



Minutes of the Meeting of Winkfield Parish Council  
held at Carnation Hall, Chavey Down Road, Winkfield  
on Tuesday 1<sup>st</sup> November 2016 from 8.20pm – 9.35pm

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 G Paxton	Cllr Mrs S Phillips	Cllr F Shurville
Cllr D Wall	Cllr R Warren	Cllr C Yates

Officers:

Mrs Annemarie Edwards, Clerk

**CM 7776 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mitchell, Mrs Hayes, Tarrant and Mrs Tilbury.

**CM 7777 DECLARATION OF INTEREST**

None declared.

**CM 7778 MINUTES OF THE PREVIOUS MEETING**

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

**RESOLVED** that the minutes of the meeting held on 4<sup>th</sup> October 2016 were confirmed and signed once a correction was made to the date – ‘4<sup>th</sup>’ not ‘3<sup>rd</sup>’.

**CM 7779 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.

Three items were received after distribution of the agenda:

- a. Email dated 31<sup>st</sup> October received from BFC - the BFC procedure for handling complaints with regards to Town and Parishes is being considered by BFC on 30<sup>th</sup> November.
- b. BFC commenced a public library review consultation on 31<sup>st</sup> October, closing on 16<sup>th</sup> December. The online survey link is [www.bracknell-forest.gov.uk/librariesreview](http://www.bracknell-forest.gov.uk/librariesreview) Hard copies will be available in all libraries. Public meetings will take place as follows:
  - i. Binfield C of E Primary School, 15<sup>th</sup> November, 8-10pm
  - ii. Great Hollands Primary School, 17<sup>th</sup> November, 7.30-9.30pm
  - iii. The Parks Community Centre, 18<sup>th</sup> November, 1-3pm
  - iv. Sandhurst Community Hall, 1<sup>st</sup> December, 7.30-9.30pm
- c. Email received from Ascot Place dated 1<sup>st</sup> November confirming that the ‘British Legion’ building is vacant and they await The Royal British Legion’s formal surrender of their lease until alternative tenants can be considered.

**Noted.**

## **CM 7780 QUESTIONS**

None received.

## **CM 7781 SPECIAL MOTION**

Cllr Mrs Gaw withdrew the Special Motion.

It was proposed by Cllr Mrs Gaw, seconded by Cllr Paxton and unanimously **RESOLVED** that in principle and as and when the opportunity arises, including the receipt of terms and conditions, WPC will form a Working Party to investigate the opportunity for use by the wider community.

## **CM 7782 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL**

a. Leisure, 18<sup>th</sup> October 2016 – minutes were attached.

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

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

b. Staffing and Strategy, 18<sup>th</sup> October 2016 – minutes were attached.

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

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

## **CM 7783 REPORTS FROM BFC WARD COUNCILLORS**

### **Report for Winkfield Parish Council from Harmans Water Councillors**

**SHELAA sites:** sites put forward for consideration in the Local Plan site allocations will be published with details on 21 November. This follows confidential briefings to all parish and town councils.

**Martin's Heron junction:** further details for the scheme are being worked up, and should be available late November. WPC is meeting with BFC on 23<sup>rd</sup> November.

**MOT centre:** In view of the public interest, the application to bring the fence closer to New Forest Ride, will go to committee, and is likely to go to the November meeting.

**Noted.**

## **CM 7784 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES**

None received.

## **CM 7785 VACANCIES IN THE OFFICE OF COUNCILLOR**

The Clerk reported that she had advised BFC of the one Parish Councillor vacancy in the ward of Forest Park. The Clerk awaits instruction as to the way forward.

## CM 7786 CLERK'S REPORT

**Arts Week** – in full swing as I write this report. Very exciting week full of many varying events. The online booking system was very well used – 90% of the workshops were filled within 24 hours!

**Parish and Town Council's Liaison Group** – the next meeting will take place on 7<sup>th</sup> December 2016.

**Height Restrictor at Asher** – this is now in place. Cllr Atkinson suggested that the car park should be closed one day a year for general maintenance.

**NDP** – Wow! What a lot of work has been going on in the past month or so. The questionnaires went out from 27<sup>th</sup> October; the website is 'live' and banners have been placed at strategic points around the Parish. I would urge everyone to encourage their friends and family to complete the questionnaire. We are hoping for a good return rate so that the views of as many local people can be taken into consideration when compiling the policies.

## CM 7787 ORDERS FOR PAYMENT

A list of all payments covering the period 28<sup>th</sup> September – 25<sup>th</sup> October 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.)**

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

**RESOLVED** that the payments covering the period 28<sup>th</sup> September – 25<sup>th</sup> October which were attached at Appendix 1 be approved for payment.

## CM 7788 FINANCIAL POSITION AS AT 30<sup>th</sup> SEPTEMBER 2016

Balance of all Bank A/C's & Investments		
	Co-operative	3,197.42
	HSBC	390,349.67
	Lloyds	101,480.50
	NatWest	101,868.61
	Nationwide	100,000.00
	Petty Cash	250.00
		697,146.20
	Amount Due to Creditors	(18,650.75)
	Amount Due from Debtors	17,076.98
	<b>Available Funds</b>	<b>695,572.43</b>

Noted.

## CM 7789 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin gave a verbal update to the present time including reporting that he is now Jont Chairman of the NDP. The minutes of the last meeting held on 3<sup>rd</sup> October were attached at Appendix 2.

The NDP financial spreadsheet as at 26<sup>th</sup> October 2016 was attached at Appendix 3.

### **CM 7790 RECYCLING SITE IN THE PARISH**

The Chairman reported that we are waiting to hear from BFC as to the date for installation. A flyer informing local residents of the plans was hand delivered to the very local vicinity.

### **CM 7791 WREATH LAYING AT THREE LOCAL CHURCHES**

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

**RESOLVED** that wreaths should be laid each year on behalf of WPC at the following local churches and by Members as indicated (alternative Members if necessary):

St Mary's – Chairman – this year Cllr Parkin

St Peter's – Vice Chairman – this year Cllr Paxton

St Martin's – Chair of Finance – this year Cllr Atkinson (Cllr Berry unavailable).

### **CM 7792 ANNUAL PARISH MEETING**

Sir Andrew Morris, Chief Executive, Frimley Health NHS Foundation Trust has agreed to return to provide an update since his last visit in 2015.

**Noted.**

### **CM 7793 CHAIRMAN'S NOMINATED CHARITY**

Consideration was given to:

- Allowing a charity to be nominated by the Chairman annually to be agreed by Council
- Agree a fixed amount to donate plus collections at Parish Events
- Add detail into Standing Orders

It was proposed by Cllr Mrs Phillips, seconded by Cllr Shurville and unanimously

**RESOLVED** that at each Annual Meeting of Council –

- The Chairman shall nominate a local charity at the Annual Meeting of Council
- A fixed amount of £1000 to be donated from the annual budget and supplemented by collections at Parish events
- Standing Orders should be updated at the next opportunity.

### **CM 7794 ASCOT PRIORY**

Cllrs Berry, Parkin and Paxton attended the public consultation held on 17<sup>th</sup> October at Ascot Priory and updated the meeting accordingly. The Clerk wrote to the Trustees of Ascot Priory on 26<sup>th</sup> September 2016 – copy attached.

(Cllr Mrs Phillips left the meeting at 21.26pm)

### **CM 7795 BFC CONSULTATION ON LOCAL COUNCIL TAX DISCOUNT SCHEME**

Consideration was given whether to respond to BFCs consultation on Local Council Tax Discount Scheme – details attached at Appendix 4 and are available on BFCs website. The closing date for responses is 8.30am on 29<sup>th</sup> November 2016.

No response was considered necessary.

**CM 7796 SECTION 106 MONIES**

For noting: BFCs latest Section 106 Report – August 2016 – is attached at Appendix 5.

The Clerk has requested a Section 106 grant from BFC towards the new play equipment planned for King George V Recreation Ground.

**CM 7797 SCHEDULE OF MEETINGS FOR 2017/2018**

A draft Schedule of Meetings was attached at Appendix 6 for consideration.

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

**RESOLVED** that the draft Schedule of Meetings which was attached at Appendix 6 be adopted.

**CM 7798 CAROLS ROUND THE TREE**

Consideration was given to hosting 'Carols Round the Tree' at Carnation Hall as from December 2017.

It was proposed by Cllr Wall, seconded by Cllr Mrs Gaw and unanimously

**RESOLVED** that WPC should host 'Carols Round the Tree' in 2017 and a working party should be formed at the appropriate time next year.

**CM 7799 DATES FOR THE DIARY**

Remembrance Sunday Wreath Laying at three local churches: St Mary's; St Peter's and St Martin's – Sunday 13<sup>th</sup> November 2016.

**Noted.**

Cllr D Parkin, Chairman