

Mrs Marcia Milsom  
Clerk of the Council



11<sup>th</sup> January 2023

There will be a **Meeting of Winkfield Parish Council** to be held in Heron Hall, Martins Heron & The Warren Community Centre, Whitton Road, RG12 9TZ on Tuesday 17<sup>th</sup> January 2023 at 7.30pm, when it is proposed to transact the business specified in the agenda hereto.

Yours sincerely

*Marcia Milsom*

Clerk of the Council

**This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in December 2021. All Councillors are reminded to acquaint themselves with paragraph 2 (Disorderly Conduct at Meetings).**

Prior to the commencement of discussion, 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.

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

To Receive apologies for absence. **Councillors should personally notify the Clerk of the Council by midday of the meeting day 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 MEETINGS**

To Sign as a correct record the Minutes of the Council Meeting held on 13<sup>th</sup> December 2022 – draft minutes attached.

### **4. COMMUNICATIONS/CORRESPONDENCE**

- i. All copies of agendas and minutes of Bracknell Forest Council, and bulletins from the SE Employers organisation are available on the websites. *For noting.*

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

There have been no meetings of Committees or Special Meetings of Council since 13<sup>th</sup> December 2022.

### **6. QUESTIONS**

No written questions received.

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

- i. Chairman's Report –the Chairman's report is attached as Appendix 1. *For noting.*
- ii. Verbal Reports - to receive verbal reports from other Councillors/Officers representing the Council on outside bodies.

### **8. CLERK'S REPORT**

The Clerk's report is attached as Appendix 2. *For noting.*

### **9. REPORTS FROM BFC WARD AND PARISH COUNCILLORS**

- i. There have been no written reports from Ward Councillors.
- ii. To Receive verbal reports from Ward Councillors on matters within their wards.
- iii. To Receive verbal reports from Parish Councillors on matters within their wards.

### **10. WARM HUBS**

To Receive a verbal update from the Working Party.

## 11. FOOTPATH WALK

The Footpath Working Party have set the date for the next footpath walk as Saturday 11<sup>th</sup> March, starting at Asher Recreation Ground. *For noting.*

## 12. CAPITAL PROJECT UPDATE

A list of 2022-23 capital projects is attached as Appendix 3. *For noting.*

## **LEISURE ITEMS**

### 13. TENNIS COURTS

The new access gate has now been installed by LTA and the grant funding is being drawn down to cover the cost.

The system now allows for pay & play sessions. The Clerk has looked at charges by other local courts for pay & play which range as follows:

| Location                  | Provider                   | Cost           |
|---------------------------|----------------------------|----------------|
| Jocks Lane/Great Hollands | Bracknell Town Council     | £5.60 per hour |
| Broomhall                 | Sunningdale Parish Council | £7.00 per hour |
| Westmorland               | Bracknell Forest Council   | £6.20 per hour |
| Cantley Park              | Wokingham Borough Council  | £8.00 per hour |

To Consider the charge for pay & play tennis at Ascot Jubilee Recreation Ground

## **FINANCE ITEMS**

### 14. FINANCE WORKING PARTY

The Working Party met on 9<sup>th</sup> January 2023 – notes attached as Appendix 4.

To Consider the recommendations of the Working Party as follows:

- i. To remove cash petty cash floats at Locks Ride Cabin and the Parish Office.

### 15. ORDERS FOR PAYMENT

A list of all payments covering the period 6<sup>th</sup> December 2022 – 9<sup>th</sup> January 2023 is attached at Appendix 5.

All payments have been approved by the Clerk and two Councillors and paperwork 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.)

### 16. FINANCIAL POSITION AND CURRENT INVESTMENTS

- i. Balances of all bank accounts and investments as at 31<sup>st</sup> December 2022 are attached at Appendix 6. Full bank reconciliations are available in the Parish Office. These are being approved by the RFO and the Lead Finance member. *For noting.*

- ii. A summary I&E statement is attached at Appendix 7. *For noting.*

**Please advise the office prior to the meeting of any queries on the above in order that the relevant information can be brought to the meeting.**

## **17. BUDGET 2023/24**

A draft summary budget and draft Earmarked Reserves summary were approved in principle at the December meeting. Minor adjustments have been made and an updated full draft budget, summary budget and Earmarked Reserves are attached at Appendices 8a, 8b and 8c.

The resulting draft Precept calculation is attached at Appendix 8d.

- i. To Agree the proposed budget and Earmarked Reserve additions for 2023/24.
- ii. To Agree the amount of the Precept to be served on the rating authority (Bracknell Forest Council) for 2023-24.

## **18. REQUESTS FOR FINANCIAL ASSISTANCE**

The budget for Donations for the current year is now £13,000 to include General Donations, Churchyard Maintenance Grants and Village Hall Grants. *For noting.*

Details of donations made in 2019/20, 2020/21, 2021/22 and 2022/23 are given in Appendix 9.

- i. To Consider the following applications received:

- a. Stepping Stones Recovery College

Application form and financial statements attached at Appendix 10. **Grant requested - £750** towards fundraising to invest in research, learning resources, educational workshops and peer volunteer training.

- b. Bracknell & District Parkinson's Branch

Application form and financial statements attached at Appendix 11. **Grant requested - £1,000** towards subsidising services for members to help alleviate their condition.

- ii. Any urgent grant applications received.

## **19. DATES FOR THE DIARY**

|                              |                       |
|------------------------------|-----------------------|
| 11 <sup>th</sup> March 2023  | Footpath Walk         |
| 23 <sup>rd</sup> May 2023    | Annual Parish Meeting |
| 25 <sup>th</sup> June 2023   | Cycle Ride            |
| 1 <sup>st</sup> October 2023 | Silver Sunday         |

*For noting.*