapy Centre, £150 to Berkshire Vision, £300 to Home-Start, £100 to the Link Visiting Scheme, and £150 to Berkshire Vision. They also resolved to grant a donation of £700 to the Citizen's Advice Centre. All these were passed unanimously. The Clerk has been asked to amend the policy to reflect the reality that most applicants are no longer Charvil based.

- 7368/19 Amenities Committee** – The minutes of a meeting on 2nd December were noted. The budget discussions at that meeting were noted, particularly that there was concern that the pavilion may not be making enough to cover its costs once the grant has finally run out. It was acknowledged that the interior and exterior lighting of the pavilion is not good, but there was an unwillingness to spend too much on this at present until there is clarity on whether the building could be greatly improved or even replaced. The issue of the barrier was also raised, and it was agreed it was a problem when trying to attract new users as it is hard to open and close, particularly in the dark. There was then some discussion about how best to involve the public in trying to provide a facility that most people could buy into.
- 7369/19 Planning, Environment and Highways Committee** – The minutes of the meeting on 9th December were noted. The following planning application was discussed
 193237 Application for proposed erection of a single storey rear extension, insertion of 2no. roof lights, part garage conversion to create habitable accommodation, plus changes to fenestration at 3, Park Lane – the only comment was other houses have similar extensions.
- 7370/19 Report from the Borough Councillor** – The Borough Councillor could not attend as she was attending a WBC planning meeting that was discussing a local issue
Staffing Committee – The meeting was inquorate and so the notes of the meeting on Mon 9th December were considered and the recommendations made at this meeting needed to be ratified, which was done unanimously.
- Items for Consideration**
- 7371/19 To note that the facilitated session is to take place on Monday 25th November at 6pm** – The clerk received the report back today. A follow-up meeting needs to be arranged to consider the recommendations and how to move forward.
- 7372/19 To hear verbal reports on the various meetings etc attended by councillors and the clerk and what other training needs were required** – The clerk had attended a climate emergency meeting and will bring the various reports to the attention of the Planning, Environment and Highways Meeting in January. Councillors would like training in the following areas: Fundamental Councillor Training including the roles and responsibilities of Members and Officers, Community Engagement, Budgets and Planning. In addition, they would like training from Wokingham about what the Borough does and what the Parishes are expected to do.
- 7373/19 To consider the request to support the Local Electricity Bill** - This was deferred to the next meeting

By virtue of the confidential nature of the business to be contracted the press and public are excluded from the meeting during consideration of the following item under Section 2 of the Public Bodies (Admission to Meetings) Act 1960

- 7374/19 To consider pay rates for 2020-21** – It was agreed to increase the Clerk’s salary to SCP 26 and to increase the Assistant Clerk’s to 16 from 2020. It was agreed to rewrite the Contracts as they were not well-written and include the following: Leave: the Assistant Clerk was to have 21 days pro rata, increasing to 25 after five years, and the clerk was to have 25 days pro rata as she has over five years’ service; the clerk’s contract would change to allow over-time claims and both the clerk and assistant clerk would be allowed to back-date over-time claims to April 2019; there would be inclusion of compassionate leave, and also there would be twice yearly welfare meetings. There would a review of how things are going at the next Staffing meeting in March.

There being no further business the meeting closed at 9.45pm

Chairman’s Signature