



**Mrs Annemarie Edwards**  
Clerk of the Council

1<sup>st</sup> June 2016

To: All Members of Winkfield Parish Council

Dear Councillor

You are hereby summoned to attend a **Meeting of Winkfield Parish Council** to be held in Carnation Hall, Chavey Down Road, Winkfield Row, on **Tuesday 7<sup>th</sup> June 2016** at 7.45pm (immediately following the Special Meeting of Council to Consider Planning and Highways Matters) when it is proposed to transact the business specified in the Agenda hereto.

Yours sincerely

A handwritten signature in cursive script that reads 'A Edwards'.

Clerk of the Council

**This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in February 2015. In particular, all Councillors are reminded to acquaint themselves with paragraphs 11 (Rules of Debate) and 14 (Respect for the Chair).**

*In order to avoid interruptions to the business of the Council, Councillors, officers and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.*

Prior to the commencement of the meeting a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the lounge door or through the kitchen and out through the door to the grounds and make their way to the fire assembly point (the part of the car park near the pedestrian access to Chavey Down Road/Mushroom Castle Lane).

## **A G E N D A**

### **1. APOLOGIES FOR ABSENCE**

It would be helpful if Councillors could personally notify the Clerk of the Council by midday of the meeting of any intended absence along with the reason.

### **2. DECLARATION OF INTEREST**

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

### **3. MINUTES OF THE PREVIOUS MEETING**

To Sign as a correct record the Minutes of the Annual Meeting of Council held on 17<sup>th</sup> May 2016 (copy attached).

### **4. VACANCIES IN THE OFFICE OF COUNCILLOR**

WPC currently has two vacancies which can be filled by co-optation – both in Forest Park Ward.

Two applications have been received:

1. Nigel Barnes – email attached at Appendix 1 (previously circulated to Councillors).
2. Victor Rones – letter attached at Appendix 2 (previously circulated to Councillors).

To consider whether to co-opt Mr Barnes and/or Mr Rones to the Parish Council.

*(Voting will be by means of a signed ballot.)*

### **5. COMMUNICATIONS/CORRESPONDENCE**

All copies of agendas and minutes of Bracknell Forest Borough Council are available on their web site. Bulletins from the SE Employers organisation are now only available on their website.

- a. Email received from Ascot Place dated 19<sup>th</sup> May – Future of the British Legion Building - Sebastian's Action Trust has written to Ascot Place exploring the possibility of the Trust creating a family outreach centre to support families of children with life-limiting or life-threatening conditions. Ascot Place are not yet in a position to make/receive any firm proposals as to the future use until the British Legion formally surrender their lease. However, Ascot Place are asking if WPC supports this proposal.
- b. Email received from the Cranbourne Society - It is possible that some Public Amenity Space Land on the ex HFC site may become available. Is this something WPC is keen to pursue?

### **6. QUESTIONS**

None received.

### **7. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL**

- a. F&GP, 24<sup>th</sup> May 2016 – minutes attached.

### **8. REPORTS FROM BFC WARD COUNCILLORS**

None received.

### **9. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES**

None received.

### **10. CLERK'S REPORT**

**Planning Liaison Meeting with BFC**, 19<sup>th</sup> May 2016 – Christina Gibson now attends these very informative meetings with the BFC Planning Team and other Parish and Town Councils. These sessions bring us up to date with any planning issues/changes in policy/staff changes that could affect us.

**Tea Party at Carnation Hall** to commemorate the Queen's 90<sup>th</sup> Birthday – plans are in hand. The office staff welcomes any offers of help – please liaise with the Clerk.

**Summer of Fun Day** – there will be eight events run throughout the school summer holidays – one will take place in the grounds of Carnation Hall on Wednesday 24<sup>th</sup> August – planning is going well.

**Arts Week** – the programme is almost finalised and planning is on track.

**11. ORDERS FOR PAYMENT**

A list of all payments covering the period 5<sup>th</sup> May – 31<sup>st</sup> May 2015 is attached at Appendix 3. All paperwork relating to these payments is available in the office.

**(If you have any queries on any of the above accounts, please let the office know prior to the meeting so that an informed answer can be given.)**

**12. FINANCIAL POSITION AS AT 30<sup>TH</sup> APRIL 2016**

Balance of all Bank A/C's & Investments		
	Co-operative	5,837.94
	HSBC	366,111.53
	Lloyds	101,142.97
	NatWest	101,783.41
	Nationwide	100,000.00
	Petty Cash	250.00
		675,125.85
	Amount Due to Creditors	(12,739.02)
	Amount Due from Debtors	8,828.79
	<b>Available Funds</b>	<b>671,215.62</b>

**13. LVS LICENCE TO PARK**

To Consider renewing the yearly licence allowing LVS 6<sup>th</sup> form students to park at Goaters Road – 30 spaces. The Clerk to report.

**14. NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllrs Tarrant to give a verbal update to the present time. The minutes of the meeting of the Steering Group held on 23<sup>rd</sup> May 2016 are attached at Appendix 4.

The NDP financial spreadsheet as at 17<sup>th</sup> May 2016 is attached at Appendix 5.

To Agree the payment to the consultants as recommended by the Steering Group.

**15. ENVIRONMENT**

Cllr Tarrant to report.

**16. DATES FOR THE DIARY**

Queen’s 90<sup>th</sup> Birthday Tea Party at Carnation Hall – Sunday 12<sup>th</sup> June, 3pm  
 Annual Cycle Ride – Sunday 26<sup>th</sup> June 2016  
 Summer of Fun Day, Carnation Hall – Wednesday 24<sup>th</sup> August, 11am-3pm  
 Annual Footpath Walk – Sunday 9<sup>th</sup> October  
 Northern Parishes Arts Week – 23<sup>rd</sup>-30<sup>th</sup> October