



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 21st November 2017 from 7.30pm – 9.15pm

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr O Barreto (from 7.50)	Cllrs Ms M Gaw	Cllr J Masters
Cllr Mrs A Michie	Cllr G Paxton	Cllr N Polydorou	Cllr F Shurville
Cllr S Tarrant	Cllr Mrs C Tilbury	Cllr R Warren	Cllr C Yates

Officers:

Mrs Annemarie Edwards, Clerk
Mrs Marcia Milsom, Deputy Clerk

CM 8063 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Ms Blyth, Mrs Hayes, Mrs Luker and Mrs Phillips.

CM 8064 DECLARATION OF INTEREST

None declared.

CM 8065 MINUTES OF THE PREVIOUS MEETING

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

RESOLVED that the minutes of the Meeting of Council held on 17th October 2017 (copy was attached) were confirmed and signed.

CM 8066 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. Email received from Historic England dated 18th October confirming that the Cranbourne War Memorial at St Peter's Churchyard has been added to the List of Buildings of Special Architectural or Historic Interest. The memorial is now listed as Grade II. **Noted.**
- b. News Release from BFC dated 30th October announcing the Boundary Commission for England (BCE) has published proposals for new Parliamentary constituency boundaries as it opens its third and final consultation. Following a decision by Parliament to reduce the number of constituencies in the UK to 600 from 650, and to ensure that the number of electors in each constituency is equal, the BCE has been asked to make independent recommendations about where the boundaries of English constituencies should be. Bracknell Forest residents can go to the BCE's website, www.bce2018.org.uk to view the new plans. All public comments received during the first two consultations are also published on the website. Closing date for comments is 11th December 2107. If agreed by Parliament, the new constituencies will be in use at the next scheduled General Election in 2022. **Noted.**

- c. Letter received 30th October 2017 from South East Water (See) advising that as part of an ongoing programme to improve their water network there will be a number of small projects in the Binfield area and they will be working in Foxley Lane, at the junction of Murrell Hill Lane from 27th November to 11th December 2017 then moving to London Road and Popeswood Roundabout from 3-12 January 2018. Temporary traffic lights will be in use. **Noted.**
- d. Email dated 14th November received from BFC - "We have been approached by The Salvation Army to see if we have any recycling site locations around the borough that would benefit from a charity clothing bank. We have identified Asher Recreation Ground as a site that would be perfect as there is enough room for a clothing bank and the site is now being frequently used." To Consider allowing BFC to site a Salvation Army clothing bank adjacent to the bottle bank at Asher Recreation Ground car park.

It was proposed by Cllr Shurville, seconded by Cllr Mrs Michie and with one abstention **RESOLVED** that WPC is happy to trial (for six months) a charity clothing bank for the Salvation Army at Asher Recreation Ground carpark adjacent to the existing bottle banks on the understanding that one of the bottle banks, which is currently blocking a drain, is re-positioned the other side of the row of banks and local residents are notified of our intentions.

- e. The Clerk advised of a communication received from BFC with regard to WPCs possible involvement in the Chelsea Fringe event next May. The Clerk was asked to obtain more information.

CM 8067 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

- a. Staffing and Strategy Committee – 7th November 2017 – minutes were attached.
It was proposed by Cllr Paxton, seconded by Cllr Mrs Michie and with two abstentions **RESOLVED** that the recommendations contained therein are received and adopted.

CM 8068 QUESTIONS

None received.

CM 8069 REPORTS FROM BFC WARD COUNCILLORS

Report to Winkfield Parish Council from Harmans Water Councillors (*Received Monday 20th November and circulated at the meeting*)

London Road roadworks: these will start 2 January and will replace the London Road/New Forest Ride roundabout with a signalised junction. Work is expected to take place over ten months. The current gas works are preparatory in part. The process of pipe-jacking has avoided the digging and refilling of continuous trenches, but has still unfortunately caused delays on the road.

702 Bracknell - Victoria bus service: First have announced they will withdraw from providing this, but Reading Buses have expressed interest in providing a service. Bracknell Forest Council is talking to them.

Martin's Heron trains: there have been many object tools to South Western Railway's proposals to reduce the number of trains stopping at Martin's Heron station. Isabel, Ash and I have produced a leaflet which has gone to local residents, and been handed out at the station. It gives contact details for residents and commuters to have their say.

Noted.

CM 8070 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

Report by Cllr Wall re meeting with BFC on 27th October re Borough Cycle Network

Councillors Parkin and Wall together with Annemarie Edwards and Paul Craven met Bracknell Forest Transport planners on 10am Friday 27th October to discuss cycling provision in the Parish.

The Borough planners outlined their ambition to extend cycle provision in the parish. Councillor Parkin emphasised the importance of encouraging potential developers to support cycling provision which had connectivity to shopping, schools, rail stations and other community facilities. Plans to connect cycle routes between Bracknell and Windsor were also discussed and the importance of working with the Crown Estate to remove blockages were flagged up. The problems of increased traffic created by development and the need to balance the needs of cyclists, pedestrians and drivers were also noted.

The Borough at the quest of Annemarie will provide us with cost per mile estimates for cycle paths. The suggestion was made that CIL money from development might be used and joint venture cycling schemes between the BFC and Winkfield Parish might be undertaken.

It was a useful discussion of the barriers to cycling and potential opportunities for funding and development.

Noted. (Cllr Barreto joined the meeting at 7.50pm.)

CM 8071 CLERK'S REPORT

- **Arts Week** – very successful week with good attendance – a reduction in the number of 'no-shows' but still an issue. A wash-up meeting took place on Monday 13th November. Some changes will be made to the administration of the event in order to comply with insurance and legislation requirements. Warfield Parish Council will become the 'Parish Coordinator'. Winkfield will continue to be actively involved in the events taking place at WPCs facilities; managing the accounts and the Grounds Team will continue to help with the set up/pull down of the art exhibition at Brownlow Hall and the erection of the advertising boards.
- **NDP Consultation 17th/25th November** – there has been a great deal of administrative work carried out by office staff this past month in preparation for the two public consultations.
- **Photo Competition** – deadline for submissions has now passed. The Clerk to report.
- **WPC Website Upgrade** – this is a project that I would hope to progress over the coming months.

Noted.

CM 8072 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Parkin gave a verbal update to the present time. The first of two public consultations took place on Saturday 18th November at Carnation Hall. There was a constant flow of visitors. The second consultation takes place on Saturday 25th November at Martin's Heron and The Warren Community Centre, 11am-4pm.

The NDP financial spreadsheet as at 15th November 2017 was attached at Appendix 2. **Noted.**

CM 8073 CAPITAL PROJECT UPDATE

An updated position of 2017-18 capital projects was attached at Appendix 3

Noted.

LEISURE ITEMS

Cllr Shurville led on the Leisure items.

CM 8074 GROUNDS MAINTENANCE AND FACILITIES REPORT

The Grounds Maintenance & Facilities Report was attached at Appendix 4. **Noted.**

CM 8075 DEPUTY CLERK'S REPORT

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

CM 8076 LOCKS RIDE REFRESHMENT FACILITY

The Cabin is now operating at weekends only at the following times:

Saturdays – 8.30am-2.30pm

Sundays – 10.30am-2.30pm

Cllr Shurville reiterated that these times may change in the future but will be advised via social media prior to any changes being made.

CM 8077 FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE

The Clerk and Chairman reported that WPC is currently waiting to hear from BFC with the next steps and timescale. BFC are currently in negotiations with Tesco. The Clerk is meeting with the Chairman of the MHWCC Trustees this coming Friday. **Noted.**

CM 8078 BFC TRANSFER OF SITES

A full report by the HdGMF was attached at Appendix 6.

It was proposed by Cllr Mrs Michie, seconded by Cllr Parkin and with eleven for, one against and one abstention

RESOLVED that WPC should pursue the following three sites with BFC requesting much more detail:

- i. Wentworth Way Woodland
- ii. Osman Close Woodland
- iii. Bog Lane

And reject pursuing Long Hill Skate Park further.

FINANCE ITEMS

Cllr Yates led on the Finance items.

CM 8079 INVESTMENTS

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 8080 ORDERS FOR PAYMENT

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

RESOLVED that the payments covering the period 1st October – 31st October 2017 which were attached at Appendix 7 be approved for payment.

CM 8081 FINANCIAL POSITION AS AT 31ST OCTOBER 2017

Balance of all Bank A/C's & Investments		
	Co-operative	5,950.14
	HSBC	320,686.84
	Lloyds	102,035.58
	NatWest	102,027.76
	Nationwide	100,032.06
	Santander	100,000.00
	Petty Cash	300.00
	Locks Ride Float	350.00
		731,382.38
	Amount Due to Creditors	(34,904.62)
	Amount Due from Debtors	11,817.27
	Available Funds	708,295.03
	This includes:	
	CIL funds	126,894.72
	Earmarked Reserves	201,305.00
	Uncommitted Reserve (25% of Precept)	114,799.00
	Remaining Available Funds	265,296.31
	Remaining anticipated expenditure 17/18	291,267.00
	Remaining anticipated income 17/18	- 33,006.00
	Anticipated increase (+) / decrease (-) to funds	7,035.31

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

CM 8082 COMMUNITY INFRASTRUCTURE LEVY (CIL)

The latest statement of CIL payments/expenditure was attached at Appendix 8. **Noted.**

CM 8083 FACILITY CHARGES 2018-19

The proposed charges for 2018-19 were attached as Appendix 9.

- a. No increase is proposed for sports charges;
- b. A special Saturday evening rate is proposed for bookings of more than 4 hours
- c. An increase of just over 2% has been incorporated across all other charges.

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

RESOLVED to accept the proposed facility charges for 2018-19 as per Appendix 9.

CM 8084 PROJECTS FOR 2018-19

Attachments:

- **Appendix 10** - The comparison of actual expenditure against budget up to 15th November 2017.
- **Appendix 11** - A list of potential capital projects for the 2018-19 budget including detail of funding source
- **Appendix 12** – For information only at this stage, an initial draft budget for 2018-19 together with proposed Earmarked Reserves movements.

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

RESOLVED to agree the projects for 2018-19 as detailed in Appendix 11.

CM 8085 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 13. **Noted.**

Consideration was given to the following new applications received:

i) WINKFIELD AND NORTH ASCOT GOOD NEIGHBOURS

Application form and I&E Account attached was Appendix 14. **Grant requested £500.00 to cover cost of co-ordinators phone calls.**

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

RESOLVED that WPC make a grant of £500 to Winkfield and North Ascot Good Neighbours towards the cost of co-ordinators phone calls.

ii) PARENTING SPECIAL CHILDREN

Application form, covering letter, Statement of Financial Activities and Balance Sheet attached was Appendix 15. **Grant requested – any amount towards services offered.**

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

RESOLVED that WPC make a grant of £350 to Parenting Special Children,

iii) YOUTHLINE

Application form, Statement of Financial Activities and Balance Sheet attached was Appendix 16. **Grant requested - £1,000.00 towards core running costs to continue to provide service.**

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

RESOLVED that WPC make a grant of £500 to Youthline towards core running costs.

iv) Any other urgent grant applications received.

No new or urgent applications have been received:

Letters of thanks have been received from Parkinson's Bracknell & District Branch, CAB Bracknell & District, Keep Mobile and Poppy Appeal. **Noted.**

CM 8086 ANNUAL PARISH MEETING

The date for the 2018 Annual Parish Meeting was agreed as Tuesday 24th April. The proposed format of the APM will be to cover the usual business and provide a detailed presentation to music of the main achievements of WPC during the previous year and consideration be given to any additional items for the agenda nearer to the time.

CM 8087 PARISH PEOPLE AWARDS

Consideration was given to running the Parish People Awards for 2018. It was agreed that a more flexible approach be given to Parish People Awards and members of the community be invited, via social media, to submit nominations for consideration between now and the end of March 2018.

CM 8088 SCHEDULE OF MEETINGS 2018/19

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

RESOLVED that the draft Schedule of Meetings for 2018/19 attached at Appendix 17 be adopted.

CM 8089 DATES FOR THE DIARY

Wreath Making workshops – 4th, 5th and 6th December 2017
December Seasonal Event – 17th December 2017, 3.30pm
Allotment Evening – Date TBA

Noted.

Chairman
Cllr David Parkin