Mrs Ruth Lyes
Clerk of the Council

10th April 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 16th April 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 19th March 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. COUNCILLOR INTRODUCTIONS

Councillors in attendance to give a brief introduction to themselves (1 minute max.) as per previous Council Meeting CM10035.

8. COMMUNICATIONS / CORRESPONDENCE

We have received:

i. Stepping Stones Charity have sent a message of thanks for the grant that was awarded to them. **For noting.**

ii. Jealotts Hill Community Landshare CIC have sent a message of thanks for the grant that was awarded to them. **For noting.**

iii. The Chavey Down Association have sent an open invitation to Councillors to attend their AGM - location St Martins Hall - Friday 17th May - 7.30pm. **For Noting**

iv. A general letter has been sent to Parish and Town Councils from the Police & Crime Commissioner. This is attached at Appendix 2. **For Noting**.

v. Email from BFC Biodiversity Team – advising of Berks LNRS Meetings - an in-person meeting 10th April and online workshop 30th April. Information was distributed to Climate Change Working Party. **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.

9. QUESTIONS

No written questions received.

10. 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.

11. 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.

12. 3/5/10 YEAR PLAN WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

The report and recommendations from the working party are attached at Appendix 3 for **review and consideration**.

13. WINKFIELD ROW TRAFFIC CALMING

Agenda item from March 24 Council meeting to consider £5K contribution toward the traffic calming scheme in conjunction with BFC and Lambrook School was deferred to the April meeting. **This matter is to be reconsidered** once recommendations from the 3/5/10 Year Working Party relating to traffic calming CIL budgetary provision is reviewed and decided upon (see agenda item 12).

14. CLERK'S REPORT

The Clerk's report is attached as Appendix 4. **For Noting**.

15. CIVILITY & RESPECT PLEDGE – CODE OF CONDUCT TRAINING

Prior to signing the pledge, the Council should have in place a training programme for councillors and staff. The Clerk has organised matters with regard to staff. The Clerk has also distributed a request for contact from Councillors for whom Code of Conduct training completion still needs to be actioned / recorded (15th March). A response from those councillors is requested to enable the training element of the pledge to be addressed and adoption of the pledge progressed. **For noting.**

16. CAPITAL PROJECT UPDATE

A list of 2024-25 capital projects is attached as Appendix 5. **For Noting**.

17. LEISURE REPORT

Report attached at Appendix 6. **For Noting.**

18. PLANNING APPLICATION FOR CONSIDERATION

Due to timings – it is necessary for the following application to be considered by councillors prior to the next Planning & Highways Committee Meeting:

To discuss and agree recommendation to BFC in respect of the application:
24/00159/FUL: Don Beni Restaurant, Winkfield Row, Bracknell, RG42 6NH.
Winkfield & Cranbourne, Not green belt, Sarah Fryer
Redevelopment of site to rear of Don Beni to form 1 detached 4-bedroom dwelling with associated parking, cycle store and amenity space.
https://planapp.bracknell-forest.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SABTJ0BVG1K00

FINANCE ITEMS

19. ORDERS FOR PAYMENT

To Agree the attached list of payments covering the period 1st March to 31st March 2024 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.**)**

20. PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

Final record of S137 payments for 2023/ 24 is attached at Appendix 8**.** 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 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.

21. FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts and investments as 31st March 2024 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.

To consider and agree re- investment period for United Trust Bank 1 year bond (see Appendix 10) which has matured and is currently on a nominal rate interest rate of 0.1%. Notification to United Trust Bank required by 22/4/24 of investment decision. Officer recommendation is to reinvest for a further year at interest rate which is currently 5% but may be subject to change.

A summary I&E statement is attached at Appendix 11. **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.

22. 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 12. **For noting.**

To Consider the following applications received:

i. Grant application received from Thames Hospice. Application form attached at Appendix 13 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 13 Grant requested of £1000 to support provision of free hospice care for terminally ill residents of Winkfield Parish.

ii. Grant application received from Youthline, Appendix 14 together with supporting financial documentation. Full accounts for 2023 were provided – the Clerk has attached an extract of these as part of Appendix 14. Grant requested of £1600 toward costs of delivering supervision for their counsellors.

iii. Grant application received from Bracknell & District Parkinson's Branch, Appendix 15 together with supporting financial documentation. Grant requested of £1000 to help subsidise services for members which help alleviate their condition of Parkinson's.

iv. Grant application received from Homestart, Appendix 16 together with supporting financial documentation. Grant requested of £800 to support ongoing running costs – further detail is provided on the application form.

iv. Any urgent grant applications received. None received.

23. FINANCE WORKING PARTY REPORT AND RECOMMENDATIONS

Report and recommendations from the Finance Working Party are attached at Appendix 17**.**

To consider for approval the recommendations of the Finance Working Party as per attached Appendix 17

24. D-DAY 80 FLAGS OF PEACE

An official flag is available to purchase by Councils from Newton Newton Flags. BFC has made enquiries of Parish and Town Councils as to whether they plan to fly the D-Day 80 flag and / or Union Jack and locations.
Cost for 5ft x 3ft flag pole mounted is £24 – see attached image at Appendix 18

To consider whether Winkfield Parish Council wish to purchase and fly Flags of Peace for D Day 80.

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 14th May 2024. **For noting**.

26. DATES FOR THE DIARY

Events	
Spring Footpath Walk	27th April '24
Annual Winkfield & Warfield Cycle Ride	23rd June '24 (starting from Carnation Hall)
Summer of Fun '24	CANCELLED (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	28th May '24 (Annual Mtg), 18th June'24, 16th July '24
Planning & Highways	7th May '24, 4th June '24 , 2nd July '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 19th March 2024 from 7.30pm – 8.46 pm

Councillors present:

Cllr P Adams	Cllr O Barreto	Cllr T Blakemore	Cllr E Blyth
Cllr K Buchler	Cllr C Dudley(Chair)	Cllr C Ehinger	Cllr O Lazar
Cllr A Michie	Cllr G Paxton	Cllr K Rowland	Cllr D Wall
Cllr R Warren			

Councillors absent: Cllr Atkinson, Cllr Barber, Cllr Frewer, Cllr Gaw , Cllr Hayes , Cllr Karim

Officers:
Ruth Lyes, Clerk

CM 10027 WELCOME FROM THE CHAIR

The Chair welcomed those in attendance to the meeting.

CM 10028 PUBLIC PARTICIPATION

There were no requests to speak.

CM 10029 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Atkinson, Cllr Barber, Cllr Frewer, Cllr Gaw , Cllr Hayes and Cllr Karim

CM 10030 DECLARATION OF INTEREST

None

CM 10031 MINUTES OF THE PREVIOUS MEETING

Draft minutes of the meeting held 20th February 2024 were attached at Appendix 1

It was proposed by Cllr Michie, seconded by Cllr Ehinger and with two abstentions

RESOLVED that the minutes of the meeting held on 20th February 2024 be confirmed and signed.

DRAFT

CM 10032 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

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

CM 10033 COMMUNICATIONS / CORRESPONDENCE

The following had been received:

i. The Winkfield & North Ascot Good Neighbour Scheme had sent a message of thanks for grant that was awarded to them. **Noted.**
ii. The Sunningdale & Ascot Camera Club had sent a message of thanks for grant that was awarded to them. **Noted.**
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 had requested further information. **Noted**.
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. **Noted.**
v. Consultation for residents received from the Royal Berkshire Fire & Rescue Service (RBF&RS) 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. **Noted.**

The Chairman confirmed that he had responded to the RBF&RS consultation on an individual basis and discussion followed as to whether Council required a response on behalf of Council.

A motion was proposed by Cllr Dudley and seconded by Cllr Wall that Councillor Dudley respond supporting the consultation proposal to amend the way in which the fire brigade respond to automatic fire alarms in low-risk buildings. With one vote against it was

Resolved that Cllr Dudley respond to the consultation on behalf of the Council supporting the proposals by RBF&RS as to changes in response to automatic fire alarms in low-risk buildings.

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

CM 10034 QUESTIONS

No written questions received.

DRAFT

CM 10035 REPORTS OF COUNCILLORS / OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

i. Chairman's Report – the Chairman gave a verbal report on the following matters:

- A meeting of the 3/5/10 Working Party had been held on 7th March with recommendations to be put to Council at the April meeting of Council. Succession planning for Finance and Leisure lead roles had been raised as an issue and the matter of nominated deputies for these roles would be considered for commencement in the new municipal year (May)
- Cllr Dudley suggested that it would be useful for Councillors if a Parish Tour were arranged in the summer. Clerk will liaise with the Chair.
- Cllr Dudley suggested that it would be useful for Councillors if time was set aside at the meeting 16th April for each Councillor to make a short (1 min) introduction to themselves (e.g. time on Council, any particular interests they have etc).

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

a. Cllr Paxton reported:
- On attendance at the recent Parish and Town Council Liaison Meeting. Topics discussed included fly tipping and Biodiversity Net Gain upcoming planning rule changes.

b. Cllr Rowland reported:
- On attendance at the North Ascot Community Centre Committee meeting (Note: this was attended in an individual capacity rather than as nominated representative of WPC). They had requested a Keep Gate Shut sign on the adjoining WPC playground – the Clerk confirmed that this was on order. It was also reported that there were issues with heating costs due to the high-pitched ceiling and a query had been raised as to whether there could be any funding support from WPC. The advice was for the community centre group to look at the WPC Grant policy and application to see if this was applicable to them.

c. Cllr Blyth reported:
- On attendance at an Age Concern Bracknell Forest Event with her ukulele group with another upcoming event shortly. (Note: this was attended in an individual capacity rather than as nominated representative of WPC).

CM 10036 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 Paxton reported that:
- Pothole repairs had been carried out at Blackmoor Wood.

CM 10037 EVENTS WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Meeting notes were attached at Appendix 2

The following recommendations were considered:

i The following events be approved for 2024:
   a. Spring Footpath Walk and Autumn Footpath Walk –following discussion concerning the current muddy and potentially unsafe footpath conditions it was agreed that the Spring walk be postponed to 27th April
   b. Annual Cycle Ride
   c. Photography Event – with Cllr Blakemore to liaise with the Clerk.
   d. D Day 80 – be marked by tree planting and a plaque – type, number, and location to be investigated by the Clerk
   e. Arts Week
   f. Silver Sunday- to consider the recommendation of the working party to reduce number of biscuits purchased for distribution and to increase financial donation to a local Silver Sunday event – the Forest Park Age Concern event was nominated by the working party
   g. Christmas Wreath Making
   h. Climate Change Concert – to move to next year – provisional date Sunday 23rd March '25

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

RESOLVED that the events as listed above proceed.

ii **Summer of Fun** – provisional date had been changed to 30th August however due to unforeseen pavilion groundwork delays the recommendation of the working party was to consider cancellation of the Winkfield Parish event for 2024. Discussion followed and the Clerk advised that they had met with the building contractors today and that they were confident that scheduling the Summer of Event for 30th August was realistic. They could see no reason why it should not be possible to run as by this stage it would likely be only interior snagging outstanding. Councillors discussed and considered the potential financial risks should the event be planned and then need to be cancelled. An alternative plan of running a smaller event once the build was completed was considered as an alternative option.

A motion to cancel the 2024 Summer of Fun event was proposed by Councillor Blyth and seconded by Cllr Wall and with one against and one abstention it was
RESOLVED that the Summer of Fun Event 2024 be cancelled.

CM 10038 CLIMATE CHANGE WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Meeting notes are attached at Appendix 3. **Noted**

i Recommendations of the Climate Change Working Party as detailed in the Meeting Notes attached at Appendix 3 were considered for approval:

a. Working Party to investigate further installation of EVC points at Nil cost to WPC, including liaising with other Parish & Town Councils, BFC and commercial operators
b. Working Party to obtain further details of the Sainburys Smart Charge Scheme
c. Clerk to make further enquires with ESPO regarding their frameworks and report back

Cllr Wall as advised that following the working party meeting Cllr Templeton had confirmed attendance at the next working party meeting – 23rd April – Cllr Dudley would also attend this meeting.

Cllr Buchler advised that he had some relevant experience regarding EV point installations and would be able to work with the Climate Working party on this is required – this offer was welcomed.

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

RESOLVED to agree the recommendations of the Climate Change Working Party as noted above.

ii. The revised Climate Change Policy as attached at Appendix 4 was considered for approval. The Climate Change Working Party recommend the inclusion of a clause related to SMART principles.

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

RESOLVED to approve the inclusion of the additional SMART clause into the Climate Change Policy

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CM 10039 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. **Noted**.

CM 10040 CLERK'S REPORT

The Clerk's report was attached at Appendix 6. **Noted.**

CM 10041 CAPITAL PROJECT UPDATE

A list of 2023-24 capital projects was attached at Appendix 7. **Noted**

CM 10042 LEISURE REPORT

The Leisure Report was attached at Appendix 8. **Noted**

CM 10043 ORDERS FOR PAYMENT

A list of all payments covering the period 1st February to 29th February 2024 was attached at Appendix 9**.** All payments have been approved by the Clerk and two Councillors and paperwork is available at the office.

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

RESOLVED to accept the payments covering 1st February to 29th February 2024

CM 10044 PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

A list of payments for approval was attached at Appendix 10.

It was proposed by Cllr Dudley, seconded by Cllr Blyth 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 10045 FINANCIAL POSITION AND CURRENT INVESTMENTS

i. Balances of all bank accounts and investments as 29th February 2024 were attached at Appendices 11 – 12. Full bank reconciliation are available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **Noted**

   It was requested that interest rates and expiry dates of investments be noted in future appendices. (Note – that interest rates are currently noted – see appendix 12 – the Clerk will arrange for expiry date information to be added to future reports)

ii. A summary I&E statement was attached at Appendix 13**. Noted**

CM 10046 REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is £25,000 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 14.

i. Consideration was given to the following applications received:

a) The Dash Charity. Application form together with supporting information and financial documentation was attached at Appendix 15.

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

RESOLVED to award a grant of £1000 to The Dash Charity to support the work of the charity with victims of domestic abuse

b) Winkfield St Mary's Church of England School PTA. Application form together with supporting information and financial documentation was attached at Appendix 16.

It was proposed by Cllr Wall, seconded by Cllr Rowland and with three abstentions

RESOLVED to award a one off grant of £2000 to Winkfield St Marys PTA for the purpose of the PTA funding a sensory room at the school . Grant to be awarded under S137 of the LGA 1972 – being expenditure deemed in the interests of the inhabitants of the area with the benefit commensurate with the level of expenditure.

ii. Any urgent grant applications received.

None received. **Noted.**

CM 10047 WINKFIELD ROW TRAFFIC CALMING AMENDED PROPOSAL REQUEST

A report from the Clerks was attached at Appendix 17

Consideration was given to 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.

The Chair, with the agreement of Council, requested that this matter be deferred to the next meeting of Council. This would then coincide with the recommendations to be made by the 3/5/10 Year Plan Working Party which will be considered with regard to traffic calming CIL budgetary provisions.

CM 10048 ALLOTMENTS CHARGES REVIEW

Consideration was given to the annual 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

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

RESOLVED to increase charges by 3%

Following the resolution, Cllr Lazar commented that it would be good if there was a way to increase involvement of younger generations with the allotments. The Clerk will liaise with the allotment administrator.

CM 10049 CORONATION INITIATIVE END OF FINANCIAL YEAR REPORT

End of Year Report attached as Appendix 18. **Noted**

CM 10050 ANNUAL PARISH MEETING DRAFT AGENDA

The DRAFT Agenda for the Annual Parish Meeting on 21st May was attached at Appendix 19 **to consider** if any amendments were required 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. **Noted**

Cllr Wall made the suggestion of inviting a representative from the Environment Agency to make a presentation related to flooding issues in the area. Cllr Wall will provide contact details to the Clerk.

Another suggested invitee was the PCSO – the Clerk advised that an invitation had been extended and a response was awaited.

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

RESOLVED to approve the draft agenda.

CM 10051 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. **Noted**.

CM 10053 DATES FOR THE DIARY

Events	
Spring Footpath Walk	Postponed and amended to 27th April.
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 – provisional Sunday 23rd March '25

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

Noted.

Chairman

DRAFT

Matthew Barber
Police & Crime Commissioner
for Thames Valley

Office of the Police & Crime Commissioner
The Farmhouse, Thames Valley Police HQ
Oxford Road, Kidlington, OX5 2NX

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To all Town & Parish Councils

March 2024

Dear Colleague,

Working in partnership to fight crime

I regularly meet with town and parish councils to discuss local concerns and talk about the work I am doing to support Thames Valley Police in fighting crime. Of course, with over 700 parishes across our three counties, I am not able to attend every council personally, but as a former town councillor I recognise the important role you play in your community.

I thought it would be useful to highlight some of the work that I and my office do with unitary, county and district councils in Thames Valley that may not always be visible to parishes and towns. One of the areas I am particularly passionate about is improving CCTV coverage. Better use of technology can never replace strong local policing, but it is an important tool. I have committed significant investment to this area, which is not a statutory function for either the police or local authorities. Earlier this year, we launched the first phase of the Thames Valley CCTV Partnership with new cameras – owned and operated, monitored and maintained by the police, with continued support from councils. The first phase covers Milton Keynes and Slough, with a second phase hopefully coming online in Oxfordshire later this year. We continue to talk to local councils elsewhere about continued expansion of the network.

Alongside this specific work on CCTV, I continue to support local authorities through our Community Safety Partnerships. These are vital partnerships harnessing the power of local government as well as the police to tackle anti-social behaviour and persistent crime concerns. I have recently written to council leaders informing them of a 15% increase in the funding that I have allocated from 2025/26, which will mean a total of £11.4m will be provided to crime prevention work in local areas over the next four years. I hope we will also repeat our success in bidding for additional funding from the Home Office through the Safer Streets fund, which has seen a further £5m brought into Thames Valley.

There is, of course, a continued opportunity for parish and town councils to apply for funding for crime prevention projects through my Community Fund. This takes money from criminals – through the sale of stolen goods – and provides it to good causes. In recent years, I have increased the level of funding to £400,000 per year and many parishes and towns have already benefited from the scheme. The next round of funding will be in September, and there is more information available on my website at thamesvalley-pcc.gov.uk/get-involved/community-fund/.

Another area that I know causes great concern in many communities is speeding. Not only am I agreeing with the Chief Constable a new road safety enforcement team to provide a more flexible response to local concerns, but I continue to support Community Speedwatch. The Community Speedwatch scheme has recently moved into the new Citizens in Policing portfolio within the Force, which means as well as the free equipment available through my office, I hope that we will be able to improve the support for volunteers.

More broadly of course we have seen a reduction in crime overall across Thames Valley in the last twelve months, and we are on target to have doubled the number of neighbourhood officers in the Force by the end of this financial year. This increase is set to continue and I have committed further funds to put more officers into neighbourhood teams and continue to

recruit PCSOs and Special Constables. This is on top of the record number of police officers serving within Thames Valley. We will be just over 5,100 officers at the end of this month, almost 600 higher than back in 2010.

As always, please do feel free to contact me or my office if we can support your local council in our collective efforts to keep the public safe.

Yours sincerely,



Matthew Barber
Police & Crime Commissioner

3-5-10 Year Plan Working Party Meeting

12th March 2024, 7.30pm, Carnation Hall, Chavey Down Road RG42 7PA

Meeting Notes

Councillors Present: Cllrs Gaw, Lazar, Dudley (Chair), Blyth, Wall, Adams, Hayes , Rowland , Ehinger

Apologies: Atkinson, Barber, Buchler, Paxton

Officers: Ruth Lyes (Clerk)

Councillors present reviewed an existing input data gathering document where a large number of ideas had been put forward and collated. The task undertaken on the evening was to reduce and rationalise the list to some achievable goals. Some more general facilities maintenance matters that were already included and accounted for in the Council budget were excluded from the next phase of the 3 -5-10 Year Plan recommendations.

Comments and recommendations are documented in the following table:

Ref	Priority Area	Time Frame - Years
	Community Engagement & Consultation across different sectors of the community	
1	**Winkfield 130**	1
	To be a group of residents that the WPC can consult with / obtain suggestions / get feedback	
	To be launched at the Annual Parish Meeting	
	Each Councillor to contact and put forward 3 or 4 residents to be part of this group - aim would be to get representatives from a wide demographic group to ensure best possible representation	
	Recommendations to Council:	
	1. Each Councillor to contact and put forward 3 or 4 residents to be part of this group - aim would be to get representatives from a wide demographic group to ensure best possible representation	
	2. Increase publicity of the Annual Parish Meeting - posters / social media / press release (Cllr Wall) / banners x2	

	Community Facilities	
2	**Office Relocation**	
	Investigate the options of relocating the office either to Carnation Hall or Ascot Jubilee. Both options would involve structural changes and / or extensions to the existing facilities	
	Ownership of both Carnation Hall and Ascot Jubilee to be confirmed by the Clerk as owner permissions would be required for leased properties	
	There would be a considerable number of issues to be taken into account prior to progressing such a project and an expert feasibility study could be of benefit to inform costly decision-making process with regard to such a project	
	Recommendations to Council:	
	1. Clerk to confirm ownership of both Carnation Hall and Ascot Jubilee and contact property owners as to possibilities of undertaking such a project	1
	2. Clerk to investigate the options of commissioning a feasibility study	
3	**Locks Ride Cabin**	
	Options to be investigated for repurposing the cabin facility for the benefit of the residents	
	Preference is the provision of a refreshment facility	
	Recommendations to Council:	
	1. Expression of Interest publicity for provision of a refreshment's facility run by an operator independently of WPC	1
	2. Advertising to run for a period of 1 month from end of April and then any Expressions of Interest to be evaluated	
4	**King George V Recreational Ground**	
	Installation of toilets - Planning permission was obtained some time ago - amended permission 21/00793/FUL dated 21st January '22 - expiry 3 years from date	
	Recommendation to Council:	
	1. Council to consider whether to pursue or to abandon the installation of toilet facility project	
5	**Ascot Jubilee**	
	Tennis Court surface improvements required. This is already being investigated and ear marked reserves are available	1
6	**Asher**	
	Installation of a lower barrier would reduce anti-social behaviour at the site. Barrier installation is included as a project for 2024 and budgeted for	1
7	**Community Halls - Carnation Hall & Martins Heron & the Warren**	

	Benefits of improving the acoustics at the halls by installation of acoustic panels was considered. Benefits the users in particularly those with hearing disabilities and SEN needs	
	Recommendation to Council:	
	Clerk to obtain quotes for acoustic panel installation	1
8	**Allsmoor**	
	Lack of access and parking restricts possibilities	
	Land is leased from BFC so permissions required for any material changes	
	Recommendation to Council:	
	Clerk to check if there is cycle rack provision on site and installation of racks to be investigated if none already on site	1
9	**Traffic - identifying concerns, liaising with BFC and contributing to mitigating measures where possible**	
	Provision of a Community Bus was currently considered to be unrealistic although it was recognised that access to public transport was an issue	
	Recommendation to Council:	
	WPC to contact BFC for details on current transport plan for Winkfield parish	1
10	**Environment & Biodiversity & Climate Change**	
	Existing clothing recycling are at most sites although limited opportunities for increasing points in the Forest Park area	
	Installation of EV points already under investigation and the Climate Change Working Party recommendations are to be made to Council at the March '24 meeting	1
11	**Physical and Mental Wellbeing and Community Resilience**	
	Recommendations to Council:	1
	1.Invite the PCSO to the Annual Parish Meeting	
	2. Cllr Adams to investigate contacts and opportunities that can support community wellbeing and resilience	
	3. Liaise with Berkshire Youth on activities that can be delivered in the Parish	
12	**Respect & Civility Pledge**	
	Further progress to be made to completing actions leading to signing of the pledge - in particular Councillor training	1
13	**Traffic - identifying concerns, liaising with BFC and contributing to mitigating measures where possible**	
	Recommendation to Council:	

	Allocation of CIL funds to support traffic calming measures - nominal allocation of £25k to the South and £25K to the North. Councillors to bring forward schemes for consideration	1
14	**Financial Strategy & Risk Management**	
	NFA in addition to existing financial planning required as necessary over and above existing.	
	Succession and contingency planning for lead roles within Council was recommended in respect of Finance and Leisure	
	Contingency planning for Clerk absence to be reviewed and considered by Staffing & Strategy for further recommendation to Council	
	Recommendation to Council:	
	A deputy Finance Lead and Deputy Leisure lead to be appointed at the Council Annual Meeting in May.	1

Clerk's Report - April 2024

Appendix 4

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. Issue continues (Apl '24)	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 now been completed. First invoice has been submitted for payment and validated by Madlins - £118,023 ex Vat. Foundations completed and timber frame being delivered 4/4/24.	In progress - April 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 are being circulated to staff for reading	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
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				Surveys completed march 24. Reports on sites part received . Some further reports awaited. Once reports all receieved required work can be assessed and prioritised	In progress
CIL Funding part 2 FY 23/24				Notification received that a further £65,453 will be payable. These are being paid at 15% as pre date NDP adoption. 25% will be paid on CIL demands made after the 14th December	For noting
C arnation Hall Proposed Footpath/ Cyclepath				Further to Feb Council meeting resolution CM 10016 - BFC Property Team requested a meeting with WPC . Cllr Dudley , Clerk and Planning Assistant met with 2 x members of the BFC Property Team. The view of WPC was reiterated and the BFC Property Team will feed back to planning department. BFC property team have advised Planning Departmetn that they are of the opinion that the views of the Parish , as a partner organsiation , should be respected.	For noting

Capital Projects 2024/25 -April '24 update

Appendix 5

Notes:

1 These projects have been agreed through Council for action/completion in 2024/25
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 floorin (toilets & main hall renovation)	£ 8,000.00		CM 9991	
		✓	CH Lounge & Meeting Room - curtains	£ 1,000.00		CM 9991	
		✓	Facilities floor maintenance equipment	£ 1,550.00		CM 9991	
		✓	Locks Ride Landscaping	2,000.00		CM 9991	
3	✓		Locks Ride Furniture & Fittings	3,000.00		CM 9991	
4	✓		LR Pavilion upgrade & demolition of old pavilion	1,067,488.00	£ 193,990.50	CM 9851 Following tender - contract agreed CM9851 £1028398 ex VAT & , demolition of old pavilion CM9951 £39090 ex vat	ongoing - due to complete end August
4.1	✓		LR Pavilion project fees (professional & legal)	CIL	£ 63,134.84	Includes partial Madlins fees, Sports Clubhouses fees and surveys	
4.2	✓		LR Pavilion additional fees		£ 12,189.67	E.g. Broadband, planning application, building regs	
5	✓		Low entry barriers - AJ & KGV	4,000.00		CM 9991	
6	✓		Climate change improvements	10,000.00		CM 9991 - e.g EV points	
7	✓		Repurposing of LR Cabin	2,500.00		CM 9991	
8	✓		Ascot Jubilee decorative order improvements	5,000.00		CM 9991	
10	✓		MH internal & External painting	10,000.00		External and Internal redecoration required as part of lease in 2024. Increased budget proposed for 2024/25	
11		✓	CH - new bench	400.00			
12		✓	Trailer for new grass cutter	1,500.00		CM 9991	
				£ 1,116,438.00	**£ 269,315.01**		

Carried forward projects							
12	✓		LR Overflow matting	18,000.00		CM 9991 - This has not been incorporated into the tender for the pavilion and will need to be considered as a separate project	
13	✓		KGV Toilet	90,000.00	£ 2,279.33	Planning approval granted. This is to be progressed as a stand alone project CM 9991	
	✓		Speedwatch Signs	£ 2,000.00			
				£ 1,226,438.00	**£ 271,594.34**		

Appendix 6

Leisure Report April 2024

Head of Grounds and Head of Facilities

General

- General playground maintenance both from annual play inspection reports continues and ongoing maintenance across all sites
- Grass cutting at various sites has commenced as weather permits
- Tree Surveys mainly now completed and reports will be reviewed for work required
- Football pitch marking
- Reviewing risk assessment

Blackmoor

- Fence at Blackmoor play area repaired

Fernbank Play Area

- “Keep Gate Shut” sign has been delivered and fixed to gate

Locks Ride

- Grounds Team liaising on regular basis with the contractors on day to day on-site matters new build progresses.
- Splash Pad wet pour surface has been cleaned.
- Alarms serviced – all working well

Martins Heron & Warren Community Centre

- Further drain clearance.
- Two further Thames Valley heartbeat defib familiarisation sessions have been organised to be held at MHWCC
- Aircon unit serviced – all working well

Asher

- Keeping a regular check on the ditches and drains and clearing when appropriate.

Ascot Jubilee

- Some general maintenance of the tennis courts (filling of tarmac)

Carnation Hall

- Boiler serviced – parts needed.

Allotments

- Periodic inspection of both sites carried out – overall found to be satisfactory. Five allotments now available to be offered to residents on the waiting list

Winkfield Parish Council
HSBC
List of Payments made between 01/03/2024 and 31/03/2024

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/03/2024	SMARTEST ENERGY	£ 146.00	MH Electric
06/03/2024	SAGE	£ 46.80	Sage Payroll
08/03/2024	HSBC BANK	£ 667.39	HSBC Visa Purchases
11/03/2024	JAIJO LTD	£ 18.00	NDP Website Fee
11/03/2024	JEALOTT'S HILL COMMUNITY	£ 3,000.00	WPC Grant
11/03/2024	MYLBROOK LTD	£ 231.79	RF73 HWS Key
11/03/2024	STEPPING STONES RECOVERY	£ 750.00	WPC Grant
11/03/2024	ST MARY'S PCC	£ 441.00	HMRC Sports Vat Refund
11/03/2024	SUNNINGDALE & ASCOT CAMERA CLUB	£ 300.00	WPC Grant
11/03/2024	WINKFIELD & ASCOT GOOD NEIGHBOUR SCHEME	£ 500.00	WPC Grant
11/03/2024	SEV001	£ 50.00	CH ID Refund
11/03/2024	GIL006	£ 50.00	CH ID Refund
11/03/2024	BEE001	£ 50.00	CH ID Refund
12/03/2024	BNP PARABAS	£ 434.95	Mower Lease
12/03/2024	BNP PARABAS	£ 618.54	Kubota Lease
12/03/2024	BNP PARABAS	£ 70.60	BNP Parabas, leasing fees
12/03/2024	BNP PARABAS	£ 29.40	BNP Parabas, leasing fees
13/03/2024	CHU001	£ 50.00	CH ID Refund
13/03/2024	BRACKNELL FOREST BOROUGH COUNCIL	£ 3,150.00	Lily Hill Contribution
13/03/2024	LONGACRES	£ 282.26	KGV Planting
13/03/2024	MORRIS & BLUNT LTD	£ 41,627.96	LR New Pavilion Contract payment
13/03/2024	RIALTAS	£ 276.00	LD End of year training
13/03/2024	LILLY RESEARCH CENTRE	£ 12.58	HMRC Sports Vat Refund
13/03/2024	LINDSAY DALE	£ 9.99	WPC Remembering Wartime book
13/03/2024	SMARTEST ENERGY	£ 79.00	WPC Electric
13/03/2024	SMARTEST ENERGY	£ 370.00	LR Electric
13/03/2024	SMARTEST ENERGY	£ 114.00	AJ Electric
13/03/2024	FUELGENIE	£ 173.94	Fuel Cards
14/03/2024	MORRIS & BLUNT LTD	£ 100,000.00	LR New Pavilion Contract payment
14/03/2024	MAINSTREAM DIGITAL	£ 506.90	WPC Phone System
14/03/2024	GAL003	£ 50.00	CH ID Refund
15/03/2024	SMARTEST ENERGY	£ 257.00	CH Electric
18/03/2024	WAL012	£ 50.00	CH ID Refund
18/03/2024	SMARTEST ENERGY	£ 302.70	AJ Gas
18/03/2024	SMARTEST ENERGY	£ 860.58	CH Gas
18/03/2024	SMARTEST ENERGY	£ 133.21	WPC Gas
18/03/2024	SMARTEST ENERGY	£ 439.88	MHWCC Gas
18/03/2024	CASTLE WATER	£ 19.25	WPC Water
18/03/2024	CASTLE WATER	£ 79.77	CH Water
18/03/2024	CASTLE WATER	£ 59.05	MHWCC Water
18/03/2024	WORLDPAY	£ 11.94	Worldpay chg
18/03/2024	HMRC PAYE, M11	£ 5,234.24	HMRC PAYE, M11
18/03/2024	BERKSHIRE PENSION FUND	£ 6,236.93	PENSIONS, M11
18/03/2024	ALD AUTOMOTIVE LTD	£ 535.48	RF73 HWS Maxus Lease
18/03/2024	ALD AUTOMOTIVE LTD	£ 3,212.86	RF73 HWS First invoice
19/03/2024	KIN003	£ 50.00	CH ID Refund
19/03/2024	S/LINE CHG	£ 8.15	S/LINE CHG
19/03/2024	DAY002	£ 25.20	CH Hire Refund
20/03/2024	CASTLE WATER	£ 463.90	LR Water
21/03/2024	HSBC CHG	£ 5.00	HSBC Charge
22/03/2024	LINDSAY DALE	£ 5.98	Costcutter, Office milk
22/03/2024	CAM003	£ 50.00	CH ID Refund
25/03/2024	WAGES, VARIOUS	£ 16,564.10	Wages, Various
26/03/2024	MCL003	£ 50.00	CH ID Refund
26/03/2024	FAR002	£ 50.00	CH ID Refund
26/03/2024	FORD LEASING	£ 1,625.18	RV70 NTX Lease
28/03/2024	AFC WINKFIELD	£ 461.16	HMRC Sports Vat Refund
28/03/2024	ASCOT TOOL HIRE	£ 797.85	Allet Mower Service
28/03/2024	BRACKNELL BISONS	£ 276.18	HMRC Sports Vat Refund
28/03/2024	BRACKNELL FOREST BOROUGH COUNCIL	£ 50.00	MWHCC Rent
28/03/2024	BRAYBROOK ATHLETIC	£ 230.58	HMRC Sports Vat Refund
28/03/2024	THE DASH CHARITY	£ 1,000.00	WPC Grant
28/03/2024	DLS CONTRACT CLEANING LTD	£ 546.00	Cleaning, AJ, CH, WPC
28/03/2024	MADLINS LLP CHARTERED	£ 2,938.57	LR Pavilion Fees
28/03/2024	MOVOLYTICS	£ 165.42	New vehicle tracker
28/03/2024	PHIL CROSBY	£ 95.00	Windowcleaning
28/03/2024	THE PLAY INSPECTION COMPANY	£ 840.00	Play Inspections
28/03/2024	SHORTS AGRICULTURAL	£ 69.00	Green Waste Disposal
28/03/2024	SHORTS GROUP	£ 274.80	LR Toilet Hire
28/03/2024	SMS ENVIRONMENTAL	£ 22.68	MHWCC Legionella
28/03/2024	SPECIALISED PROPERTY SOLUTIONS	£ 711.60	MHWCC aircon servicing
28/03/2024	SUEZ	£ 604.56	Waste Disposal
28/03/2024	TELANOVA	£ 581.04	IT Support
28/03/2024	UNIT 42	£ 41.37	Grounds Maintenance
28/03/2024	WINKFIELD ST MARY'S PTA	£ 2,000.00	One-off WPC Grant
	TOTAL PAYMENTS	**£ 202,143.31**	

S137 PAYMENTS - April '24 Update **APPENDIX 8**

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
March '24 Approved CM 10046	WinkfieldSt Marys PTA	CM 10046	£ 2,000.00	£ -	£ 2,000.00
March '24 Approved CM 10046	The Dash Charity	CM 10046	£ 1,000.00	£ -	£ 1,000.00
Related to FY 23/24 year end	Payment to Chairmans Charity Pilgrim Hearts Trust	FY 23/24 Agreed Budget	£ 1,000.00	£ -	£ 1,000.00
Total	**FINAL S137 Allocation FY 2023/24**		£ 14,578.52	£ 94.25	**£ 14,482.50**
			Balance		**£ 54,321.50**

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 31/03/24

Balance of all Bank A/C's & Investments

HSBC	668,024.00	
Lloyds	219,330.00	
NatWest	366,254.00	
Nationwide	250,000.00	
Santander	151,618.00	
United Trust	155,901.00	
Reliance	151,949.00	
Hampshire Trust	150,000.00	
Redwood Bank	150,000.00	
	2,263,076.00	
Amount Due to Creditors	(124,749.48)	
Amount Due from Debtors	58,143.00	
Available Funds	**2,196,469.52**	
This includes:		
CIL funds	1,424,306.32	1,775,726.17
Earmarked Reserves	351,419.85	
Uncommitted Reserve (25% of Precept)	143,802.75	
Remaining Available Funds	**276,940.60**	
Remaining anticipated expenditure 23-24	-	
Remaining anticipated income 23-24	-	
Anticipated increase (+) / decrease (-) to funds	**276,940.60**	

Appendix 10

Account Name	Amount invested	Current interest rate	Maturity
HSBC Money Market Call Account	£ 150,000.00	0.50%	N/A
Nationwide 95 day notice	£ 250,000.00	4.30%	N/A
Natwest 35 day notice	£ 366,254.00	3.20%	N/A
Santander 12 month Time Deposit	£ 151,618.00	3.70%	27/11/2023 (rolling monthly pending council decision)
United Trust Bank 1 year bond	£ 155,901.00	3.90%	04/04/2024 (pending council decision)
Reliance 90 day notice	£ 151,949.00	2.55%	N/A
Hampshire Trust 95 day notice	£ 150,000.00	0.75%	N/A
Redwood Bank 95 day notice	£ 150,000.00	4.55%	N/A
TOTAL INVESTED	**£ 1,525,722.00**		

Winkfield Parish Council

Summary Income & Expenditure by Budget Heading 31/03/2024

Month No: 12

Cost Centre Report

			Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
101	Administration	Income	973,821	581,211	(392,610)		
		Expenditure	80,202	66,580	(13,622)	431	(14,052)
		Net Income over Expenditure	893,619	514,631	(378,988)		
		plus Transfer from EMR	748,155				
		less Transfer to EMR	(361,394)				
		Movement to/(from) Gen Reserve	2,003,169				
102	Staff Costs	Expenditure	398,483	422,920	24,437		24,437
		plus Transfer from EMR	55				
		Movement to/(from) Gen Reserve	(398,428)				
105	Grants	Expenditure	24,625	26,000	1,375		1,375
110	Infrastructure	Expenditure	1,248	2,000	752		752
115	Community	Income	23,444	800	(22,644)		
		Expenditure	38,424	35,884	(2,540)		(2,540)
		Movement to/(from) Gen Reserve	(14,980)				
150	F & GP Projects	Expenditure	2,249	3,216	967		967
201	Locks Ride Playing Field	Income	7,158	8,700	1,542		
		Expenditure	37,910	28,050	(9,860)	804	(10,664)
		Net Income over Expenditure	(30,751)	(19,350)	11,401		
		plus Transfer from EMR	39,900				
		Movement to/(from) Gen Reserve	9,149				
202	Ascot Jubilee Playing Field	Income	13,665	9,500	(4,165)		
		Expenditure	10,296	10,500	204	649	(445)
		Net Income over Expenditure	3,369	(1,000)	(4,369)		
		plus Transfer from EMR	605				
		Movement to/(from) Gen Reserve	3,974				
203	King George V Playing Field	Income	1,473	1,666	194		
		Expenditure	1,521	2,900	1,379		1,379
		Net Income over Expenditure	(48)	(1,234)	(1,186)		
		plus Transfer from EMR	1,198				
		Movement to/(from) Gen Reserve	1,150				
204	Asher Recreation Ground	Income	0	230	230		
		Expenditure	0	1,400	1,400		1,400
		Movement to/(from) Gen Reserve	0				
205	Open Spaces	Expenditure	66,703	75,900	9,197		9,197
		plus Transfer from EMR	-5,772				
		Movement to/(from) Gen Reserve	(72,475)				

Continued over page

			Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
206	Locks Ride Cabin	Income	22,233	28,000	5,767		
		Expenditure	15,759	23,500	7,741		7,741
		Movement to/(from) Gen Reserve	6,474				
207	Allotments	Income	2,777	2,550	(227)		
		Expenditure	3,620	1,800	(1,820)		(1,820)
		Net Income over Expenditure	(843)	750	1,593		
		plus Transfer from EMR	1,185				
		Movement to/(from) Gen Reserve	342				
210	Tennis	Income	3,213	2,000	(1,213)		
		Expenditure	606	1,600	994		994
		Movement to/(from) Gen Reserve	2,607				
215	Carnation Hall	Income	52,811	45,000	(7,811)		
		Expenditure	34,480	36,250	1,770	431	1,339
		Net Income over Expenditure	18,331	8,750	(9,581)		
		plus Transfer from EMR	869				
		Movement to/(from) Gen Reserve	19,200				
220	Martins Heron CC	Income	58,131	36,000	(22,131)		
		Expenditure	17,073	18,650	1,577	324	1,252
		Movement to/(from) Gen Reserve	41,058				
250	Capital Projects	Expenditure	273,178	1,181,498	908,320		908,320
		plus Transfer from EMR	269,678				
		Movement to/(from) Gen Reserve	(3,501)				
		Movement to/(from) Gen Reserve	0				
		Grand Totals:- Income	**1,158,725**	**715,657**	**(443,068)**		
		Expenditure	**1,006,376**	**1,938,648**	**932,272**	**2,639**	**929,634**
		Net Income over Expenditure	**152,350**	**(1,222,991**	**(1,375,341**		
		plus Transfer from EMR	**1,055,872**				
		less Transfer to EMR	**-361,394**				
		Movement to/(from) Gen Reserve	**1,569,616**				

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
03/24	The Dash Charity	£ 1,000.00
03/24	Winkfield St Mary's CofE School PTA	£ 2,000.00
	Total Spend to date	**£ 24,625.00**

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 : Thames Hospice

Address: Windsor Road, Maidenhead SL6 2DN

Telephone:01753 [redacted] Email: [redacted]thameshospice.org.uk

Registered Charity Number: 1108298

Contact: [redacted]

What is the aim of your organisation? Thames Hospice provides free palliative care for terminally ill people from 16 years old in East Berkshire

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

If YES, when and how much for? £1000

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

If yes, list organizations: other Parish councils in Bracknell and Windsor & Maidenhead area, Trusts & Foundations (including Berkshire Community Foundation, Louis Baylis, Shanly and local businesses (including Bayer, Alnylam, Abbvie, Virgin, Reckitt Benckiser, Thames Water)

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: £1500

For what purpose is the grant required? To support provision of free hospice care for terminally ill residents of Winkfield parish

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.

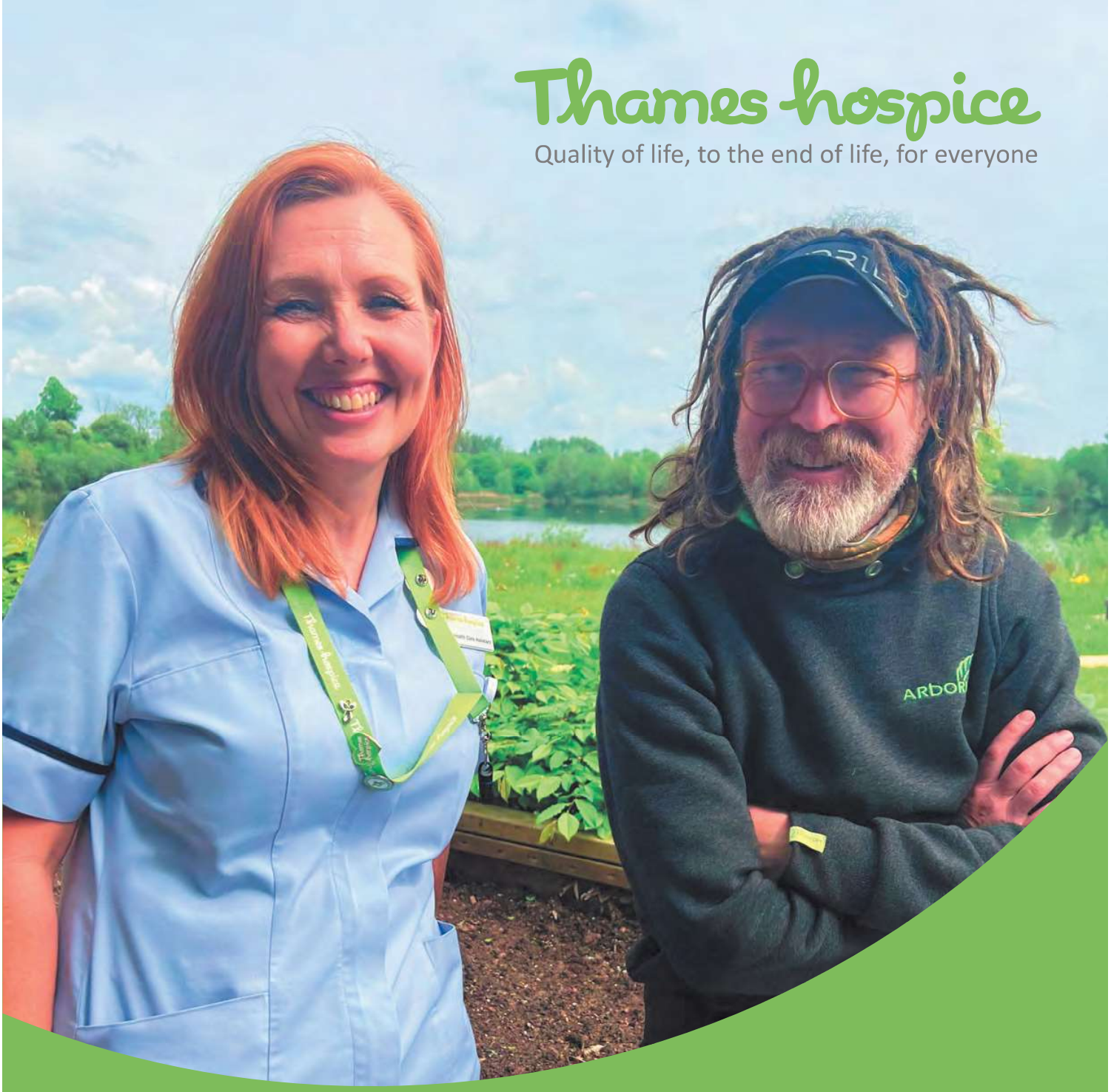
By signing this application you confirm that any grant will only be used for the purpose specified.

Signature of Applicant :  Date 19/3/2024

Position in Organisation: Trusts and Foundations Fundraiser

Thames hospice

Quality of life, to the end of life, for everyone



Annual Report and Accounts

for the year ended 31 March 2023

Consolidated statement of financial activities

(incorporating an income and expenditure account) for the year ended 31 March 2023

	Note	Unrestricted funds £000	Restricted funds £000	Total 2023 £000	Unrestricted funds £000	Restricted funds £000	Total 2022 £000
Income from:							
Donations and legacies	2	5,122	541	**5,663**	3,665	554	4,219
Charitable activities	3	5,794	-	**5,794**	6,043	1,178	7,221
Other trading activities	4	4,999	-	**4,999**	4,005	-	4,005
Investment income	5	162	-	**162**	93	-	93
Other income	6	38	-	**38**	-	-	-
Total income		16,115	541	**16,656**	13,805	1,732	15,537
Expenditure on:							
Raising funds	7	6,487	-	**6,487**	5,975	-	5,975
Charitable activities	7	8,232	558	**8,790**	6,132	1,412	7,544
Total expenditure		14,719	558	**15,277**	12,107	1,412	13,519
Net income/(expenditure) before investment gains/(losses)		1,396	(17)	**1,379**	1,698	320	2,018
Net gains/(losses) on investments		(411)	-	**(411)**	(22)	-	(22)
Gain from sale of asset held for sale		-	-	**-**	2,999	-	2,999
Net income		985	(17)	**968**	4,675	320	4,995
Transfers between funds	18	24	(24)	**-**	328	(328)	-
Net movement in funds	10	1,009	(41)	**968**	5,003	(8)	4,995
Reconciliation of funds:							
Total funds brought forward	18	31,720	332	**32,052**	26,717	340	27,057
Total funds carried forward		32,729	291	**33,020**	31,720	332	32,052

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended are derived from continuing activities. The notes on pages 41–58 form part of these financial statements.

Balance sheet

Company no. 05316964

for the year ended 31 March 2023

	Note	Group 2023 £000	Charity 2023 £000	Group 2022 £000	Charity 2022 £000
Fixed assets					
Tangible assets	13	**21,840**	**21,840**	22,250	22,250
Investments	14	**6,732**	**6,732**	5,512	5,512
		28,572	**28,572**	27,762	27,762
Current assets					
Stocks	15	**95**	**-**	94	-
Debtors	16	**2,106**	**2,398**	3,798	3,883
Cash at bank and in hand		**4,217**	**4,016**	2,523	2,516
		6,418	**6,414**	6,415	6,399
Creditors: amounts falling due within one year	17	**(1,970)**	**(1,968)**	(2,125)	(2,111)
Net current assets		**4,448**	**4,446**	4,290	4,288
Total assets less current liabilities		**33,020**	**33,018**	32,052	32,050
Net assets		**33,020**	**33,018**	32,052	32,050
Restricted funds	18	**291**	**291**	332	332
Unrestricted funds	18	**32,729**	**32,727**	31,720	31,718
Total funds		**33,020**	**33,018**	32,052	32,050

As permitted by Section 408 Companies Act 2006 the parent charity has not presented its own SOFA. The charity's surplus for the year was £968k (2022: £4,995k).

The financial statements on pages 40–58 were approved and authorised for issue by the Board of Trustees on 14 September 2023 and were signed on its behalf by Jon Toohey, Trustee.

Signed:



Consolidated cash flow statement

for the year ended 31 March 2023

	Note	2023 £000	2022 £000
Net cash provided by continuing operating activities	20	**3,591**	(1,239)
Cash flows from Investing activities:			
Investment income		**162**	40
Purchase of tangible fixed assets		**(400)**	(428)
Purchase of investments		**(4,054)**	(3,282)
Sale of investments		**2,395**	745
Proceeds from sale of asset held for sale		**-**	6,000
Net cash used in investing activities		**(1,897)**	3,075
Change in cash & cash equivalents in the year		**1,694**	1,836
Cash & cash equivalents at the beginning of the year		**2,523**	687
Cash & cash equivalents at the end of the year		**4,217**	2,523

Analysis of changes in net debt

	2023 £000	2022 £000
Cash and cash equivalents		
Cash at bank as at 1 April	**2,523**	687
Cash flows during the year	**1,694**	1,836
	4,217	2,523
Borrowings		
Debt due within one year	**-**	-
Total	**4,217**	2,523

Notes to the financial statements

I. Accounting policies

The charity is a company limited by guarantee, incorporated in England and Wales (company number 5316964) and a charity registered in England and Wales (charity number: 1108298). The charity's registered office address is: Thames Hospice, Windsor Road, Maidenhead, Berkshire, SL6 2DN.

Basis of preparation

The financial statements are prepared under the historical cost convention with the exception of investments which have been included at fair value.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Thames Hospice meets the definition of a public benefit entity under FRS 102.

The financial statements have been prepared on a going concern basis.

The group statement of financial activities (SOFA) and balance sheet consolidate the financial statements of the charity and its wholly owned subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The financial statements are presented in sterling, rounded to the nearest £1,000.

Fund accounting

General funds are Unrestricted funds that are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise Unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions or which have been raised by the charity for particular purposes.

Income

All incoming resources are included in the SOFA when the charity is entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Donation income is received by way of grants, donations and gifts and is included in full in the SOFA when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Legacies are recognised when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Where the conditions for recognition are not met, the charity maintains a legacy pipeline. However, as these are not readily quantifiable they are not disclosed in these accounts.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services by Volunteers has not been included in these accounts.
- Goods donated for resale through the charity's shops are included as incoming resources within Other Trading Activities when they are sold.
- Investment income is included when receivable.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Any VAT which cannot be fully recovered is reported as part of the expenditure to which it relates:

- Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shops.
- Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Central support services costs comprise those costs associated with Finance, HR, IT, governance and support such as maintenance, housekeeping and utilities.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly.
- The charity makes an accrual for outstanding holiday pay at the end of the financial year.

Thames hospice

CareQuality Commission
Thames Hospice
CQC overall rating
Outstanding ☆

Application to Winkfield Parish Council
March 2024



The support of Winkfield Parish Council enables us to provide palliative care, free of charge to people in our community with a terminal illness. The Parish Council has kindly provided grants to support our work in the community which we are so grateful for because 74% of the funding we need comes from donations from our local community, legacies, grants from Trusts and Foundations and local businesses. We are helped by over 900 amazing volunteers, which keeps our costs down as much as possible.

We are facing increased demand for our services and the ever-increasing costs of providing expert care due to persistently high levels of inflation, which peaked at 11% in the last 12 months. We care for approx. 2400 patients each year and in addition support their families and children through their loved one's illness and bereavement. We support them through the hardest journey. Our community nurses are now caring for 1,225 patients at home, which is a 275% increase from 2019, and this situation is likely to continue due to more people living with complex and multiple health conditions, and the impact of delays in screenings and diagnosis in the NHS during and post Covid. Our agile and timely care for people with a terminal illness in East Berkshire has avoided 4,998 unscheduled hospital admissions, freeing up valuable medical resources in our local NHS services for other people in need.

Update on care for patients and their families – supporting Winkfield residents

We provide palliative support to approximately 168 residents in Winkfield including their family carers through our wide variety of services, helping people with a diagnosis of terminal cancer, neurological illnesses, cardiac and respiratory conditions.

- **Inpatient Unit** providing palliative, respite and end-of-life care.
- **Day Therapy** to increase the wellbeing of people with life limiting illnesses by connecting with them at an earlier point in their diagnosis and providing a range of therapies to improve quality of life.
- **Community Palliative Care Team** providing regular and emergency medical care to patients at home.
- **24/7 Advice Line** for patients and carers to give help, advice and reassurance when they can't access their GP.
- **Counselling and pastoral care** to support patients and their loved ones pre and post bereavement.
- **Complementary Therapies** for relief of pain, anxiety, mobility and sleeping problems.
- **Lymphoedema Treatment and Physiotherapy** to enable people to maximize mobility and health, especially after surgery and other radical treatments.
- **Education for Health Professionals,** such as care home staff, to improve their skills and confidence in supporting people with an end of life diagnosis.

Pine Lodge, Hatch Lane, Windsor, Berkshire SL4 3RW
Call 01753 842121
www.thameshospice.org.uk

Thames Hospice is a company limited by guarantee. Company No 5316964. Registered in England and Wales. Charity No 1108298. Registered address: As above.

FUNDRAISING REGULATOR

The Queen's Award for Voluntary Service

We have also developed new services so that we can continue to improve care for patients and families:

- **Virtual Ward**. This is round-the-clock care for patients in their homes who are approaching the end of life.
- **Care at Home Service** to provide personal and domiciliary care for patients being cared for by our Palliative Care Response Team, so that they are comfortable in their last weeks of life.
- **Training community nurses to prescribe** some of the medication that patients need in an emergency, when they can spend valuable time obtaining a prescription from out of hours GPs or pharmacies.
- **Clinical Fellowships** to provide one-year placements for trainee doctors at an early stage in their career to give a solid grounding in palliative care skills and qualitative research. Our aim is to attract more doctors into palliative care, disseminate palliative care skills amongst medical professionals, improve patient care locally and nationally, and to develop Thames Hospice as a centre of excellence in palliative care.

Case study for how Thames Hospice supports people after diagnosis: Stephen's story

Stephen spent his life supporting young people through his career as a teacher spanning over 30 years, but at the age of 48 he was diagnosed with an aggressive form of cancer. He found it hard to ask for help for himself and to adjust to the challenges of his illness, and was referred to Thames Hospice at a difficult point in his treatment. He discovered the benefits of our wellbeing and complementary therapies and visits the Hospice each week.


Reiki practitioner Wendy with patient Stephen

Under the one-to-one supervision of the Hospice's physiotherapy team, he uses the rehabilitation centre to rebuild his strength, which is very important to him so he can continue to tend his allotments and get around on his bicycle. Stephen also benefits from the complementary therapies including Reiki and massage to ease tension and anxiety.

Stephen said *'When I came to Thames Hospice I was physically and mentally rundown, but was wrapped in a blanket of care that was exactly what I needed. There's a lot of joy at the Hospice and I experienced an injection of positivity, it was a perfect fusion of care. The whole attitude of the staff and volunteers is 'can do, can care' and it's clear the whole team love their jobs. The way they all work seamlessly together is nigh on perfect. It is care delivered with skill and sensitivity and that makes it easy to receive'.*



Stephen is now several months into a new course of treatment which is hoped can slow down the disease.

He said *'At the moment hospice care is everything to me. It's making me want to get better and even return to the classroom. When I think of Thames Hospice the overall feeling is love, and that's the glue that holds everything together'*

How Winkfield Parish Council can support our work this year

A grant of £1500 would fund the following in 2024:

Cover the cost of running three half day support session for up to 10 patients in each session through Day Therapy. This could support people like Stephen by giving them information to improve their quality of life and introducing them to other people facing similar challenges.

Fund the cost of fuel for three months for our volunteer drivers who enable patients to attend Day Therapy and Outpatient appointments at the hospice, and provide respite for their family carers.

The cost of pain relieving medication and medical gases for two months for our Virtual Ward care in patients' homes. This will ensure that patients have the symptom-relieving care they need to be comfortable and to help them to spend precious time with their loved ones free from pain.

For more information about this application or to arrange a visit to Thames Hospice, please contact: annette.dart@thameshospice.org.uk, 01753 848 949

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 :Youthline

Address: 7 Portman Close, Bracknell, Berkshire, RG42 1NE

.

Telephone: 01344 311200 Email: [redacted]@youthlineuk.com

Registered Charity Number:

Contact: [redacted] Administrator

What is the aim of your organisation? Youthline is an early intervention service for young people who attend secondary school as well as young adults up to the age of 25 who live or study within Bracknell Forest and surrounding areas. We continue to provide a service to adults to support families of young people and other adults when it is clear this will help the young person

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

If YES, when and how much for? £1500 April 2023

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

If yes, list organizations: Warfield Parish, Bracknell Town Council

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

0, 1 – 10, 10 – 25, 25 – 50 50 – 75 75 – 150 150+ (delete as appropriate)

Is the service you provide free of charge? YES / NO

If NO, give details:

Sum requested:£1600

For what purpose is the grant required? Youthline are respectfully asking for costs towards providing supervision for our counsellors. The total costs for supervision on last year's figures were £20,077.

It is a requirement for each counsellor at Youthline to work with a supervisor both within a group setting and one to one. Supervision is a requirement by the British Association of Counselling Psychotherapy (BACP) to ensure all counsellors in practice are keeping their skills up to date and they are working in a safe ethical way with their Youthline clients. The role of the supervisor at Youthline therefore is to ensure high quality clinical practice is provided to our clients to enable the delivery of an effective service.

Supervisors will not look so much at the content of what clients are bringing to session as to how the supervisee (counsellor) is working with this safely and ethically.

The Youthline Supervisors are highly experienced, qualified counsellors with extra training and qualifications in supervision. Their services are charged to Youthline and we are therefore looking for a contribution towards supervision costs.

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 :[redacted] Date :20th March 2024

Position in Organisation: Administrator

Youthline Limited

Company number 4042477 **Registered Charity 1096248**

Annual accounts for the year ended 31 March 2023

Statement of Financial Activities (including Income and Expenditure Account)

		Unrestricted funds	Restricted income funds	Total this year	Total last year
		£	£	£	£
Incoming resources					
Donations and Grants	Note 2	163,990	2,300	166,290	145,246
Other income	Note 2	60,295	-	60,295	48,980
Interest received		254	-	254	3
Total incoming resources		224,539	2,300	226,839	194,229
Resources expended					
Direct charitable activities	Note 3	184,356	427	184,783	171,271
Support costs for charitable activities	Note 3	27,029	120	27,149	11,775
Governance costs	Note 3(a)	799	-	799	763
Total resources expended		212,184	547	212,731	183,809
Net incoming/(outgoing) resources before transfers		12,355	1,753	14,108	10,420
Gross transfers between funds		-	-	-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)		12,355	1,753	14,108	10,420
Other recognised gains/(losses)		-	-	-	-
Net movement in funds		12,355	1,753	14,108	10,420
Total funds brought forward		55,440	-	55,440	45,020
Total funds carried forward		67,795	1,753	69,548	55,440

Youthline Limited

Company number 4042477 **Registered Charity 1096248**

Balance sheet for the year ended 31 March 2023

		Unrestricted funds £ F01	Restricted income funds £ F02	Total this year £ F04	Total last year £ F05
Current assets					
Debtors	Note 4	1,700	-	1,700	28,000
Cash at bank and in hand		87,982	1,753	89,735	128,234
Total current assets		89,682	1,753	91,435	156,234
Creditors: amounts falling due within one year	Note 5	21,887	-	21,887	100,794
Net current assets/(liabilities)		67,795	1,753	69,548	55,440
Total assets less current liabilities		67,795	1,753	69,548	55,440
Creditors: amounts falling due after one year		-	-	-	-
Net assets		67,795	1,753	69,548	55,440
Funds of the Charity					
Unrestricted funds	Note 6	67,795		67,795	55,440
Restricted income funds	Note 6		1,753	1,753	-
Total funds		67,795	1,753	69,548	55,440

Audit exemption statement

For the year ended 31st March 2023 the company was entitled to exemption from 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 its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

Approved by the Board and signed on its behalf by: JANET HARRIS [redacted] **(Director)**

Date of approval 15th August 2023

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 : Bracknell & District Parkinson's Branch

Address: [redacted]

.

Telephone: [redacted] Email: [redacted]

Registered Charity Number: Branch of national charity no. 258197

Contact: Will Hague

What is the aim of your organisation? To support people with Parkinson's and their carers who reside within Bracknell and surrounding areas. In total, we support over 200 members and carers

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

If YES, when and how much for? In previous years. Latest one was in January 2023 when we received £1,000

Are you approaching other organisations for a grant for the same purpose? YES / Please website for details of previous years' applications https://bracknellparkinsons.org/fundraising/

If yes, list organizations: Other local Parish and Borough Councils, and grant giving organisations

How many people from **WINKFIELD PARISH** do you think will benefit from your organisation in a year? **Two**
0, 1 – 10, 10 – 25, 25 – 50 50 – 75 75 – 150 150+ (delete as appropriate)

Is the service you provide free of charge? / NO Members are charged a fee for the services provided

If NO, give details: Members pay an annual Branch subscription, and a fee towards any services used

Sum requested: £1,000

For what purpose is the grant required? To help subsidise services for members which help alleviate their condition of Parkinson's. The services available are – physiotherapy, hydrotherapy, Singing, Nordic walking, Walking football, massage, chiropody and counselling. The activities also provide an opportunity for carers to get together to share experiences, and they also help members and carers to avoid the risk of isolation.
Although we currently have a relatively healthy financial position, our reserves are gradually being depleted and so we are trying to build up funds to enable the services to be more sustainable in the future.

Capital project / other (please give details) N/A

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 : WG Hague Date : 21.3.24

PARKINSON'S UK
CHANGE ATTITUDES.
FIND A CURE.
JOIN US.

Bracknell & District Branch

Sunday, January 01, 2023 to Sunday, December 31, 2023

Income & Expenditure statement

AFR row	Income		Unrestricted	Restricted	Total
1	Membership	For UK office	0.00	0.00	**0.00**
2		Group	1,708.00	0.00	**1,708.00**
3(a)	Donations from UK office	Donations	700.00	0.00	**700.00**
3(b)		Gift Aid	58.25	0.00	**58.25**
4	Grants		4,700.00	0.00	**4,700.00**
5	Legacies received directly by group		0.00	0.00	**0.00**
6	Legacies received via UK office		0.00	0.00	**0.00**
7	General donations		631.83	0.00	**631.83**
8	Fundraising		3,136.11	1,181.00	**4,317.11**
9	In memoriam donations and funeral collections		1,271.25	0.00	**1,271.25**
10(a)	Group activities	Social Activities/Meetings	1,589.71	0.00	**1,589.71**
10(b)		Exercise Activities	13,034.00	2,456.00	**15,490.00**
10(c)		Therapeutic Activities	606.00	0.00	**606.00**
10(d)		Holiday, Outings	0.00	0.00	**0.00**
11	Interest on bank balances		0.00	0.00	**0.00**
12	Transfers from other Parkinson's UK groups		0.00	0.00	**0.00**
13	Other items		0.00	0.00	**0.00**
14	Sale of purchased items		40.00	0.00	**40.00**
	Total Income		27,475.15	3,637.00	**31,112.15**

	Expenditure		Unrestricted	Restricted	Total
15(a)	Sent to UK office	UK office membership/dons	0.00	0.00	**0.00**
15(b)		Donations for Gift Aid	0.00	0.00	**0.00**
16(a)	Group transfers to UK office	Research	3,000.00	0.00	**3,000.00**
16(b)		Improving Services	0.00	0.00	**0.00**
16(c)		Regional activities	0.00	0.00	**0.00**
16(d)		Financial Assistance Programme	0.00	0.00	**0.00**
16(e)		Other	0.00	0.00	**0.00**
17	Payments to other voluntary organisations		0.00	0.00	**0.00**
18	Fundraising		0.00	660.00	**660.00**
19	Campaigning		0.00	0.00	**0.00**
20	Marketing		0.00	0.00	**0.00**
21	Research activity		0.00	0.00	**0.00**
22(a)	Group activities	Group/Social meetings	3,322.90	220.00	**3,542.90**
22(b)		Exercise activities	25,263.42	5,746.46	**31,009.88**
22(c)		Therapeutic activities	5,425.00	4,820.00	**10,245.00**
22(d)		Holiday & Outings	0.00	0.00	**0.00**
23	Financial Assistance		0.00	0.00	**0.00**
24	Stationery & postage		26.00	0.00	**26.00**
25	Group admin & related volunteer expenses		235.50	88.20	**323.70**
26	Transfer to other Parkinson's UK groups		0.00	0.00	**0.00**
27	Other items		232.74	46.35	**279.09**
28	Cost of purchasing items for resale		0.00	0.00	**0.00**
	Total Expenditure		37,505.56	11,581.01	**49,086.57**

Balances and Bank Reconciliation

Bank balances at		**31.12.23**
Bank name	Description	Balance
HSBC	Current Account	43,454.80
Bank name	Deposit Account	
E **Total bank balance**		43,454.80

	Reconciling items as at	**31/12/2023**
F	Plus: receipts not cleared in bank	806.00
G	Less: uncleared cheque payments	0.00
H	**Adjusted bank balance**	44,260.80

		31/12/2023
J	Petty Cash held -	0.00
K	**Total adjusted cash and bank balance**	**44,260.80**

			Unrestricted	Restricted	Total
C	**Opening cashbook balance at**	**Sunday, January 01, 2023**	44,769.50	17,465.72	62,235.22
A	Plus: income		27,475.15	3,637.00	31,112.15
B	Less: expenditure		37,505.56	11,581.01	49,086.57
D	**Cashbook balance at**	**Sunday, December 31, 2023**	34,739.09	9,521.71	44,260.80

Treasurer	Signature	
Verified by committee member	Name	
	Signature	
	Date	

Difference between adjusted cashbook balance and bank balance at period end 0.00

Note: "Total adjusted cash and bank balance" K should equal "Cashbook balance" D

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 : Home-Start Bracknell Forest

Address: The Open Learning Centre, Rectory Lane, Bracknell, Berkshire, RG12 7GR

Telephone: 01344 860025 Email: [redacted]

Registered Charity Number: 1160447

Contact: Nina Madder-Smith

What is the aim of your organisation?

We are a local charity providing a lifeline for ordinary Bracknell Forest families who are going through difficult times (families with children under 5 years old, as well as parents-to-be). We offer bespoke individual parenting support to families in need.

We are early help - preventing family breakdown and the need for further interventions from statutory services.
Our support is practical, emotional and non-judgemental, delivered both 'in the home' on a 1-2-1 basis, and through regular targeted group settings, by specialist trained and supervised volunteers with parenting experience.
The families we work with often experience multiple disadvantages due to their complex family situations, including family breakdowns, mental health issues, diagnosis of a health condition, isolation, and poverty.

Through early intervention, Home-Start Bracknell Forest strengthen and empower families to reach their full potential.
Our aims are to:

- Increase family wellbeing and mental health
- Reduce isolation and loneliness in families
- Support families to navigate and form good relationships with other service and build positive support networks
- Empower families with the skills, tools, resilience and confidence to implement and sustain positive parenting.

We are the only charity in Bracknell Forest to provide these services. We're embedded in the community with a strong network of referrers, channeling all of our activity to those we serve. We work in partnership with local health professionals, midwives, health visitors, social workers and other voluntary organisations. This network enables us to have the best possible outcomes for our beneficiary group.

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

If YES, when and how much for? In 2016 for £1,200

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

If yes, list organisations:

We actively pursue funding support from other funders and grant providers such as other local Bracknell Forest Authority and CCG, Public Health, Trusts and Grant providers to help address shortfalls in our funding. to help support the core delivery of our local family support services.

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

0, 1 – 10, 10 – 25, (25 – 50) 50 – 75 75 – 150 150+ (delete as appropriate)

Is the service you provide free of charge? YES

If NO, give details: N/A

Sum requested: £800

For what purpose is the grant required?

This grant will be used to support our funding shortfall for the on-going running costs of our core volunteer-led 1-2-1 support service to struggling families with young children living in Bracknell Forest, including the parish of Winkfield. Specialist trained and supervised volunteers (who have parental lived experiences) visit a family in their own home for around 2 hours each week, offering practical and emotional support.

Our peer-peer support, which usually lasts for 6-9months, enables families to better navigate their challenges by providing nonjudgmental, emotional support, parenting support, practical help, as well as help in accessing other appropriate support services as required.
Our support ends once the family have the necessary tools, skills and knowledge to make lasting sustainable change to improve their lives and the outcomes for their children.

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 : 08/04/2024

Position in Organisation: Fundraising and Engagement Officer

HOME-START BRACKNELL FOREST

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

HOME-START BRACKNELL FOREST ('THE COMPANY')

(A company limited by Guarantee. Company Number 09389303)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023, which are set out on pages 7 to 11.

Responsibilities and basis of report:

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Basis of independent examiner's report:

My examination was carried out in accordance with the general Direction given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement:

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

[redacted]

AGHS Accounting & Taxation Services Limited
14 Progress Business Centre
Whittle Parkway
Slough
SL1 6DQ

R K Parsons FCA
Chartered Accountant
Date: 15th June 2023

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2023

Income and Expenditure Account

	Notes	2023 Total	2022 Total
		£	£
Incoming Resources			
Donations & gifts		20,303	19,470
Grants received		97,095	75,595
Other Income and Repayments		313	416
Deposit account interest		493	292
Total Incoming Resources		118,203	95,773
Resources Expended			
Direct charitable expenditure		123,389	98,390
Fund Raising Costs		67	50
Tax on Activities		0	0
Management & administration of the charity		4,358	4,905
Total expenditure		127,814	103,345
Net income / expenditure for the year		(9,611)	(7,572)
Net movement in funds for the year	7	(9,611)	(7,572)
Total funds brought forward		64,881	72,453
Total funds carried forward		55,270	64,881

There were no recognised gains or losses for 2023 or 2022other than those included in the Statement of Financial Activities.

For the year ended 31 March 2023 there were no restricted funds: all funds were unrestricted.

The notes on pages 9, 10 and 11 form part of these accounts

HOME-START BRACKNELL FOREST

(A company limited by Guarantee. Company Number 09389303)

BALANCE SHEET
AS AT 31ST MARCH 2022

	Notes		2023		2022
		£	£		£
Tangible Fixed Assets	8		1,238		2,502
Current Assets					
Sundry Debtors		0		0	
Cash at bank and in hand		58,406		66,318	
		58,406		66,318	
Current Liabilities	9	(4,374)		(3,939)	
Net Current Assets			54,032		62,379
Net Assets			55,270		64,881
Capital					
Unrestricted Funds			55,270		64,881
Restricted Funds			0		0
			55,270		64,881

The notes on pages 9, 10 and 11 form part of these accounts.

For the year ending 31/03/2023 the company was entitled to exemption from 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 its accounts for the year in question in accordance with 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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on 15th June 2023 and signed on their behalf by:

[redacted]

R Gunner
Director and Chair

[redacted]

G Jenkins
Director and Treasurer

240408 FINANCE WORKING PARTY MINUTES

Members: Cllrs Nigel Atkinson, Gerry Barber, Terry Blakemore, Kevin Buchler, Geoff Paxton, Colin Dudley

Present:
Cllrs: Atkinson, Barber, Dudley & Paxton
Officers: Lyes & Dale
Apologies: Cllr Blakemore

1. **REVIEW OF PREVIOUS MINUTES OF 08/01/24**
Proposed: Cllr Dudley, seconded: Cllr Atkinson and with one abstention approved to accept the minutes of the previous meeting, 08/01/24

CM9991
Budget and precept proposal approved

CM9996
Jealotts Hill Community Landshare CIC – no further action to be initiated

Summary page for Income & Expenditure significantly over or under budget requested
APPENDIX 2 - Noted

Summary sheet showing Earmarked Reserves, CIL and total income and expenditure balances in brief
APPENDIX 3 & 3.1 - Noted

Alarms & Security budgets per site including expenditure to date
APPENDIX 4
Proposed: Cllr Dudley, seconded: Cllr Atkinson and unanimously approved to recommend to Council:
To bring all the alarm and security contracts under one single contract with the same expiry and renewal date and then to obtain quotes from alternative suppliers.

2. **REVIEW OF INVESTMENTS**
APPENDIX 5
Proposed: Cllr Barber, seconded: Cllr Paxton an unanimously approved to recommend to Council:

Natwest:	*Withdraw funds of £316,254.00 to HSBC*
Santander:	*Renew a 12 month time deposit (interest rate 5.20% at time of meeting*
Reliance:	*Withdraw funds of £100,000.00 to HSBC*
Redwood Bank:	*Withdraw funds of £100,000.00 to HSBC*
Hampshire Trust Bank:	*Withdraw funds of £150,000.00 to HSBC and close this account*

Total withdrawal from investment accounts to HSBC Current account: £666,254.00 -this proposal is in order to cover expenditure for the Locks Ride new pavilion

3. Income & Expenditure
   APPENDIX 6 & 6.1 - Noted

4. Visa Purchases Breakdown
   APPENDIX 7 - Noted

5. **UPDATED FINANCIAL REGULATIONS** - Noted that the Clerk would be working on this going forward

6. **COUNCILLOR EXPENSES**
   The Clerk will investigate and arrange a policy for the Staffing & Strategy working party. The working party agreed it appropriate for:
   Expenses to be paid for parking and public transport
   Mileage (outside the Parish for necessary training etc.)
   Councilors to ensure that their cars are insured for business use

   ARFO: to confirm if our insurance covers business mileage for councilors

OTHER BUSINESS

7. **CHARITIES**
   Proposed: Cllr Barber, seconded: Cllr Dudley and unanimously approved to recommend to Council:
   Delegated authority for the Clerk to spend up to £2,000.00 to on solicitor fees regarding Memorandums of Agreement for both charities (Hugh Prescott Elliott – Chaey Down Allotments & King George's Field)
   Existing budget of £500 for legal fees to be utilised and the balance to be paid from the contingency budget line

8. **SILVER SUNDAY**
   The budget for the above is £1,500.00 for 2024-25.
   The working party recommended a £500.00 contribution for Alzheimers Dementia Support located in King Edwards Road, Ascot (if they are arranging a Silver Sunday event) and £500.00 contribution for Age Concern based in Forest Park. Biscuits to be purchased as in previous years for those councillor's that request them

9. **CIL ANTICIPATED EXPENDITURE**
   ARFO to prepare a CiL spread for the next Finance Working Party meeting, showing CIL expenditure and predicted expenditure for future years to ensure that CiL monies received are spent within the 5-year limit.

Appendix 18

Flag of Peace – Newton Newton Flags



The D-Day 80 Flag of Peace - Newton Newton (newtonnewtonflags.com)

5ft x 3ft = £24