



**Mrs Annemarie Edwards**  
Clerk of the Council

27<sup>th</sup> July 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 2<sup>nd</sup> August 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. 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**

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To Sign as a correct record the following Minutes of the Meeting of Council on 5<sup>th</sup> July 2016 (copy attached).

### 4. VACANCIES IN THE OFFICE OF COUNCILLOR

- a. For Noting – Cllr Mrs Kaye tendered her resignation on 12<sup>th</sup> July 2016. Notice of this vacancy has been notified to BFC.
- b. WPC currently has two vacancies in the Forest Park Ward and one vacancy in the Ascot Priory Ward which can be filled by Co-option. We have two candidates:
  - i. Colin Yates who would like to apply for co-option to the Ascot Priory Ward - email attached at Appendix 1 (previously circulated to Councillors).
  - ii. Emily Blyth who would like to apply for co-option to the Forest Park Ward - email attached at Appendix 2 (previously circulated to Councillors).Note: Both candidates will be present at the meeting to meet Councillors and answer any questions.

### 5. 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 14<sup>th</sup> July 2016 attached at Appendix 3.  
To Consider whether to engage the services of the current Internal Auditor for the forthcoming year, 2016/17.

### 6. QUESTIONS

None received.

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

No Committees of Council/Special Meetings of Council have taken place since the last meeting of Council.

### 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

**Summer of Fun Day** – Wednesday 24<sup>th</sup> August – planning is complete. Weather permitting this will be a fantastic day. The Clerk will be asking for help on the day (Cllrs Mrs Michie and Tilbury have agreed to run the refreshments in the lounge.). The event runs from 11am-3pm.

**Arts Week** – planning is on track for another successful week.

**Royal Hunt Community Asset Hearing** - Awaiting the Inspector's decision.

**LVS Licence to Park at Ascot Jubilee** – this has now been agreed and signed by both parties.

**Parish and Town Council's Liaison Group, 18<sup>th</sup> July** – I attended this meeting with Cllr Parkin.

Main issues discussed:

- Transformation Project Update
- Unauthorised Encampments
- Lexicon Update

### 11. ORDERS FOR PAYMENT

A list of all payments covering the period 24<sup>th</sup> June – 25<sup>th</sup> July 2016 is attached at Appendix 4. 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**

A list of all payments covering the period 24<sup>th</sup> June – 23<sup>rd</sup> July 2016 is attached at Appendix 4. 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 31<sup>ST</sup> 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
<b>Available Funds</b>	<b>649,182.21</b>

## **13. 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 11<sup>th</sup> July 2016 are attached at Appendix 5.

The NDP financial spreadsheet as at 25<sup>th</sup> July 2016 is attached at Appendix 6.

## **14. ENVIRONMENT**

Cllr Tarrant to report on any topical issues.

## **15. ANNUAL FOOTPATH WALK**

Cllr Paxton to give an update.

## **16. DATES FOR THE DIARY**

Red Bull Air Race World Championship, Ascot Racecourse, Saturday/Sunday 13<sup>th</sup>/14<sup>th</sup> August

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