Mrs Ruth Lyes
Clerk of the Council

13th March 2024

Dear Councillor

You are hereby summoned to a Meeting of Winkfield Parish Council to be held in Carnation Hall, Chavey Down Road, RG42 7PA on Tuesday 19th March 2024, 7.30pm, when it is proposed to transact the business specified in the agenda hereto.

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).

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.

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 rear or front doors and make their way to the fire assembly point in the car park.

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.

Yours sincerely

Ruth Lyes

Clerk of the Council

Members of the Public: you are invited to attend

AGENDA

1. WELCOME FROM THE CHAIR

2. PUBLIC PARTICIPATION

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.

3. 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.

4. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

5. MINUTES OF THE PREVIOUS MEETINGS

To approve and sign the Minutes of the Council Meeting held on 20th February 2024 draft minutes attached at Appendix 1.

6. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

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

7. COMMUNICATIONS / CORRESPONDENCE

We have received:

i. The Winkfield & North Ascot Good Neighbour Scheme have sent a message of thanks for grant that was awarded to them. **For noting.**
ii. The Sunningdale & Ascot Camera Club have sent a message of thanks for grant that was awarded to them. **For noting.**
iii. An email from the King's Ride Residents Association regarding a spate of burglaries and seeking further information about planning implications related to some potential security measures in the area. The Clerk has requested further information. **For noting**.
iv. Notification received from Bracknell Forest Council of an extension to the Youth Strategy Consultation period until 12th March. This information and the consultation link was shared with Councillors should they wish to respond on an individual basis and posted on WPC social media. **For noting.**
v. Consultation for residents received from the Royal Berkshire Fire & Rescue Service on "The Way We Respond to Automatic Fire Alarms". This has been shared on social media and a copy forwarded to the Chairman for review. **For Noting**

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

8. QUESTIONS

No written questions received.

9. REPORTS OF COUNCILLORS/OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

i. 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.

10. REPORTS FROM BFC WARD AND PARISH COUNCILLORS

i. To Receive written reports from BFC Ward Councillors. None received.
ii. To Receive written reports from Parish Councillors. None received.
iii. To Receive verbal reports from Parish Councillors on matters within their wards.

11. EVENTS WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Meeting notes by the Clerk are attached at Appendix 2

To consider recommendations related to the programme of events for 2024 as detailed in the Clerks Meeting Notes attached at Appendix 2

12. CLIMATE CHANGE WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Meeting notes are attached at Appendix 3.

i. **To consider recommendations for approval** of the Climate Change Working Party as detailed in the Clerks Meeting Notes attached at Appendix 3

ii. **To consider the recommendation for approval** of the revised Climate Change Policy as attached at Appendix 4. The Climate Change Working Party recommend the inclusion of a clause related to SMART principles, which is indicated in red text in the attached document.

13. 3/5/10 YEAR PLAN WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

The report and recommendations from the working party will be presented to Council for consideration at the next meeting of Council. **For noting**.

14. CLERK'S REPORT

The Clerk's report is attached as Appendix 6. **For Noting**.

15. CAPITAL PROJECT UPDATE

A list of 2023-24 capital projects is attached as Appendix 7. **For Noting**.

LEISURE ITEMS

16. LEISURE REPORT

Report attached at Appendix 8. **For Noting.**

FINANCE ITEMS

17. ORDERS FOR PAYMENT

To Agree the attached list of payments covering the period 1st February to 29th February 2024 see Appendix 9.

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.**)**

18. PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

Current record of S137 payments for 2023/ 24 is attached at Appendix 10**.** Items added since previous report are highlighted.

To agree that the Council in accordance with its powers under s137 of the LGA 1972 should incur the expenditure as per Appendix 10, 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.

19. FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts and investments as 29th February 2024 are attached at Appendices 11-12. Full bank reconciliations are available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **For Noting**.

A summary I&E statement is attached at Appendix 13. **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.

20. REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is currently £25,000 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 14. **For noting.**

To Consider the following applications received:

i. Grant application received from The Dash Charity. Application form attached at Appendix 15 together with supporting information and financial documentation. Full accounts for 2023 were provided – the Clerk has attached an extract of these

as part of Appendix 15. Grant requested of £1000 to support work of the charity with victims of domestic abuse as detailed on the application form.

ii. Grant application received from Winkfield St Mary's Church of England School PTA Appendix 16 together with supporting information and financial documentation. Grant requested of £2000 to contribute to the cost of a sensory room at the school.

The Clerk has sought advice from sector professionals (HALC) for clarification on what powers may be available with regard to considering this application .They have advised that Parish Councils can award grants to PTAs provided the PTA is operating as a voluntary organisation. The relevant Power available is S137 of the LGA 1972 which is for expenditure, 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 level expenditure.

iii. Any urgent grant applications received. None received.

21. WINKFIELD ROW TRAFFIC CALMING AMENDED PROPOSAL REQUEST

Clerks report is attached at Appendix 17

To consider the revised proposal for Winkfield Parish to contribute a sum of £5,000 toward the traffic calming scheme from CIL in conjunction with BFC and Lambrook School and subject to the usual requirements for public consultation by BFC.

22. ALLOTMENTS CHARGES REVIEW

To review and consider an increase for the allotment charges consistent with Nov'23 (CM 9935) agreed increase of 3% applied to regular and casual users of parish Facilities. In line with Allotment Association guidelines, prices are discounted by 25% for residents aged 68+

2022/23 charges pa	2023/24 charges pa	2024/25 3% increase proposed charges pa
Standard plot £47.40 ½ plot £23.70	Standard plot £50.70 ½ plot £25.35	Standard plot £52.20 ½ plot £26.10

23. CORONATION INITIATIVE END OF FINANCIAL YEAR REPORT

End of Year Report attached as Appendix 18. **For noting.**

24. ANNUAL PARISH MEETING DRAFT AGENDA

The DRAFT Agenda for the Annual Parish Meeting on 21st May is attached for your information and comment – see Appendix 19.

To consider if any amendments required to the draft agenda and also to consider if there are any particular organisations that the Councillors would like the Clerk to invite to make presentation at the meeting.

The Parish Meeting to be convened by the Chair of the Parish Council. **For Noting**

25. ITEMS FOR NEXT AGENDA

Written notice of items for consideration for inclusion on the agenda of the next Council meeting to be submitted by councillors to the Clerk by 2nd April 2024. **For noting**.

26. DATES FOR THE DIARY

Events	
Spring Footpath Walk	23rd March '24
Annual Winkfield & Warfield Cycle Ride	23rd June '24 (starting from Carnation Hall)
Summer of Fun '24	30th August '24 (Locks Ride)
Arts Week (Winkfield / Binfield/ Warfield PC)	26th October to 2nd November '24
Festive Event	15th December '24 (Carnation Hall)
Climate Change Concert	Spring 2025 – date TBC

WPC Meetings	
Council	16th April '24, 28th May '24 (Annual Mtg), 18th June'24
Planning & Highways	2nd April '24, 7th May '24, 4th June '24
Staffing & Strategy	11th June '24

Other	
Lily Hill Park Steering Group	30th April - (WPC representatives) - Bracknell Lawn Tennis Club
Annual Parish Meeting	21st May '24

For noting.

Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA
on Tuesday 20th February 2024 from 7.30pm – 8.57 pm

Councillors present:

Cllr P Adams	Cllr N Atkinson	Cllr G Barber	Cllr O Barreto
Cllr T Blakemore	Cllr E Blyth	Cllr K Buchler	Cllr C Dudley (Chair)
Cllr C Ehinger	Cllr P Frewer	Cllr M Gaw	Cllr D Hayes MBE
Cllr O Lazar	Cllr A Michie	Cllr K Rowland	Cllr D Wall
Cllr R Warren			

Officers:
Ruth Lyes, Clerk

Other in attendance:
3 representatives from Stepping Stones Recovery College

CM 10003 WELCOME FROM THE CHAIR

The Chair welcomed those in attendance to the meeting.

CM 10004 PUBLIC PARTICIPATION

None

CM 10005 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Karim and Paxton

CM 10006 DECLARATION OF INTEREST

Following late arrival (20.03) Cllr Adams declared a pecuniary interest (Chairman of JHCL CIC) in item 22 on the agenda - Jealotts Hill Community Landshare grant application.

CM 10007 PRESENTATION FROM STEPPING STONES RECOVERY COLLEGE

Presentation was made by Stepping Stones Recovery College following an invitation from Council to attend to provide further information relevant to the grant application made. Question and answer session followed. The grant application was considered later in the meeting - see item CM 10,0024.

DRAFT

Cllr Rowland arrived 19.35.

CM 10008 MINUTES OF THE PREVIOUS MEETING

Draft minutes of the meeting held 16th January 2024 were attached at Appendix 1

It was proposed by Cllr Barber, seconded by Cllr Miche and with 1 abstention

RESOLVED that the minutes of the meeting held on 16th January 2024 be confirmed and signed.

CM 10009 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

Extraordinary Meeting of Council

Draft minutes of the meeting held 6th February 2024 were attached at Appendix 2

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

RESOLVED that the minutes of the Extraordinary Meetings of Council held on 6th February 2024 be confirmed and signed.

Staffing & Strategy Committee Meeting

Draft minutes of the meeting held on 23d January 2024 with recommendations to Council were attached as Appendix 3**.**

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

RESOLVED that the minutes of the Staffing & Strategy Committee Meeting held on 23d January 2024 be confirmed and signed.

The following recommendations made by the Staffing and Strategy Committee to Council were reviewed and considered:

1. Co-option Policy & Council Standing orders to be amended as follows:
    - Co-Option policy to be updated in line with current NALC Legal Topic Note 8 Elections & Co-Options
    - Standing Orders to allow for voting in the co-option process to be by way of written ballot in open session.
    - Co-option Policy to state that voting will be by written ballot with the votes to be counted by the presiding officer in attendance at the meeting.
    - Co-option Policy to be amended to include that during the candidate presentations, only the candidate giving the presentation will be present in the room. Other candidates will be required to vacate the room.
    - Section 6.3 of the WPC Co-Option Policy be amended to preclude any discussion in closed session. Following the conclusion of the candidate presentation and question session the council will move to a vote without discussion between Councillors.

2. New Policies to be adopted:

- Dignity at Work Policy to be adopted as a replacement to the current Anti-Harassment & Bullying Policy
- Safeguarding Policy

3. Staffing:
   - To approve the successful completion of the probationary period for two members of staff
   - That delegated powers be granted to the Clerk to approve the successful completion of a staff member trial period ending 1st March subject to no concerns being raised in the interim period.
   - To approve the job evaluation for the role of Deputy Responsible Finance Officer

It was proposed by Cllr Blyth, seconded by Cllr Wall and with one abstention

RESOLVED to adopt the recommendations of the Staffing Committee meeting held 23rd January 2024

CM 10010 WINKFIELD ROW TRAFFIC CALMING SCHEME

Council gave further consideration to a proposal that had been made by BFC Ward Cllr Virgo for Winkfield Parish Council to contribute a sum of up to £10,000 to a revised traffic calming scheme in Winkfield Row. An updating report from the Clerk was attached at Appendix 4 and a BFC plan of the proposed scheme was attached at Appendix 5.

Cllr Adams arrived 20.03

Discussion followed on the justifications and merits of this proposal. The engagement by residents who had contacted the council and the work and effort involved by those putting this proposal together was recognised. There were however concerns in committing to this scheme at the present time.

It was proposed by Cllr Dudley seconded by Cllr Warren and with two abstentions

RESOLVED that the proposed scheme would not be supported at the present time but would form part of wider traffic calming deliberations and considerations for implementation within the next three years as part of the WPC 3/5/10 year plan (currently in development) and in conjunction with BFC Highways.

CM 10011 COMMUNICATIONS / CORRESPONDENCE

The following communications had been received **Noted**:

i. Emails from the Chavey Down and Maidens Green steering group members noting appreciation for the Neighbourhood Plan event that had been arranged.

ii. Several emails have been received from parents using the nursery at Carnation Hall related to use of the carpark by construction workers from the nearby Furzefield development. WPC staff are working with the site manager to address issues and the Clerk is monitoring the situation.
iii. Email from Sebastian Action Trust thanking Council for the grant funding.
iv. Information / update had been supplied by BFC Community Engagement & Equalities on the following matters:
   a. Town & Country magazine – Currently this is distributed online weekly as Town & Country Extra. Parish & Town Councils are welcome to submit community information for sharing in the Borough and have provided guidance on how to do this.
   b. BFC Planning Committee Ward representation – the makeup of the committee is agreed annually at Council and since applications are determined on behalf of the whole Borough rather than where the development is located, there is no necessity to have ward representation from all wards. All members are able to speak at committee on specific items as visiting members, providing a "ward view".

      Cllr Hayes commented that she was not satisfied with the response (b) above.

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

CM 10012 QUESTIONS

No written questions received.

CM 10013 REPORTS OF COUNCILLORS / OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

i. Chairman's Report –the Chairman gave a verbal report on the following matters:
   - Work on the Locks Ride Pavilion was now underway.It was noted that for health & safety reasons, site visits by councillors should be kept to a minimum with arrangements to be made via the Clerk.

ii. Verbal Reports – Verbal reports from other Councillors / Officers representing the Council on outside bodies were received:

   a. Cllr Atkinson reported on attendance in January at the Winkfield Parochial Charities meeting:
      - Two flats would become available in the next few months
      - Refurbishment works to be undertaken on the hall
      - Development of more detailed financial investment information was being looked at

It was also reported that Cllr Atkinson and Cllr Lazar had attended the charities' Christmas Lunch and this had been appreciated by the residents.

CM 10014 REPORTS FROM BFC WARD AND PARISH COUNCILLORS

i. No written reports were received from BFC Ward Councillors. **Noted.**

ii. The following verbal reports were received from Parish Councillors on matters within their wards:

a. Cllr Hayes reported that:

- Ongoing issues on the roads in the vicinity of Ascot Heath school at peak school times. BFC Highways (Nick Rose) and Mary Templeton (leader of BFC) are involved in the matter. Cllr Hayes noted that going forward an onsite visit was proposed and that any interested Councillors were encouraged to attend. Details TBC
- There was an opportunity for WPC to consider using a giant poppy outside the office as part of D-Day 80 commemoration – arrangements for this if required would be via Cllr Hayes
- The Day Nursery had requested a "Please Shut the Gate "sign for Fernbank Play Area – Clerk to organise.
- Fernbank Play Area – Cllr Hayes would liaise with the Clerk regarding one of the items of play equipment. Clerk to confirm insurance arrangements to Cllr Hayes.

b. Cllr Wall reported that:

- Cranbourne Amateur Dramatic Society were looking for volunteers for an October Half Term production.

c. Cllr Gaw reported that:

- A member of public had raised a question concerning the polo ground footpath with Bracknell Forest Council and had been advised by an Executive Member that the footpath issue was to be resolved by end April '24.
- Lovel Road / Lovel Lane / Hatchet Lane flooding issues were being actively addressed by BFC , WPC and other interested parties.
- There had been a tribunal ruling sometime ago related to an Asset of Community Value in relation to the British Legion Hall in Cranbourne. It is noted that WPC do not have opportunity to pursue this matter or use of the hall further.

d. Cllr Buchler reported that:

- Membership numbers for the neurodivergent FC Bracknell club continue to grow well with membership currently standing at around 30. The club chairman had extended appreciation for the grant support that WPC had provided.

CM 10015 3 -5 -10 YEAR PLAN WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Clerk notes from the working party meeting held 8th February '24 were attached at Appendix 6. Recommendations related to Working Party Structure and Traffic Calming funding were considered.

Discussion followed. While it was agreed that the structure of the working parties could benefit from review it was agreed that no decision would be made at this time. It was also agreed that no decision be made regarding allocation of funds

for traffic calming highways measures until such time as the 3/5/10 Year Plan had been further developed.

It was requested that the Clerk organise a further meeting of the 3/5/10 Year Plan Working Party (invite to be open to all Councillors) to be held prior to the March Council Meeting.

Target date for the 3/5/10 Year Plan to be presented to Full Council to be May '24 Council Meeting.

CM 10016 CARNATION HALL NEW FOOTPATH PROPOSAL

A communication had been received from BFC, advising that they have been approached in relation to offsite improvements to the western edge of land leased to WPC at Carnation Hall, to support a proposed residential development (19/00009/OUT 42 Dwellings, Whitegates, Mushroom Castle). Information was provided in a Clerks Report at Appendix 7.

Discussion followed.

It was proposed by Cllr Dudley, seconded by Cllr Blakemore and with one abstention

RESOLVED to refuse the proposition for a footpath / cycle path through Carnation Hall grounds in connection with application 19/00009/OUT

CM 10017 CLERK'S REPORT

The Clerk's report was attached at Appendix 8. **Noted.**

CM 10018 CAPITAL PROJECT UPDATE

A list of 2023-24 capital projects was attached at Appendix 9. **Noted**

CM 10019 LEISURE REPORT

The Leisure Report was attached at Appendix 10. **Noted**

CM 10020 ORDERS FOR PAYMENT

A list of all payments covering the period 1st January to 31st January 2024 was attached at Appendix 11. All payments have been approved by the Clerk and two Councillors and paperwork is available at the office.

It was proposed by Cllr Atkinson, seconded by Cllr Dudley and unanimously

RESOLVED to accept the payments covering 1st January to 31st January 2024

CM 10021 PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

A list of payments for approval was attached at Appendix 12.

It was proposed by Cllr Michie, seconded by Cllr Dudley and unanimously

RESOLVED that in accordance with its powers under s137 of the LGA 1972 the Council should approve the payments, which in the opinion of the Council, are in the interests and to the benefit of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure.

CM 10022 FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts and investments as at 31st January 2024 were attached at Appendices 13 – 14. Full bank reconciliations are available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **Noted**

A question related to investment decisions pending the Pavilion Project payments schedule was raised and it was confirmed that decision could be made beginning of new financial year by when more detailed information would have been provided in terms of contract payments schedule.

A summary I&E statement was attached at Appendix 15. **Noted**

CM 10023 HISTORICAL ACCURAL CREDIT

It was proposed by Cllr Atkinson, seconded by Cllr Barreto and unanimously

RESOLVED to approve an in-year book keeping adjustment to address the unnecessary and historical accrual credit of £2080 related to audit fees

CM 10024 REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is £ 25000 to include General Donations, Churchyard Maintenance Grants and Village Hall Grants. **Noted.**

Details of donations made in 2019/20, 2020/21, 2021/22, 2022/23 and 2023/24 were given in Appendix 16.

Consideration was given to the following applications received:

i. Grant application received from Winkfield & North Ascot Good Neighbour Scheme. Application form attached at Appendix 17 together with supporting information and financial documentation. Grant requested of £500 to assist with the retention of the service.

It was proposed by Cllr Atkinson, seconded by Cllr Dudley unanimously

RESOLVED to award a grant of £500 to Winkfield & North Ascot Good Neighbour Scheme.

Cllr Adams declared an interest in the following item and left the room whilst the matter was discussed and decided upon (20.48)

ii. Grant application received from Jealotts Hill Community Landshare (JHCLS) CIC. Application form was attached at Appendix 18 together with supporting information and financial documentation. Grant requested of £3000 to contribute to the cost of employing a land share manager to enable the site to re-open.

Following discussion about the positive community benefits of this organisation's activities to the residents it was proposed that a donation to the unrestricted funds of JHCL CIC be considered.

It was proposed by Cllr Atkinson, seconded by Cllr Blakemore and with two abstentions

RESOLVED to award a grant of £3000 to Jealotts Hill Community Landshare CIC using Power of S137 of the LGA 1972 being expenditure, 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 level expenditure. The grant to be a donation to the unrestricted funds of JHCLS CIC

iii. Grant application received from Stepping Stones Recovery College. Application form was attached at Appendix 19 together with supporting financial and other information. Grant requested £750 to support the launch of the program for Young Adults from April 2024.

It was proposed by Cllr Buchler, seconded by Cllr Blyth and unanimously

RESOLVED to award a grant of £750 to Stepping Stones Recovery College

iv. Grant application received from Sunningdale & Ascot Camera Club. Application was attached at Appendix 20 together with supporting financial and other information. Grant requested of £300 for the purchase of a new projector.

It was proposed by Cllr Atkinson, seconded by Cllr Dudley and with one abstention

RESOLVED to award a grant of £300 to Sunningdale & Ascot Camera Club.

v. Any urgent grant applications received. None received. **Noted**

CM 10025 ITEMS FOR NEXT AGENDA

Written notice of items for consideration for inclusion on the agenda of the next Council meeting to be submitted by councillors to the Clerk by 5th March 2024. **Noted**.

CM 10026 DATES FOR THE DIARY

Events	
Defib Familiarisation Sessions (with Thames Valley Heartbeat)	12th February, 24th February, 9th March '24 (Carnation Hall)
Spring Footpath Walk	23rd March '24
Climate Change Concert	June '24 - date TBC (Brownlow Hall TBC)
Annual Winkfield & Warfield Cycle Ride	23rd June '24 (starting from Carnation Hall)
Summer of Fun '24	30th August '24 (Locks Ride)
Arts Week (Winkfield / Binfield/ Warfield PC)	26th October to 2nd November '24
Festive Event	15th December '24 (Carnation Hall)

WPC Meetings	
Council	19th March '24, 16th April '24, 28th May '24 (Annual Mtg)
Planning & Highways	5th March '24. 2nd April '24, 7th May '24
Staffing & Strategy	11th June '24
Events Working Party	16th February

Other	
Lily Hill Park Steering Group	30th April - (WPC representatives) - Bracknell Lawn Tennis Club
Annual Parish Meeting	21st May '24

Noted.

Chairman

DRAFT

Appendix 2

Events Working Party Meeting – 16th February – Carnation Hall – 3pm

Meeting Notes: Clerk

Attendees: Cllrs Blyth, Wall, Michie, Gaw and Paxton

Officers: Clerk

Programme of Events for the following year was discussed:

1. Spring Footpath Walk – 23rd March '24 – from Asher – Cllr Wall organising. **Recommendation: Spring Footpath Walk to go ahead**

2. Cycle Ride – 23rd June '24 – from Carnation Hall – collaborative event with Warfield PC. Possibly provide so background music at the event in the hall for registration and certificate collections. **Recommendation: Annual Cycle Ride to go ahead**
3. Photography Event – Spring '24 – had been previously suggested by Cllr Blakemore. Decision was to make this a Photography Event for residents to submit to pictures from around the Parish. **Recommendation: Cllr Blakemore and Clerk to liaise regarding this**.

4. D Day 80 – 6th June '24. **Recommendation: that this be marked by tree planting with plaque**. Type, number and location to be investigated by the Clerk.
5. Summer of Fun – provisional date had been changed to 30th August '24, however due to unforeseen pavilion groundwork delays, the working party **recommend to Council that the Winkfield Parish Summer of Fun event be cancelled for 2024**. This would avoid incurring potential unnecessary costs in the increasingly likely occurrence that the build will over run. Other events would be run in neighbouring parishes. Due to the increasing popularity of the event, there is no other suitable alternative site with Winkfield Parish.
6. Silver Sunday – 6th October '24.
   There was discussion on the format that this should take. Previous years there have been purchases of biscuits that Councillors can distribute as seen appropriate within their Wards and WPC also contribute to a local Silver Sunday Event. There was not universal take up of the biscuit distribution for the 2023 event and so alternative options were considered. **Recommendation:** fewer biscuits to be purchased and distributed those Councillors wishing to partake. Financial donation be made to support the delivery of a local event. Forest Park Age Concern Day Centre (in the South of the Parish) is nominated by the working party. Clerk to liaise with ward councillors and Age Concern about supporting by donation their Silver Sunday Event.

7. Arts Week – October Half Term (Sunday 27th October to Sunday 3rd November) – arrangements are in course for this annual event. **Recommendation**: event to proceed as usual in collaboration with Warfield and Binfield parish Councils.
8. Autumn Footpath Walk – date TBC – Cllr Wall to organise. **Recommendation**: event to be approved
9. Christmas Wreath Making - dates TBC – 2023 event was successfully run by staff. **Recommendation**: event to be approved with a price increase to reflect costs. 2023 cost £25 – price increase to be confirmed nearer the time when costs of material and staff time can be assessed.
10. Climate Change Concert – organiser Cllr Blyth. Date of concert to be confirmed. **Recommendation** is that this be moved to 2025 – provisional date Sunday 23rd March 2025.

Appendix 3

Climate Change Working Party Meeting – 7th March '24 – Carnation Hall – 9.30am

Meeting Notes: Clerk

Attendees: Cllrs Wall (Chair), Hayes, and Paxton

Officers: Ruth Lyes (Clerk)

The following Items were discussed with recommendations stated where made:

1. **Apologies**: Cllr Barber

2. **Amending the Climate Change Policy to include SMART**

   It was proposed by the group that an amendment be made to the policy to reference that new climate change related projects will adhere to SMART principals.
   Action:
   Cllr Ward to submit suggested wording to the Clerk for inclusion on the agenda for the Council March Council.

   WP Recommendation to Council: Council to review for consideration and adoption the amended Climate Change Policy with inclusion of SMART principles clause.

3. **Potential EV Charging Project**

   Cllr Wall advised that he had previously discussed this matter with Cllr Barber and proposed next steps to include (see 2.1 & 2.2):

   3.1 Explore the possibilities of installing more EV points on WPC sites at a NIL cost to WPC.
   3.2 Liaise with other Parish and Town Councils
   3.3 Cllr Hayes advised that Sainsburys had launched a Smart Charge Scheme which she would investigate and report back
   3.4 The Clerk advised that she had made contact with a ESPO (a public sector owned professional buying organisation) and they do have a procurement framework related to purchase and lease of EV points and also a consultancy service including site surveys and feasibility studies)

   WP Recommendation to Council: To agree that further exploration of items 2.1, 2.2, 2.3 by the working party and for the Clerk to make further enquiries with ESPO regarding their frameworks. WP to then report back to Council.

4. Liaison with BFC Climate Work

The following suggestions were made:

4.1 Climate Change WP to have a meeting with BFC about EV sites
4.2 Climate Change WP to invite Sebastian Wright (Parish & Town Council Climate Change Working Party) to attend the next WPC Climate Change Working Party Meeting. **Clerk to Action**
4.3 Derek Wall to attend the upcoming BFC Transport WP online meeting – 26th March and report back to Council.

5. 3/5/10 Year Plan

Cllr Wall to review Climate Change inputs to the data gathering document and will attend the 3/5/10 Year Plan Working Party Meeting 12th March.

6. AOB

The new Bio Diversity Net Gain legislation 2024 was briefly discussed , noting that this will have impact with regard to planning.

7. Next Meeting via Teams – Tuesday 23rd April – 9.30am. **Action :** Clerk to send Teams invite.

Appendix 4

WINKFIELD PARISH COUNCIL
Climate Change Policy

Approved: v2 TBC
Review by: 18th January 2025
Version: V.02

1.0 Introduction

Climate change is a serious problem and is already causing disruption. Winkfield Parish Council is committed to reducing emissions of carbon dioxide and other gases that lead to global warming via the greenhouse effect. In turn we are working to reduce the impact that climate change will have on our area, and to do all we can to conserve our beautiful local environment.

We aim to work with other local parish and town councils, Bracknell Forest Council, national government, local residents and businesses to do all we can to practically deal with these challenges. All policies potentially produce costs and unforeseen consequences. Consultation and care are vital, and our knowledge of both climate change and ways to reduce its impact are fast developing.

Our basic approach is to look at everything we do as a parish council and to see how we can make positive, practical changes to reduce emissions of climate change gases and to adapt to the effects of climate change.

Climate change mitigation and adaption measures will draw upon ideas and inspiration gathered from our staff, our councillors, local residents and businesses. While we would urge everyone to do their bit, our focus is on what we do as a council.

Where WPC is required to spend public money, a full cost benefit analysis should be carried out.

All projects should be carried out in accordance with SMART principles.

2.0 Transport

2.1 To continue to invest in electric vehicles for our ground's team

2.2 To promote car pooling for short journeys, support and encourage walk to school schemes and use of cycles on safe cycle ways.

2.3 To assist Winkfield residents to reduce the number of petrol and diesel vehicles on our roads, encouraging the change over to electric/hybrid vehicles and/or to travel by public transport whenever possible

3.0 Housing

DRAFT

3.1 To support sustainable, eco-housing in line with national planning policy in future consultation over planned housing development in the Parish.

3.2 To make local residents aware of government grants / initiatives to phase out natural gas in domestic use, and replace it with clean fuel sources on future builds (e.g. heat pumps)

3.3 To use our best endeavours to have all new builds in the parish built to high environmental and energy efficient standards (insulation, draught-proofing, efficient heating/cooling systems)

3.4 Prepare Winkfield residents for the challenge of phasing out gas boilers by making them aware, through our website, newsletters etc, of viable alternatives.

4.0 Parks and Countryside

4.1 To promote biodiversity in our use of land, including, where possible and practical, the use of herbicides and pesticides

4.2 To work with other local parish and town councils, Bracknell Forest Council (BFC), national government, local residents and businesses to do all we can practically to protect our parks and countryside.

4.3 To encourage Winkfield residents to keep our green spaces clean and free of litter by actively recruiting litter picking volunteers and to organise such sessions on a frequent and regular basis.

4.4 To encourage the planting of trees.

4.5 To work with the BFC Rangers to promote water conservation techniques

5.0 Parish Buildings

5.1 To consider the further installation of solar panels on all parish buildings following on from the example at Martin's Heron Community Centre

5.2 To install Electric Vehicle charging points on all parish buildings and encourage local businesses to do the same

5.3 To consider the installation of water softening devices in all parish buildings if practical and cost effective in order to preserve pipework and appliances

5.4 To ensure that all parish building have the provision for cycle racks

5.5 To consider water harvesting on all existing and new parish buildings.

6.0 Waste Reduction

DRAFT

6.1 To build on our current participation in promoting BFC's successful food waste recycling and by using Waste Resources Action Programme's (WRAP) promotional material to raise awareness of the improvement in local kerbside collections and the positive effects of home composting and garden waste collection.

6.2 To identify further local glass and textile recycling sites making them more accessible to the majority of residents.

6.3 To work with local groups and users of our facilities to recycle.

6.4 To continue to ensure our publications are printed on recycled paper

6.5 To include a recycling arts and crafts section in our annual Northern Parishes Arts Week or a re-cycling art theme in the exhibition.

7.0 Education

7.1 To help residents understand climate change by inviting speakers such as WRAP and officers employed by BFC to talk about the waste reduction and the promotion of biodiversity at public meetings.

7.2 To encourage Winkfield residents to reduce their domestic greenhouse gas emissions by highlighting the economic, social and environment benefits of taking positive action through our website, newsletters, public events etc

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Appendix 5

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Clerk's Report - March 2024

Appendix 6

Meeting Action Point	Minute ref	Date Decision Ratified	Owner	Notes	Status
Charities Commission (CC) relating to KGV Recreation Ground & Chavey Down Road Allotments	CM 9226	17.08.21	Clerk/ Asst RFO	Documentation has been completed at submitted to the CC for a change of trustees to a single corporate trustee (WPC) Now waiting for confirmation from CC that the porcess has been completed before removing individual councillors as trustees. Queries have been raised by the CC and officers are trying to establish from CC what further information needs to be supplied. Charity Commissioners have now advised that there is a IT fault that is causing issues with completion of the process. This is a general issue - not just specific to WPC. Further updates will be obtained.	In progress
KGV Information Board	CM 9681	21.2.23	Clerk	Order placed and delivered. Information panel to be drafted for the board. Currently being researched by officers.	In progress
KGV Toilet	CM 9701	21.2.23	HGMF	We have been advised that due to contractual complexities related to LR Pavilion - this will need to be progressed as a standalone project	to be progressed
Locks Ride Pavilion	CM 9851	15.08.23	Clerk / Madlins/ WP	letter of intent approved £200K - currently waiting confirmation of schedule of payments under the LOI and for first invoice.Contract to be drawn up. Madlins are working with contractor on these. Freeths instructed to review final contract (legal aspects) £450 . Clerk continues to liaise with Madlins. Architect has submitted documentation relating to planning conditions 3,10&12 (materials/tree prtection & tree supervision)to BFC - now approved- noting that roof tiles amended to bronze . Project continuing to progress with required decisions being brought to Council. Potential start date now January/ Feb 2024. Further planning condition applications have been submitted by the architect 13.11.23. Draft contract has been reviewed by Freeths and submitted to Morris & Blunt 10.11.23 for review. Clerk has chased for indicative payments schedule - some general information has been provided by Madlins but further detail awaited from contractor. Old pavilion has been demolished. Tree officer planning consultee items have been addressed. Foundations have nnow been completed. First invoice has been submitted for payment and validated by Madlins - £118,023 ex Vat	In progress - March update shown in red
Vehicle Provision	CM 9922	21.11.23	Clerk /Casual grounds project manager	Leases approved for 3 x ground vehicles (Utility Vehicle / Grass Cutter / Pickup Truck. Vehcile order signed by Clerk for Maxus and submitted. DVLA paperwork competed by Clerk for 2 x Lister Wilder Grounds vehicles - further paperwork and delivery dates awaited. Update requested by Clerk	In progress
Ongoing/new project updates and issues:					
Risk Assessments				AM/AE checked/updated all Risk Assessments. These to be reviewed by Clerk and circulated to staff	In progress
Policies Review				AE has commenced a review / update of policies. This process is to be continued by the Clerk with recommendations initially being referred to Staffing and Statrategy Committee	In progress
Fire Risk Assessments				Arranged for all sites - to be carried out 25th September ' 23 - inspections completed - reports recently received. No high risk items. Reports to be reviewed for action points and plan for implementation. Work has commenced on addressing issues raised	In progress
Coronation Initiative				Councillors continue to submit ideas. Project still ongoing. Majority of Councillors have now submitted their suggestions and projects are largely underway / completed	In progress
Locks Ride Splash Pad				Clerk / A Moffatt / Cllr Atkinson meeting with Fountaineers on site 11th Otober to discuss potential options. Quote has been received. Repair to water bucket installtion instructed by Clerk £755 - to be completed 8/1/24 . Revised quote received relating to control panel only of £9500 - added to future projects list in 24/25 budget.	In progress
Arboricultural Professional Site Tree Surveys				Commencing 7th March '23	In progress
Community Speedwatch				Oct '23 to Feb'24 inclusive - 145 vehicles have been reported to TVP who issue warning letters	Ongoing

Capital Projects 2023/24 -March '24 update

Appendix 7

Notes:

1 These projects have been agreed through Council for action/completion in 2023/24
2 Those marked with a tick to 'Complete on approval of Clerk' will not return to Council unless there is any fundamental change to the project
3 Officers will ensure best value is achieved in all cases

Item No	Complete on approval of Council	Complete on approval of Clerk	Project	Budget	Committed/ Actual Cost to date	Notes	Action/Notes
1			CH floor strip/seal	£ 3,600.00		Work not required imminently - funds in ER	
2	✓		BFC asset transfer management	10,000.00		BFC has been notified of WPCs interest to pursue. Survey to be carried out after Elections. Survey carried out. To be reviewed Sept Council Meeting. Decision to not pursue Bog Lane CM 9861 has been conveyed to BFC	**No longer required**
3	✓		LR Pavilion upgrade	780,000.00	£ 192,246.81	CM 9851 Includes partial Madlins fees, Sports Clubhouses fees and surveys. Once planning permission is obtined updated quotes will need to be sought. Updated quotes obtianed and project moving forward with selected contractor followng tender process	
4	✓		LR Overflow parking matting	18,000.00		This has not been incorporated into the tender for the pavilion and will need to be considered as a separate project	
5	✓		KGV Toilet	75,000.00	£ 2,279.33	Planning approval granted. This is to be progressed as a stand alone project	
6	✓		Climate change improvements 2023/24	10,000.00			
7		✓	LR Cabin air conditioning unit	2,000.00		Mobile unit in situ for the time being. Full airconditioning system to be explored once the electricity capacity to the site is upgraded as part of the Locks Ride Pavilion Project and future use of the cabin established.	
8	✓		Kings Coronation	1,000.00	£ 3,522.36	Two new benches purchased(CM9727)	
9	✓		Restrictor gates to replace bollards, Asher	4,500.00		Allocated as a project for 2024/25 - indicative quote now obtained - approx £2k	
10		✓	MH internal painting	2,850.00		External and Internal redecoration required as part of lease in 2024. Increased budget proposed for 2024/25	
11		✓	Planters for Asher x2 plus planting	400.00		Advised by Grounds Team that not required	**No longer required**
12	✓		Solar Panels Carnation Hall	25,000.00	£ 24,980.00	CH Solar Panels installation. CM 9783 approved. Completed August '23	**Completed**
				£ 932,350.00	**£ 223,028.50**		

Carried forward projects							
12	✓		Fernbank play area upgrade	40,000.00	£ 40,000.00	Complete . S106 Funds receieved	**Completed**
13							
				£ 972,350.00	**£ 263,028.50**		

Appendix 8

Leisure Report March 2024

Head of Grounds and Head of Facilities

General

- General playground maintenance both from annual play inspection reports continues and ongoing maintenance
- Grass cutting at various sites has commenced as weather permits
- Tree Surveys commenced 8th March – to be carried out for all sites

Allsmoor

- Additional cherry trees have been planted
- Trimmed overhanging nusisance branches

King George V Recreation Ground

- General planting across the site continues – beds completed and planters being established

Locks Ride

- Grounds Team liaising on regular basis with the contractors on day to day on-site matters new build progress
- Temporary toilet is now removed and the permanent toilets now open again as water and electricity has been restored to the site.
- Splash Pad to be summerized and pole reinstalled on 19th March

Martins Heron & Warren Community Centre

- General maintenance and drain clearance.

Asher

- Keeping a regular check on the ditches and drains and clearing when appropriate.
- Cleared an allotment of planting and old shed for re-letting
- Neighbour nuisance tree branches at Asher to be sorted by tree surgeon

Ascot Jubilee

- Some interior painting
- Tennis courts maintenance

Winkfield Parish Council

HSBC

List of Payments made between 01/02/2024 and 29/02/2024

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/02/2024	BOWAK LTD	£ 27.38	Handtowels
01/02/2024	DLS CONTRACT CLEANING LTD	£ 546.00	Contract cleaning
01/02/2024	EXCEL PUMPS AND MOTORS	£ 726.00	AJ pump station repairs
01/02/2024	KBS DEPOT LTD	£ 1,296.00	Allsmoor benches
01/02/2024	KOMPAN UK LTD	£ 4,038.43	AJ Play equipment replacement
01/02/2024	MS SERVICES	£ 3,806.30	CH Barrier (Insurance payout received)
01/02/2024	PC CLEANING SERVICES	£ 95.00	Windowcleaning
01/02/2024	MOVOLYTICS LTD	£ 45.42	Vehicle trackers
01/02/2024	SHORTS AGRICULTURAL	£ 69.00	Green waste disposal
01/02/2024	SUEZ	£ 540.08	Grounds waste disposal
01/02/2024	TELANOVA	£ 2,453.76	IT Support
01/02/2024	SAD001	£ 100.00	CH ID Refund
01/02/2024	SAD001	£ 50.00	CH ID Refund
01/02/2024	WHI007	£ 50.00	CH ID Refund
01/02/2024	PAR008	£ 50.00	CH ID Refund
02/02/2024	BLA002	£ 80.00	MH ID Refund
02/02/2024	SMARTEST ENERGY	£ 146.00	MHWCC Electric
06/02/2024	SAGE UK	£ 46.80	Sage Payroll
07/02/2024	HUA002	£ 181.90	CH ID Refund
08/02/2024	BENVILLE & MARSH	£ 660.00	EV Charger for new vehicle
08/02/2024	FREETHS LLP	£ 2,904.00	LR Pavilion Fees
08/02/2024	ZURICH	£ 198.46	RF73 HWS Insurance
08/02/2024	HSBC BANK	£ 634.07	HSBC Visa purchases
12/02/2024	PRI002	£ 50.00	CH ID Refund
14/02/2024	FUELGENIE	£ 121.70	Fuel card
14/02/2024	MAINSTREAM DIGITAL	£ 370.82	WPC Phone system lease
14/02/2024	FDMS	£ 14.99	LR Cabin fees
15/02/2024	WEL007	£ 50.00	CH ID Refund
15/02/2024	CUM002	£ 50.00	CH ID Refund
15/02/2024	BAB002	£ 100.00	CH ID Refund
15/02/2024	SMARTEST ENERGY	£ 79.00	WPC Electric
15/02/2024	SMARTEST ENERGY	£ 370.00	LR Electric
15/02/2024	SMARTEST ENERGY	£ 114.00	AJ Electric
15/02/2024	SMARTEST ENERGY	£ 257.00	CH Electric
15/02/2024	SMARTEST ENERGY	£ 369.23	AJ Gas
15/02/2024	SMARTEST ENERGY	£ 1,060.62	CH Gas
15/02/2024	SMARTEST ENERGY	£ 139.87	WPC Gas
15/02/2024	SMARTEST ENERGY	£ 562.86	MHWCC Gas
16/02/2024	BERKSHIRE PENSION FUND	£ 6,156.77	BERKSHIRE PENSION FUND, JAN 24

16/02/2024	HMRC PAYE, JAN, M10	£	5,209.11	HMRC PAYE, JAN, M10
16/02/2024	CASTLE WATER	£	18.04	WPC Water
16/02/2024	CASTLE WATER	£	98.00	CH Water
16/02/2024	CASTLE WATER	£	65.15	MHWCC Water
19/02/2024	VODAFONE	£	116.32	Vodafone Bill
20/02/2024	SIM001	£	50.00	CH ID Refund
20/02/2024	DAV004	£	50.00	CH ID Refund
20/02/2024	S/LINE	£	14.79	S LINE Chg
20/02/2024	HSBC BANK	£	7.40	HSBC Chg
21/02/2024	WORLDPAY	£	11.94	Worldpay Chg
22/02/2024	J P MCDOUGAL & CO LIMITED	£	168.26	LR Splashpad bucket paint
22/02/2024	ASCOT UNITED FOOTBALL	£	2,157.50	WPC HMRC VAT Repay
22/02/2024	BOWAK LTD	£	194.59	Cleaning Supplies
22/02/2024	CTS CONTRACTS	£	534.00	Plumbing CH & AJ
22/02/2024	DLS CONTRACT CLEANING LTD	£	546.00	Contract Cleaning, WPC, AJ, CH
22/02/2024	FC BRACKNELL	£	1,093.02	WPC HMRC VAT Repay
22/02/2024	FOUNTAINEERS	£	1,416.00	LR Splashpad repairs
22/02/2024	iHASCO LTD	£	66.00	FW Safeguarding training
22/02/2024	LAMPTON CRICKET CLUB	£	405.56	WPC HMRC VAT Repay
22/02/2024	LONGACRES	£	216.10	Office & other planting
22/02/2024	LICENSED VICTUALLERS SCHOOL	£	100.54	WPC HMRC VAT Repay
22/02/2024	MOVOLYTICS LTD	£	45.42	Vehicle trackers
22/02/2024	MYLBROOK LTD	£	276.00	RF73 HWS Signwriting
22/02/2024	NORREYS FC	£	45.75	WPC HMRC VAT Repay
22/02/2024	PC CLEANING SERVICES	£	95.00	WPC & CH Windowcleaning
22/02/2024	RISK MANAGEMENT	£	348.00	MHWCC Keyholding
22/02/2024	ROYAL ASCOT CRICKET CLUB	£	531.91	WPC HMRC VAT Repay
22/02/2024	ROYAL ASCOT CRICKET CLUB	£	486.42	WPC HMRC VAT Repay
22/02/2024	SERVIO	£	284.54	CH AHU Servicing
22/02/2024	SHORTS GROUP	£	353.44	Grounds waste disposal
22/02/2024	SLCC	£	42.00	RL Training, How to Engage
22/02/2024	SMS ENVIRONMENTAL	£	531.78	MHWCC Legionella RA
22/02/2024	SPY ALARMS LTD	£	240.00	LR Pavilion Pavilion Alarms
22/02/2024	SUEZ	£	626.35	Waste Disposal
22/02/2024	WOKINGHAM TOWN COUNCIL	£	96.00	Fire & Asbestos training
22/02/2024	BT	£	18.00	BT Bill
22/02/2024	BNP PARABAS,	£	603.20	Tractor Lease
22/02/2024	DAG001	£	50.00	CH ID Refund
23/02/2024	WAGES	£	16,620.95	Wages, various
26/02/2024	FORD LEASE	£	763.68	RV70 NTX Lease
27/02/2024	CAM002	£	30.00	CH ID Refund
27/02/2024	JOR002	£	50.00	CH ID Refund
	TOTAL	**£**	**63,288.22**	

S137 PAYMENTS - March '24 Update **APPENDIX 10**

Date	Payee	Invoice / Ref	Gross	Vat	s.137
01/08/2023	**Balance B/F**				**£ 68,804.00**
Expenditure					
August '23 approved CM 9844	Football4All	KB/MK	£ 500.00	£ -	£ 500.00
August '23 approved CM 9844	Age Concern cats	CD	£ 262.63	£ 43.77	£ 218.86
Sept '23 Approved CM 9867	Silver Sunday Biscuits	CM9839	£ 191.40		£ 191.40
Sept '23 Approved CM 9867	St Christopher Gardens - Silver Sunday conribution (CM9839) & top up to Silver Sunday donation from Coronation Initiative	DH	£100	£ -	£ 100.00
Sept '23 Approved CM 9905	Oaktree Nursery - Cornation Initiative - Acer tree	CE/MG/TB/OL	£159.99	£ 26.66	£ 133.33
Sept '23 Approved CM 9905	All Saints Church community lunch initiative - Coronation Initiative	EB	£ 250.00	£ -	£ 250.00
October '23 Approved CM 9905	Football For All - grant awarded	CM 9872	£ 1,500.00	£ -	£ 1,500.00
October '23 Approved CM 9932	Remembrance Day Poppies		£ 59.97	£ 10.00	£ 49.97
November '23 Approved CM 9932	Resources to support Alzheimers Dementia Support inititive operting from King Edwards Hall (North Ascot)- Coronation Initiative (equipment & books)	DH	104.43	£ 13.82	£ 90.61
December '23 Approved CM 9968	Cranbourne Primary School PTA - outdoor area		£ 500.00	£ -	£ 500.00
January '24 Approved CM 9992	Sebastian Action Trust - charity events		£ 500.00	£ -	£ 500.00
January '24 Approved CM 9989	Hymn books - St Martins Church		£ 500.10	£ -	£ 498.33
February '24 Approved CM 10024	Football For All - grant awarded pt 2	CM 9872	£ 1,400.00	£ -	£ 1,400.00
February '24 Approved CM 10024	Jealotts Hill CLS grant	CM 10024	£ 3,000.00	£ -	£ 3,000.00
February '24 Approved CM 10024	Stepping Stones Grant	CM 10024	£ 750.00	£ -	£ 750.00
February '24 Approved CM 10024	Sunningdale & Ascot Camera Club Grant	CM 10024	£ 300.00	£ -	£ 300.00
February '24 Approved CM 10024	Winkfield & Ascot Good neighbour Scheme Grant	CM 10024	£ 500.00	£ -	£ 500.00
Total			£ 10,578.52	£ 94.25	**£ 10,482.50**

Balance	**£ 58,321.50**

Total annual amount we can spend under LGA 1972 s137 is current £9.93 per elector ie £9.93 x 6929 = £68804

Financial Position at 29/02/2024

Balance of all Bank A/C's & Investments

HSBC	857,574.41	
Lloyds	219,332.00	
NatWest	365,325.25	
Nationwide	250,000.00	
Santander	152,155.00	
United Trust	150,000.00	
Reliance	150,986.00	
Hampshire Trust	150,000.00	
Redwood Bank	150,000.00	
	2,445,372.66	
Amount Due to Creditors	(175,313.17)	
Amount Due from Debtors	28,435.00	
Available Funds	**2,298,494.49**	
This includes:		
CIL funds	1,684,379.00	2,044,320.00
Earmarked Reserves	359,941.00	
Uncommitted Reserve (25% of Precept)	143,802.75	
Remaining Available Funds	**110,371.74**	
Remaining anticipated expenditure 23-24	986,220.00	
Remaining anticipated income 23-24	- 10,487.00	
Anticipated increase (+) / decrease (-) to funds	**- 865,361.26**	

Appendix 12

Account Name	Amount invested	Current interest rate
HSBC Money Market Call Account	£ 150,000.00	0.50%
Nationwide 95 day notice	£ 250,000.00	4.30%
Natwest 35 day notice	£ 365,325.25	3.20%
Santander 12 month Time Deposit	£ 152,155.00	3.70%
United Trust Bank 1 year bond	£ 150,000.00	3.90%
Reliance 90 day notice	£ 150,986.00	2.55%
Hampshire Trust 95 day notice	£ 150,000.00	0.75%
Redwood Bank 95 day notice	£ 150,000.00	3.75%
TOTAL INVESTED	**£ 1,518,466.25**	

Winkfield Parish Council

Summary Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Administration	Income	964,840	581,211	(383,629)		
	Expenditure	78,663	66,580	(12,083)	431	(12,514)
	Net Income over Expenditure	886,177	514,631	(371,546)		
	plus Transfer from EMR	748,155				
	less Transfer to EMR	(361,394)				
	Movement to/(from) Gen Reserve	1,995,727				
Staff Costs	Expenditure	370,371	422,920	52,549		52,549
	plus Transfer from EMR	55				
	Movement to/(from) Gen Reserve	(370,316)				
Grants	Expenditure	21,625	26,000	4,375		4,375
Infrastructure	Expenditure	1,248	2,000	752		752
Community	Income	23,319	800	(22,519)		
	Expenditure	37,444	35,884	(1,560)		(1,560)
	Movement to/(from) Gen Reserve	(14,125)				
F & GP Projects	Expenditure	2,249	3,216	967		967
Locks Ride Playing Field	Income	7,158	8,700	1,542		
	Expenditure	37,248	28,050	(9,198)	1,707	(10,905)
	Net Income over Expenditure	(30,090)	(19,350)	10,740		
	plus Transfer from EMR	39,900				
	Movement to/(from) Gen Reserve	9,810				
Ascot Jubilee Playing Field	Income	13,665	9,500	(4,165)		
	Expenditure	9,692	10,500	808	649	159
	Net Income over Expenditure	3,973	(1,000)	(4,973)		
	plus Transfer from EMR	605				
	Movement to/(from) Gen Reserve	4,578				
King George V Playing Field	Income	644	1,666	1,022		
	Expenditure	1,521	2,900	1,379		1,379
	Movement to/(from) Gen Reserve	(876)				
Asher Recreation Ground	Income	0	230	230		
	Expenditure	0	1,400	1,400		1,400
	Movement to/(from) Gen Reserve	0				
Open Spaces	Expenditure	60,546	75,900	15,354		15,354
	plus Transfer from EMR	-6,898				
	Movement to/(from) Gen Reserve	(67,444)				
Locks Ride Cabin	Income	22,233	28,000	5,767		
	Expenditure	15,559	23,500	7,941		7,941
	Movement to/(from) Gen Reserve	6,674				

Continued over page

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Allotments	Income	2,751	2,550	(201)		
	Expenditure	3,620	1,800	(1,820)		(1,820)
	Net Income over Expenditure	(869)	750	1,619		
	plus Transfer from EMR	1,185				
	Movement to/(from) Gen Reserve	316				
Tennis	Income	2,627	2,000	(627)		
	Expenditure	606	1,600	994		994
	Movement to/(from) Gen Reserve	2,022				
Carnation Hall	Income	49,635	45,000	(4,635)		
	Expenditure	31,862	36,250	4,388	431	3,957
	Net Income over Expenditure	17,772	8,750	(9,022)		
	plus Transfer from EMR	869				
	Movement to/(from) Gen Reserve	18,641				
Martins Heron CC	Income	48,941	36,000	(12,941)		
	Expenditure	15,436	18,650	3,214	324	2,890
	Movement to/(from) Gen Reserve	33,505				
Capital Projects	Expenditure	193,680	1,181,498	987,818		987,818
	plus Transfer from EMR	167,368				
	Movement to/(from) Gen Reserve	(26,312)				
	Movement to/(from) Gen Reserve	0				
Grand Totals:- Income		**1,135,813**	**715,657**	**(420,156)**		
	Expenditure	**881,370**	**1,938,648**	**1,057,278**	**3,541**	**1,053,737**
	Net Income over Expenditure	**254,444**	**(1,222,991**	**(1,477,435**		
	plus Transfer from EMR	**951,239**				
	less Transfer to EMR	**-361,394**				
	Movement to/(from) Gen Reserve	**1,567,077**				

Donations and Grants		
		General
Year	Recipient	Grant
2020/21	Charters Bowls Club	£ 800.00
	Thames Hospice	£ 750.00
	Dash Charity	£ 500.00
	Citizens Advice, Bracknell	£ 2,000.00
	Berks MS Therapy Centre	£ 500.00
	Keep Mobile	£ 1,500.00
	Sunningdale Bowls	£ 250.00
	The Ark	£ 1,000.00
	St Mary's Churchyard maintenance	£ 500.00
	St Peter's Churchyard maintenance	£ 500.00
	South Hill Park Trust	£ 500.00
	Bracknell & District Parkinsons	£ 500.00
	Life Education Wessex	£ 350.00
	Cranbourne School PTA	£ 555.00
	Total Spend	**£ 10,205.00**
2021/22	*General Grants budget*	*£ 12,000.00*
	Churchyard Maintenance budget	*£ 1,000.00*
	Citizens Advice, Bracknell	£ 2,000.00
	St Mary's Churchyard maintenance	£ 500.00
	St Peter's Churchyard maintenance	£ 500.00
	Youthline	£ 1,500.00
	Keep Mobile	£ 2,781.00
	Age Concern	£ 200.00
	Berkshire MS Society	£ 500.00
	Bracknell & District Parkinsons	£ 500.00
	North Ascot History Group	£ 300.00
	Total Spend to date	**£ 8,781.00**
2022/23	Life Education Wessex (relates to 21/22)	£ 175.00
	Citizen's Advice	£ 2,000.00
	Charters Bowls Club	£ 650.00
	First Days	£ 1,500.00
	SHP Trust	£ 2,000.00
	St Mary's Churchyard maintenance	£ 500.00
	St Peter's Churchyard maintenance	£ 500.00
	Keep Mobile	£ 2,500.00
	South East Gang Show	£ 500.00
	Age Concern	£ 1,500.00
	Stepping Stones	£ 750.00
	Bracknell & District Parkinson's	£ 1,000.00
	Total Spend to date	**£ 13,575.00**
2023/24	*General Grants budget*	*£ 25,000.00*
	Churchyard Maintenance budget	*£ 1,000.00*
04/23	St Mary's Churchyard maintenance	£ 500.00
04/23	St Peter's Churchyard maintenance	£ 500.00
05/23	Youthline	£ 1,500.00
06/23	Nurture Kids Ascot	£ 300.00
06/23	Charlotte Pratt Memorial Hall	£ 1,000.00
06/23	Citizens Advice East Berkshire	£ 2,000.00
08/23	South Hill Park	£ 1,000.00
09/23	Football for All	£ 1,500.00
10/23	Keep Mobile	£ 2,500.00
11/23	The Ark Trust	£ 1,500.00
11/23	St Martins Church	£ 1,500.00
12/23	Charters Bowls Club	£ 875.00
12/23	Cranbourne Primary School	£ 500.00
01/24	Football for All	£ 1,400.00
01/24	Sebastian's Action trust	£ 500.00
02/24	Jealotts Hill Community Landshare	£ 3,000.00
02/24	Stepping Stones	£ 750.00
02/24	Sunningdale & Ascot Camera Club	£ 300.00
02/24	Winkfield & Ascot Good Neighbour Scheme	£ 500.00
	Total Spend to date	**£ 21,625.00**

Winkfield Parish Council
Serving Winkfield Since 1894

WINKFIELD PARISH COUNCIL

Council Offices, Fernbank Road, Ascot, SL5 8JW
Tel: 01344 885110 email: info@winkfieldparishcouncil.gov.uk

Mrs Annemarie Edwards
Clerk

APPLICATION FOR FINANCIAL ASSISTANCE

Organisation : The Dash Charity

Address: 551 Fairlie Road Slough Berkshire SL1 4PY

.

Telephone: 01753 549865 Email: [redacted]dashcharity.org.uk

Registered Charity Number: 1127126

Contact: Nicola [redacted]

What is the aim of your organization? Our local specialist charity provides practical help, safety and emotional support to men, women and children experiencing any form of domestic abuse. We support families living within Royal Borough of Windsor, Ascot and Maidenhead; in Slough and in South Bucks. 1 in 4 women, 1 in 6 men experience domestic abuse in their lifetime, and 1 in 5 children live in a home with a perpetrator of domestic abuse.

Have you had a grant from Winkfield Parish Council before? YES

If YES, when and how much for? 2020

Are you approaching other organisations for a grant for the same purpose? YES

If yes, list organizations: We are reaching out to a range of funders through Grants and Trusts fundraising.

How many people from **WINKFIELD PARISH** do you think will benefit from your organisation in a year?

1 – 10, (delete as appropriate)

Is the service you provide free of charge? YES

If NO, give details:

Sum requested: £1000

For what purpose is the grant required? To increase our reach via our Helpline and website in the light of increased referrals due to the impact of the Cost of Living crisis, and of social isolation on victims of domestic abuse.

Applications for running costs must be accompanied by annual accounts (audited if appropriate). Applications for Capital Expenditure must be accompanied by estimates for the proposed project as well as accounts if the applicant is an established group.

The Parish Council may request additional information before considering your application.

By signing this application you confirm that any grant will only be used for the purpose specified.

Signature of Applicant: [redacted] Date : 01/02/2024

Position in Organisation: Chief Executive

Independent examiner's report

To the members of

The Dash Charity

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Joanna Pittman FCA

Independent Examiner

Address: Sayer Vincent LLP, Invicta House, 108-114 Golden Lane, London, EC1Y 0TL

Date: 13 October 2023

Statement of Financial Activities *(incorporating an Income and Expenditure Account)*

For the year ended 31 March 2023

	Note	2023 Restricted £	2023 Unrestricted £	2023 **Total £**	2022 Restricted £	2022 Unrestricted £	2022 Total £
Income from:							
Donations and gifts	2a	12,910	121,777	**134,687**	–	184,799	184,799
Other Trading Activities	2b	–	19,352	**19,352**	–	26,154	26,154
Investment income		–	2,630	**2,630**	–	52	52
Charitable activities							
Refuge	3a	49,499	247,331	**296,830**	24,000	261,887	285,887
Independent Domestic Violence Advocacy	3b	124,664	98,841	**223,505**	87,449	117,392	204,841
Children's services	3c	107,182	669	**107,851**	104,941	–	104,941
Total income		294,255	490,600	**784,855**	216,390	590,284	806,674
Expenditure on:							
Raising funds:							
Costs of generating income		8,801	133,323	**142,124**	326	102,293	102,619
Charitable activities							
Refuge		48,941	148,352	**197,293**	27,234	180,149	207,383
Independent Domestic Violence Advocacy		119,201	186,154	**305,355**	96,566	195,906	292,472
Children's services		111,538	78,691	**190,229**	103,247	79,640	182,887
Total resources expended	4	288,481	546,520	**835,001**	227,373	557,988	785,361
Net (expenditure) / income for the year and net movement in funds	5	5,774	(55,920)	**(50,146)**	(10,983)	32,296	21,313
Transfers between funds		–	–	**–**	–	–	–
Net movement in funds		5,774	(55,920)	**(50,146)**	(10,983)	32,296	21,313
Reconciliation of funds							
Total funds brought forward		49,808	455,260	**505,068**	60,791	422,964	483,755
Total funds carried forward		55,582	399,340	**454,922**	49,808	455,260	505,068

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13a to the financial statements.

The Dash Charity

Balance sheet

Company no. 06758907

As at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible fixed assets	9	**13,479**	11,077
		13,479	11,077
Current assets			
Debtors	10	**32,362**	151,748
Cash at bank and in hand		**530,451**	491,591
		562,812	643,339
Liabilities			
Creditors: amounts due within one year	11	**93,299**	85,213
Net current assets		**469,513**	558,126
Total assets less Current liabilities		**482,991**	569,203
Creditors: amounts due after one year	11a	**28,070**	64,135
Net assets	12	**454,922**	505,068
The funds of the charity	13		
Restricted funds		**55,582**	49,808
Unrestricted funds			
General funds		**399,340**	455,260
Total charity funds		**454,922**	505,068

For the year ending 31st March 2023, the company was entitled to exemption deom audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of it's accounts for the year in question accordance to section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small charities "regime."

Approved by the Directors on 21 September 2023 and signed on their behalf by:

Amy Palasz - Chair of the Directors

The DASH charity would like to thank the trustees of Winkfield Parish Council for your generous donation of £500 in 2020, which helped to deliver life changing helpdesk, advocacy and community outreach services to those either experiencing or at risk of domestic abuse.

Over the last year we have worked with over 500 victims across all of our services, living with domestic abuse. Our goal is to support each one of these victims to become survivors & promote a zero tolerance approach to domestic abuse in our communities.

Our Services

We continue to provide a variety of vital services to meet the needs of those in our community who are at risk of, experiencing or recovering from domestic abuse including:

DASH Helpdesk - a source of safety & specialist guidance for families living with domestic abuse across South Bucks, East Berks & beyond. This is our 'Front' door into our longer-term service provision and that of our community partners. Last year the helpdesk handled 896 calls and we expect similar or even greater levels of activity in 2024.

Refuges – providing safe, comfortable, family focussed accommodation for at least 40 families fleeing a crisis annually and supporting them to build a safer brighter future.

Children and Young People - providing targeted support and our bespoke 1:1 therapeutic programme for children living in our local community as well as those who are staying in our refuge accommodation, having had to flee their homes. More than 100 children were referred to this service in 2023.

Community Advocacy and Outreach - Our team of Independent Domestic Violence Advocates (IDVAs) provides 1:1 support to families to help them stay safe & negotiate a pathway to a life which is free from abuse. We walk alongside each of our clients as an ally, help them to negotiate complex systems and processes and ensure they are aware of all their rights and options. Each of our IDVAs will attend over 50 appointments per year with their clients as we lead on a co-ordinated approach to support and safety.

Freedom Programme - providing therapeutic group support for those clients who are not in crisis but are in the process of rebuilding their lives. 90 women per year complete our 12-week Freedom programme and gain a greater understanding of domestic abuse, the impact on them & their family & 'warning signs' of potentially controlling relationships, as well as developing strategies to improve self-care and build self-esteem.

"Thank-you to all the staff and the other participants for their unfailing loyalty and kindness. The course content is excellent and gave me such a comfortable platform to discuss some very private things, learn how to deal with them and move forwards." Freedom Group Participant

Cost of Living Crisis and Post-Pandemic

The COVID-19 pandemic saw referrals to our services soar with new and sustained opportunities for perpetrators to control and isolate their victims and children. We're seeing that the impact of the cost-of-living crisis is beginning to have a similar effect on families and we fully expect the need for specialist support to rise in the year ahead as a result.

* With spiralling rents & housing costs our clients have limited options when trying to find somewhere to live if they choose to flee – we operate in some of the most expensive boroughs outside London, which exacerbates this issue.

*Financial abuse has escalated for many of our clients who were already struggling. They are finding their abuser is refusing to pay for petrol so they can get to work, or purposely running up high utility bills, debts & arrears as a way to make it harder for the victim to leave them.

We continue to work flexibly post-pandemic, and offering virtual meetings as well as face to face maximises the accessibility of our services. Our front-line practitioners are given the opportunity to work flexible hours so we're not restricting access to a Monday to Friday 9am-5pm support option. We're also delivering our group support in the evenings and working within schools.

Listening and learning remains key to the support we deliver; we continue to glean regular feedback from our clients and ensure we are training our staff on relevant issues such as digital and financial abuse. We're also making sure we're making the right connections with organisations including local food banks, baby banks and financial advice agencies, to both meet the needs of existing clients and reach out proactively to those who may need our support.

Some of the key outcomes of our outreach and advocacy services last year included:

- 99% of clients reported improved safety post support
- 99% of clients reported an improved quality of life post support
- 38% clients reported a complete cessation of abuse at case closure

"Dash has been a lifeline for me, and I don't think I could have become strong enough to leave my abusive relationship if I had not had the support from Dash and the Freedom project. It excelled any expectation I had".
(Recent feedback from a beneficiary of our services)

A word from DASH's CEO, Nicola Miller

"Since joining The Dash Charity as CEO a whole year ago, I've felt incredibly privileged to be part of such an amazing organisation. My vision for Dash is to build upon the many learnings we've taken from the pandemic, and to drive us to a place where we're identifying and responding to new needs in our communities of people at risk of domestic abuse.

Innovations since the pandemic have included expanding our services team to include an older person's IDVA (Independent Domestic Violence Advisor); implementing new ways for people to access our helpdesk; offering stability to women and families in our refuges during Covid and now, the cost of living crisis; and rolling out more of our healthy relationships work with children and young people.

With your help, we can continue to enable people at risk of domestic abuse to move away from fear and towards a life where they feel safe." Nicola Miller, CEO

Your support for our community outreach work made such a difference to local families in 2021, and would be delighted if you would consider supporting us again in 2023. If you would like to find out more about our work, or come to visit our offices, please do not hesitate to contact us. We would love the opportunity to meet with you.

Yours faithfully,

Nicola Miller

CEO

The Dash Charity

[redacted]

Winkfield Parish Council
Serving Winkfield Since 1894

WINKFIELD PARISH COUNCIL

Council Offices, Fernbank Road, Ascot, SL5 8JW
Tel: 01344 885110 email: finance@winkfieldparishcouncil.gov.uk

Mrs Ruth Lyes
Clerk

APPLICATION FOR FINANCIAL ASSISTANCE

Organisation : Winkfield St Marys Church of England School PTA

Address: Winkfield Row, Winkfield, Berkshire, RG42 6NH

.

Telephone [redacted] Email [redacted]k

Registered Charity Number:1005453

Contact: Suki Hayes

What is the aim of your organisation? To support primary school children with educational, sporting and wellbeing items that will benefit their learning and needs, including special educational needs.

Have you had a grant from Winkfield Parish Council before? NO

If YES, when and how much for?

Are you approaching other organisations for a grant for the same purpose? NO

If yes, list organizations:

How many people from **WINKFIELD PARISH** do you think will benefit from your organisation in a year?

150+ (delete as appropriate)

Is the service you provide free of charge? YES

If NO, give details:

Sum requested: £2000

For what purpose is the grant required? Sensory Room - This will be a quiet place where children can unwind, take a well-earned break and be in a relaxed environment. This space will benefit children with special educational needs and those with increased levels of anxiety who really do benefit from having 'time out' from the normal energetic environment of school life. With the increase of children being diagnosed with anxiety and social and emotional and mental health issues, this sensory room will benefit many within the school and will provide a safe space for them. For those with SEN, it will provide them with a calm environment which would allow them to develop their communication skills. It would also allow them to enhance and develop their learning through play and exploration. The sensory room will provide a more inclusive environment. Please see attached proposal.

Capital project / other (please give details)

Applications for running costs must be accompanied by annual accounts (audited if appropriate). Applications for Capital Expenditure must be accompanied by estimates for the proposed project as well as accounts if the applicant is an established group.

The Parish Council may request additional information before considering your application.

By signing this application you confirm that any grant will only be used for the purpose specified.

Signature of Applicant : 

Date : 28/02/2024

Position in Organisation: Voluntary PTA Champion

Winkfield St Mary's PTA
Balance Sheet as at **31/01/2024**

	As at 31/01/2024	As at 31/08/2023
	£	£
FIXED ASSETS		
Display Board	55	55
Storage boxes	90	0
	145	55
CURRENT ASSETS		
Cash at bank	13,679	10,042
Petty cash	366	366
Debtors	1,080	268
Stock	15	15
CURRENT LIABILITIES		
Creditors paid after the month / year end	-9,677	-1,183
NET CURRENT ASSETS	5,463	9,508
TOTAL NET ASSETS	**5,608**	**9,563**
Financed by:		
PTA FUNDS		
Balance Brought Forward	9,563	7,284
Excess of Expenditure over Income	-3,955	2,279
BALANCE CARRIED FORWARD	**5,608**	**9,563**

Proposal for a Sensory Room at Winkfield St Mary's C of E Primary School

Rationale

Increasingly, the learners who are coming into our school have more complex needs than have been seen in the past. Most of these learners have learning difficulties alongside other diagnoses such as Autism. Access to a sensory room would allow us to support and teach our learners in a calm environment which would allow them to develop their communication skills. It would also allow them to enhance and develop their learning through play and exploration. This would be a huge asset to the school and to our school community and in some ways the impact of such a room would be immeasurable given the pleasure and sensory input which this would offer our learners. It would give our skilled staff other areas in which they can support learners as it is proven that some children cannot learn in standard ways and in class-based environments. The sensory room would allow us to have the flexibility to tailor learning to meet the very specific needs of individual learners. On top of this, we are experiencing a range of pupils who are struggling with their social, emotional and mental health, a calm area to be able to ground themselves will be a huge step in helping then self-regulate their emotions. With the ever-increasing number of children in society who struggle with anxiety and sadly the lack of support from the Mental Health Service, due to their financial pressures, we feel we should provide the very best to support these children. For those children who find coming to school a huge effort, this room could be used as a calming focal point and for them to start their day and slowly work on the transition into class, once they feel relaxed and able to do so.

This will be a quiet place where children can unwind, take a well-earned break and be in a relaxed environment. This space will benefit our children with special needs and those with increased levels of anxiety who really do benefit from having 'time out' from the normal energetic environment of school life.

Testimonies from other SENCOs in Bracknell Forest who have a sensory room at their school

- *It aids transition for children coming in to school, but also at those other key times in the day/end of the day*
- *It is used as a regular supporting tool within a child's timetable – not as a reward but as part of their alternative timetable*
- *It aids regulation when a child becomes overwhelmed, giving them a safe space to de-escalate*
- *It gives a child the opportunity to breathe and feel grounded in a safe environment where no demand is placed on them.*
- *It can be accessed by any child in school, not just those with additional needs*
- *A sensory, 'chill out' room provides physical and mental stimulus for children, to help them develop and encourage independence. Sensory stimulation can engage different areas of the brain, helping children absorb and retain more information and so better meeting the needs of the individual child. This environment can be highly absorbing, providing a moment of comfort and calm for overactive and stressed children, also helping inactive children to feel more engaged and provide a clear focus.*
- *All children deserve the very best start in life and by adding this relaxation area, we have been able to support them and help with their general physical and mental wellbeing. It also gives parents the peace of mind to know that their children are receiving the very best care whilst they are away from them.*
- *Having a sensory/ nurture room achieves the following: Improves focus & cognitive, emotional development; Improves motor skills & sensory development; To encourage positive interaction & communication between children in a fun, calming environment; Provides a calming, low stress environment to help children cope better & gain control of their emotions; Relaxation to help lower anxiety & with social interaction, can boost positive moods; Improves children's general behaviour & strengthen self-control; An area to practice meditation breathing & enjoy mindfulness, relaxation classes; Bring peace of mind to parents, knowing that those children who sometimes struggle, have a 'safe place' to go to in times of need.*
- *The statistics of increasing mental health, children on the spectrum and lack of external support is hugely on the rise and it is becoming necessary to have this space during normal day to day life. A day in the life of a child with sensory needs can be like running a mental marathon to them. The growth in the numbers of pupils with SEND is biggest in the primary school sector – particularly in Key Stage 2, the older primary years. In January 2022, one in five Year 6 pupils was on the SEND register.*

Proposal for a Sensory Room at Winkfield St Mary's C of E Primary School

Finances

Item	Company	Costing
Sensory Stimulation Rooms 8 Pieces – Light Up & Tactile Toys Large Beanbag Chair Tall Bubble Tube 180cm, Rectangular Padded Surround Seat Plinth Sensory Kit/Set Fibre Optic Sensory Light System 16W light Source & 100 x 1.5m Long Tails Sensory Infinity Mirror Calming Visual Effect USB or Battery Powered – 23cm 4 x Light Up Sensory Floor Tiles Kit Touch Sensitive Very Sturdy Incl Adaptor Ocean Wave Projector Lamp Night Light with Remote Control Music Speaker Fibre Optic Curtain Ring For Ceilings 150 x Individual Fibres & 16w Light Source Sensory Visual/Tactile Vema Weighted Blanket 5kg Tactile Cuddle Ball Soft Calming Material	Sensory Toy Warehouse	£2,268.00
Gonge Carousel	Sensory Education	£177.99
Sensory Massage Set-pack of six	Hope is all you need	£26.99
Animals Torch and Projector	Hope is all you need	£7.49
Light up sensory pebble	Hope is all you need	£94.99
Colour mix sensory tubes	Hope is all you need	£30.00
All about me- mirrors-pack of 6	Hope is all you need	£35.99
Blizzard bubble blower	Hope is all you need	£4.50
Colour changing cubes	Hope is all you need	£27.99
Exploration light tray	Hope is all you need	£42.99
Fidget kit 1	Hope is all you need	£39.99
Gym roll	Hope is all you need	£42.99
Manipulative Wall Panels 6pk	TTS group	£119.99
Light Spinners	TTS group	£29.99
Children's desk	Direct educational furniture	£82.50
Children's chairs x3 (£19 each)	Costcutters UK	£57.00
Large rug	IKEA	£70.00
Storage for sensory equipment	e-quip4education.co.uk	£235.00
Renovating the room back to a functional space/ fit for purpose; removal of existing kitchen, plastering, new floor, heating, structural repair	TBC finalising quotes	TBC Average £7,000
Total of Sensory room equipment: £3,394.39	**Total:** £10,394.39	

Proposal for a Sensory Room at Winkfield St Mary's C of E Primary School

Photo examples of Sensory rooms and equipment required





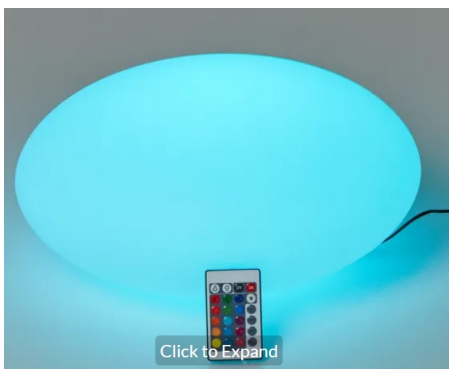














Funny Animals Torch and Projector

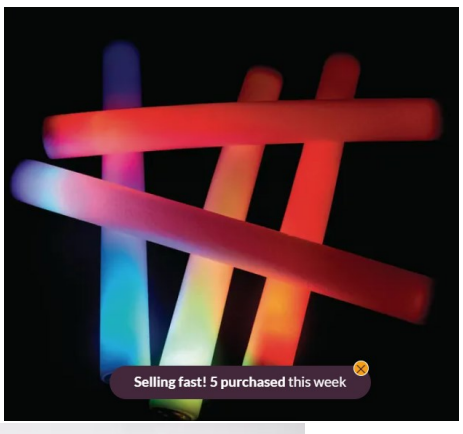






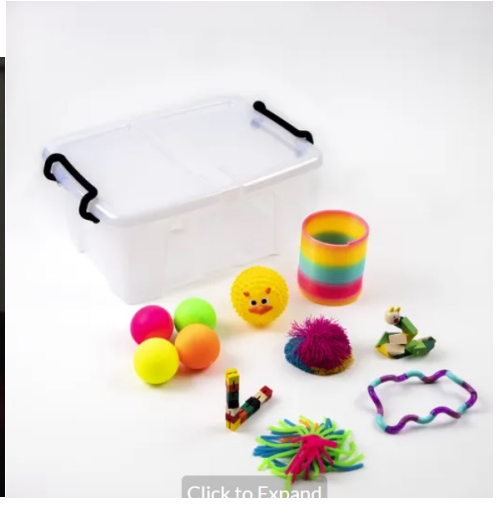












Additional Information provided by the applicant:

The PTA will be looking to raise the funds themselves through various events, Christmas Fayre, donations for second hand school uniform, Summer Raffle, school discos, Swimathon et, that we run throughout the year and also using some of the current funds within in the account.

The school will not be contributing to this as they are in budget deficit.

No other organisation is being approached for a grant.

Appendix 17

Winkfield Row Traffic Calming Amended Proposal

Clerks Report:

A request for £10K funding from Cllr Virgo for improvements to traffic calming measures in Winkfield Row was considered at the February Council Meeting and it resolved as follows:

CM 10010 RESOLVED *that the proposed scheme would not be supported at the present time but would form part of wider traffic calming deliberations and considerations for implementation within the next three years as part of the WPC 3/5/10 year plan (currently in development) and in conjunction with BFC Highways.*

This resolution was communicated to BFC Highways and Cllr Virgo.

Cllr Virgo has responded by submitting an amended request for a lower amount of £5K. He has made the following comments:

i. My concern is that if I don't take the generous contribution from Lambrook this year it will disappear altogether.
ii. I know the number of trucks and equipment will considerably increase using Winkfield Row as a pathway with the proposed 250 houses at Newell Green on the horizon.

The Clerk contacted BFC Highways for their input on this new proposal. Comments from BFC Highways officer are as follows:

I can confirm that a budget of 25k would help me design and build a speed management scheme fit for purpose.

COUNCILLORS CORONATION INITIATIVE **(CM 9764 - May '23)** **Appendix 18**

Cllr Name	Suggested local initiative to be supported	Details of support to be provided	Cost
Atkinson / Michie	St Martins Church	Hymn books	498
Barber/Merry / Warren/ Barreto / Frewer	Allsmoor MH&W joint venture	Picnic tables with wheelchair access -	1080
Blakemore	Defibrillator & Acer Tree	Part funding with MGS a defib at the Winning Post & tree for mini roundabout in MG	250
Blyth	All Saints Church community coffee morning initiative set up contribution	Funding	250
Buchler / Karim	FC Bracknell Football For All	to contribute to cost of football kit	500
Dudley	Age Concern	2 x companion pet cats	263
Ehinger / Gaw / Lazar	Defibrillator & Acer Tree	Part funding with MGS a defib at the Winning Post & tree for mini roundabout in MG	750
Hayes MBE	St Christophers / King Edwards coffee morning for the elderely PLUS resources for Alzheimers Dementia Support group	£100 St Christophers additional funding for Silver Sunday event / £99 resources for ADS to support their coffee monring initiative at King Edwards Hall (music shakers / pom poms / reminiscene books)	199
Wall	Cranbourne Amateur Dramatics Society	Donation to support provision of the Dramatics Society	250
		TOTAL	4040

The Winkfield
Annual Parish Meeting

Tuesday 21st May 2024 at 7.30pm
Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA

AGENDA

1. **Welcome by the Chairman of the Parish Council**

2. **Apologies for absence**

3. **Minutes**
   Minutes of the Annual Parish Meeting held on 23rd May 2023 are attached as Appendix 1. **To be confirmed and signed**.

4. **Accounts**
   The financial position of the Parish Council to date is attached at Appendix 2. Full accounts to 31st March 2023 will be made available to view as soon as they are prepared.

   The Accounts of the Winkfield Parochial Charities to 31st March 2023 will be made available to view as soon as they are prepared.

4. **Chairman's Report**
   Cllr Dudley will give a short overview of the past year's activities of Winkfield Parish Council.

5. **Presentation**
   TBC

6. **Presentation**
   TBC

7. **Grants To Local Organisation/Charities**
   Winkfield Parish Council has made the following grants during 2023/24. *All recipients have been invited to attend and speak for a maximum of 3 minutes detailing a little about their organisation and how the money granted has been used.*

   a. Youthline
   b. Nuture Kids Ascot
   c. Charlotte Pratt Memorial Hall
   d. Citizens Advice East Berkshire
   e. Football for All
   f. Keep Mobile
   g. The Ark Trust
   h. St Martins Church
   i. Charters Bowls Club
   j. Cranbourne Primary School PTA
   k. Sebastian Action Trust
   l. Winkfield & North Ascot Good Neighbour Scheme
   m. Jealotts Hill Community Landshare

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n. Stepping Stones Recovery College
o. Sunningdale & Ascot Camera Club
p. Any other grants awarded at March ’23 Council Meeting

8. Resident/Community Associations Updates
An opportunity for our active community groups to update everyone on their activities over the past year. *All local Resident Associations have been invited to attend and speak for 3 minutes if they so wish.*

9. Any motions of which written notice has been given.

10. Any other business which electors wish to raise relating to the Parish.

Following the meeting please do stay and enjoy refreshments.

Cllr Colin Dudley
Chairman, Winkfield Parish Council

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