



Mrs Annemarie Edwards
Clerk of the Council

29th March 2017

To: All Members of Winkfield Parish Council

Dear Councillor

You are hereby summoned to attend a **Meeting of Winkfield Parish Council** to be held in Carnation Hall, Chavey Down Road, Winkfield Row, on **Tuesday 4th April 2017** at 7.45pm (immediately following the Special Meeting of Council to Consider Planning and Highways Matters) when it is proposed to transact the business specified in the Agenda hereto.

Yours sincerely

A handwritten signature in cursive script that reads 'A. Edwards'.

Clerk of the Council

This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in February 2015. In particular, all Councillors are reminded to acquaint themselves with paragraphs 11 (Rules of Debate) and 14 (Respect for the Chair).

In order to avoid interruptions to the business of the Council, Councillors, officers and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.

Prior to the commencement of the meeting a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the lounge door or through the kitchen and out through the door to the grounds and make their way to the fire assembly point (the part of the car park near the pedestrian access to Chavey Down Road/Mushroom Castle Lane).

A G E N D A

1. APOLOGIES FOR ABSENCE

It would be helpful if Councillors could personally notify the Clerk of the Council by midday of the meeting of any intended absence along with the reason.

2. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

3. MINUTES OF THE PREVIOUS MEETING

To Sign as a correct record the following Minutes of the Meeting of Council held on 7th March 2017 (copy attached).

4. 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. Three thank you cards from residents who attended the Queen's 90th Birthday Celebration at Carnation Hall and received a commemorative medal.
- b. Circular from NALC dated 10th March re Parish Precepts (previously circulated to Councillors by email).

5. QUESTIONS

None received.

6. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

- a. F&GP Committee, 21st March 2017 – minutes attached.

7. REPORTS FROM BFC WARD COUNCILLORS

None received.

8. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

None received.

9. VACANCIES IN THE OFFICE OF COUNCILLOR

Co-option notices have been published for the current vacancies – one in the Parish Ward of Forest Park and one in the Parish Ward of Ascot Priory. The closing date for applications is Friday 21st April.

10. CLERK'S REPORT

Office Telephone system upgrade - an upgrade is scheduled for April.

Arts Week – planning continues and is well on schedule – please put the dates in your diary.

Cycle Ride – the Working Party has met and planning is in hand – Liza Challis will be assisting with the administration.

Fun Day – planning is in hand and this year will see more activities – please put the date in your diaries.

Local Government Pension Service (LGPS) – The Deputy Clerk and I attended the Annual Meeting of the LGPS on 17th March.

Annual Report 2016-2017 – currently working on this and the aim is to have a draft available for the APM. Some input from Councillors is required.

NDP Heritage Workshop – Cllr Parkin, Liza Challis and I attended an NDP Heritage Workshop at BFC on 22nd March. This proved a very useful afternoon.

Thames Water – Cllrs Parkin, Tarrant and I met with BFC and Thames Water on 24th March. We now have a new contact at Thames Water who appears very keen to work with us – we are hopeful of developing a good working relationship.

KGV Play Equipment Upgrade – I am currently investigating the tendering process for this project.

11. ORDERS FOR PAYMENT

A list of all payments covering the period 26th February 2017 – 27th March 2017 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.)

12. FINANCIAL POSITION AS AT 28th FEBRUARY 2017

Balance of all Bank A/C's & Investments	
Co-operative	8,725.15
HSBC	168,232.07
Lloyds	101,453.00
NatWest	101,968.88
Nationwide	100,000.00
Petty Cash	300.00
	480,679.10
Amount Due to Creditors	(28,068.90)
Amount Due from Debtors	16,806.83
Available Funds	469,417.03

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

13. NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin to give a verbal update to the present time. The last meeting was held on Monday 27th February 2017 – draft minutes attached at Appendix 2.

The NDP financial spreadsheet as at 23rd February 2017 is at Appendix 3.

14. THREE YEAR/'123' LIST

The Working Party met on Wednesday 22nd March 2017 and have produced the attached draft for consideration – Appendix 4.

15. FUTURE OF 'BRITISH LEGION' BUILDING

Nothing further to report at this stage.

16. 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.

Arts Week – 22nd–29th October 2017

17. 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 matters.

18. LOCKS RIDE REFRESHMENT FACILITY