In accordance with LGA 1972, Sch.12, Councillors are hereby summoned to a Meeting of Winkfield Parish Council for the purpose of transacting the business on the following Agenda: to be held on Tuesday 19 May 2026, 7:30pm at Carnation Hall, Chavey Down Road, RG42 7PA.

Helen Wallace - Clerk, 13 May 2026

Members of the Public: You are welcome to attend

AGENDA

1. **ELECTION OF CHAIR OF THE COUNCIL**
   a) **To receive nominations and elect** a Chair for the year 2026-27
   b) **To receive** the Declaration of Acceptance of Office from the Chair

2. **ELECTION OF VICE-CHAIR OF THE COUNCIL**
   a) **To receive nominations and elect** a Vice-Chair for the year 2026-27
   b) **To receive** the Declaration of Acceptance of Office from the Vice-Chair

3. **PUBLIC PARTICIPATION**

   A time not exceeding 10 minutes is available to the public in respect of the business on the agenda in accordance with Standing Orders, S3

4. **CREATE A SWIFT STREET**
   To receive a brief presentation from Berks Bucks and Oxon Wildlife Trust with reference to Appendix 1.

5. **APOLOGIES FOR ABSENCE**

   To receive apologies for absence. Councillors should notify the Clerk by midday of the meeting day along with the reason for the absence.

   i. **To receive and consider for approval** apologies for absence for Councillor Lazar, in accordance with LGA 1972, S85.

6. **DECLARATIONS OF INTEREST**

   i **To receive** any declarations of pecuniary or other interests in relation to items on the agenda.
   ii Councillors are reminded that a new Register of Interests should be completed if there have been any changes during the year.

7. **MINUTES OF THE PREVIOUS MEETING**

   To approve for signing the Minutes of the Council Meeting held on 21 April 2026 as a correct record.

8. MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

None held

9. REVIEW AND ADOPTION OF STANDING ORDERS

To consider for adoption the reviewed and updated Standing Orders. Clerk confirms that these are based on the latest NALC model Standing Orders 2025. Any pages with changes are attached in Draft at Appendix 2.

i. **To consider and approve** the nomination of the Business & Operations Assistant to act as the Proper Officer for Planning Meeting duties, pursuant to Standing Order 15a and LGA 1972, S101.

10. GENERAL POWER OF COMPETENCY

The Council does not currently hold the qualifying prescribed conditions for The Parish Councils (General Power of Competence) (Prescribed Conditions) order 2012 - **to note**

11. APPOINTMENT OF LEAD AND DEPUTY FINANCE COUNCILLORS

i. **To receive nominations and elect** a Lead Finance Councillor for the year 2026-27

ii. **To receive nominations and elect** a Deputy Lead Finance Councillor for the year 2026-27

iii. **To review for adoption** the Terms of Reference of the Finance Working Party Appendix 3.

12. APPOINTMENT OF LEAD AND DEPUTY LEISURE COUNCILLORS

i **To receive nominations and elect** a Lead Leisure Councillor for the year 2026-27

ii **To receive nominations and elect** a Deputy Lead Leisure Councillor for the year 2026-27

13. STAFFING AND STRATEGY COMMITTEE

i. **To consider** moving Strategy to a Working Party and reforming as Staffing Committee

ii. In accordance with the Standing Orders; the membership of the committee includes the Chair of the Council (who is also the Chair of the Committee) and Vice-Chair of the Council, Lead Councillor for Finance and Lead Councillor for Leisure. **To appoint** four additional members of the council to the Staffing and Strategy Committee. In 2026-27 the appointed members were Cllrs Barber, Blyth, Gaw and Warren.

iii. **To review for adoption** the Terms of Reference of the Staffing and Strategy Committee attached in Draft at Appendix 4

14. WORKING PARTIES

To consider membership of Working Parties and the suggested grouping as follows:

1. Finance
2. Leisure
3. Property & Infrastructure
4. Climate Change
5. Events
6. Strategy & Community Engagement

15. REPRESENTATION ON OTHER BODIES

To appoint or confirm appointment of Councillors as follows:

1. Bracknell Forest Borough Council Parish and Town Council Liaison Group - the Chair, Vice Chair, Clerk plus one Reserve -previously Cllr Lazar
2. Bracknell Forest Borough Council Local Countryside Access Forum. One
3. representative appointed annually - previously Cllr Paxton.
4. Bracknell Forest Borough Council Lily Hill Park Advisory Steering Group.
5. One representative appointed annually – previously Cllr Lazar.
6. Northern Parishes Liaison Group - the Chair, Vice-Chair and the
7. Clerk plus one reserve – previously Cllr Hayes.
8. Age Concern Bracknell District. One representative appointed annually –
9. previously Cllr Blyth.
10. Bracknell Forest Borough Council Partnership - membership extended to the Chair of the Parish Council.
11. Charlotte Pratt Memorial Hall Management. One representative appointed annually – previously Cllr Debbinney-Wright
12. Forest Park Community Association. One representative appointed annually – previously Cllr Campling
13. North Ascot Community Association. One representative appointed annually – previously Cllr Paxton.
14. Winkfield Parochial Charities. Three trustees appointed annually – previously Cllrs Atkinson, Lazar and Buchler
15. BFC Community Resilience & Cohesion Partnership – previously Cllr Blyth
16. Noise & Airspace Community Forum - previously Cllr Paxton

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

i. Chair's Report – **to receive** a verbal report

ii. Verbal Reports - **to receive** verbal reports from other Councillors/Officers representing the Council on outside bodies.

17. 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.

18. CHAIR'S CHARITY

The Chair **to confirm** the chosen Winkfield Parish Council charity for the forthcoming year.

19. CHAIR'S ALLOWANCE To Agree the annual Chair's Allowance.

(Chair's Allowance – s15(5) LGA 1972 states: 'Council may pay the Chair for the purpose of enabling him to meet the expenses of his office such allowance as the Council thinks reasonable'. (In 2025-26 the allowance was set at £1,000 pa.)

20. CLERK'S REPORT

Report is attached as Appendix 5 and Capital Projects update at Appendix 6 **to note**

i) The council are asked **to consider and decide** on a course of action regarding the zip-wire (and swing/s) at Ascot Jubilee.
ii) The council are asked **to consider and decide** on Carnation Hall playground options prior to taking to consultation at the Nursery. The report is attached at Appendix 7

21. COMMUNICATIONS / CORRESPONDENCE / QUESTIONS

Included within the Clerk's report. **To note**

22. LEISURE REPORT

Report is attached as Appendix 8 **To note**

23. Health & Safety Policy

There is a new system for reviewing risk assessments so the Health & Safety Policy has had some minor updates on that aspect and additional information regarding trees. **To approve** the updates to the H&S policy. Any pages with changes attached at Appendix 9

24. ORDERS FOR PAYMENT

To agree the attached list of payments covering the period 1-31 April 2026 attached as Appendix 10[1]

[1] All payments have been approved by the Clerk and two Councillors who are authorised signatories. Paperwork is available in the office. For any queries on any of the above accounts, please let the office know no later than one working day ***prior*** to the meeting so that an informed answer can be provided.

25. FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts, investments and the latest financial situation as of 31 March 2026 are attached at Appendix 11 and Appendix 12[2] **To note**

i. With reference to the reinvestment in Santander account agreed (CM 26:4/14). The interest rate is confirmed as 3.8% **To note**

26. BANK SIGNATORIES

The council is asked **to approve** the removal of the former clerk R. Lyes as signatory for all bank & investment accounts and replacing with current clerk H. Wallace.

27. REQUESTS FOR FINANCIAL ASSISTANCE [3]

To consider the following grant applications received:

i. My Cancer My Choices. Application form is attached as Appendix 13. Request £990 to support people to alleviate symptoms of cancer treatments.

ii. Winkfield St Mary's School Parent Teacher Association. Application form is attached as Appendix 14. Request £1,699.94 to help towards creating a special garden and nature pond.

28. ITEMS FOR NEXT AGENDA

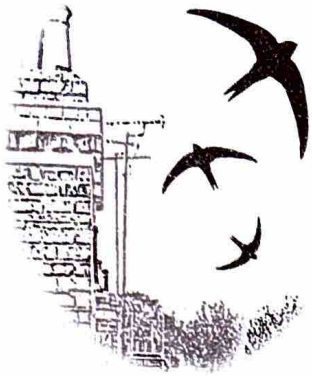
Councillors are invited to submit items for the next Council meeting agenda. Please provide written notice of any motions and supporting papers to the Clerk by Thursday 4 June, to enable timely preparation and publication of the agenda. Items received after this date will be held to the following month. **To note**

29. DATES FOR THE DIARY - To note

Events / Other	**Dates**
Parish Cycle Ride (Winkfield & Warfield)	28 June
WPC Meetings	
Council	16 June, 21 July
Planning & Highways	2 June, 7 July
Staffing & Strategy Committee	9 June
Staff & Councillors Consultation at Ascot Jubilee	23 June

[2] Full bank reconciliations are available in the Parish Office. Approvals are made by the RFO and the Lead Finance Councillor

[3] The budget for Donations for the current year 2026-27 is £25,000, to include General Donations and Village Hall Grants (LGA 1972, S137). The budget for Churchyard Maintenance Grants is £1,200 (LGA 1972, S214).



Swifts Need Help!

Action for Swifts
Swift Conservation
Swifts Local Network



Swifts are remarkable birds

They spend almost their whole lives in the air
They eat,drink, sleep and mate on the wing
They come to Europe each summer
They return to Africa at the end of July
a round trip of 14,000 miles!

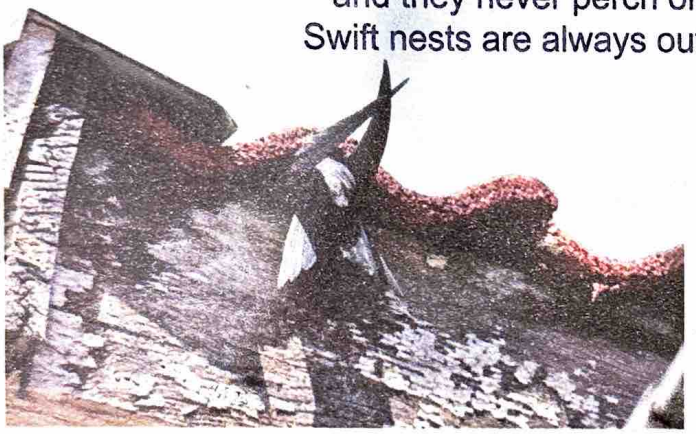




© Tom Lindroos

Similar birds

Unlike Swallows and Martins,
Swifts have dark underparts
and they never perch on wires
Swift nests are always out of sight

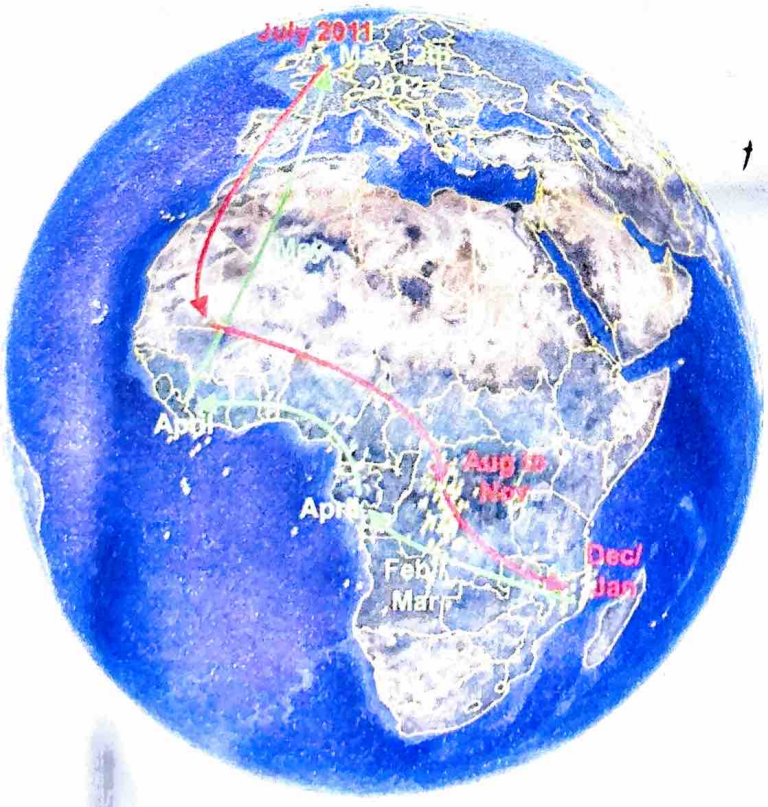


© Ove Claesson

Swifts nest in old buildings

They are faithful to their nest sites
Old buildings are knocked down, repaired or insulated. New buildings have no nooks or crannies, so when Swifts arrive back from Africa they find their nesting places have gone:

THEY ARE HOMELESS!





Swift migration

These tracks are from a geolocator attached to a Swift nesting in, Cambridgeshire in 2011.

The Swift returned in 2012 safe and sound.

Let's create a Swift Street in Crowthorne!

Swifts are amazing – they eat, drink, sleep and mate on the wing, *and* travel 14,000 miles to visit us in Crowthorne every summer from Africa.

Sadly, swifts are threatened, mainly due to lack of nesting sites as old buildings are renovated, removing the crevices that they favour.

Can you help?

Do you have a wall for a small nest box near the High Street? Our volunteers can soon tell you if it is swift suitable!



Swifts are great to see and they eat more than 20,000 mosquitos and other flying insects a day!



A Swift Street brings the community together and provides safe, long-lasting nest boxes to increase the swift population.

For more information email
jenandwill@btinternet.com



MEN'S SHED
Crowthorne & Wokingham Without

Berkshire Buckinghamshire & Oxfordshire Wildlife Trust

ROYAL BERKSHIRE FIRE AND RESCUE SERVICE

APPENDIX 2

meeting and the minutes are confirmed as an accurate record of the proceedings."

e **If the Council's gross annual income or expenditure (whichever is higher) does not exceed £25,000, it shall publish draft minutes on a website which is publicly accessible and free of charge not later than one month after the meeting has taken place.**

f Subject to the publication of draft minutes in accordance with standing order 12(e) and standing order 20(a) and following a resolution which confirms the accuracy of the minutes of a meeting, the draft minutes or recordings of the meeting for which approved minutes exist ~~shall~~ may be destroyed.

Commented [HW1]: Draft Minutes aren't destroyed but they are replaced on the PC website with approved minutes. They can be referred to by officers for info but aren't held for official purposes

13. CODE OF CONDUCT AND DISPENSATIONS

See also standing order 3(u).

a All councillors and non-councillors with voting rights shall observe the code of conduct adopted by the Council. ~~This code of conduct will be in common with Bracknell Forest Council.~~

Commented [HW2]: Whilst it would be helpful to check BFC code of conduct and mirror it, there's no need to state this

b Unless he/she/they has been granted a dispensation, a councillor or non-councillor with voting rights shall withdraw from a meeting when it is considering a matter in which he/she/they ~~has~~ have a disclosable pecuniary interest. He/she/they may return to the meeting after it has considered the matter in which he/she/they had the interest.

c ~~Unless he/she/they has been granted a dispensation,~~A ~~a~~ councillor or non-councillor with voting rights shall not seek improperly to influence a decision ~~withdraw from a meeting~~ when it is considering a matter in which he/she/they ~~has~~have a~~nother~~ interest ~~if so~~as required by the Council's Ccode of Cconduct. ~~He/she/they may return to the meeting after it has considered the matter in which he/she/they had the interest.~~

Commented [HW3]: This is in line with the Code of Conduct and I think this wording is clearer

d **Dispensation requests shall be in writing and submitted to the Proper Officer** as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

e A decision as to whether to grant a dispensation shall be made by a meeting of the Council, or committee or sub-committee for which the dispensation is required and that decision is final.

f A dispensation request shall confirm:

FINANCIAL CONTROLS AND PROCUREMENT

~~b.~~a. The Council shall consider and approve financial regulations drawn up by the Responsible Financial Officer, which shall include detailed arrangements in respect of the following:

i. the keeping of accounting records and systems of internal controls;

ii. the assessment and management of financial risks faced by the Council;

iii. the work of the independent internal auditor in accordance with proper practices and the receipt of regular reports from the internal auditor, which shall be required at least annually;

iv. the inspection and copying by councillors and local electors of the Council's accounts and/or orders of payments; and

v. whether contracts with an estimated value below £72,000 due to special circumstances are exempt from a tendering process or procurement exercise.

~~c.~~b. Financial regulations shall be reviewed regularly and at least annually for fitness of purpose.

~~c Subject to additional requirements in the financial regulations of the Council, the tender process for contracts for the supply of goods, materials, services or the execution of works shall include, as a minimum, the following steps:~~

~~i. a specification for the goods, materials, services or the execution of works shall be drawn up;~~

~~ii. an invitation to tender shall be drawn up to confirm (i) the Council's specification (ii) the time, date and address for the submission of tenders (iii) the date of the Council's written response to the tender and (iv) the prohibition on prospective contractors contacting councillors or staff to encourage or support their tender outside the prescribed process;~~

~~iii. the invitation to tender shall be advertised in a local newspaper and in any other manner that is appropriate;~~

~~iv. tenders are to be submitted in writing in a sealed marked envelope addressed to the Proper Officer;~~

~~v. tenders shall be opened by the Proper Officer in the presence of at least two councillor after the deadline for submission of tenders has passed;~~

~~vi. tenders are to be reported to and considered by the appropriate meeting of the Council or a committee or sub-committee with delegated responsibility.~~

Commented [HW4]: Clerk concern that the Council follows the Financial Regulations not have a risk of additional terms or duplication or the need to cross-check with Standing Orders. Note that these are not statutory elements of the Standing Orders. Tender process arrangements are indicated in Appendix 1 of the Financial Regulations.

APPENDIX 3

Terms of Reference
Finance Working Party
For Adoption 19 May 2026

The Finance Working Party shall consist of at least 6 Parish Councillors, including the Chair and Vice Chair of Council. A Lead Finance Councillor will be appointed at the Annual Council Meeting (who is also Chair of the Finance Committee). A minimum of 3 members of the Working Party must be present for a meeting to proceed. The Parish Clerk / RFO and the Assistant RFO will act in an advisory capacity.

These Terms of Reference will be reviewed annually at the Annual Parish Council Meeting or earlier if required.

Commented [HW1]: No material changes made except on format to be in line with S&S TOR and to follow practice at the Annual Council Meeting

The purpose of the Finance Working Party is to provide advice and recommendations to the Parish Council on matters related to financial management, budget planning, and financial governance.

a. Budget Preparation: Assisting in the preparation of the Parish Council's annual budget including recommended changes to earmarked reserves in consultation with the Parish Clerk / RFO and Councillors.
b. Financial Monitoring: Reviewing income and expenditure reports against budget, ensuring the Council operates within its approved budget.
c. Audit and Governance: Assisting with internal and external audit processes and ensuring that financial controls are in place and operating effectively and with adherence to regulations. To review internal and external audit reports
d. Precept Recommendations: Recommending the Parish precept for approval by the full Parish Council.
e. Financial Policies: Reviewing and recommending updates to the Council's Financial Regulations, Investment Policy, Standing Orders finance related clauses and other relevant policies.
f. Asset Management: Ensuring the maintenance of a register of Parish Council assets and assisting in any financial planning for future asset purchases or disposals.
g. Risk Management: Assisting in the review of financial risk assessments and ensuring mitigation measures are in place, this includes an annual review of insurance arrangements
h. Banking Arrangements: to carry our regular reviews of the Councils Banking arrangements and accounting systems
i. Charges: Review annually and make recommendation on Council charges to hirers and users of facilities
j. CIL Reporting: To review and report to Council on CIL income and balance
k. Other: to review and report with recommendation on other matters as required by Council. This could include on matters such as loans, insurance claims, debt recovery, leases
l. The Finance Working Party has no delegated decision-making powers.
m. All recommendations and decisions must be referred to the full Parish Council for approval.
n. Regular reports and recommendations will be made to the Parish Council after each Working Party meeting.
o. The Working Party will meet quarterly or as often as required to meet their responsibilities, with a minimum of 4 meetings per year.
p. Meetings may be held virtually or in person as agreed by members of the Working Party.

APPENDIX 4

TERMS OF REFERENCE
STAFFING & STRATEGY COMMITTEE
FOR ADOPTION 19 MAY 2026

As per Standing Orders, the Staffing ~~& Strategy~~ Committee will consist of the Chair of Council (who is also Chair of the Staffing & Strategy Committee), Vice-Chair of Council, Lead Finance Councillor, Lead Leisure Councillor and 4 additional Councillors plus the previous year's Chair, if still a Member of Council and will be quorate only if at least a third of the membership are present. The election of additional members will be made each year at the Annual Parish Council Meeting. Any changes to membership to be confirmed / changed by Full Council.

A regular review of these Terms of Reference is to be undertaken at least on an annual basis. ~~At the first meeting in a new Civic year, the Committee members shall review these terms of reference and recommend any amendments to Full Council.~~

The Committee will receive reports from the Clerk who will make recommendations and provide advice as appropriate.

The purpose and remit of the Committee is as follows:

a. Oversee the recruitment and appointment of staff, the Clerk to manage the administration of the recruitment process
b. Receive reports and recommendations from the Clerk and establish and keep under annual review the staffing structure and salary pay scales for staff and make recommendations to Full Council.
c. To review and revise as appropriate the model standard terms of employment contract on an annual basis and in compliance with legislation.
d. Appoint from its membership a recruitment panel when necessary to manage the recruitment and appointment of a new Clerk. The Recruitment Panel will have delegated authority to employ. The Clerk recruitment panel will normally include 3 members plus the current Clerk in attendance.
e. To make arrangements for the performance management of the Clerk
f. To appoint members to act as a disciplinary panel as set out in the Green Book and as an appeals panel in the case of any appeal against disciplinary action.
g. Appoint from its membership a panel to hear any formal grievance.
h. As and when required to appoint an Appeals Panel in line with the Council's Grievance Policy
i. To ensure the Council complies with all legislative requirements relating to the employment of staff.
j. To draft, review and revise policies related to staff
k. Oversee and review staff working conditions, including wellbeing, health and safety.
l. To be aware of sources of expert advice on employment matters (e.g. South East Employers) and to ensure that the council uses such sources where there is any doubt about good employment practice.
m. To be responsible for the review of all Council policies on a regular basis as a minimum every 3 years or more often as required
n. To manage the provision of training for Councillors.
~~The 3/5/10 Year Plan Working Party to report back to the Committee~~
o. The Committee shall meet as a minimum of ~~three~~ two times per civic year and more often as required.

Commented [HW1]: TBC 19 May 2026 re: Working Party Structures

Commented [HW2]: Not in existing practice as instead they are being brought to the annual council meeting.

Commented [HW3]: TBC 19 May re: Working Party Structures

Commented [HW4]: Possibly two if not inc Strategy per Cllr Gaw

CLERK'S REPORT
APPENDIX 5

Ascot Jubilee Pavilion

A development project is underway. The first step is consultation of all stakeholders. Staff and councillors are invited to a consultation on the evening of 23 June.

The zip-wire on-site was decommissioned April 2025 and the Council is asked to consider whether to replace it ahead of/outside of the existing project and not subject to consultation. (Initial quote £37,911 + VAT). Council is further asked to consider replacing the two swings in the same area.

Should the Council opt for this equipment to be replaced outside of the main project, the works will be funded through current budgeted allocations and in line with Financial Regulations.

If kept within the main project, their replacement will be addressed as soon as possible and, in the meantime, the facilities team will be asked to remove the existing basket swing debris.

Cranbourne Allotments

A quote has been obtained to replace secure fencing along the length of the allotments and replacing the Heras fence temporarily installed and damaged (£1,390 +VAT). The quote has been checked for value for money and works will now move forward.



Lock's Ride Non-Turf Cricket Wicket Project

Feedback from Royal Ascot Cricket Club – *the club has about 390 members, of which there are approximately 145 adults, 245 children. 65 players live in Winkfield Parish with an additional significant number in North Ascot. The Cricket Club has a long history of consistent booking of 17 games per year. The Colts heavily rely on Locks Ride availability. Grants are available to cricket clubs from the England Cricket Board. For a pitch that costs £12k, a £10k grant is quite likely. RACC could also contribute.*

CLERK'S REPORT
APPENDIX 5

Office

i. The Fire Risk Assessment for the office identified that we must install an L3 Fire Alarm and Emergency Lighting. The red non-compliant tabs on the attached FRA will be resolved by installing these. Three contractors provided quotes and the Chair has approved one at £3,390 + VAT, in accordance with the Financial Regulations. Works will take place w/c 01.06.26.

ii. The fascia boards need repair and the Clerk has met with a contractor to request a quote to repair and paint the fascia, back door and gates. The stone seat has been tidied and planted up and a new flag is being purchased.

Carnation Hall

Quotes for updates to the playground have been sought – see report at Appendix 6.

Community Engagement

We will be moving forward with Aubergine for website development. They are specialists in local council web development and have quoted £899+VAT (+extra depending on additional pages and content). This is within budget and a planned activity in the Strategic Plan (CE03). Launch date is likely to be in September 2026.

COMMUNICATIONS / CORRESPONDENCE / QUESTIONS

1. Praise was given to the grounds team: *'compliments to your green team, the pitch at KGV was in excellent condition, and the effort to remove the grass cuttings from the pitch did not go unnoticed.'*
2. Glowing reports were also received from Lampton's Cricket team for the grounds work on the pitch.
3. Thanks were received from all the grant recipients of the 21 April council meeting.

Capital Projects 2026-27 - May 2026 update

APPENDIX 6

Notes:

1 These projects have been agreed through Council for action/completion in 2026-27
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
CIL	**1**	✓		Office new lighting	£ 8,000.00		CM 25/225	New quotes were sought and discussed with the Chair of the Council. Proceeding with a contractor in June at a cost of £1,695+ VAT. Have also requested updates to external lighting which will be at a small extra cost.
CIL	**2**	✓		AJ update / replace wooden play equipment	£ 50,000.00		CM 25/225	One quote received at circa £40,000. To be discussed 19.05.26 full council meeting.
CIL	**3**	✓		AJ Refurbish pavilion	£ 100,000.00		CM 25/225	Project is underway with consultation being worked on with LCC consultant and provisionally date set for Staff and Councillor consultation event at Ascot Jubilee, which will be a Barbeque on the evening of the 23 June.
CIL	**4**	✓		CH Kitchen & lounge flooring	£ 12,000.00		CM 25/225	
CIL	**5**	✓		CH Car park repairs & linemarking as per conditions report	£ 5,000.00		CM 25/225	Grounds team have repaired holes.
CIL	**6**	✓		LR Replace wooden play equipment	£ 50,000.00		CM 25/225	Quotes received; awaiting play inspection report
CIL	**7**	✓		AJ & LR Zipwire replacements	£ 150,000.00		CM 25/225	LR Zipwire has been fixed and surface mat replacement in progress. AJ as above.
CIL	**8**	✓		MH Internal redecoration & repairs as per conditions report	£ 20,000.00		CM 25/225	With Stockton Bradley, expecting full details for 16.06.26 full council meeting
CIL	**9**	✓		Climate change improvements	£ 10,000.00		CM 25/225	Trees approved out of this budget at 21.04.26 meeting and will be purchased for plantingn in September (£1,500).
CIL	**10**	✓		LR Secure undercover storage & welfare room			CM 25/225	Dependent on plans at AJ
					£ 337,500.00	**£ 2,369.00**		

Carried forward projects 25/26

CIL	**1**	✓		CH Floor renovation including toilet floor	£ 70,000.00	£ 33,208.00	CM 24/239	**Complete**
ER	**4**	✓		MH External & Internal painting	£ 11,000.00		CM 24/239	In progress, as above
ER	**5**		✓	CH Lounge & meeting room curtains	£ 3,000.00		CM 24/239	Quotes received, will aim for summer 2026
CIL	**7**	✓		AJ Tennis court new surface	£ 20,000.00		CM 24/239	As above AJ project
CIL	**8**	✓		CH New heating	£ 100,000.00		CM 24/239	Of the 4 heaters at the back of the main hall, 1 de-commissioned. Quote to investigate circa £1,000. Have asked for estimate to fix.
CIL	**9**	✓		CH Play equipment upgrade	£ 100,000.00		CM 24/239	This is budgeted at £30,000. Quotes and information coming to 19.05.26 full council meeting
CIL	**10**	✓		LR New splashpad	£ 130,000.00		CM 24/239	
CIL	**11**	✓		LR New outdoor gym equipment	£ 20,000.00		CM 24/239	It isn't possible to fix the adult gym equipment as it is obselte and parts unavailable. However units still in working condition.
CIL	**12**	✓		Allsmoor New outdoor gym equipment	£ 20,000.00		CM 24/239	Currently in good working order
CIL	**14**	✓		MH HH & DHR new blinds for windows & mirrors	£ 10,000.00		CM 24/239	In progress, as above
CIL	**15**	✓		MH Guttering replacement	£ 15,000.00		CM 24/239	In progress, as above
ER	**16**	✓		Office New guttering & fascias	£ 15,000.00		CM 24/239	Contractor to visit w/c 11.05.26 to consider repair and paint of fascias, gutters, gate and fence.
CIL	**18**	✓		CH New cupboards & cupboard doors	£ 15,000.00		CM 24/239	
CIL	**4**	✓		LR Pavilion project fees (professional & legal)	CIL	£ 82,617.75	Includes partial Madlins fees, Sports Clubhouses fees and surveys	Project fees in progress
					£ -	**£ 82,617.75**		

CARNATION HALL PLAYGROUND IMPROVEMENTS
APPENDIX 7

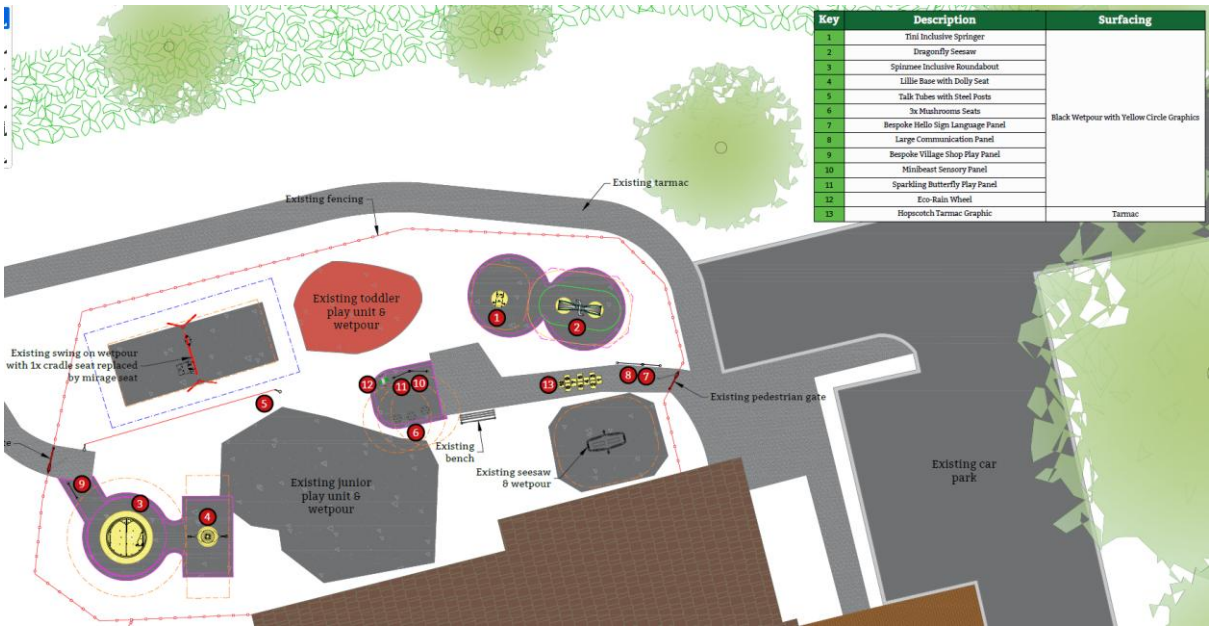
Eight play equipment companies were asked to provide a proposal to address the deficiencies in the play area identified by the Play Value Report. The request made is as follows, and site visits and discussions with Christina Lindsey (Business Operations) and Felicity Wise (Head of Facilities) were held subsequently.

> *"Following a recent Play Value report (attached) and interest from the local community, we are seeking improvements to the above public playground, which is situated in a large public open space and adjacent to a well-used community centre.*
>
> *"The key areas we have identified for improvement are:*
> - *Inclusion of disabled children*
> - *Imaginative play area(s)*
> - *Additional seating*
> - *Additional swings*
> - *Improved rotating item"*

Four proposals have been received.

Provider 1: Established provider
£30000

- Inclusion of disabled children: Springer, dragonfly see-saw, accessible roundabout, communication panel, acessible swing seat, hopscotch
- Imaginative play: Talk tubes - sensory area with mushroom tops, stepping stones, shop front panel, minibeast sensory panel, sparkling butterfly panel, rain-wheel
- Additional swings: Small basket swing
- Improved rotating item: Accessible roundabout (can be replaced with other spinning item)
- Additional seating: Mushroom tops
- Additional: slight pathway extensions

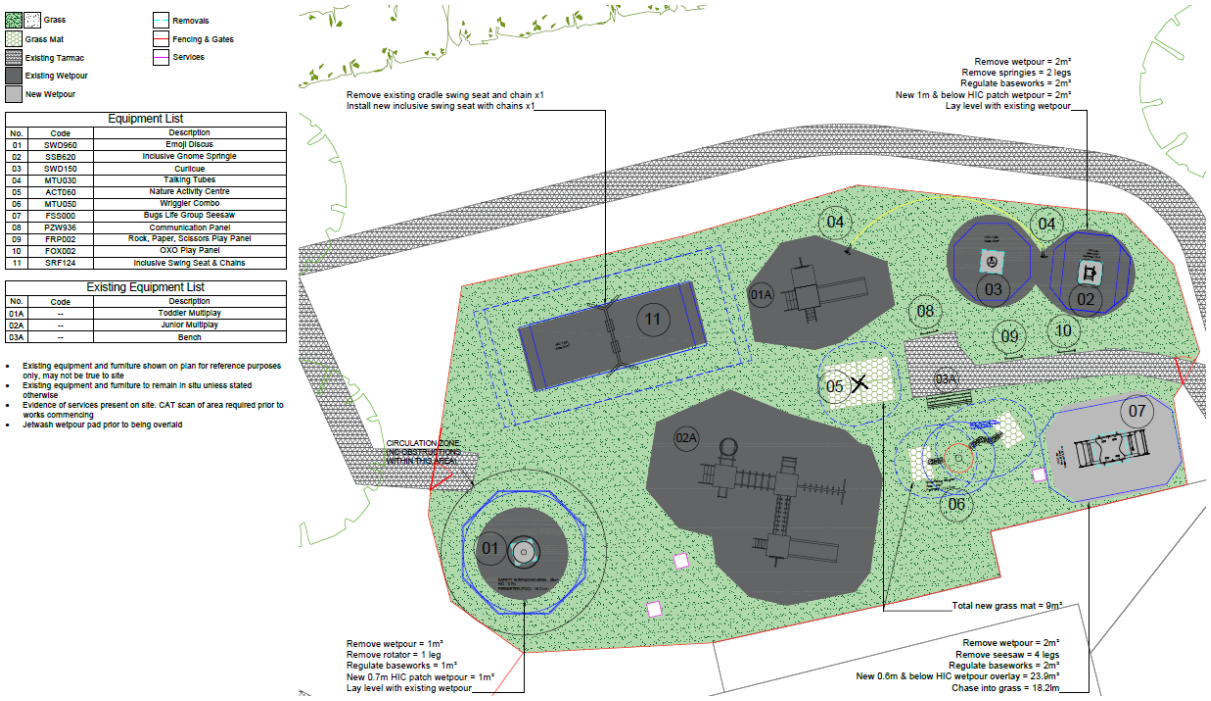


Provider 2: Established provider

CARNATION HALL PLAYGROUND IMPROVEMENTS
APPENDIX 7

£29840.92

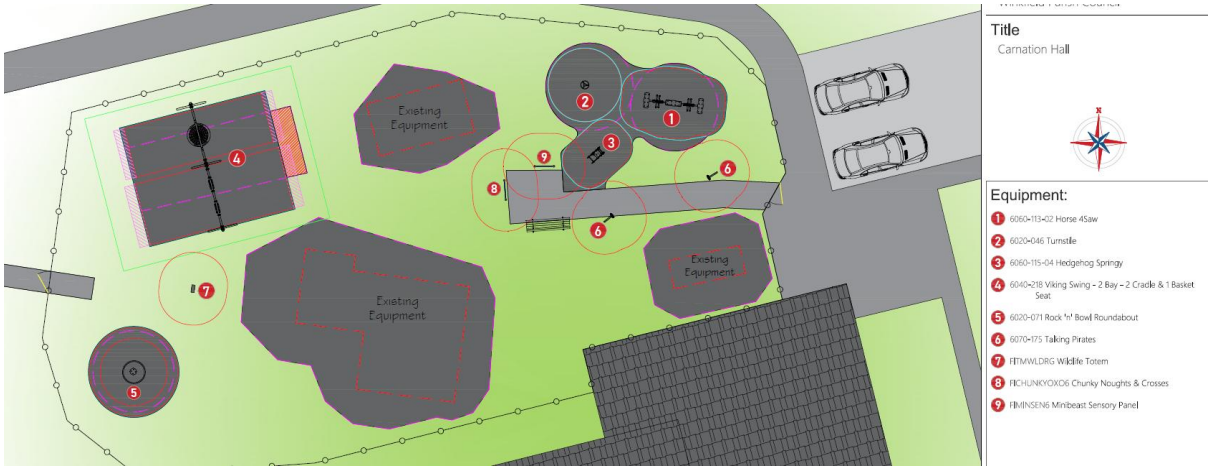
- Inclusion of disabled children: Spinnie, seesaw, inclusive seat
- Imaginative play area(s): Talking Tubes, nature centre, Comms panel, rock paper scissors, OXO
- Additional swings: No additional - replace 1 infant with accessible
- Improved rotating item: Discus, Curlicue
- Additional seating: Peapod bench
- Additional: Wriggler combo



Provider 3: Established provider

£30000

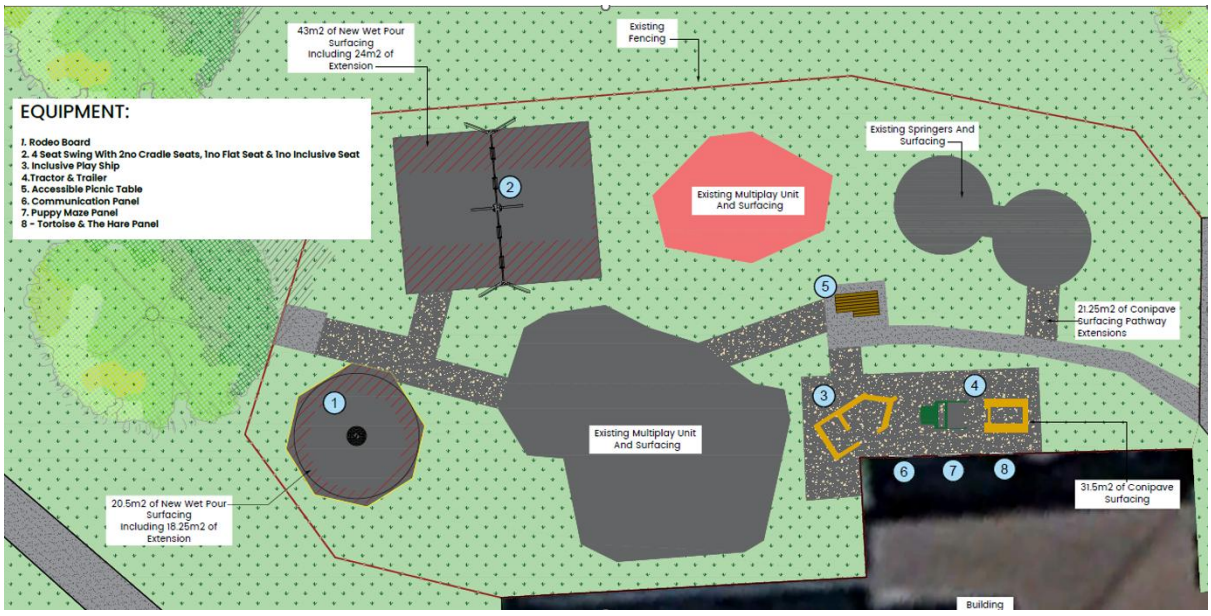
- Inclusion of disabled children: Springer
- Imaginative play: Wildlife totem, talking tubes, noughts & crosses, minibeast sensory panel
- Additional swings: Basket swing
- Improved rotating item: Turnstile, Rock n Bowl spinner
- Additional seating: None
- Additional: Horse see saw. Extend surfacing to connect see saw to seating



CARNATION HALL PLAYGROUND IMPROVEMENTS
APPENDIX 7

Provider 4: Incorporated April 2023 but continuance of previous business. Seem to have worked primarily with schools and parish councils. Only one google review - 5 star. No concerns in accounts but small (start-up). Collabs with Sutcliffe, Wokingham BC (Benham Drive). Feedback sought (awaited). Maxine – St Mary's Bourne Parish Council highly recommends. List of references provided.
£29802.41

- Inclusion of disabled children: Spinny wobbler, accessible swing, bench,
- Imaginative play: Play boat, dedicated area: tractor, trailer pirate ship, games panels, swing
- Additional swings: 2 additional - 2 infant, 1 flat, 1 inclusive
- Improved rotating item: Spinny wobbler
- Additional seating: Accessible bench
- Additional: Fully extended pathways connecting all areas



Thus far, all proposals are adequate and to the budget. The strongest proposal (provider 4) is that which includes extension of walkways – as this proposal is from a recently incorporated company further due diligence should be carried out. The inclusion of a sensory area from provider 1 makes this an attractive proposal.

Going forward, we recommend that the three strongest proposals which fully meet the specifications resulting from the Play Value Report be presented to the primary user of the play area (Chavey Down Pre-School) to seek views and preferences. Council is asked to discuss and agree the three proposals for presentation, preferences suggested as:

- **Provider 1,**
- **Provider 4,**
- **Provider 3.**

Christina Lindsey
Business Operations & Planning Assistant
Winkfield Parish Council
07/05/2026

LEISURE REPORT
APPENDIX 8

General

- General grounds maintenance continues across all sites, including grass cutting, strimming, hedge trimming and leaf clearing. The grounds team are also cutting the football pitches as needed and marking out each week.
- Tree Surveys – Sarah Duckworth has attended KGV, LR and Fernbank to conduct our next surveys – reports are in and there is work to be done across all sites over the next 3-6 months. Quotes are being sought from x3 tree surgeons.

Allotments

- Cranbourne - a small amount of fencing has been upgraded with some fencing we had left over from the cricket locks ride project.





Allsmoor

- 2nd part to remove the rest of the oak tree will take part when the ground is firmer for the vehicles needed to get to the tree.

Ascot Jubilee

- Daily cleaning of the tennis courts being treated for moss/algae, leaves blown etc. The scrubbing machine is used every 2 weeks.
- FREE tennis event held on 26 April was attended by 30 adults/children and went very well. There will be free tennis events throughout the summer – dates to be confirmed.
- Fun Day being arranged by North Ascot Vets on 6th June – please promote.

Blackmoor

- A bench had been vandalised and damaged beyond repair – Replacement bench now in situ (see pic/fitted 20th April 2026) - the other bench at this site has also been fixed securely.

Carnation Hall

- Energy certificate issued for CH – see below pic.

KGV

- Grounds team will be marking out a running track for Winkfield St Marys chool at the end of May.

LEISURE REPORT
APPENDIX 8

Fernbank Road

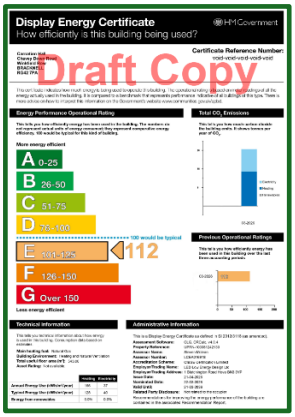
- Awaiting a contractor to come back about the gate post so that the self closer can be fitted.

LR

- Work now commenced on getting the cricket square/wickets ready for the coming season – see below.
- Splashpad now re-commissioned, repaired, jet-washed and up and running for the summer.









Martins Heron

- Mirror to be installed at MH in HH – date to be advised
- Settlement sign has been re-positioned

Office

- New noticeboard has now been installed.

Tows Bourne Pond

- Moor hens nesting
- A few years ago, there was a quote to clear reeds from the pond at over £5,000 and a consultant ecologist has on his list to look at the pond for Great Crested Newts and we have not heard back yet. The recommendation is not to do any reed clearing at this time.





APPENDIX 9

Health & Safety Policy

Appendix 1 – Arrangements

1. The Council sees communication between staff at all levels as an essential part of effective health and safety management and will consult via team meetings. Every member of staff will be given a copy of the Council's Health and Safety Policy at induction.
2. In accordance with relevant legislation, the Parish Clerk will ensure that assessments are undertaken of the associated risks for all work activities. In assessing these risks, account will be taken of the effectiveness of existing control measures. When completing the assessment, the outcomes and action plans will be made known to staff and anyone else that may be affected. A copy of all risk assessments will be kept in the Parish Office.

2.1 Risk Assessment Communication and Acknowledgement

The Parish Council maintains a central Risk Assessment Tracker to record all risk assessments relevant to its activities. The Parish Clerk determines which risk assessments apply to each role and ensures that these are communicated to the relevant employees. Employees are required to record a read and sign-off for all risk assessments relevant to their role using the Council's Risk Assessment Read Log. These records form part of the Parish Council's health and safety and governance evidence.

3. All contractors engaged by the Council have a responsibility as specified in all contract documents, to carry out their work in a safe manner in respect of their own staff, subcontractors, Council staff and premises, members of the public and any others who may be affected by their actions. The Council will ensure so far as is reasonably practicable, the employment of competent contractors who are able to demonstrate that they have in place management systems for safely undertaking work for which they have been employed.
4. Contractors will be advised of any required standards, site specific rules, codes of practice,
procedures, rules or other guidance applicable to the work undertaken. Special care is required to ensure that these matters are covered, although nothing in contract documents can free those engaging contractors, the contractors or Council staff from their own liability under health and safety legislation.

5. All accidents will be reported in an Accident Record Book. All accidents/incidents will be fully investigated and an Accident/Incident Report Form will be completed and given to the Clerk. The Clerk will report any notifiable accidents/incidents to the Health and Safety Executive, RIDDOR, etc.

6. Fire Risk Assessments (FRAs) for all Council premises shall be carried out and maintained in accordance with Article 9 of the Regulatory Reform (Fire Safety) Order 2005. FRAs shall be undertaken and reviewed by a **competent person** in accordance with **BS 8674:2025** and kept up to date. They shall be revised where there is reason to believe the assessment is no longer valid, or where there has been a significant change to the premises, its use, occupancy, fire precautions, or management arrangements.

The frequency of formal Fire Risk Assessment reviews shall be determined by risk, taking account of the nature of the premises, levels and vulnerability of occupancy, fire

4. Tree Safety and Grounds Management

- The Council will manage risks arising from trees and landscaped areas for which it is responsible.
- Tree inspections will be carried out by competent persons at intervals determined by risk, location, usage, and professional recommendation. In all cases, inspection intervals shall not exceed three years
- Remedial works identified during inspections will be prioritised and carried out within reasonable timescales. Aside from qualified arboricultural inspection recommendations, works will be undertaken if there is a safety risk, obstruction of public access, or clear damage.
- The Council will not normally carry out work for leaves, fruit, blossom, sap, bird droppings, loss of light, blocked views, TV signal issues, or general inconvenience where no safety issue exists.
- Records of inspections, works, and risk assessments will be maintained.

5. Work at Height

- The Council will comply with the Work at Height Regulations 2005.
- Work at height will be avoided where reasonably practicable.
- Where unavoidable, appropriate risk assessments, control measures, and equipment will be in place.
- Only trained and competent personnel or contractors may undertake work at height.
- Records of risk assessments, equipment checks, and training will be maintained.
- **Ladder Safety:** All work ladders shall be suitable for the task, maintained in safe condition, and stored to prevent damage. Users must visually check ladders for defects before each use. Formal inspections shall be carried out by a competent person every six months, with records maintained via inspection tags. Any defective ladder must be immediately removed from service, clearly labelled, and not used until repaired or replaced

6. Lone Working

- Some employees may work alone; the Council will conduct suitable risk assessments for lone working activities.
- Proportionate control measures will be implemented, including communication arrangements and emergency contact procedures.
- Staff will be informed of lone working risks and provided with relevant guidance , training and support.
- Records of assessments, incidents, and actions taken will be maintained.

7. First Aid

- The Council will provide adequate and appropriate first aid arrangements in accordance with the Health and Safety (First-Aid) Regulations 1981.
- Provision will reflect staffing levels, premises, and activities.
- First aiders will be appropriately trained and records of training, incidents, and first aid treatments maintained.
- First aid arrangements will be reviewed periodically to ensure continued adequacy.

APPENDIX 10

Winkfield Parish Council
HSBC
List of Payments made between 01/04/2026 and 30/04/2026

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/04/2026	BFBC	£ 442.00	WPC Business Rates
01/04/2026	BFBC	£ 621.00	CH Business Rates
01/04/2026	BFBC	£ 249.80	MH Business Rates
01/04/2026	Smartest Energy	£ 134.00	MH ELECTRIC
09/04/2026	Ascot Promotions	£ 79.68	Uniforms
09/04/2026	Ballcock & Bits	£ 7.77	CR allots, tap repair
09/04/2026	BFBC	£ 14,057.17	Hatchet Lane & Priory Lane
09/04/2026	Bracknell Town Council	£ 110.59	Pitchmarking paint
09/04/2026	CPD Waste Water	£ 1,268.00	AJ Sewage pump replacement
09/04/2026	Envisage Promotions	£ 837.60	Summer of Fun marshalls
09/04/2026	Ruth Lyes	£ 13.83	Facebook ad
09/04/2026	John Murphy & Co	£ 1,638.00	CH Roof repairs
09/04/2026	Out There Trees	£ 900.00	Fernbank & LR treesurgery
09/04/2026	Servio Ltd	£ 270.00	MH aircon servicing contract
09/04/2026	Servio Ltd	£ 289.37	AJ Boiler mtc contract
09/04/2026	Servio Ltd	£ 115.20	LR Aircon service contract
09/04/2026	SMS Environmental	£ 69.96	MH Legionella
09/04/2026	SMS Environmental	£ 69.96	LR Legionella
09/04/2026	SMS Environmental	£ 69.96	CH Legionella
12/04/2026	Smartest Energy	£ 67.00	WPC Electric
13/04/2026	Smartest Energy	£ 423.00	LR Site Electric
13/04/2026	Smartest Energy	£ 118.00	AJ Electric
13/04/2026	British Gas	£ 658.09	CH Gas
14/04/2026	Smartest Energy	£ 185.61	WPC Gas
14/04/2026	Smartest Energy	£ 165.18	AJ Gas
14/04/2026	Smartest Energy	£ 255.76	MH Gas
14/04/2026	HSBC Bank	£ 1,943.11	Visa purchases
14/04/2026	British Gas	£ 104.24	CH Gas
14/04/2026	Fuelgenie Business Account	£ 236.20	Fuel Cards
15/04/2026	Smartest Energy	£ 339.00	CH Electric
16/04/2026	Chris King	£ 32.87	Expenses, antifreeze
16/04/2026	Castle Water	£ 44.39	AJ Water
17/04/2026	HMRC	£ 7,810.26	PAYE M12
17/04/2026	Berkshire Pension Fund	£ 9,084.84	Pensions M12
17/04/2026	Prudential	£ 2,140.00	AVC, M12
17/04/2026	Mainstream Digital	£ 414.54	Broadband & Telecoms
17/04/2026	Vodafone	£ 37.91	Vodafone bill
20/04/2026	PIN001	£ 50.00	Indemnity Deposit Refund
20/04/2026	HSBC	£ 0.40	HSBC CHG
20/04/2026	ALD Automotive	£ 535.48	RF73HWS Lease
20/04/2026	Worldpay	£ 11.94	Worldpay chg
20/04/2026	HSBC KGV Charity	£ 1,695.00	King George's Field Receipts
20/04/2026	HSBC HPE Charity	£ 30.59	Winkfield Row Allotments Receipts

21/04/2026	S/LINE	£	22.33	Card charges
21/04/2026	Castle Water	£	73.91	WR Allots water
21/04/2026	Castle Water	£	87.94	CH Water
21/04/2026	ICO	£	73.00	Data Controller fee
22/04/2026	Castle Water	£	25.54	WPC water
22/04/2026	Castle Water	£	98.97	CR Allots, water
22/04/2026	Castle Water	£	80.56	MH water
23/04/2026	Felicity Wise	£	56.35	Expenses
24/04/2026	Advance Shopfronts	£	672.00	Servicing roller shutters x2
24/04/2026	Benville and Marsh Ltd	£	108.00	CH lock repair
24/04/2026	Bourne Amenity	£	862.44	LR Play sand
24/04/2026	Countrywide Grounds Maintenance	£	928.80	Gang mowing 02/04/26
24/04/2026	DLS Contract Cleaning	£	1,998.76	Contract cleaning
24/04/2026	RBS Software Solutions	£	2,818.80	Rialtas software yearly fees
24/04/2026	Suez Recycling & Recovery UK	£	718.73	Waste disposal
24/04/2026	Telanova Limited	£	13.82	Microsoft 365
24/04/2026	Telanova Limited	£	253.08	Computer support
24/04/2026	Worknest LTD	£	2,317.50	H&S Pro membership
24/04/2026	Wages	£	19,250.81	Wages, M1
27/04/2026	Ford Lease	£	356.71	RV70NTX Lease
29/04/2026	BNP Parabas	£	434.95	SCAG Lease
29/04/2026	BNP Parabas	£	618.54	Tractor Lease
30/04/2026	Berkshire Youth Ltd	£	118.90	Staff DBS
30/04/2026	Sarah Duckworth	£	1,476.00	Tree surveys
30/04/2026	Home View Landscapes	£	3,570.00	MHWCC Artificial grass
30/04/2026	Initial Washroom Hygiene	£	468.61	Hygiene visits
30/04/2026	Movolytics Ltd (ABAX)	£	34.80	Vehicle trackers
30/04/2026	Oaktree Nursery	£	5.59	Peat CH tree, Climate Change
30/04/2026	Phil Crosby (PC Cleaning Servi	£	110.00	Windowcleaning
30/04/2026	South Hill Park Trust Ltd	£	1,311.28	Chairman's charity 2025-26
30/04/2026	DHA001	£	200.00	Indemnity Deposit Refund
30/04/2026	FAR001	£	50.00	Indemnity Deposit Refund
30/04/2026	Berkshire Vision	£	1,125.00	GRANT, 04/26, CM26:4/18
30/04/2026	Bracknell Parkinson's UK	£	1,000.00	GRANT, 04/26, CM26:4/18
30/04/2026	Earth Anchors	£	57.54	Blackmoor, bench fixings
30/04/2026	Earth Anchors	£	602.40	Blackmoor bench
30/04/2026	1ST Warfield Scouts Group	£	200.00	GRANT, 04/26, CM26:4/18
30/04/2026	Freeths LLP	£	4,933.80	LR Pavilion professional fees
30/04/2026	Home-Start Bracknell Forest	£	800.00	GRANT, 04/26, CM26:4/18
30/04/2026	Life Education Wessex	£	155.00	GRANT, 04/26, CM26:4/18
30/04/2026	Mani & Parm Ltd	£	97.50	APM Refreshments
30/04/2026	Mylbrook Ltd	£	382.80	RF73 HWS Tyres
30/04/2026	Power of Parenting	£	2,000.00	GRANT, 04/26, CM26:4/18
30/04/2026	Youthline Ltd	£	2,000.00	GRANT, 04/26, CM26:4/18
30/04/2026	Chris King	£	22.95	Expenses, postage
30/04/2026	Sage UK Ltd	£	55.20	Sage payroll
TOTAL		**£**	**100,276.21**	

APPENDIX 11

07/05/2026

12:00

Winkfield Parish Council

Balance Sheet as at 30th April 2026

31st March 2025				31st March 2026	
		Current Assets			
9,481		Debtors	15,647		
8,771		Other Debtors	0		
4,755		Vat Due	454		
10,050		Prepayments	0		
536,072		HSBC	979,194		
221,729		Lloyds TSB	221,721		
261,452		NatWest, 2.00%	261,452		
250,000		Nationwide, 3.40%	250,000		
300,000		Santander, 3.80%	300,000		
307,505		United Trust Bank Ltd, 4.37%	300,000		
51,136		Reliance, 1.35%	51,136		
260,021		Redwood Bank, 3.23%	268,667		
980		HSBC KGV CHARITY	2		
1,763		HSBC HPE CHARITY	2		
1,211		HSBC LR CABIN Deposit	1,213		
2,224,926				**2,649,486**	
	2,224,926	**Total Assets**			**2,649,486**
		Current Liabilities			
30,539		Creditors	15,535		
1,797		Charity HPE Creditor	4		
2,677		Charity KGV Creditor	3		
24,612		Accruals	0		
0		PAYE/NI Due	7,515		
0		Pension Due	7,457		
1,577		Receipts in Advance	0		
810		Holding Deposits	900		
700		Indemnity Deposits	1,138		
1,200		HSBC LR Cabin Deposit	1,200		
63,911				**33,753**	
	2,161,015	**Total Assets Less Current Liabilities**			**2,615,734**
		Represented By			
	544,893	General Fund			999,611
	1,616,123	Earmarked Reserves			1,616,123
	2,161,015				**2,615,734**

07/05/2026

12:00

Winkfield Parish Council

Balance Sheet as at 30th April 2026

31st March 2025	31st March 2026

The above statement represents fairly the financial position of the authority as at 30th April 2026 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date :_____

APPENDIX 12

Winkfield Parish Council

Summary Income & Expenditure by Budget Heading 30/04/2026

Month No: 1

Cost Centre Report

			Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101	Administration	Income	927,038	501,961	637,736	135,775			78.7%
		Expenditure	128,088	15,840	126,225	110,385	3,690	106,695	15.5%
		Net Income over Expenditure	798,950	486,120	511,511	25,391			
		plus Transfer from EMR	30,647	0	0	0			
		less Transfer to EMR	275,613	0	0	0			
		Movement to/(from) Gen Reserve	278,372	486,120	511,511	25,391			
102	Staff Costs	Income	1,550	113	1,500	1,388			7.5%
		Expenditure	402,250	34,203	444,708	410,505		410,505	7.7%
		Net Income over Expenditure	(400,700)	(34,091)	(443,208)	(409,117)			
		plus Transfer from EMR	0	0	0	0			
		Movement to/(from) Gen Reserve	(400,700)	(34,091)	(443,208)	(409,117)			
105	Grants	Expenditure	23,584	7,280	26,200	18,920		18,920	27.8%
		plus Transfer from EMR	-2,000	0	0	0			
		Movement to/(from) Gen Reserve	(25,584)	(7,280)	(26,200)	(18,920)			
110	Infrastructure	Expenditure	1,368	0	3,300	3,300	1,416	1,884	42.9%
115	Community	Income	1,430	0	1,000	1,000			0.0%
		Expenditure	24,769	23	14,543	14,520		14,520	0.2%
		Net Income over Expenditure	(23,339)	(23)	(13,543)	(13,520)			
		plus Transfer from EMR	14,057	0	0	0			
		Movement to/(from) Gen Reserve	(9,282)	(23)	(13,543)	(13,520)			
201	Locks Ride Playing Field	Income	17,155	1,510	12,000	10,490			12.6%
		Expenditure	31,094	3,750	53,500	49,750	2,794	46,956	12.2%
		Net Income over Expenditure	(13,939)	(2,240)	(41,500)	(39,260)			
		plus Transfer from EMR	9,004	0	0	0			
		Movement to/(from) Gen Reserve	(4,936)	(2,240)	(41,500)	(39,260)			
202	Ascot Jubilee Playing Field	Income	8,881	0	8,750	8,750			0.0%
		Expenditure	9,463	1,319	10,900	9,581	935	8,646	20.7%
		Net Income over Expenditure	(582)	(1,319)	(2,150)	(831)			
		plus Transfer from EMR	700	0	0	0			
		Movement to/(from) Gen Reserve	118	(1,319)	(2,150)	(831)			
203	King George V Playing Field	Income	2,675	16	795	779			2.0%
		Expenditure	168	490	750	260	90	170	77.3%
		Net Income over Expenditure	2,507	(474)	45	519			
		plus Transfer from EMR	0	0	0	0			
		Movement to/(from) Gen Reserve	2,507	(474)	45	519			

Continued over page

Winkfield Parish Council

Summary Income & Expenditure by Budget Heading 30/04/2026

Month No: 1

Cost Centre Report

			Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
204	Asher Recreation Ground	Income	226	0	0	0			0.0%
		Expenditure	154	0	800	800	90	710	11.3%
		Net Income over Expenditure	72	0	(800)	(800)			
		plus Transfer from EMR	0	0	0	0			
		Movement to/(from) Gen Reserve	72	0	(800)	(800)			
205	Open Spaces	Expenditure	77,298	8,584	130,000	121,416	3,615	117,801	9.4%
		plus Transfer from EMR	3,620	0	0	0			
		Movement to/(from) Gen Reserve	(73,678)	(8,584)	(130,000)	(121,416)			
206	Locks Ride Cabin	Income	6,300	0	5,000	5,000			0.0%
		Expenditure	1,274	35	2,000	1,966		1,966	1.7%
		Net Income over Expenditure	5,026	(35)	3,000	3,035			
		plus Transfer from EMR	88	0	0	0			
		Movement to/(from) Gen Reserve	5,114	(34)	3,000	3,034			
207	Allotments CR Hatchet Lane	Income	1,165	1,193	1,050	(143)			113.6%
		Expenditure	729	126	1,700	1,574	236	1,338	21.3%
		Net Income over Expenditure	435	1,067	(650)	(1,717)			
		plus Transfer from EMR	0	0	0	0			
		Movement to/(from) Gen Reserve	435	1,067	(650)	(1,717)			
208	Allotments WR Chavey Down	Income	1,792	1,796	1,625	(171)			110.5%
		Expenditure	943	74	1,250	1,176		1,176	5.9%
		Movement to/(from) Gen Reserve	849	1,722					
210	Tennis	Income	10,255	1,165	2,600	1,435			44.8%
		Expenditure	8,268	27	2,900	2,873		2,873	0.9%
		Net Income over Expenditure	1,987	1,138	(300)	(1,438)			
		plus Transfer from EMR	0	0	0	0			
		Movement to/(from) Gen Reserve	1,987	1,138	(300)	(1,438)			
215	Carnation Hall	Income	54,393	12,833	55,720	42,887			23.0%
		Expenditure	46,568	5,081	41,600	36,519	3,237	33,282	20.0%
		Net Income over Expenditure	7,825	7,752	14,120	6,368			
		plus Transfer from EMR	14,377	0	0	0			
		Movement to/(from) Gen Reserve	22,202	7,752	14,120	6,368			
220	Martins Heron CC	Income	48,426	12,643	55,560	42,917			22.8%
		Expenditure	29,943	1,680	29,650	27,970		27,970	5.7%
		Net Income over Expenditure	18,483	10,963	25,910	14,947			
		plus Transfer from EMR	15,784	0	0	0			
		less Transfer to EMR	9,038	0	0	0			
		Movement to/(from) Gen Reserve	16,191	10,963	25,910	14,947			
250	Capital Projects	Expenditure	61,152	0	864,000	864,000	1,695	862,305	0.2%
		plus Transfer from EMR	55,174	0	0	0			

Continued over page

Winkfield Parish Council

Summary Income & Expenditure by Budget Heading 30/04/2026

Month No: 1

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Movement to/(from) Gen Reserve	(5,978)	0	(864,000)	(864,000)			
Grand Totals:- Income	**1,081,285**	**533,229**	**783,336**	**250,107**			**68.1%**
Expenditure	**847,113**	**78,511**	**1,754,026**	**1,675,515**	**17,798**	**1,657,717**	**5.5%**
Net Income over Expenditure	**234,172**	**454,718**	**(970,690)**	**(1,425,408)**			
plus Transfer from EMR	**141,451**	**0**	0	0			
less Transfer to EMR	**284,651**	**0**	0	0			
Movement to/(from) Gen Reserve	**90,973**	**454,718**	**(970,690)**	**(1,425,408)**			

APPENDIX 13

WINKFIELD PARISH COUNCIL

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

APPLICATION FOR FINANCIAL ASSISTANCE

Organisation : My Cancer My Choices (MCMC)

Address: My Cancer My Choices, 1st Floor, 46 Old Bath Road, Charvil, Reading, RG10 9QR

Telephone: 0118 228 0960

Registered Charity Number: 1162165

What is the aim of your organisation? MCMC provides a range of complementary therapies & group courses to alleviate symptoms for individuals living with cancer, offering 6 free treatments to anyone who has cancer or within 6 months of active treatment. Treatments are designed to alleviate symptoms such as pain, fatigue, nausea, and emotional distress. We do not receive any statutory funding and rely solely on donations/fundraising. It costs £330 to support one service user through their full MCMC journey, including the costs associated with 6 therapy appointments, group courses, personalised support from meeter greeters and staff, therapist training, signposting and materials.

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

If YES, when and how much for?

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

If yes, list organizations: Ascot Fire Brigade Trust, Sunninghill Parish Council, Twyford Parish Council, Albert Hunt Trust

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: **£990**

For what purpose is the grant required? This grant will support 3 service users through their full MCMC journey. In 2025, we supported 4 Winkfield Parish residents, costing approximately £1,320. In total, we supported 471 individuals in 2025, a significant increase from 2024 in which we supported 271. Demand for our service continues to grow, and we expect to support more service users than ever this year. We know the service has a huge impact, with 98% recommending our service in 2025. The grant would make a huge difference to a small charity and enable us to support more service users.

Capital project / other (please give details)

Applications must be accompanied by the summary annual accounts and applications for Capital Expenditure must include summary estimates for the proposed project.

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

Please also provide:

APPENDIX 13

- One page of summary accounts
- Declaration

My Cancer My Choices **Charity number: 1162165**
(A Charitable Incorporated Organisation)

Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 December 2024 (Unaudited)

	Notes	Y/E Dec-24 Unrestricted Funds £	Y/E Dec-24 Restricted Funds £	Y/E Dec-24 Total Funds £	Y/E Dec-23 Unrestricted Funds £	Y/E Dec-23 Restricted Funds £	Y/E Dec-23 Total Funds £
Income:							
Income from donations and legacies:							
Donations and legacies	2	72,855	26,383	99,238	38,350	18,507	56,857
Income from other trading activities:	3						
Other activities		87,925	1,065	88,990	89,500	-	89,500
Investment income	4	4,218	-	4,218	3,932	-	3,932
Total income		164,998	27,448	192,446	131,782	18,507	150,289
Expenditure:							
Expenditure on raising funds:							
Fundraising and other activities	5	19,918	-	19,918	16,681	-	16,681
Expenditure on charitable activities:							
Cost of charitable activities	6	6,610	1,782	8,392	6,511	2,586	9,097
Support costs	7	137,508	25,801	163,309	89,783	22,467	112,250
Governance costs	8	3,323	-	3,323	2,656	-	2,656
Total expenditure		167,359	27,583	194,942	115,631	25,053	140,684
Net income/(expenditure) and net movement in funds for the period		(2,361)	(135)	(2,496)	16,151	(6,546)	9,605
Reconciliation of funds							
Total funds brought forward	17	183,384	1,440	184,824	167,233	7,986	175,219
Total funds carried forward		181,023	1,305	182,328	183,384	1,440	184,824

The statement of financial activities includes all gains and losses for the period. All incoming resources and resources expended derive from continuing activities.

APPENDIX 14

WINKFIELD PARISH COUNCIL

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

APPLICATION FOR FINANCIAL ASSISTANCE

Organisation : Winkfield St Marys School Parent Teacher Association (PTA)

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

Telephone: 07813022365

Registered Charity Number: 1005453

What is the aim of your organisation? To support primary school children with educational, sporting and wellbeing items

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

If YES, when and how much for? £2000 contribution for a Sensory Room. Made 1st March 2024

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

If yes, list organizations:

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

150+ (delete as appropriate)

Is the service you provide free of charge? YES

If NO, give details:

Sum requested: £1699.94

For what purpose is the grant required? At Winkfield St Mary's School, sustainability is a key priority and forms an integral part of our School Development Plan. We are committed to embedding environmentally responsible practices across our school community. Recent initiatives include the successful launch of a Terracycle recycling scheme, alongside ongoing plans to install bike and scooter storage to encourage more sustainable travel among pupils.The next phase of our development is to transform a currently unused area of tarmac into a vibrant outdoor learning garden. This space will promote biodiversity while providing enriching, hands-on educational opportunities for our pupils. As a central feature of this project, the PTA has already raised an impressive £15,500 to fund an outdoor classroom, enabling a wide range of lessons to take place in a natural environment. To fully realise this vision, we are seeking support to fund several additional elements, including an above-ground nature pond, raised flower beds, ground covering, and secure fencing. These features will ensure the area is both safe and fully equipped to support learning and wildlife.The creation of this enclosed garden will bring lasting benefits to the wider Winkfield Parish community. For our pupils, it will provide meaningful opportunities to engage directly with nature, deepening their understanding of the environment and fostering a lifelong sense of responsibility for its care. At the same time, the garden—particularly the nature pond—will create valuable new habitats, support local biodiversity and contributing positively to the parish ecosystem. We would be extremely grateful if Winkfield Parish Council would consider awarding a grant to the school PTA to support the installation of the nature pond, a key element in bringing this project to life.

Capital project / other (please give details)

APPENDIX 14

Applications must be accompanied by the summary annual accounts and applications for Capital Expenditure must include summary estimates for the proposed project.

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

Please also provide:

- One page of summary accounts
- Declaration

Winkfield St Mary's PTA
Balance Sheet

	As at 16/04/2026 £
FIXED ASSETS	
Display Board	55
Storage boxes	90
	145
CURRENT ASSETS	
Cash at bank	5,071
Petty cash	1,081
Debtors	0
Stock	0
CURRENT LIABILITIES	
Creditors paid after the month / year end	0
NET CURRENT ASSETS	6,152
TOTAL NET ASSETS	6,297
Financed by:	
PTA FUNDS	
Cash Balance Brought Forward	12,389
Non-cash assets held	145
Excess of Income over Expenditure	-6,237
BALANCE CARRIED FORWARD	6,297

Profit & Loss Account

	As at 16/04/2026 £
Income	11,136
Expenses	-17,373
In-year surplus / (deficit)	-6,236