



Mrs Annemarie Edwards
Clerk of the Council

15th August 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 21st August 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 17th July 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 local resident dated 1st August regarding the loss of the Glass Banks at North Street (former Squirrel Pub);
- b. Invitation from David Putt, Project Manager - Jealotts Hill Community Landshare, to attend the AGM and Annual Celebration on 12th September 2018;
- c. Communication dated 23rd July 2018 from North Ascot Residents re the hourly bus service between Ascot and Legoland urging BFC to re-instate the bus service;
- d. Email from local resident dated 31st July 2018 asking if WPC has any plans to install any publicly available charging points?. For noting – the Clerk has responded that WPC does not currently have any plans but redirected the question to BFC;
- e. Communication from BFC dated 24th July 2018 re details of the consultation on a revised version of the Bracknell Forest Statement of Gambling Principles (Gambling Act 2005) can be found at this link: <http://consult.bracknell-forest.gov.uk/portal/eh/gamblingreview>

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

- a. Staffing and Strategy, 14th August 2018 – draft 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

The Chairman will give a verbal report of his activities since the last meeting.

9. CLERK'S REPORT

The Clerk to give a verbal report of activities since the last meeting of Council.

10. NEIGHBOURHOOD DEVELOPMENT PLAN

The Chairman to give a verbal update to the present time. The up to date financial spreadsheet is attached at Appendix 1.

11. CAPITAL PROJECT UPDATE

An updated position of 2018-19 capital projects is attached at Appendix 2.

12. LITTER PICK

All Councillors are requested to advise what they will be doing in their own Wards.

13. SPEEDING

The Chairman and Clerk are meeting with BFC on 30th August to discuss the suitability/ viability of the locations put forward for consideration.

14. SPEEDING

To Consider sharing the purchase cost/ownership of a mobile speed camera with the parishes of Warfield and Binfield. This initiative is being proposed through the TVP Forum.

Purchase Costs:

Sentinel Unlpar mobile speed camera	£2974
Tripod	£ 66
Hard protective case	£ 180
Speedwatch signs and hi-vis jackets (mandatory)	£ 158
Delivery by courier	<u>£ 28</u>
TOTAL CAPITAL COST	<u>£3406</u>

Cost to each Parish **£1135**

There should not be any ongoing costs other than insurance which should be covered under current policies. There are no maintenance costs but clearly if there is damage to the unit caused by the operators or a motorist, then the insurance will need to cover this. This could be funded from the contingency budgetline.

LEISURE ITEMS

15. LEISURE REPORT BY PAUL CRAVEN, HdGM&F

Please see report attached at Appendix 3.

16. BLACKMOOR PLAYSPACE UPGRADE

The Working Party met on Monday 20th August to consider options for improving the play equipment at Blackmoor Playspace. Cllr Shurville to give a verbal report.

17. KING GEORGE V PLAY AREA UPGRADE

The replacement of equipment was started on 6th August and it is hoped that the project will be complete within 3-4 weeks.

Cllr Parkin and the Deputy Clerk have been investigating options for a toilet unit. Cllr Parkin to give a verbal report.

18. ASHER RECREATION GROUND

A group of travellers gained access to Asher Recreation Ground on Thursday 9th August at approximately 4.30pm creating an illegal encampment. The Clerk, Chairman and TVP attended the site on Thursday evening to notify the travellers that they were illegally camped on the land. TVP issued a code of conduct to the travellers. The Deputy Clerk and Chairman visited the site on Friday morning to issue waste bags to each unit and again on Friday evening to issue eviction notices stating that they must leave site by 11am on Monday 13th August. A firm of bailiff's was instructed to assist in the eviction.

On Monday 13th August, the Clerk, Deputy Clerk, Chairman and TVP attended site and the vehicles left the site at 11am with no resistance. The bailiff's were called off however as per the Terms & Conditions, a charge equal to 75% of the costs is still payable.

The grounds maintenance team removed rubbish and green waste that had been dumped on the grounds.

The Clerk and Deputy Clerk carried out an inspection of all sites with a fencing contractor to assess security measures. It was noted that a number of sites would benefit from the installation of retractable bollards to reduce the risk of future illegal access and this was discussed at the S&S meeting on 14th August. A programme of works was agreed.

The Clerk is also arranging for more robust padlocks to be installed on all sites.

FINANCE ITEMS

19. INVESTMENTS

The following sum is currently invested in a Money Market Call account:

HSBC	£ 70,000.00	0.30%
------	-------------	-------

The following sum is currently invested on a 95 day notice deposit:

Nationwide	£100,032.06	0.70%
------------	-------------	-------

The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,714.50	0.40%
---------	-------------	-------

The following sum is currently invest in a 30 day Time Deposit:

Santander	£100,847.67	0.10%
-----------	-------------	-------

Cllrs Tarrant and Yates are investigating potential investment options in light of the large amount of CiL funds received.

20. ORDERS FOR PAYMENT

A list of all payments covering the period 19th June 2018 – 14th August 2018 is attached at Appendix 4. 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 31ST JULY 2018

Balance of all Bank A/C's & Investments		
	Co-operative	6,351.50
	HSBC	461,983.82
	Lloyds	104,876.69
	NatWest	102,307.78
	Nationwide	100,032.06
	Santander	100,847.67
	Petty Cash	300.00
	Locks Ride Float	350.00
		877,049.52
	Amount Due to Creditors	(36,038.89)
	Amount Due from Debtors	8,047.63
	Available Funds	849,058.26

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

The comparison of actual expenditure against budget up to 14th August 2018 is attached as Appendix 5.

22. INTERNAL AUDITOR

To Consider instructing Claire Connell as WPC Internal Auditor for 2019/20 as per letter dated 17th July 2018 attached at Appendix 6.

23. 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 2016/17, 2017/18 and 2018/19 are given in Appendix 7.

To consider the following new applications received:

- i) Winkfield Parochial Charity

Application form, quotation and Statement of Financial Position attached as Appendix 8.
Grant requested - £373.00 towards the purchase of new chair for Popel's Hall.

- ii) Any other urgent grant applications received.

A letter of thanks has been received from South Hill Park.

24. DATES FOR THE DIARY

Summer of Fun Day, Locks Ride – 22nd August
Litter Pick – 14th October
Arts Week – 21st – 28th October
December Seasonal Event – date tba

25. EXCLUSION OF PRESS AND PUBLIC

To resolve that pursuant to Section 100 of the Local Government Act 1972, members of the press and public be excluded from the meeting during consideration of the following items relating to the following matters.

26. FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE