



**Arborfield & Newland Parish Council**  
**Minutes of the Annual Meeting of the Council**  
Held on Tuesday 19<sup>th</sup> May 2020  
Remotely via Zoom Conferencing: 7.30pm

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held virtually via Zoom Conferencing.

**Present:** Cllrs Picken, Clint, Starkey, Murphy, Stevens, McIntosh, Kaiser, Hughes & the Clerk.  
**Not present:** Cllr Strong

The Clerk was the Zoom host of the meeting.

The meeting was opened by the current Chairman, Cllr Picken.

- 17/21 Election of Parish Chairman and signing of Declaration of Office** – Cllr Picken expressed his wish to stand for re-election. No other Councillors expressed a wish to stand as Parish Chairman. Proposed by Cllr McIntosh, seconded by Cllr Kaiser, all agreed to elect Cllr Picken as the Parish Chairman. Cllr Picken signed the Declaration of Office and showed the form to the screen for all to see and sent the form to the Clerk.
- 18/21 Election of Parish Vice Chairman and signing of Declaration of Office** – Cllr Clint expressed his wish to stand for re-election. No other Councillors expressed a wish to stand as Parish Vice Chairman. Proposed by Cllr Hughes, seconded by Cllr Kaiser, all agreed to elect Cllr Clint as the Parish Vice Chairman. Cllr Clint signed the Declaration of Office electronically, scanned and sent the form to the Clerk.
- 19/21 To receive and accept any apologies for absence** – Cllr Cowan. Cllr Strong tried to join the meeting via Zoom but was accidentally locked out and could not re-join the meeting due to Zoom rules. He confirmed at this point in time via text to the Clerk that he was happy to continue as a co-opted member of the Council and remain in his current roles on the Standing Committees.
- 20/21 To receive any declarations of interest on items on the Agenda** – Cllr Murphy regarding Planning Applications 201068 & 201069 – The Old Swan, Eversley Road as it is a neighbouring property to his own.
- 21/21 Signing of the Declaration of Office by all Councillors** – all Councillors present signed the Declaration of Office and showed the form to the screen for all to see. All forms will now be scanned and sent to the Clerk for signing. It was noted that the Clerk has last year's forms to compare signatures for all of the forms. Cllr Strong will sign his at a later date.
- 22/21 Minutes of the Full Council Meeting** – to approve the minutes of the meeting held on Tuesday 21<sup>st</sup> April 2020 – the minutes were read and approved. The minutes will be signed by Cllr Picken when Covid-19 lockdown ends.

- 23/21 Public Participation** (allotted time - 5 minutes) - None
- 24/21 To appoint members to serve on the Councils committees and groups** – see Appendix A
- 25/21 Election of Chairman and Vice Chairman for each of the Councils committees and groups** – see Appendix A
- 26/21 To appoint representatives to external bodies** – see Appendix A
- 27/21 To agree to appoint Claire Connell as the Internal Auditor and Alan Harland to carry out the end of Year Accounts for Year Ending March 2021** – see Appendix A
- 28/21 To agree meeting dates schedule for 2020/21** – see Appendix B. The schedule of meeting dates were proposed by Cllr Picken, seconded by Cllr Kaiser, all agreed to the schedule.
- 29/21 Clerks Report** –for information only –
- Working from home is going well and without distraction a significant amount of clearing out of the filing cabinets has been undertaken. This isn't complete yet but not far off.
  - The Clerk had annual leave booked for the w/c Monday 27<sup>th</sup> May (BH) but as she isn't able to go away it was going to be cancel. The Clerk has now decided to still take the time off. She will still pop to the office a couple of times during that week to check the post etc and will keep an eye on emails.
  - There has been a number of reports of fly tipping which hopefully should subside once the refuse centres reopen, and speeding due to there being less traffic on the roads.
  - The Facebook page is live – please like it. It is called 'Arborfield and Newland Parish Council'. Posting on it regularly needs to be remembered to keep it up to date.  
It was agreed that the Councils Facebook page should be to provide information relevant to the parish rather than generic information cascaded out from Wokingham Borough Council and other larger organisations.
- 30/21 Reports from external bodies:**
- Borough Council – See Appendix C
  - Police – No report
- 31/21 COVID-19** – Parish Council update report – the report was circulated prior to the meeting. A discussion was held as to whether the vehicle access gates at Arborfield Park should be reopened. The Clerk and Cllr Starkey to visit the Park on Thursday to update and expand the risk assessment to include consideration of the picnic furniture, youth shelter, gates and equipment outside the fenced play area, and based on the outcome will propose recommendations to the Council. Until this time the vehicle access gates will remain closed. Cllr Kaiser to provide a risk assessment template from one of the WBC parks. Check with insurance company as to whether they have any stipulations. It was noted that they would probably only require that a risk assessment has been carried out.
- 32/21 Planning**
- **Planning Report** – for information only –
    - **Planning applications decisions:**

**200891 – 24 Melrose Gardens** – Householder application for the proposed erection of canopy roof over front porch, first floor front dormer extension, first floor rear dormer extension. Plus changes to fenestration – approved

For information only:

201078 – The Firs, Carters Hill - Application for a certificate of lawfulness for the proposed erection of detached double garage, creation of new access, erection of boundary gate, laying of driveway hardstanding.

○ **To discuss planning applications received by the date of the meeting – to include:**

**200940 – 14 Walden Avenue** – Householder application for proposed erection of single story front extension to form porch, two storey side extension following the demolition of existing side extension, single storey rear extension including the insertion of 1no. rooflight following the demolition of existing conservatory plus changes to fenestration – no objections

**200899 – Oakland House, Church Lane** – Householder application for the proposed erection of a single storey rear extension with the insertion of 2no. roof lights – subject to the satisfactory proof being submitted to show that the occupier can comply with the agricultural occupancy condition imposed in the permission granted in 1976, and that evidence of what horticulture is taking place is also produced, the Council would have no objections to this application

**200934 – 33 Rayner Drive** – Householder application for the proposed garage conversion to create habitable accommodation – object to this application on the basis that the removal of 50% of the available parking spaces, leaving only 2 spaces for a 4 bedroom house, is likely to cause unnecessary kerbside parking resulting in congestion which is therefore likely to restrict access to neighbouring properties, and prevent access by the emergency services

**200993 – Land at the Coombes** – Full application for the proposed installation of timber post and wire security fencing and 2no. gates – strongly object - The Council note the minor amendments made to the previous failed application (191457) but believes that they do not successfully address the points which resulted in their objections to, and the subsequent failure of that application.

The Council therefore objects strongly to this proposal as the proposed development would be contrary to Core Strategy Policy CP11, which seeks to guide development to specific locations, and to manage development in the countryside. The site is outside the development limits defined in the Core Strategy and should not, therefore, be permitted unless it meets the qualifying criteria in CP11, which it does not.

The proposed development is also contrary to Core Strategy Policy CP3, which sets out the general principles for development and requires, inter alia, that proposals have no detrimental impact upon important ecological, heritage, landscape (including river valleys) or geological features or water courses.

In relation to landscape, the Borough Councils Landscape Character Assessment refers to The Coombes as one of the few features of particular uniqueness and distinctiveness and recommends that it should be retained and respected. The proposed development conflicts with that advice. This is of particular relevance as the site has also been identified as sitting within an area designated by Defra as an area of “Ancient and Semi-Natural Woodland” (OBJECTID 53208)

The Council does not accept the reasons given in justification for the proposed development and continues to oppose applications for development within this area of Ancient and Semi-Natural Woodland.

**201068 – The Old Swan, Eversley Road** – Householder application for proposed part conversion of existing garage to create habitable accommodation, plus changes to the fenestration – no/ objections

**201069 – The Old Swan, Eversley Road** – Listed building Consent for the above application – no objections

**201075 - Land at Bearwood Park, East of Mole Road, Sindlesham, Wokingham** - Application to vary condition 2 of planning consent 192967 for the erection of a single storey Groundsman's Building with appropriate access and parking. Condition 2 relates to approved details and the variation is to move position of the Groundsman's building from the proposed south east location to the north east area of the site – no objections

- **To receive report and consider suggestions for the Arborfield Village Centre Improvement Scheme** – Cllr Murphy reported on the meetings held with the AVCIS Steering Group and Wokingham Borough Council. The main points are:
  - A remote meeting was held last week and more information was requested
  - A follow up meeting was held between the AVCIS Steering Group members on Monday to discuss a number of the proposals from WBC which were not suitable.
  - A further meeting with all parties is arranged for tomorrow when the AVCIS Steering Group will propose some changes and additions to the WBC proposals.
  - Notes of the proposals to be shared with all Councillors
  - Langley Common Road roundabout concerns will be dealt with separately
- **To consider and agree name of the green bridge for Footpath 17 over the Arborfield Cross Relief Road** – see Appendix D. Following discussion it was agreed to name the bridge 'Observer Bridge'.
- **Any Planning matters considered urgent** - None

#### **F&GP**

- **F&GP Report** – for information only –
  - The National Salary Award for 2020-2021 has not yet been agreed.
  - Alan Harland will be arranging to visit towards the end of May/early June to do the YE accounts. We have not yet worked out how this will be done with social distancing as the office is too small for 2 of us.
  - HSBC bonds – two are due to mature on 22<sup>nd</sup> May 2020. All agreed to reinvest both for 6 months.
- **To discuss request from WBC to use CIL funds towards the following:**
  - Repairs to Footpath 17 (alley between Eversley Road and Melrose Gardens) - £20,000
  - Self-service library machine to be sited at Arborfield Green Community Centre – total is £9,000. Request to the Parish from WBC is £7,000

The Council agreed not to provide funds for either of the above schemes. It was noted that the Councils CIL funds are earmarked for the pavilion refurbishment and extension.

- **To minute revised decision regarding temporary rent review for Freckles during COVID-19 following more in-depth consideration and additional government information** – Following agreement at the virtual meeting held on Tuesday 21<sup>st</sup> April, further consideration was undertaken regarding the possible loss of income from the budget and that it was preferable, if possible, to keep Freckles running. It was agreed that some income would be better than nothing – but not as little as Freckles suggestion of 25%. All scenarios were looked at including deferments etc. resulting in a revised proposal being put to Council via email for comment/agreement/rejection. The below proposals were put to Council via email and were subsequently agreed as a full and final offer:

- freeze annual increase for 2020/21 reserving the right to compound and apply 2 years inflation increase for 2021/22
- Reduce the daily rent by 50% for duration of the closed period starting as of 1<sup>st</sup> April 2020
- No additional reduction for utilities and bins
- No deferment of payments
- If Freckles don't agree the above then the Council will have no alternative but to exercise its right to terminate the lease, in accordance with clause 19.1 of the agreement.

The Clerk has written to Freckles with the revised offer and as a result payment of the April invoice and May invoice had been received.

- **To agree to accept quote from NB Electrical to replace the external security light at the pavilion** – proposed by Cllr Picken, seconded by Cllr McIntosh, all agreed to accept the quote.
- **Laptop replacement** – to agree purchase – it was previously agreed to purchase a new laptop using funds earmarked from the Office Equipment 2019/20 budget. Cllr Clint has looked into various models and proposed a model that is the equivalent to the existing one. The cost is within the earmarked budget. All agreed the Clerk would purchase using her debit card and be reimbursed due to the Council's credit card having a single item limit of £500.
- **Grant Request Policy** – to discuss and agree whether to relax the Grant Request Policy to allow financial requests related to Covid-19 to be requested at any time of the year – Proposed by Cllr Clint, seconded by Cllr Murphy, all agreed to relax the stipulation for Covid-19 requests only.
- **Any F&GP matters considered urgent** - None

### Parks

- **Parks Report** – for information only –
  - Park remains closed to vehicle access. Playground and equipment remain closed.
  - Bottle banks still being emptied fortnightly. Clothing banks do not seem to be being emptied at the moment.
- **Memorial Bench in Arborfield Park** – see Appendix E - all agreed that a bench could be sited in the park. Mention was made of the Stan Leach bench which requires refurbishment. It is not known how to contact the family.
- **Any Parks matters considered urgent** – None

### Risk Management

- **Risk Management Report** – for information only –
  - Mick has cut back the site lines at the park entrance in preparation for reopening the car park. He has also been keeping on top of maintenance in the playground as it had become very overgrown around the edges with numerous weeds appearing including in the bark chip area due to lack of use.
- **Any RM matters considered urgent** – highlighted in agenda item 31/21 earlier in the meeting to reassess and expand the risk assessment for the park use due to Covid-19.

**33/21 Accounts** – To agree and sign bank reconciliations for April 2020 and agree accounts and payments for May 2020 - bank statements, reconciliations, Petty Cash and payments for May were circulated to all and agreed at the meeting. Cllrs Clint and Murphy to authorise May payments on the bank account the following day. All paperwork will be signed when the Covid-19 lockdown ends.

Payments for May 2020			
BACS	SCS	£1,141.90	Ground Maintenance for April 2020
BACS	Oaktree	£510.00	Arborfield News
BACS	NALC - LCR Magazine	£17.00	Subscriptions
BACS	Mr M Bodington	£495.01	Handyman
BACS	Staff Wages	£2,561.55	Staff wages - includes PAYE & Pension
DD	Opus (Electric)	£16.88	Pavilion Utilities
DD	BT	£248.29	Office running expense
DD	Lloyds Bank	£10.90	Credit Card
DD	Cheaper Waste	£132.34	Pavilion/Park maintenance
DD	CF Corporate	£70.04	Printer

### 34/21 Correspondence –

Date received	Who from	Content	Minuted date	Minute item
07/05/2020	HSBC	Bank Statement	19/05/2020	Accounts
07/05/2020		Clerks & Councils Direct	19/05/2020	Correspondence
11/05/2020	Unity Trust	Bank Statement	19/05/2020	Accounts
11/05/2020	Lloyds	Card Statement	19/05/2020	Accounts
19/05/2020	HSBC	Bond maturities	19/05/2020	F&GP

**35/21 Parish Plan** - update following collation of post it notes – Cllr Picken has not had a chance to look at these yet. This will be an agenda item at the June meeting.

**36/21 Action List** – the action list was run through and updated

**37/21 Any items for consideration to include items for the next meeting agenda** – information only

- Document re-adoption
- Parish Plan

**38/21 Date of next meeting** – Tuesday 16<sup>th</sup> June 2020

There being no further business the meeting closed at 8.58pm

**Part II – this will be held as a separate meeting**

**To consider and agree tender to replace bus shelters** – this was postponed to the June meeting due to discrepancies regarding the ground works.

## Appendix A

Role	Current	Proposed	Proposer	Seconded	Result
Parish Chairman	Cllr Mark Picken	Cllr Mark Picken	Cllr David Mcintosh	Cllr John Kaiser	All agreed
Parish Vice Chair	Cllr Andrew Clint	Cllr Andrew Clint	Cllr Karen Hughes	Cllr John Kaiser	All agreed
Planning Committee	Cllr Jim Murphy Cllr David Mcintosh Cllr Andrew Clint Cllr Karen Hughes Cllr Paul Stevens Cllr Elliott Strong	Cllr Jim Murphy Cllr David Mcintosh Cllr Andrew Clint Cllr Karen Hughes Cllr Paul Stevens Cllr Elliott Strong	Cllr Mark Picken	Cllr John Kaiser	All agreed
F&GP Committee	Cllr Andrew Clint Cllr Karen Hughes Cllr Vanessa Starkey Cllr John Kaiser Cllr David Mcintosh	Cllr Andrew Clint Cllr Karen Hughes Cllr Vanessa Starkey Cllr John Kaiser Cllr David Mcintosh	Cllr Mark Picken	Cllr Paul Stevens	All agreed
Parks Committee	Cllr Vanessa Starkey Cllr Paul Stevens Cllr John Kaiser Cllr Elliott Strong Cllr Jim Murphy	Cllr Vanessa Starkey Cllr Paul Stevens Cllr John Kaiser Cllr Elliott Strong Cllr Jim Murphy	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Exec	Parish Chair and Committee Chairs	Parish Chair and Committee Chairs			
Arborfield News Editorial	Cllr Mark Picken Cllr Andrew Clint Cllr Vanessa Starkey  <i>Linda Fothergill</i>	Cllr Mark Picken Cllr Andrew Clint Cllr Vanessa Starkey  <i>Linda Fothergill</i>	Cllr Karen Hughes	Cllr John Kaiser	All agreed
Planning Chair	Cllr Jim Murphy	Cllr Jim Murphy	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Planning Vice	Cllr David Mcintosh	Cllr David Mcintosh	Cllr Mark Picken	Cllr Andrew Clint	All agreed
F&GP Chair	Cllr Andrew Clint	Cllr Andrew Clint	Cllr Mark Picken	Cllr John Kaiser	All agreed
F&GP Vice	Cllr Karen Hughes	Cllr Karen Hughes	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Parks Chair	Cllr Vanessa Starkey	Cllr Vanessa Starkey	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Parks Vice	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Parish Plan	Committee Chairs and Vices	Committee Chairs and Vices			All agreed
WDALC	Keeping a watching brief				All agreed
BALC	Cllr David Mcintosh	Cllr David Mcintosh	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Borough Parish Liaison Group	Cllr Mark Picken / Cllr Vanessa Starkey	Cllr Mark Picken / Cllr Vanessa Starkey	Cllr Karen Hughes	Cllr John Kaiser	All agreed
VH	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed

Waste	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Rights of Way	Cllr Vanessa Starkey Cllr David Mcintosh	Cllr Vanessa Starkey Cllr David Mcintosh	Cllr Mark Picken	Cllr Andrew Clint	All agreed
OCY	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Police/Rural Crimes	Clerk	Clerk	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Fields NAG	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed
SPPG/Community Parish Liaison	Cllr Andrew Clint Cllr Mark Picken Cllr Paul Stevens	Cllr Andrew Clint Cllr Mark Picken Cllr Paul Stevens	Cllr Karen Hughes	Cllr John Kaiser	All agreed
Roads/traffic/transport	Cllr David Mcintosh	Cllr David Mcintosh	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Village Events	Cllr John Kaiser Cllr Andrew Clint Cllr Karen Hughes	Cllr John Kaiser Cllr Andrew Clint Cllr Karen Hughes	Cllr Mark Picken	Cllr Paul Stevens	All agreed
CPRE	Cllr Paul Stevens	Cllr Paul Stevens	Cllr Mark Picken	Cllr Andrew Clint	All agreed
School liaison	Cllr Andrew Clint	Cllr Andrew Clint	Cllr Mark Picken	Cllr John Kaiser	All agreed
NP	Cllr Paul Stevens Cllr Karen Hughes <i>Paul Townsend</i>	Cllr Paul Stevens Cllr Karen Hughes <i>Paul Townsend</i>	Cllr Mark Picken	Cllr Andrew Clint	All agreed
SDL Steering Group	Cllr Karen Hughes Cllr Vanessa Starkey Clerk	Cllr Karen Hughes Cllr Vanessa Starkey Clerk	Cllr Mark Picken	Cllr Andrew Clint	All agreed
SDL Liaison Group	Cllr Mark Picken Clerk	Cllr Mark Picken Clerk	Cllr Karen Hughes	Cllr John Kaiser	All agreed
WBC Major Contracts	Cllr David Mcintosh	Cllr David Mcintosh	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Auditor	Claire Connell	Claire Connell	Cllr Mark Picken	Cllr Andrew Clint	All agreed
Annual Accounts	Alan Harland	Alan Harland	Cllr Mark Picken	Cllr Andrew Clint	All agreed

## Appendix B

### Arborfield & Newland Parish Council

#### Meeting dates for 2020/21

All meetings to be held at the Pavilion, Arborfield Park unless otherwise stated.

Date	Meeting	Time	Comment
Tuesday 21 <sup>st</sup> April	Full Council	7.30pm	Virtual meeting via Zoom due to Covid-19
Thursday 14 <sup>th</sup> May	Annual Meeting of the Parish	7.30pm	Cancelled due to Covid-19
Tuesday 19 <sup>th</sup> May	Full Council - AGM	7.30pm	Virtual meeting via Zoom due to Covid-19
Tuesday 2 <sup>nd</sup> June	Planning Committee	7.30pm	If required
Tuesday 16 <sup>th</sup> June	Full Council	7.30pm	Virtual meeting via Zoom due to Covid-19
Tuesday 7 <sup>th</sup> July	Planning Committee	7.30pm	If required
	Parks Committee	8pm	If required
Tuesday 21 <sup>st</sup> July	Full Council	7.30pm	Virtual or venue TBC
Tuesday 1 <sup>st</sup> September	Planning Committee	7.30pm	If required
	F&GP Committee	8pm	If required
	Parks Committee	8.30pm	If required
Tuesday 15 <sup>th</sup> September	Full Council	7.30pm	Virtual or venue TBC
Tuesday 6 <sup>th</sup> October	Planning Committee	7.30pm	If required
Tuesday 20 <sup>th</sup> October	Full Council	7.30pm	Virtual or venue TBC
Tuesday 3 <sup>rd</sup> November	Planning Committee	7.30pm	If required
	Parks Committee	8pm	If required
	F&GP Committee	8.30pm	If required
Tuesday 17 <sup>th</sup> November	Full Council	7.30pm	Virtual or venue TBC
Tuesday 8 <sup>th</sup> December	F&GP – Budget meeting – all to attend	7.30pm	Virtual or venue TBC
<b>2021</b>			
Tuesday 5 <sup>th</sup> January	Planning Committee	7.30pm	If required
	F&GP Committee	8pm	If required
	Parks Committee	8.30pm	If required
Tuesday 19 <sup>th</sup> January	Full Council	7.30pm	
Tuesday 2 <sup>nd</sup> February	Planning Committee	7.30pm	If required
	F&GP Committee	8pm	If required
Tuesday 16 <sup>th</sup> February	Full Council	7.30pm	
Tuesday 2 <sup>nd</sup> March	Planning Committee	7.30pm	If required
	Parks Committee	8pm	If required
Tuesday 16 <sup>th</sup> March	Full Council	7.30pm	

## Appendix C - Borough Councillors report May 2020

The number of coronavirus cases in Wokingham Borough has now reached 421. The latest figures available (24th April) reveal there have been a total of 104 deaths. 45 hospital deaths were recorded along with another 52 in our Care Homes. Of the remaining 7, 4 were at home and 3 in a hospice. The Care Home deaths are above the national average and Wokingham Borough Council has put a task force in place to investigate the Care Home deaths.

The Borough Council is currently setting up a series of remote meetings and I will keep the Parish Council updated when I have the final details. I did take part in an online Planning Meeting last week which went well as for this meeting the Council did provide Members with paper agendas.

None of the agenda items were controversial so it will be interesting to see at future meetings how a controversial Planning Application will be managed.

With the pandemic many council activities have been delayed, closed or are on hold. Examples are gigaclear fast broadband, grass cutting. Schools remain shut and although the Borough Mayor, Cllr Bill Soane officially opened) Arborfield's pop-up library in its new home at Arborfield Green Community Centre that will remain closed along with other libraries.

Wokingham Borough Council re-opened its country park car parks on 13 May, with limited spaces at Dinton Pastures and California Country Parks. At Dinton Pastures, the main Dinton car park, along with the Activity Centre and Aviation car parks are now open, providing 200 car parking spaces.

To ensure visitor numbers remain manageable and aid social distancing, the overflow car parks will not open at this stage.

The two main car parks will also open at California Country Park, providing 100 parking spaces. The overflow car parks will also remain closed at this site. Cafes, toilets and play areas will remain closed at both sites.

Cantley Park's car park has also reopened today (May 13) and the smaller Countryside Service car parks at Rook's Nest Woods and Keepatch Meadows will also re-open to the public. Heathlake is currently undergoing resurfacing work and will open at a later date.

Due to the closure of the recycling centres the Council is seeing an unprecedented demand to enlist on the garden waste bin collection service which is being exacerbated by keeping up with bin supplies. Any requests placed from 7 May 2020 are unlikely to be met by mid-June.

The re-opening of the recycling centres took place on the 18th Of May. Residents must make a booking before they visit the site. If you do not have a booking you will be refused entry. Please bring proof of address that shows you are a resident of Wokingham such as driving licence, a council tax bill or a utility bill and place it on your dashboard for staff to see. You must arrive at the time of your booked slot. You must come in the car for which you made your booking (identified by the number plate). Visitors who come without a booking, outside of their booked slot, without a proof of residency or in a different car from the booking will be turned away. To book a slot use the following link. <http://re3.fccenvironment.co.uk/click-tip-services/>

Locally the usual fly tipping/the 'burning issue and toxic smoke' affecting residents at Poperinghe Way is ongoing. I am also still waiting for confirmation that the fence on Baird Road and the Bollard by the shop have been replaced/repared. The relief road is ongoing, and I have not had confirmation as yet if the footbridge is in place yet.

Finally all there is to say is please stay safe and I will keep the Parish Council updated as and when events change. Cllr Gary Cowan

## Appendix D - Naming of Arborfield Cross Relief Road and Green Bridge

### Relief Road naming

For many months it has been suggested that the new relief road is named Observer Way. WBC are aware of this and the official paperwork will be sent to us in the near future.

### Green bridge naming

WBC contacted me recently to let us know that the Rambler Association had put forward a suggested name for the green bridge which goes over the relief road at Footpath 17.

WBC don't have a written protocol for bridge naming but following road naming protocol, names of living persons is not permitted. WBC have said it is for the Parish Council to name the bridge and do we have any suggestions to add.

Di Thorne and Barry Salter, as the history researchers, were asked for their suggestions and they in turn have asked two residents, Maureen Morris and Sheila Bunce, who's fathers were in the Royal Observer Corps (ROC). They have put forward their suggestion too.

The suggestions so far are:

- **Ray Sharpe Green Bridge** – put forward by the local Ramblers group.  
*I am Chairman of Loddon Valley Ramblers, the local Rambler Group for the Wokingham Area. We wish to make a proposal for the naming of the New Green Bridge over Arborfield Cross Relief Road. We feel it would provide appropriate recognition for the continuing efforts of our member – Ray Sharp. During the review of initial plans for the Relief Road, Ray lobbied strongly for a bridge over the road in the cutting; to improve the safety of walkers (and horse riders) crossing the road.*  
  
*In his role as Footpath Officer for the Group for over 10 years, Ray worked with the Rights of Way team to improve the footpath network in the Borough. He has now continued to Project Manage the replacement of over 45 difficult stiles with accessible kissing gates. He also leads teams clearing and improving footpaths. These activities continue, but we feel by naming this bridge it would recognise the efforts of this individual.*  
  
*David Moffett  
Chairman  
Loddon Valley Ramblers*
- **Observer Bridge** – put forward by Maureen Morris and Sheila Bunce. Has support from the history researchers and the ROC heritage group. They have said it would fit well with the name of the relief road and also the inscribed boulder, which is being sited adjacent to the bridge to mark the ROC WWII observation post.
- Any other suggestions?

## **Appendix E - Memorial Bench in Arborfield Park**

An email has been received as follows:

*Dear Sirs,*

*I'm not sure who to direct this enquiry to, however I'm hoping you might be able to help.*

*My young children, aged 8 and 5, lost their Dad very suddenly a few weeks back. They are very keen to have somewhere to go to remember him and have asked if it is possible for a bench to be put in Arborfield rec in his memory. We live very close to the park (Chamberlain Gardens), and they have spent a lot of time over the years there with their Dad, so it's a special place.*

*Are you able to advise me as to how I go about finding out if this is possible? I appreciate we would be expected to pay for such a bench.*

*Thanks and regards,  
Amie Airey.*

Contact has been made with Amie to express condolences and her request of a bench to say that it is possible, ideally sited towards the top of the park and also to be maintenance free and ideally on a concrete base. A socially distanced meeting was held at the park and a suitable site was agreed. Amie is to decide what bench she would like, and the existing concrete base needs to be cleared to see if it is suitable for reuse.

A price for installation is required. The Council will pay and invoice Amie.