



Mrs Annemarie Edwards

Clerk of the Council

31st August 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 6th September 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 rectangular box containing a handwritten signature in cursive script, which appears to be 'Annemarie 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.

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3. MINUTES OF THE PREVIOUS MEETING

To Sign as a correct record the following Minutes of the Meeting of Council on 2nd August 2016 (copy attached).

4. VACANCIES IN THE OFFICE OF COUNCILLOR

For Noting – We currently have two vacancies in the Parish Ward of Forest Park. Co-option notices have been published with a deadline for applications of 23rd September 2016 for consideration at Council on 4th October 2016.

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.

6. QUESTIONS

None received.

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

- a. Leisure Committee, 16th August 2016 – minutes attached;
- b. Staffing and Strategy Committee, 16th August 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

Summer of Fun Day – Wednesday 24th August – The event was open to the public from 11am – 3pm. This year there were a lot more activities and the day was well attended. Thanks to Cllrs Mrs Michie, Parkin and Tarrant for their help and attendance on the day. The plans for next year commence . . .

Arts Week – planning is on track for another successful week. The full programme will be published towards the end of September.

Royal Hunt Community Asset Hearing – The Inspector has dismissed the appeal.

Councillor Training – various workshops/sessions are being provided by BFC and details have been circulated. Anyone wishing to attend should notify the Clerk.

11. ORDERS FOR PAYMENT

A list of all payments covering the period 26th July 2016 – 26th August 2016 is attached at Appendix 1. 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 31ST JULY 2016

Balance of all Bank A/C's & Investments	
Co-operative	1,990.75
HSBC	267,867.08
Lloyds	101,491.50
NatWest	101,826.00
Nationwide	99,927.00
Petty Cash	250.00
	573,352.33
Amount Due to Creditors	(59,422.72)
Amount Due from Debtors	15,898.55
Available Funds	529,828.16

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 8th August 2016 are attached at Appendix 2.

There has been no change to the NDP financial spreadsheet since 25th July which was circulated at the last Council meeting.

14. BRACKNELL FOREST COUNCIL WINTER SERVICE PLAN

The BFC Winter Service Plan has been circulated by email to all Councillors. Any comments need to be submitted by 16th September 2016.

15. 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.

This was discussed at the last Staffing and Strategy meeting and the recommendation was that although this project appears to be a positive initiative WPC has concerns regarding the potential management costs in both the medium and long term. An estimate of the set-up and subsequent running costs together with the suggested means of funding them would need to be obtained for consideration before further debate.

See Appendix 3 for full details.

To Consider agreeing to sign up to this project.

16. ANNUAL FOOTPATH WALK

Cllr Paxton to provide an update. Forest Park Community Centre (lounge) has been booked from 1.30-5pm.

17. DATES FOR THE DIARY

Annual Footpath Walk – Sunday 9th October

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Northern Parishes Arts Week – 23rd-30th October