

Mrs Ruth Lyes
Clerk of the Council



9th August 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 15th August 2023 when it is proposed to transact the business specified in the agenda hereto.

Yours sincerely

Ruth Lyes

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 18th July 2023 – draft minutes attached at Appendix 1.

4. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

There have been no meeting of Committees of Council and Special Meetings of Council.

5. COMMUNICATIONS/CORRESPONDENCE

We have received:

- I. An email from RBWM Sustainability & Environment Team calling for volunteer representation and involvement from local Parishes related to Berkshire Local Nature Recovery Strategy. This email was circulated to Councillors **For noting.**
- II. An email from the Soil Association advising of a consultation prior to an audit of the forest management at The Crown Estate. This has been circulated to councillors and any relevant input requested. **For noting and review of any comments to be made on behalf of Winkfield Parish Council.**

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

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 – to receive verbal report. **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. To Receive written reports from BFC Ward Councillors. None received.
- ii. To Receive verbal reports from Parish Councillors on matters within their wards.

10. CAPITAL PROJECT UPDATE

A list of 2023-24 capital projects is attached as Appendix 3. **For Noting.**

11. STRATEGIC PLAN (3,5,10 YEAR) WORKING PARTY TOR

To agree the Terms of Reference as recommended by the Strategic Plan Working Party Appendix 4

12. SILVER SUNDAY EVENT

To consider the format of this Annual October event which has a pre-agreed budget of £300.

LEISURE ITEMS

13. LEISURE REPORT

Please see Allan Moffat's report attached at Appendix 5.

14. LVS CAR PARKING AGREEMENT

Decision on this item was deferred from the previous meeting for further review (CM 9820). The matter has been reviewed by the Finance Working Party and the recommendation is for inflationary increase of 5% in line with the general facilities charge uplift that was applied agreed November '22 (CM9613)

To Agree continuation of licence to LVS for use of car parking spaces at Ascot Jubilee.

To Agree an increase of 5% to the annual licence fee for parking by LVS pupils at Ascot Jubilee Recreation Ground starting at the new school year, September 2023

FINANCE ITEMS

15. GRANT BUDGET AND GRANT AID POLICY

Decision on this item was deferred from the previous meeting (CM 9821)

- i. **To agree** a proposal to increase the current 2023/24 grant budget from £13,000k to £25,000 to be funded from General Reserve
- ii. **To agree** a revised Grant Aid Policy and Guidance Notes Appendix. Appendix 6

16. ORDERS FOR PAYMENT

To Agree the attached list of payments covering the period 1st July to 31st July 2023 see Appendix 7.

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 latest one day **prior** to the meeting so that an informed answer can be given.)

17. PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

To agree that the Council in accordance with its powers under s137 of the LGA 1972 should incur the expenditure as per Appendix 8, which in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

18. FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts and investments as 31st July 2023 are attached at Appendices 9-10. Full bank reconciliations are available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **For Noting.**

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

19. REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is currently £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, 2022/23 and 2023/ 24 are given in Appendix 11. **For noting**

To Consider the following applications received:

- i. One new grant application received from South Hill Park. Application form and financial statements are attached at Appendix 12. Grant requested of £6,000 towards a pit lift upgrade to facilitate the continued hosting of community groups.
- ii. Any urgent grant applications received. None received.

20. BANK AND INVESTMENT ACCOUNT SIGNATORIES

To agree to add the Clerk (Ruth Lyes) and Chairman (Colin Dudley) as signatories to all bank accounts and to remove redundant signatories from all.

To agree to update the signatories for the CCLA account (new signatories to be : the Clerk (Ruth Lyes) ARFO (Lindsay Dale) and Cllrs Paxton , Atkinson and Dudley

21. WINKFIELD NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

BFC are proposing that the “decision” on the decision statement (which sets out the modifications to the WNP as per the Examiners Report) and to send the NP to referendum is made on 15th September. The referendum is likely to be mid-November – date TBC. The Steering Group have drafted up an information leaflet (final version to be agreed by the Group) to be delivered to households with the Autumn Newsletter beginning October. **For noting.**

22.DATES FOR THE DIARY

Events	
Summer of Fun	10 th August 2023
Silver Sunday	1 st October
Arts Week	22 nd to 29 th October

WPC Meetings	
Council	19 th September; 17 th October, 21 st November
Planning & Highways	5 th September 3 rd ; October, 7 th November
Staffing & Strategy	26 th September

For noting.

23.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.

24.LOCKS RIDE PAVILION PROJECT UPDATE AND QUOTE REVIEW

25.STAFFING

PLEASE NOTE THAT COPIES OF APPENDICES ARE AVAILABLE ON REQUEST FROM THE PARISH OFFICE