



**Mrs Annemarie Edwards**  
Clerk of the Council

13<sup>th</sup> February 2018

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 20<sup>th</sup> February 2018** at 7.30pm when it is proposed to transact the business specified in the Agenda hereto.

Yours sincerely

*Annemarie Edwards*

Clerk of the Council

**This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in July 2017. 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 Minutes of the Meeting of Council held on 23<sup>rd</sup> January 2018 (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. Email received from PCSO Gary Clarke re road safety around the Ascot Heath Schools
- b. Email notification of the inauguration of the Winkfield Row Residents Association (WRRRA) and a copy of their Constitution.

**5. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL**

- a. Staffing and Strategy, 6<sup>th</sup> February 2018 (minutes attached)

**6. QUESTIONS**

None received.

**7. REPORTS FROM BFC WARD COUNCILLORS**

None received.

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

None received.

**9. CLERK'S REPORT**

The Clerk's Report is attached at Appendix 1.

**10. NEIGHBOURHOOD DEVELOPMENT PLAN**

The Chairman to give a verbal update to the present time.

The NDP financial spreadsheet as at 14<sup>th</sup> February 2018 is at Appendix 2.

**11. CAPITAL PROJECT UPDATE**

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

**12. MAY DAY FAIR**

The organiser of the May Day Fair has approached WPC to enquire if it would be interested in taking over the management of this event. The Clerk to report.

## **LEISURE ITEMS**

### **13. LOCKS RIDE**

- i. The Deputy Clerk will give an update on current operations of the Cabin;
- ii. The LR Working Party will meet shortly to discuss the site and proposed changes in detail.

### **14. FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE**

BFC has reported that the 'legals' are underway and hopefully we should receive a first draft of an agreement shortly.

### **15. BFC TRANSFER OF SITES**

Nothing further to report at this time – waiting to hear back from BFC.

### **16. KING GEORGE V PLAY AREA UPGRADE**

The Deputy Clerk to report.

### **17. WWI MEMORIAL**

2018 marks the 100 year anniversary of World War 1 and communities are being encouraged to mark the event. Paul Craven has investigated possible memorial options as attached at Appendix 4. Paul suggests it can be positioned opposite the bench that is currently in situ close to the flowerbed at KGV.

### **18. MAGNOLIA AND CAMELLIA SHOW, SAVILL GARDENS**

Please see a request from Head of Grounds Maintenance and Facilities attached at Appendix 5.

## **FINANCE ITEMS**

### **19. 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	£100,579.96	0.40%
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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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### **20. ORDERS FOR PAYMENT**

A list of all payments covering the period 16<sup>th</sup> January 2018 – 14<sup>th</sup> February 2018 is attached at Appendix 6. 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.)**

## 21. FINANCIAL POSITION AS AT 31<sup>st</sup> JANUARY 2018

<b>Balance of all Bank A/C's &amp; Investments</b>		
	Co-operative	6,430.40
	HSBC	173,714.31
	Lloyds	102,055.66
	NatWest	102,106.53
	Nationwide	100,032.06
	Santander	100,000.00
	Petty Cash	300.00
	Locks Ride Float	350.00
		<b>584,988.96</b>
	Amount Due to Creditors	(20,643.47)
	Amount Due from Debtors	20,605.57
	<b>Available Funds</b>	<b>584,951.06</b>

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

## 22. 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 2015/16, 2016/17 and 2017/18 are given in Appendix 7.

To consider the following new applications received:

- i) **None received.**
- ii) Any other urgent grant applications received.

Letters of thanks have been received from Winkfield and North Ascot Good Neighbours and Parenting Special Children.

## 23. S106 REPORT

The latest s106 report for Winkfield received from BFC is attached at Appendix 8.

## 24. DATES FOR THE DIARY

Hanging Basket Workshop, 23<sup>rd</sup> May  
 Cycle Ride, 24<sup>th</sup> June 2018  
 Summer of Fun Day, Locks Ride – 22<sup>nd</sup> August  
 Arts Week, 21-28 October