



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield
on Tuesday 16th October 2018 from 7.30pm-8.46pm

Those present:

Chairman: Cllr D Parkin

Councillors:

Cllr N Atkinson	Cllr Ms E Blyth	Cllrs Ms M Gaw	Cllr Mrs D Hayes
Cllr Mrs S Luker	Cllr J Masters	Cllr Mrs A Michie	Cllr G Paxton
Cllr N Polydorou	Cllr S Tarrant	Cllr R Warren	Cllr C Yates

Officers:

Mrs Marcia Milsom, Deputy Clerk

CM 8366 APOLOGIES FOR ABSENCE

Apologies received from Cllr Shurville.

CM 8367 DECLARATION OF INTEREST

None.

CM 8368 MINUTES OF THE PREVIOUS MEETING

Minute CM8342 should read "..... of The Squirrels Public House and bus driver's cars being parked on the road".

Minute CM8353 should read "Saturday 3rd November".

It was proposed by Cllr Atkinson, seconded by Cllr Mrs Michie, that with the above changes, unanimously

RESOLVED that the minutes of the Meeting of Council held on 18th September 2018 (copy was attached) be confirmed and signed.

CM 8369 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 dated 14th September received from Bob Balding thanking WPC for its efforts to restore a glass recycling bank near to The Squirrels and advising that RBWM has decided to close the glass banks at Ascot High Street. **Noted.**

CM 8370 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

There have been no meetings of Council since the meeting on 18th September 2018.

CM 8371 QUESTIONS

None received.

CM 8372 REPORTS FROM BFC WARD COUNCILLORS

Cllr Mrs Hayes gave a brief report on issues currently being dealt with.

Noted.

CM 8373 REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

The Chairman's report was attached at Appendix 1. **Noted**

Cllr Atkinson reported that he had attended a roadshow hosted by Gigaclear regarding the superfast broadband roll-out. He noted that Gigaclear had offered to come to give a presentation to Council before works commence however Cllr Ms Gaw advised that there was another roadshow scheduled for 24th October from 4.30-7.30pm at Charlotte Pratt Memorial Hall.

CM 8374 CLERK'S REPORT

- This has been a very busy time and we have been stretched in the office and on the grounds with staff holidays.
- The newsletter has been published and we are receiving response to the content. This is a great tool for getting information out to our residents.
- Co-option for the vacancy in the Ascot Priory Ward – public notice has been given – deadline for applications is Friday 26th October.
- Winkfield and Cranbourne Vacancy – the vacancy was published by BFC and the deadline is 12th October – an update will be given at the meeting.
- Councillor Training on the new NPPF takes place on 11th October at BFC. Cllrs Atkinson and Parkin will attend along with the Planning Assistant, Chrissy Gibson.
- 18th September – staff had a wash-up meeting following the recent successful Fun Day at Locks Ride. Some useful 'tweaks' will be made to next year's event to further enhance the event.
- 19th September – Cllrs Parkin, Shurville and I met with BFC to discuss the transfer of sites – see agenda item 18.
- 21st September – the Minerals and Waste Consultation Working Party met to draft a WPC response to the consultation.
- 1st October – the Chairman and I met with the Deputy Ranger at Windsor Great Park to discuss the possibility of a new cycle route from Ascot/Bracknell to Windsor and the possibility of The Crown Estate assisting with the supply of some oak trees for planting on some of our grounds. Paul Craven has secured 30 oak trees grown from acorns of ancient oaks in Windsor Park which will hopefully be delivered at the end of November.

Cllr Yates joined the meeting at 7.40pm.

CM 8375 NEIGHBOURHOOD DEVELOPMENT PLAN

The Chairman gave a verbal update to the present time. The Draft Pre-Submission Plan has been circulated is currently being reviewed by the Steering Group.

The up to date financial spreadsheet was attached at Appendix 2.

CM 8376 CAPITAL PROJECT UPDATE

An updated position of 2018-19 capital projects was attached at Appendix 3.

Cllr Atkinson asked for an update on the KGV toilet project and the Deputy Clerk advised that she had received some information regarding costs and would send these round to members of the working party before arranging a meeting.

Noted.

CM 8377 LITTER PICK

Cllr Ms Gaw reported that the litter pick in Winkfield & Cranbourne had been carried out over 3 days and had been very successful with 63 bags of rubbish collected.

Cllr Polydorou reported that volunteer turn-out had been low in Forest Park but that the day had still been successful. He noted that there had been a large amount of dog waste bags found and asked whether additional dog waste bins could be installed. Cllr Parkin noted that BFC had removed dog waste bins some time ago and advised that dog waste should now be placed in the general waste bins. The Clerk was asked to add an item on the next agenda.

Cllr Tarrant noted that the hedges and ditches around St Mary's School and neighbouring properties were poorly maintained making it difficult for litter to be removed. It was noted that the owners of the ditches/hedges should be requested to bring the maintenance up to date.

CM 8378 ARCHER STRIPS

The Chairman advised that the plan was now back from BFC and confirmed that the plan as agreed would go ahead and will avoid half term. The Clerk was asked to send the revised BFC plan to Councillors.

CM 8379 SPEEDING – MOBILE CAMERA

The Clerk has requested an invoice from Warfield PC for the proportionate cost of purchasing the Sentinel camera and will liaise with Warfield to arrange Councillor/volunteer training.

CM 8380 FOOTPATH WALK

Cllr Ms Blyth reported that plans for the footpath walk are moving forward but that assistance was required with providing refreshments at St Peter's Church. Cllr Mrs Luker agreed to serve tea and coffee and Cllr Polydorou would provide a cake. Any other help from Councillors would be appreciated.

LEISURE ITEMS

CM 8381 BLACKMOOR PLAYSACE UPGRADE

The Deputy Clerk advised that a revised plan had been received and a working party meeting was being arranged to review the plan and present a recommendation to Council.

CM 8382 KING GEORGE V PLAY AREA UPGRADE

The Deputy Clerk advised that there had been a further delay with deliveries of parts. Paul Craven and the Deputy Clerk had attended a site meeting with Hags and the contractors would be back on

site from Wednesday 19th October and works should be completed within 2 weeks. An official opening would be arranged once a completion date was notified.

CM 8383 BFC TRANSFER OF SITES

Cllrs Parkin, Shurville and the Clerk met with BFC to discuss the transfer of three sites from BFC to WPC.

- a. Osman Close Woodland;
- b. Wentworth Way Woodland;
- c. Bog Lane

Following lengthy discussions it was noted that:

- a. Osman Close Woodland's access is owned by Bracknell Forest Homes and the majority of the site is wooded and therefore the cost of the management of the area would be considerable;
- b. Wentworth Way is owned by Ascot Priory and therefore not in the gift of BFC so this would not be considered further;
- c. Bog Lane is an obvious choice for WPC to manage and BFC will now prepare more detailed documents to be considered.

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

RESOLVED that WPC should pursue the transfer of Bog Lane and review the transfer of Osman Close at a later date.

FINANCE ITEMS

CM 8384 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	£150,000.00	0.70%
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The following sum is currently invested in a Liquidity Manager 95 Day account:

NatWest	£100,850.33	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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The Deputy Clerk is currently carrying out the process of increasing the NatWest deposit up to £150,000.00.

Cllr Yates reported that he is still investigating other organisations for additional deposits.

Noted.

CM 8385 ORDERS FOR PAYMENT

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

RESOLVED that the payments covering the period 13th September – 10th October 2018 which were attached at Appendix 4 be approved for payment.

CM 8386 FINANCIAL POSITION AS AT 30TH SEPTEMBER 2018

Financial Position at 30.09.18		
Balance of all Bank A/C's & Investments		
	Co-operative	6,351.50
	HSBC	573,501.50
	Lloyds	109,143.36
	NatWest	102,377.38
	Nationwide	150,000.00
	Santander	100,857.00
	Petty Cash	300.00
	Locks Ride Float	350.00
		1,042,880.74
	Amount Due to Creditors	(25,283.53)
	Amount Due from Debtors	6,610.39
	Available Funds	1,024,207.60

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 10th October 2018 was attached as Appendix 5. **Noted.**

CM 8387 AUDIT 2017/18

The external auditor, PKF Littlejohn has now completed its review of the annual return for 2017/18. A copy of the return together with a Notice of Conclusion has been displayed on the noticeboard outside the Parish office and is available on the website. **Noted**

CM 8388 BUDGET 2019/20

The Deputy Clerk is in the process of preparing the initial draft budget for 2019/20. Councillors were asked to consider potential capital projects for consideration and give details to the Deputy Clerk asap.

The Chairman, Vice-Chairman, Leisure and Finance Leads will be meeting before the next Council meeting to review the draft budget before it is presented to Council.

CM 8389 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 6.

i) Keep Mobile

Application form, resumē, Statement of Financial Position and Statement of Financial Activities was attached at Appendix 7. **Grant requested – up to £668.00 towards the net**

shortfall of providing trips in 2017/18.

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

RESOLVED that Keep Mobile be invited to give a brief presentation before the next Council meeting and answer questions regarding usage and assets.

ii) No urgent grant applications received. **Noted.**

CM 8390 DATES FOR THE DIARY

Arts Week – 21st – 28th October

Footpath Walk – 3rd November, 11am at Asher Recreation Ground

December Seasonal Event – 16th December, 3pm at Carnation Hall

Noted.

CM 8391 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Cllr Mrs Michie, seconded by Cllr Paxton 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 8392 FUTURE MANAGEMENT OF MARTIN'S HERON AND THE WARREN COMMUNITY CENTRE

The Chairman updated Council on the latest developments.

Chairman