



Minutes of the Meeting of Winkfield Parish Council  
held at Carnation Hall, Chavey Down Road, Winkfield  
on Tuesday 6<sup>th</sup> September 2016 from 8.55 – 9.27pm

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr O Barreto	Cllr R Berry
Cllr Ms E Blyth	Cllr Ms M Gaw	Cllr Mrs A Michie
Cllr S Mitchell	Cllr G Paxton	Cllr S Tarrant
Cllr Mrs C Tilbury	Cllr D Wall	Cllr R Warren
Cllr C Yates		

Officer:

Mrs Marcia Milsom, Deputy Clerk

#### **CM 7740 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Mrs Hayes.

#### **CM 7741 DECLARATION OF INTEREST**

Cllr Paxton declared an interest in Item 11 – Orders for Payment.

#### **CM 7742 MINUTES OF THE PREVIOUS MEETING**

It was proposed by Cllr Berry, seconded by Cllr Warren and unanimously

**RESOLVED** that the minutes of the meeting held on 2<sup>nd</sup> August 2016 were confirmed and signed.

#### **CM 7743 VACANCIES IN THE OFFICE OF COUNCILLOR**

We currently have two vacancies in the Parish Ward of Forest Park. Co-option notices have been published with a deadline for applications of 23<sup>rd</sup> September 2016 for consideration at Council on 4<sup>th</sup> October 2016. **Noted.**

#### **CM 7744 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.

#### **CM 7745 QUESTIONS**

None received.

#### **CM 7746 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL**

a. Leisure Committee, 16<sup>th</sup> August 2016 – minutes were attached

It was proposed by Cllr Berry, seconded by Cllr Tarrant and unanimously

**RESOLVED** that the recommendations contained therein are received and adopted.

b. Staffing and Strategy Committee, 16<sup>th</sup> August 2016 – minutes were attached. Cllr Tarrant noted that he should not be listed as Chairman.

It was proposed by Cllr Berry, seconded by Cllr Warren and unanimously

**RESOLVED** that with the above amendment, the recommendations contained therein are received and adopted.

#### **CM 7747 REPORTS FROM BFC WARD COUNCILLORS**

None received.

#### **CM 7748 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES**

Cllr Parkin gave a verbal report on the current status of the Royal British Legion building and also potential future plans for Carnation Hall.

#### **CM 7749 CLERK'S REPORT**

**Summer of Fun Day** – Wednesday 24<sup>th</sup> 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 . . .

Cllr Mrs Michie reported that the day had been very successful and noted her disappointment at the lack of Councillors attending or offering to help.

It was proposed by Cllr Mrs Michie, seconded by Cllr Mrs Tilbury and unanimously

**RESOLVED** that a vote of thanks be given to the staff for the work involved in organising the day.

**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.

Cllr Mrs Tilbury asked for details of what sessions were available and what was involved and the Deputy Clerk would collate this information.

**Noted.**

#### **CM 7750 ORDERS FOR PAYMENT**

It was proposed by Cllr Berry, seconded by Cllr Mrs Michie and with one abstention

**RESOLVED** that the payments covering the period 26<sup>th</sup> July – 26<sup>th</sup> August were attached at Appendix 1 be approved for payment.

The Deputy Clerk asked that all Councillors consider any projects that they would like to propose for the 2017/18 financial year to enable staff to obtain quotes/ball park figures for inclusion in the budget setting process.

**CM 7751 FINANCIAL POSITION AS AT 31<sup>ST</sup> 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
	<b>Available Funds</b>	<b>529,828.16</b>

**Noted.**

**CM 7752 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Tarrant gave a verbal update to the present time. He noted that the allocated BFC Liaison officer was now on maternity leave and that a temporary officer had been allocated to WPC whilst BFC carried out interviews. Works on the website and statement were moving forward but the formation of the questionnaire was taking longer than anticipated. The minutes of the meeting of the Steering Group held on 8<sup>th</sup> August 2016 were attached at Appendix 2.

There has been no change to the NDP financial spreadsheet since 25<sup>th</sup> July which was circulated at the last Council meeting. **Noted.**

Cllr Barreto left the meeting at 9.15pm.

**CM 7753 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 16<sup>th</sup> September 2016. Cllr Berry noted that there were only minor changes in the new draft plan and that a review of salt bin provision by WPC would be reviewed by the F&GP Committee after the winter period.

**CM 7754 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.

Full details were attached at Appendix 3.

WPC Council Minutes, 6<sup>th</sup> September 2016

It was proposed by Cllr Parkin, seconded by Cllr Wall and unanimously

**RESOLVED** that WPC support this project for 2 years with a contribution of £500 per annum with continual monitoring and a review at the end of this period.

**CM 7755 ANNUAL FOOTPATH WALK**

Cllr Paxton provided an update. Forest Park Community Centre (lounge) has been booked from 1.30-5pm. The walk would be 3-4 miles through Swinley Forest with the possibility of an extension to Englemere Pond depending on who attended. He noted that the route was not suitable for pushchairs.

**CM 7756 DATES FOR THE DIARY**

Annual Footpath Walk – Sunday 9<sup>th</sup> October starting at Forest Park  
Northern Parishes Arts Week – 23<sup>rd</sup>-30<sup>th</sup> October

Cllr D Parkin, Chairman