



Minutes of the Meeting of Winkfield Parish Council  
held at Carnation Hall, Chavey Down Road, Winkfield  
on Tuesday 3<sup>rd</sup> January 2017 from 8.48pm – 9.14pm

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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 S Tarrant	Cllr D Wall	Cllr R Warren
Cllr C Yates		

Officers:

Mrs Annemarie Edwards, Clerk

#### **CM 7820 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mrs Hayes and Mrs Tilbury.

#### **CM 7821 DECLARATION OF INTEREST**

Cllrs Paxton and Parkin declared an interest item 11 – Orders for Payment.

#### **CM 7822 MINUTES OF THE PREVIOUS MEETING**

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

**RESOLVED** that the minutes of the meeting held on 6<sup>th</sup> December 2016 were confirmed and signed.

#### **CM 7823 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. BFC have advised that they will be conducting a Residents Survey in the New Year and up to 1800 people will be surveyed to find out what residents really think about the services provided. The survey will last for eight weeks. There will be a couple of questions regarding the six Parish and Town Councils in Bracknell.
- b. Letter received from Bracknell Forest Local Safeguarding Children Board (LSCB) dated 13<sup>th</sup> December 2016 – request to attend a future meeting of Council in order that they might hear from Councillors as to the key issues affecting children and young people in our Parish. (Letter circulated to Councillors prior to the meeting.) It was agreed that the Clerk should invite BFC LSCB to attend a future meeting.

**Noted.**

## CM 7824 QUESTIONS

None received.

## CM 7825 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

- a. Joint Meeting of the Leisure and F&GP Committees, 13<sup>th</sup> December 2016 – minutes attached.  
It was proposed by Cllr Berry, seconded by Cllr Wall and with one abstention  
**RESOLVED** that the recommendations contained therein are received and adopted noting that Minute F2086 is a recommendation to Council and may be amended at Council on 24<sup>th</sup> January 2017.

## CM 7826 REPORTS FROM BFC WARD COUNCILLORS

### REPORT FROM HARMANS WATER BFC WARD COUNCILLORS

**Martin's Heron junction:** External funding has been approved for this, and work will start next year, working round the opening of the town centre and Ascot week.

**Allsmoor Lane appeal:** a second appeal is in progress on land near Allsmoor Lane. The first appeal was dismissed. Deadline for submissions is 9 January 2017.

**SHELAA:** The non-statutory consultation on SHELAA sites has finished. Officers will work on more detailed assessments of sites, moving towards preferred options. These will come forward late next year, and be the subject of further consultation.

**West of Berkshire Strategic Planning Framework:** West of Berkshire councils (Bracknell Forest, Reading, West Berkshire and Wokingham) are working together on seeking funding for strategic infrastructure, and have launched the West of Berkshire Strategic Planning Framework. This document identifies areas of search for strategic sites, but does not allocate or make decisions. In Bracknell Forest, these areas are in Bracknell Town centre, and on the border of Bracknell Forest and Wokingham.

**Led update:** phase 1 of this project is complete. In subsequent phases, installation of LED lamps will move from major routes to residential areas. **Flytipping:** There has been some incidence of fly tipping in parks and we have been made aware of a dog attacking another in the area.

We are encouraging local initiatives to combat isolation and loneliness and would be delighted to be kept informed of any such activities so we can keep residents informed.

Finally, all the best to everyone at Winkfield Parish Council for a Merry Christmas and Happy New Year.

**Noted.**

## CM 7827 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

None received.

## CM 7828 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 was 20<sup>th</sup> December 2016. Nobody came forward. The vacancy is now in the hands of the Parish Council to fill by co-option. The Clerk will publicise the vacancy.

## CM 7829 CLERK'S REPORT

**NDP** – a lot of work is being carried out on the Topic Group Reports which provide the evidence for the future Plans.

**Parish and Town Liaison Group** – BFC are keen to engage with the Parish and Town Councils with regard to the future maintenance and management of open spaces/sites currently under their control. BFC will publish a list of sites up for discussion early in the New Year.

**Staff Vacancy** – Mrs Liza Challis will be joining us on 23<sup>rd</sup> January 2017 as Administrative Assistant. Mrs Challis will work Noon-4pm Monday to Friday.

**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. This will commence on 26<sup>th</sup> December.

**Noted.**

### **CM 7830 ORDERS FOR PAYMENT**

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

**RESOLVED** that the payments covering the period 30<sup>th</sup> November 2016 – 19<sup>th</sup> December 2017 weer which were attached at Appendix 1 be approved for payment.

### **CM 7831 FINANCIAL POSITION AS AT 30<sup>th</sup> NOVEMBER 2016**

Balance of all Bank A/C's & Investments	
Co-operative	3,048.42
HSBC	308,163.14
Lloyds	101,469.50
NatWest	101,889.24
Nationwide	100,000.00
Petty Cash	250.00
	614,820.30
Amount Due to Creditors	(75,377.33)
Amount Due from Debtors	33,462.00
<b>Available Funds</b>	<b>572,904.97</b>

Full bank reconciliations are available in the Parish Office. These have been approved by The Clerk and the Chair of F&GP.

**Noted.**

### **CM 7832 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Parkin gave a verbal update to the present time. There has been no further meetings since 28<sup>th</sup> November (copy minutes were circulated at last Council.)

The NDP financial spreadsheet as at 21<sup>st</sup> December 2016 were attached at Appendix 2.

### **CM 7833 BRACKNELL FOREST COUNCIL – COMPLAINTS COMMITTEE**

Consideration was given to Elect one Member (not dual-hatted) to be part of a pool for two years to sit on the above Committee.

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

**RESOLVED** that Cllr Shurville should represent WPC on the BFC Complaints Committee.

**CM 7834 THREE YEAR/FIVE YEAR/LONG TERM PLAN**

The WPC Three Year Plan needs to be updated along with the WPC '123' List.

It was agreed that a working party comprising Cllrs Parkin, Paxton, Berry and Barreto meet towards the end of January to review the current Plan

**CM 7835 ANNUAL REPORT**

Consideration was given to the format and production of the Annual Report for 2016/2017.

The Clerk was asked to circulate the current report to all Councillors and any suggestions for change should be forwarded directly to the Clerk who will formulate a draft for consideration by Council.

**CM 7836 DATES FOR THE DIARY**

Allotment Evening – 3<sup>rd</sup> February 2017  
Annual Parish Meeting – 25<sup>th</sup> April 2017

David Parkin