



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 7th March 2017 from 8.41pm – 9.17pm.

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson

Cllr O Barreto

Cllr R Berry

Cllr Ms M Gaw (in part)

Cllr Mrs D Hayes

Mrs A Michie

Cllr G Paxton

Cllrs Mrs S Phillips

Cllr B Shurville

Cllr S Tarrant

Cllr R Warren

Officer:

Mrs Annemarie Edwards, Clerk

CM 7858 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Ms Blyth, Mrs Tilbury, Wall and Yates.

CM 7859 DECLARATION OF INTEREST

Cllr Mrs Michie declared an interest in item 11 – Orders for Payment.

CM 7860 MINUTES OF THE PREVIOUS MEETING

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

RESOLVED that the minutes of the meeting held on 7th February 2017 (copy was attached) were confirmed and signed after Minute CM 7848 – REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES – was corrected to include a title to the report on Heathrow as '**Report by Cllr Paxton – Heathrow Update**'.

CM 7861 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. A thank you note was received from Cllr Isabel Mattick for the Queen's Birthday Celebration Medal.

Noted.

CM 7862 QUESTIONS

None received.

CM 7863 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

a. Leisure, 21st February 2017 – minutes were attached.

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

RESOLVED that the recommendations contained therein are received and adopted after Cllr Berry is shown as attending.

b. Staffing and Strategy, 21st February 2017 – minutes were attached.

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

RESOLVED that the recommendations contained therein are received and adopted

CM 7864 REPORTS FROM BFC WARD COUNCILLORS

None received.

CM 7865 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

None received.

CM 7866 VACANCIES IN THE OFFICE OF COUNCILLOR

We currently have two vacancies – one in the Parish Ward of Forest Park and one in the Parish Ward of Ascot Priory. Both vacancies are advertised for co-option which, if any candidates come forward to be considered, will take place on 4th April 2017. The Chairman encouraged everyone to ‘spread the word’.

CM 7867 CLERK’S REPORT

Parish and Town Liaison Group - Cllrs Parkin, Paxton and I attended the Parish and Town Councils Liaison Group meeting at the Borough on 8th February. Main points discussed:

- Access to GIS Mapping Software – this was a very useful session presented by Chris Atkins, GIS & Gazetteer manager, advising that in the coming months the Parish and Town Councils will have access to a lot more mapping information. Mr Atkins also advised of some free mapping software that I will investigate which will, hopefully, prove to be very useful.
- Community Hub Provision on Sites Proposed in The SHELAA – A verbal report was delivered by Lesley Doyle, Community Development Manager in relation to the provision of ‘community hubs’ related to the proposed suitable sites put forward (over and above 600 planned units) in the SHELAA.
- Libraries Review – An update was given – BFC is fast approaching the end of the planned stage. The overarching decision is that no libraries will be closed. Various changes will need to take place in regard to the management of the libraries including using more modern methods of working, supported by volunteers and longer opening hours. BFC will be considering the results of the first Stage and its recommendations in the next couple of months and if approved the next stage, implementation, will proceed.

Asher Recreation Ground – houses backing onto the field with gated access – following recommendation from our solicitors, letters have been sent to all the houses backing into the field with gated access confirming such gateways do not confer right of entry to the Recreation Ground at these points. Furthermore, the Council reserves the right, should it be necessary at any time in the future, to erect its own fence around the field.

Noted.

CM 7868 ORDERS FOR PAYMENT

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

RESOLVED that the payments covering the period 31st January 2017 – 26th February 2017 which were attached at Appendix 1 be approved for payment.

CM 7869 FINANCIAL POSITION AS AT 31ST JANUARY 2017

Balance of all Bank A/C's & Investments		
	Co-operative	6,288.38
	HSBC	207,592.54
	Lloyds	101,458.50
	NatWest	101,951.82
	Nationwide	100,000.00
	Petty Cash	300.00
		517,591.24
	Amount Due to Creditors	(46,705.03)
	Amount Due from Debtors	18,632.50
	Available Funds	489,518.71

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

Noted.

CM 7870 SECTION 106 REPORTS

BFC has supplied the latest Section 106 Report dated December 2016 and this was attached at Appendix 2. **Noted.**

CM 7871 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin gave a verbal update to the present time and confirmed that the Questionnaire Summary Report is now available on the NDP website – www.winkfieldnp.org . The last meeting was held on Monday 27th February 2017 – draft minutes were attached at Appendix 3.

The NDP financial spreadsheet as at 23rd February 2017 was attached at Appendix 4.

CM 7872 THREE YEAR/FIVE YEAR/LONG TERM PLAN

The Working Party's draft Three Year Plan was attached at Appendix 5 for consideration and adoption.

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

RESOLVED that the draft Three Year Plan attached at Appendix 5 be adopted.

It was agreed that the issue of speeding on Chavey Down Road should be raised at the next Winkfield Traffic Meeting. The Chairman thanked the Members of the Working Group for their valued input – Cllrs Barreto, Berry and Paxton and also Malcolm Young for his input to the Transport section.

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

RESOLVED that the same members who carried out the review of the Three Year Plan will now meet to review the WPC '123' List.

The clerk was asked to arrange a first meeting.

CM 7873 RISK MANAGEMENT POLICY REVIEW

Cllr Ms Blyth, The Clerk, the Deputy Clerk and HdGMF have reviewed the Risk Management Policy and this was attached at Appendix 6 (changes highlighted).

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

RESOLVED that the draft Risk Management Policy attached at Appendix 6 be adopted.

The Chairman thanked Cllr Ms Blyth for her valued assistance in the preparation of the draft.

CM 7874 ANNUAL REPORT

Progress with the production of the Annual Report will now commence and The Clerk will be approaching Members for their contributions. The aim is to present a draft for consideration at the next meeting of Council in April..

CM 7875 PROJECTS 2017/2018

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

RESOLVED that the Projects List as attached at Appendix 7 be given the go ahead.

CM 7876 FUTURE OF 'BRITISH LEGION' BUILDING

The Chairman and Clerk have been in discussion with Ascot Place as to the future of the 'British Legion' Building on Hatchet Lane as and when the current lease is relinquished. The Chairman and Clerk has also been in discussion with the Cranbourne Society (local residents association) who are also very keen to see that the facility is kept for community use.

The Estate Manager at Ascot Place is looking for a 'seamless' transition to take place if and when the opportunity arises and to this end has asked that WPC submit a formal letter of intent, in principle, to take up a lease on the building and manage the building for the benefit of the community. A draft letter to Ascot Place was attached at Appendix 8.

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

RESOLVED that the draft letter which was attached at Appendix 8 be sent to Ascot Place after a slight amendment to the end of paragraph four as follows: 'Before we costly, we need some assurance from your goodselves that the above arrangements are acceptable.'

CM 7877 DATES FOR THE DIARY

Annual Parish Meeting – 25th April 2017

Annual Cycle Ride – 25th June 2017

Summer of Fun in Winkfield – Wednesday 23rd August 2017.

David Parkin