



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 21st August 2018 from 7.30pm-8.46pm

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllrs Ms M Gaw	Cllr Mrs D Hayes	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 8310 APOLOGIES FOR ABSENCE

Apologies received from

CM 8311 DECLARATION OF INTEREST

Cllrs Atkinson and Mrs Michie declared an interest in item 23i (Requests for Financial Assistance) and Cllr Ms Hayes declared an interest in item 20 (Orders for Payment).

CM 8312 MINUTES OF THE PREVIOUS MEETING

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

RESOLVED that the minutes of the Meeting of Council held on 17th July 2018 (copy was attached) be confirmed and signed.

CM 8313 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); **Cllr Mrs Hayes is working with BFC to try and arrange a suitable alternative site.**
- b. Invitation from David Putt, Project Manager - Jealotts Hill Community Landshare, to attend the AGM and Annual Celebration on 12th September 2018; **Noted.**
- 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; **this is a route run by a private company – Reading buses. The Clerk was asked to convey WPCs concerns with BFC Ward Cllr Turrell.**
- 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; **Noted.**
- 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> **Noted.**

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- f. The Clerk reported that she had received notification that Mr Tony Pidgley has stepped down as Chairman of The Cranbourne Society and awaits confirmation as to who will take over. **Noted.**

CM 8314 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

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

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

RESOLVED that the Minutes and Recommendations contained therein are accepted..

CM 8315 QUESTIONS

None received.

CM 8316 REPORTS FROM BFC WARD COUNCILLORS

Cllr Mrs Hayes reported on the last BFC Planning meeting.

CM 8317 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

Cllr Barreto has advised that he would like to step down as WPC representative on the TVP Forum. Cllr Paxton agreed to take his place and join Cllr Polydorou on the TVP Forum.

CM 8318 CLERK'S REPORT

The Clerk gave a verbal report of activities to date including preparations for the Fun Day at Locks Ride tomorrow, 22nd August and Arts Week in October.

CM 8319 NEIGHBOURHOOD DEVELOPMENT PLAN

The Chairman gave a verbal update to the present time.

The up to date financial spreadsheet was attached at Appendix 1.

CM 8320 CAPITAL PROJECT UPDATE

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

CM 8321 LITTER PICK

Cllr Ms Gaw will head up the W&C effort supported by Cllrs Atkinson, Mrs Phillips, Tarrant and Wall;

Cllr Polydorou will head up the Forest Park effort supported by Cllrs Barreto, Ms Blyth, Paxton and Shurville;

Cllr Warren will head up the Martin's Heron and The Warren effort and would be grateful to receive any help;

Cllr Mrs Hayes will head up the Ascot Priory effort supported by Cllrs Mrs Luker, Masters, Parkin, Mrs Tilbury and Yates.

The office will work with all four leads to ascertain the best location for collected rubbish to be taken to which will then be picked up by the Grounds Team and taken to one place for collection by BFC. Bin bags and litter pickers will be provided. As soon as more detail is available the Clerk will publish on social media and ask for more support from the community, including schools.

CM 8322 SPEEDING

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

CM 8323 SPEEDING – MOBILE CAMERA

Consideration was given to 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.

The Clerk was asked to obtain more information as to the process.

LEISURE ITEMS – Cllr Shurville led on the Leisure items.

CM 8324 LEISURE REPORT BY PAUL CRAVEN, HdGM&F

Report was attached at Appendix 3. **Noted.**

CM 8325 BLACKMOOR PLAYSACE UPGRADE

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

CM 8326 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 gave a verbal report.

Noted.

CM 8327 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

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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. The cost of this to be taken from Professional Fees. **Noted.**

FINANCE ITEMS – Cllr Yates led on the Finance Items

CM 8328 INVESTMENTS

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

HSBC	£ 70,000.00	0.30%
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The following sum is currently invested on a 95 day notice deposit:

Nationwide	£100,032.06	0.70%
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The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,714.50	0.40%
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The following sum is currently invest in a 30 day Time Deposit:

Santander	£100,847.67	0.10%
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Cllrs Tarrant and Yates have investigated potential investment options in light of the large amount of CiL funds received.

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

RESOLVED that:

- a. The investment with NatWest be increased to £150,000;
- b. The investment with Nationwide be increased to £150,000
- c. £150,000 should be invested in a new account with Barclays.

CM 8329 ORDERS FOR PAYMENT

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

RESOLVED that the payments covering the period 19th June – 14th August 2018 which were attached at Appendix 4 be approved for payment.

CM 8330 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 31st May 2018 was attached at Appendix 8. **Noted.**

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

CM 3331 INTERNAL AUDITOR

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

RESOLVED that Claire Connell should be instructed to act as WPC Internal Auditor for 2019/20 as per letter dated 17th July 2018 which was attached at Appendix 6.

CM 8332 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 were given in Appendix 9.

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.

It was proposed by Cllr Shurville, seconded by Cllr Paxton, and with two abstentions

RESOLVED that this should be deferred to the next meeting and in the meantime the Deputy Clerk to obtain more information regarding the Charity's accounts and assets.

ii) Any other urgent grant applications received.

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

CM 8333 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 – 9th or 16th December provisionally.

Noted.

CM 8334 EXCLUSION OF PRESS AND PUBLIC

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

RECOMMENDED that pursuant to the Public Bodies (Admissions to Meetings) Act 1960, members of the press and public be excluded from the meeting during consideration of the following matters.

CM 8335 FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE

The Chairman updated Council on the latest developments.

Chairman