



Minutes of the Annual Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 17th May 2016 from 7.30pm to 8.20pm.

Those present :

Councillors :

Cllr N Atkinson
Cllr Ms M Gaw
Cllr D Lindop
Cllr G Paxton
Cllr D Wall

Cllr O Barreto
Cllr Mrs D Hayes
Cllr Mrs A Michie
Cllr S Tarrant
Cllr R Warren

Cllr R Berry
Cllr Mrs R Kaye
Cllr S Mitchell
Cllr Mrs C Tilbury

Officers :

Mrs Annemarie Edwards

Mrs Marcia Milsom

Mrs Christina Gibson

CM 7657 ELECTION OF CHAIRMAN OF THE COUNCIL

It was proposed by Cllr Mrs Michie, seconded by Cllr Wall and there being no other nomination

RESOLVED that Cllr Parkin be elected Chairman of the Council for the ensuing year.

CM 7658 APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL

It was proposed by Berry, seconded by Cllr Mrs Hayes and there being no other nomination

RESOLVED that Cllr Paxton be elected Vice Chairman of the Council for the ensuing year.

Cllr Paxton signed his Acceptance of Office and took the Chair in the absence of Cllr Parkin.

CM 7659 DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk will meet with Cllr Parkin on his return to sign his Acceptance of Office.

CM 7660 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Parkin and Mrs Phillips.

CM 7661 DECLARATION OF INTEREST

None declared.

CM 7662 REPRESENTATION ON OTHER BODIES

It was proposed by Cllr Wall, seconded by Cllr Mrs Michie and unanimously

RESOLVED that the following representatives (a-k below) be appointed for the ensuing year.

- a. Bracknell Forest Borough Council Parish and Town Council Liaison Group - the Chairman, Vice Chairman and Clerk
- b. Bracknell Forest Borough Council Local Countryside Access Forum (formerly Countryside Management Steering Group) - one representative appointed annually –Cllr D Lindop.

- c. Neighbourhood Plan Steering Group – three members of Council, currently Cllrs Tarrant, Parkin and Paxton, plus three substitute members –Cllrs Atkinson, Lindop and Mrs Gaw.
- d. Bracknell Forest Borough Council Lily Hill Park Advisory Steering Group - one representative appointed annually - Cllr D Parkin.
- e. Northern Parishes Liaison Group - the Chairman, Vice-Chairman and the Clerk plus one reserve – Cllr Mrs D Hayes.
- f. Age Concern Bracknell District - one representative appointed annually - Cllr Mrs R Kaye.
- g. Bracknell Forest Borough Council Partnership - membership extended to the Chairman of the Parish Council.
- h. Charlotte Pratt Memorial Hall Management Committee - one member appointed annually – Cllr N Atkinson.
- i. Forest Park Community Association – one representative appointed annually - Cllr Mrs R Kaye.
- j. Martin's Heron and The Warren Community Centre Management Committee - one representative appointed annually – Cllr Warren.
- k. North Ascot Community Association - one member appointed annually – Cllr Paxton.

CM 7663 APPOINTMENT OF STANDING COMMITTEES OF THE COUNCIL

- a. To note that the Chairmen and Vice Chairman of Standing Committees of the Council will be elected at the first meeting of the Leisure Standing Committee and the F&GP Standing Committee following this meeting of Council. The two additional members of the Staffing and Strategy Standing Committee will be elected at Council on 5th July 2016.

Noted.

- b. To note that the Standing Committees of the Council and the members for 2015/2015 were as follows:

F & GP

Minimum 8 Members + Chairman **and** Vice Chairman of Council (ex-officio)

Quorum: 4 Members

Chairman: Cllr Berry

Vice: Cllr Tarrant

Members: Cllr Barreto, Cllr Bryant, Cllr Ellis, Cllr Mrs Hayes,
Cllr Mrs Michie, Cllr Parkin (ex-officio),
Cllr G Paxton (ex-officio), Cllr Wall, Cllr Young

LEISURE

Minimum 8 Members + Chairman **and** Vice Chairman of Council (ex-officio)

Quorum: 4 Members

Chairman: Cllr Parkin

Vice: Cllr Paxton

Members: Cllr Bryant, Cllr Ellis, Cllr Mrs Gomes,
Cllr Mrs Staples-Hayes, Cllr Mrs Kaye,
Cllr Mrs Michie, Cllr Mrs Phillips, Cllr Tarrant

STAFFING AND STRATEGY

2 Members + Chairmen and Vice Chairmen of each of the standing committees plus
Chairman and Vice Chairman of Council (ex-officio)

Quorum: 4 Members

Chairman: Chairman of Council

Vice: Vice Chairman of Council

Members: Chairmen and Vice Chairmen of each Standing Committee plus Cllr Mrs Kaye, Cllr Mrs Michie and Cllr Young

Noted.

- c. Consideration was given to any changes to Committee Membership for the ensuing year. Note: the Members of the Staffing and Strategy Committee will be confirmed at Council on 16th August 2016.

It was proposed by Cllr Mrs Tilbury, seconded by Cllr Mrs Kaye and unanimously

RESOLVED that the members of the Leisure and F&GP committees should be as follows:

Leisure: Cllrs Berry, Mrs Gaw, Mrs Kaye, Mrs Michie, Mitchell, Tarrant, Mrs Tilbury, Warren plus Chairman and Vice Chairman of Council.

F&GP: Cllrs Atkinson, Barreto, Berry, Mrs Hayes, Lindop, Mrs Michie, Mrs Phillips, Tarrant, Wall plus Chairman and Vice Chairman of Council.

- d. **PLANNING URGENCY SUB-COMMITTEE** - In the case of considering plans urgently the appropriate Parish Ward Councillors will be approached along with the Chairman and Vice Chairman of Council. *(Note: owing to Planning Meetings being held monthly this sub-committee may need to meet more frequently than in the past.)*

Noted.

- e. In addition the following appointments were made:

- i. National Bike Week Group (Annual Cycle Ride) – five (minimum) representatives appointed annually – Cllr Atkinson, Cllr Berry, Cllr Mrs D Hayes, Cllrs Mrs Michie, Cllr Parkin, Cllr Paxton and Cllr Wall plus Volunteers.
- ii. Footpath Walk Working Party – five representatives (minimum) appointed annually – Cllr Atkinson, Cllr Berry, Cllr Paxton, Cllr Mrs Tilbury and Wall plus Volunteers.

It was proposed by Cllr Berry, seconded by Cllr Barreto and unanimously

RESOLVED that the above representatives listed in d. and e. above be appointed for the ensuing year.

CM 7664 APPOINTMENT OF PARISH COUNCILLOR CHAMPIONS

It was proposed by Cllr Berry, seconded by Cllr Mitchell and unanimously

RESOLVED that the following Champions as listed in item a-f below be appointed.

- a. **THREE** Highways Champions – Cllrs Mrs Gaw, Mrs Hayes and Paxton
- b. **THREE** Environment Champions – Cllrs Mrs Hayes, Tarrant and Wall
- c. **ONE** Planning Champion – Cllr Tarrant
- d. **TWO** Health Champions – Cllrs Berry and Mrs Phillips
- e. **THREE** Funding Champions – Cllrs Atkinson, Mrs Hayes and Parkin.
- f. **TWO** Air Champions – Cllrs Paxton and Mrs Tilbury.

CM 7665 MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr Mrs Michie, seconded by Cllr Paxton and with one abstention

RESOLVED that the Minutes of the Meeting of Council held on 5th April 2016 (copy was attached) were confirmed and signed.

CM 7666 MINUTES OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

No committee meetings have taken place since last Council on 5th April 2016.

CM 7667 CORRESPONDENCE

- a. BFC Business Rates Consultation (circulated to Councillors on 11th April 2016) – invitation to comment on the Councils further savings proposals for 2016/17. Deadline for comments 18th May 2016.
- b. Invitation to all Councillors from St Peters Church Cranbourne to the opening of their Flower Festival on Friday 10th June at 7.30pm. Please advise the Clerk if you would like to attend. Additionally, St Martin's Church, Chavey Down are hosting an afternoon tea party on Saturday 11th June from 2.30-4.30pm in the car park and hall and St Mary's Church, Winkfield is holding a Choral Evensong on Sunday 12th June at 4pm.
- c. On the 1st June, The Reverend Huw Mordecai will be licensed by the Bishop of Reading as the new Interim Minister of the United Benefice of Winkfield and Cranbourne. The Benefice is made up of three churches: St Martin's Chavey Down, St Mary's Winkfield, and St Peter's Cranbourne. The Licensing will take place at 19:30 in St Mary's Winkfield and will be followed by refreshments. The Chairman of Winkfield Parish Council has been invited.

Noted.

CM 7668 CHAIRMAN'S ALLOWANCE

Consideration was given to agreeing the Annual Chairman's Allowance for 2016/17.

It was proposed by Cllr Tarrant, seconded by Cllr Mrs Tilbury and unanimously

RESOLVED that The Annual Chairman's Allowance should be set at £500pa for 2016/17.

CM 7669 REPORTS FROM BFC WARD COUNCILLORS

Cllrs Mattick, Merry and Turrell, Harmans Water Ward

- a. Some of our activities include visiting community groups in Martin's Heron and The Warren as it important to know how local residents are thinking.
- b. Chris Turrell, Ash and myself helped at Thames Water day at Allsmoor Pond when we were planting wild flowers etc. and talking with local young people. Also we went to Martin's Heron station drop in session re the platform extension to accommodate the new 10 carriage trains. This work will start in May and is scheduled to be completed in September.
- c. We have also been involved in dealing with local residents issues including parking and this is ongoing.
- d. We are building a relationship with Tesco and hoping to involve them with more of our activities to benefit local people and address issues.

Cllr Mrs Hayes, Ascot Priory Ward

- a. Application for a certificate of lawfulness for use of the former Royal Hunt Public House for Class A1 retail use as a shop – the appeal will be held on 14th June 2016 at 10am in the Garden Room at South Hill Park. Planning Ref: 15/00432/LDC/council. If the inquiry should over-run into a second day the inquiry will reconvene in the 5th Floor Function Room at Easthampstead House, Town Square, Bracknell, Berkshire RG12 1AQ on Wednesday 15th June 2016 at 10:00 a.m. Interested parties are invited to attend, and at the Inspectors discretion, to give their views.
- b. Working with ward councillors re May 26th and 27th Gladman appeal - hope all prepared to attend.
- c. Drugs - canisters at Library, Goaters Road and 'trading' taking place at Blackmoor Pond - please be vigilant and report any knowledge.

- d. Still awaiting commencement of Foresters Development, though the Palm Springs Site and the Brackens are a threat to the area and terrible congestion problems for that junction.
- e. Chavey Down AGM 20th May. Have been invited. Stella re Library Group will be attending asking for help.
- f. Have attained more parking and disability parking at Fernbank terrace plus additional landscaping.
- g. Have been able to give cheques to North Ascot Volunteers and Ascot Brownies just recently from the Blue Bin incentive Scheme and can provide list of all other good causes that have benefited.
- h. Our schools shops and community centres have defib units.
- i. Land between 95 and 101 Prince Andrew Way – there is currently an application to build two semi-detached houses on this piece of land/road. Local residents have submitted an application for this piece of land to be designated a Village Green.
- j. Changes to RE3 Recycling Centres – permits will be issued to residents as from September 2016. A Press Release is imminent.

Cllrs Mrs Gaw and Mrs Phillips, Winkfield and Cranbourne Ward

- a. The main focus in the Ward has been traffic and affiliated issues along with development.
- b. The Berkshire Polo ground has been at the forefront of complaints due to speed of vehicles, dirt on the road, damage to roads and pavements and frequency of operations. This is combined with the integrity of product being offloaded in the grounds.
- c. Efforts have been made to resolve the problematic situation at Maidens Green X roads, a topographic study has taken place, and we are awaiting the results
- d. The planning situation has proved to be a challenge, with the proposed “Curling Rink” waiting for an appeal judgement.
- e. Provision for 88 homes on land to the west of Locks Ride is currently due for an appeal hearing on May 26th. Residents have been very vocal in their opposition to this planning application.
- f. Another planning application will be coming through in the next weeks, - change of use of land adjoining Warfield Park for siting of up to 82 mobile homes.
- g. Provision is being made for the process of establishing a Neighbourhood Plan, it would be helpful for the Ward Councillors to know if assistance was required in any area within Winkfield and Cranbourne.
- h. Several enforcement issues are in place within the ward for noncompliance with standard planning practice.
- i. Localised flooding is evident after heavy rain in several areas of the ward.
- j. Heathrow’s plans to expand are expected be a focal point this year after a period of relative quiet.
- k. We have been able to ensure a very visible presence within all areas of Winkfield and Cranbourne and this has given residents confidence that their varying issues will be tackled with urgency.

CM 7670 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

Cllr Berry reported that he had attended the presentation on the future of Heatherwood Hospital which was held at Ascot Racecourse. The plan is to build an entirely new hospital building in the centre of the site releasing the front part of the site for housing. Hospital access will be from the existing access in Kings Ride. Woodland at the rear of the site will be retained as a public amenity. Proceeds from the sale of the land will fund the new hospital building and also (together with a loan) improvements at Wexham Park. There are Green Belt considerations.

Cllr Berry will provide a full report for the next meeting of Council.

CM 7671 VACANCIES ON THE PARISH COUNCIL – FOREST PARK WARD

The Clerk reported that there are currently two vacancies in the Forest Park Ward and two residents have made contact and are interest in being co-opted. The Clerk will agenda this for the next meeting of Council on 7th June.

CM 7672 CLERK'S REPORT

The last month has been very busy indeed:

Cycle Ride – plans proceeding – always need more marshals.

Queen's 90th Birthday Afternoon Tea – 12th June – so far approximately 80 residents have shown an interest in attending. Plans in hand. Councillor help on the day would be most appreciated.

Summer of Fun Day – Wednesday 24th August – BFC has withdrawn its support of these very successful days. The six Town and Parishes are going to work together and are going to hold 8 across the Borough – one at Carnation Grounds on Wednesday 24th August. Plans are underway and again any offers of help from Councillors on the day would be most appreciated. In particular we would welcome Councillors leading on managing the tea room for the event – please let me know if you can help.

Arts Week – planning very much on schedule – we are very fortunate to have two very active volunteers – Jonathan Greenyer and Janis Harding (ex Warfield Clerk) on board.

Neighbourhood Plan – I am still heavily involved in the administration which does take a fair amount of time.

Staffing – our Carnation Hall Supervisor will be off work for the following 3-6 months so our Casual Workers are doing a fine job stepping in to help under Paul Craven's supervision.

British Legion – the Clerk reported that Ascot Place had advised that the British Legion is in the process of relinquishing the lease on the building. Ascot Place will advise WPC when the process has been completed.

Noted.

CM 7673 QUESTIONS

There were no questions to the Chairman (as provided for in Standing Order No 14).

CM 7674 ORDERS FOR PAYMENT

It was proposed by Cllr Berry, seconded by Cllr Mrs Kaye and unanimously

RESOLVED that the payments covering the period 31st March – 4th May 2016 as attached at Appendix 1 be approved for payment.

CM 7675 FINANCIAL POSITION AS AT 31ST MARCH 2016

End of year accounts are still being processed and will be made available as soon as possible.

Noted.

CM 7676 ANNUAL ACCOUNTS RETURN

The Annual Return and Audit for the year ended 31st March 2016 are not yet available. They will be presented to the Council Meeting to be held on 21st June 2016.

Noted.

CM 7677 MEMBERS INTERESTS

The Clerk reminded Members that they should notify her of any changes to their Members Interest forms held on file.

Noted.

CM 7678 ANNUAL PARISH MEETING UPDATE

The Annual Parish Meeting was deemed a great success.

CM 7679 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Tarrant gave an update and reiterated that anyone is welcome to attend any of the meetings:

- Working to a tight timetable
- He and Jacquie Lovell, Chavey Down Association, visited the consultants offices last week to discuss various issues
- A training session took place on Monday 16th May re Sustainable Development
- Six Topic Groups have been formed and their first reports are due imminently
- Lots of work going on!

CM 7680 FAMILY CYCLE RIDE – 26th JUNE 2016

Cllr Berry reported that the Working Group met last week, 9th May. (Colleen Healy (Chair, Warfield PC) will provide notes of the last meeting.) The main issue is that there are not enough marshals – Cllr Berry asked all Members to volunteer if at all possible. Charity baskets (for Thames Hospicecare) will be arranged by Cllr Paxton. Another meeting will be held on 15th June.

CM 7681 ANNUAL FOOTPATH WALK

It was agreed that this year the Footpath Walk should coincide with the WOW! Week of Walks – see next item – and the date for WPCs walk should be set as Sunday 9th October 2016.

CM 7682 WOW! WEEK OF WALKS

Cllr Atkinson reported - to celebrate our 80 green open spaces and our friendly communities, the Bracknell Forest Society has proposed a WOW! (Week of Walks). A number of walks, usually lasting about 40 minutes, will be organised throughout the borough for anyone to join. More information can be found at www.thebracknellforestsociety.org.uk.

It was agreed that WPCs Annual Footpath Walk should take place on Sunday 9th October to coincide with the WOW Week of Walks. The Working Party to meet and progress.

CM 7683 DATES FOR THE DIARY

Queen's 90th Birthday Tea Party – Sunday 12th June, Carnation Hall, 3pm
Annual Cycle Ride – Sunday 26th June, Carnation Hall
Summer of Fun Day, Carnation Hall – Wednesday 24th August, 11am-3pm
Annual Footpath Walk – Sunday 9th October
Northern Parishes Arts Week – 23rd – 30th October.