



Minutes of the Meeting of Winkfield Parish Council  
held at Carnation Hall, Chavey Down Road, Winkfield  
on Tuesday 18<sup>th</sup> July 2017 from 7.30pm – 8.24pm.

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Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr O Barreto	Cllr Mrs D Hayes
Cllr Mrs A Michie	Cllr G Paxton	Cllr N Polydorou
Cllr S Tarrant	Cllr R Warren	Cllr C Yates

Officers:

Mrs Marcia Milsom, Deputy Clerk

**CM 7960 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Ms Gaw, Mrs Luker, Mrs Phillips and Shurville.

**CM 7961 DECLARATION OF INTEREST**

Cllrs Atkinson and Yates declared an interest in agenda item 20 ii – WPC grant application.

**CM 7962 MINUTES OF THE PREVIOUS MEETING**

Cllr Mrs Michie noted that minute CM2936 should read “Lead Leisure”, not “Lead Finance”.

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

**RESOLVED** that with the above amendment, the minutes of the Meeting of Council held on 20<sup>th</sup> June 2017 (copies were attached) were confirmed and signed.

**CM 7963 VACANCIES IN THE OFFICE OF COUNCILLOR**

The Election for a Parish Councillor to fill the Ascot Priory vacancy would be taking place on 20<sup>th</sup> July 2017. There were two candidates. Polling would take place at two venues in the Ward.

It was suggested that BFC be contacted to consider changing the name of Ascot Priory Ward as it was misleading.

**CM 7964 CHANGES TO STANDING ORDERS**

Draft Standing Orders were laid on the table at the meeting of Council on 20<sup>th</sup> June 2017. Minor amendments were made. The draft Standing Orders were attached as Appendix 1.

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

**RESOLVED** to adopt the draft Standing Orders.

## **CM 7965 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.

## **CM 7966 QUESTIONS**

None received.

## **CM 7967 REPORTS FROM BFC WARD COUNCILLORS**

None received.

## **CM 7968 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES**

None received.

## **CM 7969 CLERK'S REPORT**

- **Arts Week** – planning continues and is well on schedule – please put the dates in your diary.
- **Fun Day** – planning is in hand and this year will see more activities – please put the date in your diaries.
- **KGV Play Equipment Upgrade** – awaiting confirmation from BFC as to s106 funding.
- **British Legion Building** – still nothing further to report.
- **Martin's Heron and the Warren Community Association** – nothing further to report.
- **WPC Newsletter** – this is almost ready to print – any last minute items for consideration to be included should be forwarded to the office ASAP.

**Noted.**

## **CM 7970 NEIGHBOURHOOD DEVELOPMENT PLAN**

Cllr Parkin gave a verbal update to the present time.

The last meeting was held on Monday 5<sup>th</sup> June 2017 – draft minutes previously circulated.

It was noted that Warfield PC had had issues with data held by rCOH being lost. Cllr Parkin noted that WPC were not aware that any WPC data had been lost but he would follow this up asap.

The NDP financial spreadsheet as at 11<sup>th</sup> May 2017 was attached as Appendix 2.

## **CM 7971 CAPITAL PROJECT UPDATE**

An updated position of 2017-18 capital projects was attached as Appendix 3. **Noted.**

**Noted**

## **CM7972 CYCLE RIDE UPDATE**

Cllr Parkin gave a verbal report on the event and noted his thanks to all who had supported it. A “wash-up” meeting had already been held and key points raised which would be reviewed before next year's event, including the possibility of online registration.

A collection had been held at the event and £75.73 had been raised for Thames HospiceCare and a card of thanks had been received.

## **LEISURE ITEMS**

### **CM 7973 GROUNDS MAINTENANCE AND FACILITIES REPORT**

The Grounds Maintenance & Facilities and the Anti-Social Behaviour reports were attached as Appendix 4. **Noted.**

It was noted that the bus-stop by Chavey Down allotments was overgrown and this would be passed to the Grounds Maintenance team.

It was also noted that the hedge on Forest Road needed cutting back as did the hedge around the balancing pond and these issues would be passed to BFC as they were not under WPC's responsibility.

### **CM 7974 DEPUTY CLERK'S REPORT**

The Deputy Clerk's report was attached as Appendix 13. **Noted.**

Milestones - Cllr Shurville would be asked to investigate the process of moving these at a later date.

Chavey Down Road allotment entrance drainage – Cllr Paxton asked for an update and Cllrs Parkin and Tarrant noted that they would ask for this at the forthcoming meeting with Thames Water and BFC.

### **CM 7975 LOCKS RIDE REFRESHMENT FACILITY**

The Deputy Clerk and Cllr Parkin gave a verbal report on the Locks Ride Cabin. It was hoped that the cabin would open before the end of July.

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

**RESOLVED** that Marcia Milsom be formally thanked for all her work and enthusiasm on this project to date.

## **FINANCE ITEMS**

### **CM 7976 INVESTMENTS**

The following sum is invested on a 6 month term:

Lloyds	£100,000.00	0.60%	<i>Matures 15/09/2017</i>
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The following sum is currently invested in a Money Market Call account:

HSBC	£100,000.00	0.15%
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The following sum is currently invested on a 95 day notice deposit:

Nationwide	£101,025.40	0.55%
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The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,003.83	0.10%
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The following sum is currently invest in a 12 month Time Deposit:

Santander	£100,000.00	0.85%
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**Noted.**

**CM 7977 ORDERS FOR PAYMENT**

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

**RESOLVED** that the payments covering the period 10<sup>th</sup> June 2017 – 5<sup>th</sup> July 2017 which were attached at Appendix 6 be approved for payment.

**CM 7978 FINANCIAL POSITION AS AT 31<sup>ST</sup> MAY 2017**

<b>Balance of all Bank A/C's &amp; Investments</b>		
	Co-operative	177.00
	HSBC	287,350.00
	Lloyds	101,761.00
	NatWest	101,993.00
	Nationwide	100,032.06
	Santander	100,000.00
	Petty Cash	300.00
		691,613.06
	Amount Due to Creditors	(38,800.42)
	Amount Due from Debtors	15,765.00
	<b>Available Funds</b>	<b>668,577.64</b>
	<b>This includes:</b>	
	CIL funds	91,783.41
	Earmarked Reserves	253,219.00
	<b>Available to spend</b>	<b>323,575.23</b>

Full bank reconciliations are available in the Parish Office. These will be approved by The Clerk and the Chairman of Council. **Noted.**

**CM 7979 REQUESTS FOR FINANCIAL ASSISTANCE**

The budget for Donations for the current year is now £9,000 to include General Donations, Churchyard Maintenance Grants and Village Hall Grants plus £2,000 for Minor Community Grants (Total £11,000)

Details of donations made in 2014/15, 2015/16, 2016/17 and 2017/18 were given in Appendix 7. **Noted.**

Consideration was given to the following new applications received:

**i) Berkshire Multiple Sclerosis Therapy Centre**

Application form, statement of financial activities, balance sheet and statement of cash flow attached as Appendix 8. **Grant requested - £500.00 towards running costs.**

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

**RESOLVED** that WPC make a grant of £400.00 to Berkshire Multiple Sclerosis Therapy Centre towards its running costs.

**ii) Winkfield Parochial Church Council**

Application form, covering letter, statement of assets and liabilities and estimate for works attached as Appendix 9. **Grant requested - £1,000.00 towards sanding and re-varnishing the floor at St Martin's Church Hall.**

It was proposed by Cllr Parkin, seconded by Cllr Warrant and with 2 abstentions

**RESOLVED** that WPC make a grant of £1,000.00 to Winkfield Parochial Church Council towards the floor repairs at St Martin's Church Hall.

Cllr Barreto joined the meeting at 8.16pm.

**iii) St Mary's C of E School PTA Association**

Application form and covering email attached as Appendix 10. **Grant requested - £500.00 towards purchase of equipment for Gardening Club.**

It was noted by Cllr Mrs Hayes that the PTA could apply to BFC for consideration under the Blue Bin Scheme. It was also noted by Cllr Parkin that the Royal Horticultural Society and Waitrose also ran schemes for organisations to apply for funding. Cllr Paxton suggested that the PTA look on Freecycle or similar sites.

It was proposed by Cllr Yates, seconded by Cllr Paxton and with 1 vote against

**RESOLVED** that WPC give £100.00 of Oaktree Garden Centre vouchers to St Mary's C of E School PTA towards the purchase of equipment for the Gardening Club.

**iv) Any other urgent grant applications received.**

*Additional information from applicants is held in the Parish office for viewing prior to the meeting and will also be available at the meeting.*

**None received.**

**CM 7980 DATES FOR THE DIARY**

Summer of Fun in Winkfield – Wednesday 23<sup>rd</sup> August 2017.

Arts Week – 22<sup>nd</sup>–29<sup>th</sup> October 2017

December Seasonal Event – 16<sup>th</sup> December

**Noted.**

Chairman  
Cllr David Parkin