



Mrs Annemarie Edwards
Clerk of the Council

10th August 2016

To:

Cllr R D R Berry
Cllr G Paxton

Cllr Mrs A Michie
Cllr S Tarrant

Cllr D Parkin (Chairman)
Cllr R Warren

All other Councillors for information.

Dear Councillor

Your attendance is requested at a Meeting of the **Staffing and Strategy Committee** of Winkfield Parish Council to be held in Carnation Hall, Chavey Down Road, Winkfield Row on **Tuesday 16th August 2016**, at 7.45pm (immediately following the Leisure Committee meeting when it is proposed to transact the business specified in the Agenda below.

Yours sincerely

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

Clerk of the Council.

A G E N D A

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).

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. Apologies for absence with the reason will be noted in the subsequent minutes of the meeting.

2. DECLARATION OF INTEREST

3. MINUTES OF PREVIOUS MEETING

To sign as a correct record the minutes of the meeting held on the 16th February 2016 ratified at Council on 1st March 2016 (copy attached).

4. PLANNING MEETINGS/COMMITTEE

To Consider creating a new Planning and Highways committee with 8 members (two from each Ward) plus the Chairman and Vice Chairman of Council. The Committee to be given relevant delegated powers in order to provide prompt responses to planning applications, etc.

5. COMMUNITY RESILIENCE – BRACKNELL FOREST VOLUNTEER PASSPORT SCHEME

Involve is working closely with BFC to introduce a Volunteer Passport Scheme. In brief the idea is that any volunteer in Bracknell Forest will be invited to join the Passport Scheme. The Passport Scheme is essentially a training record for that volunteer and also Partner members (groups and organisations) agree to share their training with any passport holder as this in turn will upskill volunteers and move us towards a more resilient community. If a volunteer wants to volunteer for more than one organisation, they won't have to repeat training they may recently have undertaken. This scheme will give a unified brand to volunteering and will hopefully also attract more people to come forward to volunteer. See the draft partnership agreement which hopefully will be finalised soon – Appendix 1.

To run the Scheme Involve will need a coordinator/ administrator to run the project and help it on its journey. At the moment 2 of the partners have pledged funding: Bracknell Forest Council and the Public Health team.

Involve would like to apply for funding from all the Parish and Town Councils to support this project. Before getting to this stage Involve are asking the Parish and Town Councils:

- Do you all back the scheme and do you have any questions about it?
- Do I need to apply to each of you individually?
- Could we consider a set amount that each Parish/Town council would potentially pledge so all councils are committing the same?

Phil Cook, General Manager of Involve would be happy to come and talk through any of this with us.

6. 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:

7. PROTOCOL REGARDING THE DEATH OF A MONARCH OR SENIOR PUBLIC FIGURE

8. FACILITIES

9. STAFFING