



Mrs Annemarie Edwards
Clerk of the Council

29th 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 5th July 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

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. CONFIRMATION OF ACCEPTANCE OF OFFICE

For noting: Cllr Parkin has signed his Acceptance of Office.

2. 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.

3. DECLARATION OF INTEREST

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

4. MINUTES OF THE PREVIOUS MEETING

To Sign as a correct record the following Minutes of the Meetings of Council:

- a. 7th June 2016;
- b. Annual Accounts held on 21st June 2016.

Copies of both meeting attached.

5. VACANCIES IN THE OFFICE OF COUNCILLOR

WPC currently has two vacancies in the Forest Park Ward and one vacancy in the Ascot Priory Ward. The Clerk to report.

6. COMMUNICATIONS/CORRESPONDENCE

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

- a. Letter from the Internal Auditor dated 14th June 2016 attached at Appendix 1.

7. QUESTIONS

None received.

8. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

- a. Leisure, 21st June 2016 – minutes attached.

9. REPORTS FROM BFC WARD COUNCILLORS

Report from Harmans Water Councillors

Platform lengthening at Martin's Heron station: This is continuing according to plan, with work scheduled to be completed in October. The station platforms will then be able to accommodate 10-car trains when they are introduced.

Unauthorised encampments: There has been a spate of these in the area in recent weeks. Residents expressed concern about potential access to Bog Lane, and arrangements have been made to notify Thames Water of encampments in the area.

Allsmoor Lane appeal: an appeal against Bracknell Forest Council's refusal for planning permission for 10 houses near Allsmoor Lane has been dismissed. The inspector noted the wooded appearance of the site and the surrounding area, regenerating since illegal felling in 2007. He also noted a wildlife corridor to Lily Hill Park, and how this would be harmed by the proposed development.

10. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

None received.

11. CLERK'S REPORT

Tea Party at Carnation Hall – we have received quite a number of 'thank you's' from residents and guests.

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 24th August – planning is going well. Can look for volunteers to run the refreshments out of the lounge.

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

Annual Community Infrastructure Levy and s106 Masterclass 2016 – Wednesday 15th June 2016 – Cllr Parkin and I attended this very interesting one day conference in London. A full report will be provided to Council as soon as possible.

Royal Hunt Community Asset Hearing, Tuesday 14th July 2016 – I attended this hearing and spoke briefly about WPCs wish that this should remain a community asset. The hearing continued into the Wednesday and a third day is planned for Tuesday 5th July.

Winkfield Traffic Meeting with BFC, Wednesday 22nd June – I attended this meeting with Cllrs Paxton and Tarrant. The main points discussed were:

- a. Enforcement and communication
- b. Foul sewage issues
- c. Maidens Green Crossroads
- d. Parking in Hawkins Close
- e. Speeding along North Street and Drift Road
- f. Impact on parking in the Martin's Heron and The Warren community following the extension of the platform including the knock-on effect on the surrounding area
- g. Update on the success of the Coral Reef roundabout
- h. Condition of local minor roads
- i. Future of the Martin's Heron roundabout
- j. Highway maintenance programme

Neighbourhood Development Plan – I am undertaking a fair amount of work associated with the NDP – the Clerk to report.

12. ORDERS FOR PAYMENT

A list of all payments covering the period 31st May – 27th June 2016 is attached at Appendix 2. 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.)

13. FINANCIAL POSITION AS AT 31st MAY 2016

Balance of all Bank A/C's & Investments	
Co-operative	4,187.64
HSBC	351,786.54
Lloyds	101,126.47
NatWest	101,783.41
Nationwide	99,927.00
Petty Cash	250.00
	659,061.06
Amount Due to Creditors	(22,582.22)
Amount Due from Debtors	12,703.37
Available Funds	649,182.21

14. ELECTION OF TWO MEMBERS TO THE STAFFING AND STRATEGY COMMITTEE

To Elect two Members to the Staffing and Strategy Committee. The Staffing and Strategy Committee comprises:

Chairman and Vice-Chairman of Council (Cllrs Parkin and Paxton);
Chairman and Vice-Chairman of the F&GP Committee (Cllrs Berry and member to be elected at the next F&GP meeting);
Chairman and Vice-Chairman of the Leisure Committee (Cllrs Parkin and Warren);
Plus last year's Chairman (Cllr Tarrant);
Plus two elected Members (last year – Cllrs Mrs Kaye and ex Cllr Mrs Denhert).

15. NEIGHBOURHOOD DEVELOPMENT PLAN

Plus two elected Members (last year – Cllrs Mrs Kaye and ex Cllr Mrs Denhert).

15. NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Tarrant to give a verbal update to the present time. The minutes of the meeting of the Steering Group held on 13th June 2016 are attached at Appendix 3.

The NDP financial spreadsheet as at 28th June 2016 is attached at Appendix 4.

16. ANNUAL CYCLE RIDE

Cllr Parkin to give an update.

17. ENVIRONMENT

Cllr Tarrant to report on any topical issues.

18. SCHEDULE OF MEETINGS

To Consider the following two changes to the Schedule of Meetings for 2016/17:

- a. Changing the date of the meeting of Council to consider Final Estimates from 17th January 2017 to 24th January 2017 to give more time to the office to take account of any changes to the information received from BFC re the tax base, etc;
- b. Adding a Council meeting to the 5th January 2017 meeting date resulting in Plans and Council being held on the same day (as per normal practice).

19. DATES FOR THE DIARY

Summer of Fun Day, Carnation Hall – Wednesday 24th August, 11am-3pm

Annual Footpath Walk – Sunday 9th October

Northern Parishes Arts Week – 23rd-30th October

20. EXCLUSION OF PRESS AND PUBLIC

To resolve that pursuant to the Public Bodies (Admissions to Meetings) Act 1960, members of the press and public be excluded from the meeting during consideration of the following matters:

Resurfacing of Ascot Jubilee Car Park.

'PINK SHEET'
FOR COUNCILLORS EYES ONLY

21. RESURFACING OF ASCOT JUBILEE CAR PARK

Three quotations have been received and are attached at Appendix 5a-c.

Hazell & Jefferies	£29,800
John Lee Construction	£24,430
PA Construction	£40,808

Officer (HdGMF) Recommendation is to accept the quotation from Hazel and Jefferies as he has seen the quality of the work produced in Windsor Park. The Crown Estate use this company for all their road and path works. If possible HdGMF would like to arrange for this to be completed during the summer school holidays.

- To Consider whether to accept one of the above quotations.

