



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 15th August from 7.30pm – 9.23pm.

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr E Blyth	Cllrs Ms M Gaw
Cllr J Masters	Cllr Mrs A Michie	Cllr G Paxton
Cllr N Polydorou	Cllr F Shurville	Cllr Mrs C Tilbury
Cllr D Wall	Cllr R Warren	

Officers:

Mrs Annemarie Edwards, Clerk
Mrs Marcia Milsom, Deputy Clerk
Mr Paul Craven, Head of Grounds Maintenance and Facilities

CM 7981 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs Hayes, Mrs Phillips, Tarrant and Yates.

CM 7982 DECLARATION OF INTEREST

Cllr Parkin declared an interest in agenda item 21 – Orders for Payment.

CM 7983 MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr Mrs Michie, seconded by Cllr Mrs Tilbury and with one abstention

RESOLVED that the minutes of the Meeting of Council held on 18th July 2017 (copies were attached) were confirmed and signed.

CM 7984 VACANCIES IN THE OFFICE OF COUNCILLOR

All vacancies have now been filled and Declarations of Acceptance of Office completed. **Noted.**

CM 7985 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. Invitation received from the Jealott's Hill Community Landshare Steering Group to attend their Annual Celebration event on 13th September 2017, 2.30pm. **Any interested Members were asked to contact the Clerk.**
- b. Request from a resident requesting that the Sandy Lane road sign has an addition placed underneath it indicating it is the original Old Mill Ride. **Cllr Masters was asked to check the level of support for this with the Chavey Down Association and report back.**
- c. Email received from the Mayoress dated 21st July 2017 congratulating us on achieving Green Flag status again. **Noted.**

CM 7986 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

a. Staffing and Strategy Committee, 1st August 2017 – minutes were attached.
It was proposed by Cllr Mrs Michie, seconded by Cllr Warren and unanimously

RESOLVED that the recommendations contained therein are received and adopted following the correction to minute SS 440 which should read 'None received'.

CM 7987 QUESTIONS

None received.

CM 7988 REPORTS FROM BFC WARD COUNCILLORS

Cllr Ms Gaw stressed that the Asset of Community Value Order on The Squirrels public house only lasts for six months and therefore a business plan for its future must be forthcoming from interested parties during that time.

CM 7989 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

Cllr Mrs Michie reported that the Trustees of the Winkfield Parochial Charities had agreed that a new Montessori school will operate from the hall commencing late September/October. Cllr Mrs Michie reported that the new Chairman is Lynn Jenkins and the new Clerk is Richard Wyatt.

CM 7990 CLERK'S REPORT

- **Arts Week** – fast approaching. A fun-packed week ahead.
- **Fun Day** – 23rd August at Carnation - all Councillors encouraged to attend at some point – 11am-3pm.
- **KGV Play Equipment Upgrade** – s106 funding confirmed – payable on completion of works .
- **British Legion Building** – still nothing further to report.
- **Policing Priorities Forum** – the inaugural meeting of this group has now taken place when all members available attended. Future meetings which will take place every three months. Following the meeting Sgt Oswald has provided written guidance on how to, and when to, contact the Police. We will publish this as widely as possible. Any issues that can be dealt with at this forum should be forwarded to the Clerk. **The Clerk will chase up the date of the next meeting and circulate.**

Noted.

CM 7991 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin gave a verbal update to the present time. The last meeting was held on Monday 24th July 2017 – draft minutes were circulated.

The NDP financial spreadsheet as at 21st July 2017 was attached at Appendix 1. **Noted.**

CM 7992 CAPITAL PROJECT UPDATE

An updated position of 2017-18 capital projects was attached at Appendix 2

Noted.

LEISURE ITEMS

CM 7993 GROUNDS MAINTENANCE AND FACILITIES REPORT

The Grounds Maintenance & Facilities Report was attached at Appendix 3. **Noted.**

CM 7994 DEPUTY CLERK'S REPORT

The Deputy Clerk's report was attached at Appendix 5. **Noted.**

CM 7995 LOCKS RIDE REFRESHMENT FACILITY

The Deputy Clerk and Cllr Parkin gave a verbal report on the Locks Ride Cabin.

CM 7996 FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE

The Chairman reported that he and the Clerk were meeting with BFC later this week to discuss the process/practicalities for WPC to consider to take over the management of the building should residents not come forward to take over the existing arrangement. A full report will be made to Council as soon as possible.

CM 7997 BFC TRANSFER OF SITES

The Working Party has carried out site visits to all five sites on the BFC List and has met and produced the report attached at Appendix 6 for consideration.

(Cllrs Ms Blyth and Wall left the meeting at 8.50pm.)

Much discussion took place.

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

RESOLVED that:

- a. the following four sites should be pursued further:
 - i. Wentworth Way;
 - ii. Osman's Close;
 - iii. Skate Park at Long Hill Road;
 - iv. Bog Lane;
- b. Blackmoor Pond should not be pursued further;
- c. The future of Savernake Park should also be discussed with BFC;
- d. The Working Party should meet again to prepare a response to BFC.

CM 7998 ALLOTMENT CLEARANCE

A number of tenants have complained about the debris left by old tenants such as metal and glass which is difficult for them to clear and have requested skips to enable rubbish to be disposed of.

The cost for skip hire is approximately £200.

It was proposed by Cllr Mrs Michie seconded by Cllr Parkin and with seven votes for and three against

RESOLVED to provide one skip for one day at each allotment site as a one-off this year.

CM 7999 STORAGE CONTAINER AT CARNATION HALL

Consideration was given to the way forward re the provision of external storage unit at Carnation Hall – details were attached at Appendix 7.

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

RESOLVED that a storage container should be purchased as per Appendix 7 and painted in a colour that will blend with the surroundings and robust padlocks should be purchased.

FINANCE ITEMS

CM 8000 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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Consideration was given to re-investing £100,000.00 with Lloyds bank on maturity.

It was proposed by Cllr Atkinson seconded by Cllr Shurville and unanimously

RESOLVED that the £100,000 which matures with Lloyds on 15th September should not be re-invested at this time in order to service the purchase of equipment at KGV.

(Cllr Mrs Tilbury left the meeting.)

CM 8001 ORDERS FOR PAYMENT

It was proposed by Cllr Mrs Michie seconded by Cllr Shurville and with one abstention

RESOLVED that the payments covering the period 6th July – 27th July 2017 which were attached at Appendix 8 be approved for payment.

CM 8002 FINANCIAL POSITION AS AT 31ST MAY 2017

Balance of all Bank A/C's & Investments	
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
Available Funds	668,577.64
This includes:	
CIL funds	91,783.41
Earmarked Reserves	253,219.00
Available to spend	323,575.23

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

(Cllr Mrs Tilbury returned to the meeting.)

CM 8003 DIRECT DEBIT INSTRUCTIONS

Consideration was given to paying regular suppliers ie Waste Collection; Hygiene Services; Window Cleaning; IT support; Alarm maintenance by direct debit.

Reason: Efficiency and cost-saving.

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

RESOLVED that Direct Debit payments should be set up for regular suppliers ie Waste Collection; Hygiene Services; Window Cleaning; IT support; Alarm maintenance and the Clerk to update Council as Direct Debits are set up.

CM 8004 INTERNAL AUDITOR

To note letter from the Internal Auditor at Appendix 9.

It was proposed by Cllr Shurville seconded by Cllr Warren and unanimously

RESOLVED that WPC continues to use Claire Connell for the ensuing year.

CM 8005 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 10. **Noted.**

Consideration was given to the following new applications received:

i) Citizens Advice Bracknell & District

Application form, covering letter, statement of financial activities, balance sheet attached at Appendix 11. **Grant requested - £2,000.00 towards costs of providing service.**

It was proposed by Cllr Paxton, seconded by Cllr Mrs Tilbury and with one against

RESOLVED that WPC make a grant of £1500.00 to Citizens Advice Bracknell & District towards its running costs.

ii) 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.

A letter of thanks has been received from St Paul's Child Contact Centre. **Noted.**

Cllr Atkinson reported that the £1000 grant made to Winkfield PCC for the sanding of the floor at St Martin's Church Hall was very well received and the sanding was in progress.

CM 8006 DATES FOR THE DIARY

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

Arts Week – 22nd–29th October 2017

December Seasonal Event – 16th December

Noted.

Chairman
Cllr David Parkin