



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 6th December 2016 from 8.42pm – 9.38pm

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr R Berry	Cllr Ms M Gaw
Cllr Mrs A Michie	Cllr G Paxton	Cllr Mrs S Phillips
Cllr F Shurville	Cllr S Tarrant	Cllr Mrs C Tilbury
Cllr D Wall	Cllr R Warren	Cllr C Yates

Officers:

Mrs Annemarie Edwards, Clerk

CM 7800 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Hayes, Ms Blyth, Mrs Phillips and Mitchell.

CM 7801 DECLARATION OF INTEREST

Cllr Paxton declared an interest item 11 – Orders for Payment.

CM 7802 MINUTES OF THE PREVIOUS MEETING

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

RESOLVED that the minutes of the meeting held on 1st November 2016 were confirmed and signed.

(The Chairman brought item 17 on the agenda forward.)

CM 7803 LOCKS RIDE CAFÉ – PROPOSAL

The Clerk made a short presentation (the presentation had been previously forwarded by email to all Councillors prior to the meeting).

Consideration was given to the way forward.

It was proposed by Cllr Tarrant, seconded by Cllr Mrs Michie and with ten for, one against and one abstention

RESOLVED that WPC should move forward with the Officers recommendation below (4c); submit a planning application to BFC forthwith and fund the project from Earmarked Reserves.

The officer recommendation was Option 4 (C) – Fixed unit run in-house for 52 weeks per year

	(A)	(B)	(C)	
Anticipated maximum total cost:	£27,205	£34,770	£29,770	
Anticipated income year 1:	£26,350	£26,350	£26,350	
Anticipated trading profit year 1:	(£ 855)	(£ 8,420)	(£ 3,420)	
Anticipated trading profit ongoing:	£11,580	£11,580	£11,580	

There are monies in Earmarked Reserves that could cover the initial capital cost of £15,000. The remaining staff costs could be taken from the operating budget

CM 7804 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. The Rotary Club of Bracknell has invited Councillors to attend a traditional service of Nine Lessons and Carols at Wellington College on Friday 16th December. Cllr Mrs Tilbury agreed that she would attend.
- b. BFC Electoral Services has advised that Parish Councillors are able to apply directly for a copy of the Full Register of Electors for their ward.

Noted.

CM 7805 QUESTIONS

None received.

CM 7806 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

- a. Leisure, 15th November 2016 – minutes were attached.
It was proposed by Cllr Mrs Michie, seconded by Cllr Warren and with two abstentions **RESOLVED** that the recommendations contained therein are received and adopted.
- b. F&GP, 22nd November 2016 – minutes were attached.
It was proposed by Cllr Berry, seconded by Cllr Atkinson and with three abstentions **RESOLVED** that the recommendations contained therein are received and adopted.

At the F&GP meeting on 24th May, minute number F2053 (and ratified at Council on 7th June, minute number CM 7690) it was recommended that £100,000 be invested with Santander on a 180 day Notice Account. The Deputy Clerk has now met with a representative of Santander to set up the account and the account being opened is a Time Deposit Account, not a 180 day Notice Account as this offers a higher interest rate.

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

RESOLVED that £100,000 be deposited with Santander in a Time Deposit Account.

CM 7807 REPORTS FROM BFC WARD COUNCILLORS

Cllr Mrs Gaw reported that traffic calming, improved signage and enhanced lighting improvements in Maidens Green will take place in early February 2017. **Noted.**

CM 7808 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

None received.

CM 7809 VACANCIES IN THE OFFICE OF COUNCILLOR

The Clerk reported that the official notice had been published by BFC and the closing date for applications to be made to BFC is 20th December 2016. If nobody comes forward then the vacancy will revert to the Parish Council for co-option.

CM 7810 CLERK'S REPORT

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

NDP – The administration of the NDP has taken a lot of my time recently but everything has run fairly smoothly. There has been a huge input from members of the Steering Group. The Data Analysts report is awaited. BFC has still not allocated an Officer to assist us with the NDP (following our original Liaison Officer going on maternity leave in July). The lack of professional planning assistance from BFC is causing difficulties and tensions in the Group at meetings.

Staff Vacancy – the closing date for applications for the Administration Assistant vacancy was Friday 25th November. We have had a good response and interviews will take place on 7th December 2016.

Carnation Hall, Floor Re-seal – the floor at Carnation Hall will be re-sealed during the Christmas period to limit the amount of disturbance to users. *Note: this was planned to take place during the past summer but had to be re-scheduled with a different contractor.*

Noted.

CM 7811 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 26th October – 29th November which were attached at Appendix 1 be approved for payment.

CM 7812 FINANCIAL POSITION AS AT 31st OCTOBER 2016

Balance of all Bank A/C's & Investments	
Co-operative	2,934.00
HSBC	369,921.29
Lloyds	101,475.00
NatWest	101,889.24
Nationwide	100,000.00
Petty Cash	250.00
	676,469.53
Amount Due to Creditors	(53,678.05)
Amount Due from Debtors	18,181.49
Available Funds	640,972.97

Noted.

CM 7813 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin gave a verbal update to the present time. The minutes of the last meeting held on 31st October were attached at Appendix 2.

The NDP financial spreadsheet as at 24th November 2016 was attached at Appendix 3.

CM 7814 MEMBERSHIP OF WINKFIELD TRAFFIC MEETING WITH BFC

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

RESOLVED that Cllr Shurville should join the WPC/BFC Traffic Meeting Group.

CM 7815 PARISH PEOPLE AWARDS

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

RESOLVED that an article will be published on the website, in future newsletters and other WPC media channels inviting anyone to nominate a local resident/business for consideration by the Parish Council to receive a Parish People Award.

CM 7816 COMMUNITY RESILIENCE

(Cllr Mrs Gaw the meeting at 21.24pm.)

BFC has offered to come and talk to Council re Community Resilience.

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

RESOLVED that BFC should be invited to a future meeting to present on Community Resilience.

CM 7817 DATES FOR THE DIARY

Councillors Christmas Supper – Tuesday 20th December 2016

Allotment Evening – 3rd February 2017

Annual Parish Meeting – 25th April 2017

CM 7818 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 matter.

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

RECOMMENDED that pursuant to the Public Bodies (Admissions to Meetings) Act 1960, members of the press and public were excluded from the meeting during consideration of the following matters.

CM 7819 CARNATION HALL

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

RESOLVED that the Clerk should undertake preliminary investigations as to the feasibility and costs involved in the expansion of Carnation Hall. A budget of £3000 to be set aside for this purpose which will be drawn from Earmarked Reserves.

David Parkin