



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 20 October 2026, 7:30pm at Carnation Hall, Chavey Down Road, RG42 7PA.

Helen Wallace - Clerk, 9 October 2026

Members of the Public: You are welcome to attend

1. WELCOME FROM THE CHAIR

2. 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, Section 3](#)

3. APOLOGIES FOR ABSENCE

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

4. DECLARATIONS OF INTEREST

To receive any declarations of pecuniary or other interests in relation to items on the agenda.

5. MINUTES OF THE PREVIOUS MEETING

To approve and sign the [Minutes](#) of the Council Meeting held on 18 Aug 2026 as a correct record.

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

- i) **To approve** the draft Minutes of the Staffing Committee meeting of 22 September attached at [Appendix 1](#)
- ii) **To approve** the revised [Whistleblowing Policy](#) as reviewed and approved by the Staffing Committee with updates being the inclusion of the following points:
 - a. sexual harassment, or the sexual or physical abuse of any member of staff is taking place, has occurred, or is likely to occur (qualifying for standalone statutory protection under the Employment Rights Act 2025).
 - b. mental health or wellbeing resources accessible during the process¹
 - c. For the avoidance of doubt, Non-Disclosure Agreements (NDAs) or confidentiality clauses cannot legally silence or block employees, workers, or volunteers from making a protected public interest disclosure.

¹ (of investigating a concern)

7. 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.

8. 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.

9. QUESTIONS

None received

10. COMMUNICATIONS/ CORRESPONDENCE

- The Nursery at Carnation Hall has left due to staffing concerns
- BBQs were cancelled from mid-August further to the national alert and Prime Minister's briefing about the risks of wildfires
- Communications from cricket teams in relation to the recent resolution about use of grounds – under review
- A very nice email was received commending the upkeep of Lock's Ride recreation ground. Several thank you emails were received for the Silver Sunday event
- A child caught their leg on barbed wire within the boundary hedges at Lock's Ride. Actions taken were:
 - a. Calls to the parent (Head of Grounds and Clerk)
 - b. Recording the incident in the Accident book
 - c. Removal of barbed wire
 - d. Liaison with the neighbouring landowner at site
 - e. Closing of the boundary hedge with barriers and signs.All of the above items **for noting**

11. COUNCILLOR TRAINING/BRIEFING

To consider a recommendation for Councillors to receive a brief presentation from the Clerk on the following topics at the November meeting of the Council:

- a. GDPR – to aid compliance of Assertion 10
- b. GPC overview - followed by affirmation of eligibility
- c. Violence against Women and Girls Course update (Cllr Adams) and BFC Women and Girls' Safety Charter
- d. Martyn's Law – to discuss implications for events

12. CLERK'S REPORT

Clerk's report is attached as [Appendix 2](#) **To note**

Council is asked **to consider** and **approve** (with delegated authority to the Clerk where appropriate)

- a) A project for a graffiti tunnel (mural) at Carnation Hall at £2,000 (in liaison with the Property & Infrastructure Working Group).
- b) Progressing discussions about Lock's Ride Cabin initially at the Property & Infrastructure Working Group (mtg 27.10.26)
- c) Bid 1 for new website development £4,250 and associated ongoing costs

13. VINYL WRAPPING BUS SHELTERS

A Report on this project is attached at [Appendix 3](#)

Council is asked **to consider** and **approve**:

- i. the likely costs and resources of up to £10,000²
- ii. the recommendation to continue the project alongside Windsor Artists Group. (A design proposal would come to the November Council meeting).
- iii. continuing discussions with wrap companies indicated as bids 2 and 4 with designated authority for the Clerk to sign to appoint either (in agreement with the Chair or Vice-Chair).
- iv. Investigating options for a wooden replacement for No.9 using CIL funds

14. LEISURE REPORT

Report is attached as [Appendix 4](#) **To note**

15. VEHICLE ACTIVATED SPEED SIGN FOR NORTH STREET

Update from Councillor Gaw for Council **to consider** installing a device to help with speeding on North Street as attached as [Appendix 5](#)³

16. COMMUNITY TRANSPORT

To receive a verbal update about a possible solution from Cllr Banks

17. EVENTS WORKING GROUP

Notes and updates from the meeting are attached at [Appendix 6](#)

- i. **To consider and approve** the allocation of £3,000 to next year's budget for the purchase of the recommended branded giveaways
- ii. **To consider and approve**:
 - a. Additional budget for wreathmaking (from £850 to £1250) as the plan is to have up to 50% more attendees this year with 2 large sessions on the same day⁴
 - b. An addition to the existing approved Events Calendar for 2026-27 being participation in the Great British Spring Clean with a litter pick. It is anticipated that this may cost around £100 and still be achievable within budget.
 - c. A possible addition to the existing approved Events Calendar for 2026-27 of a Chair's Charity Bingo Evening (budget approx. £500)– with delegated authority to the Clerk (with the Events Working Group).
 - d. Progressing the ongoing events plans with a view to bringing a proposed Events Calendar for 2027-28 just prior to the new financial year. It is anticipated that 2 new events of Paint your Mate and Open-Air Theatre may incur up to an additional £3,500 in next financial year events budget⁵ There are other ideas such as Board Games also being discussed (tbc).

² There is £10,000 in the Bus Shelter maintenance budget

³ There is £35,942 in the Traffic CIL budget for North Ascot

⁴ There will be an off-set of higher ticket sales at £30 (inc VAT)

⁵ Provisional budget figures to be refined during the budget process

18. CLIMATE CHANGE WORKING GROUP

Notes from the meeting are attached at [Appendix 7](#)

- i. To receive a verbal update from Cllr Wall

19. FINANCE WORKING GROUP

Notes from the meeting are attached at [Appendix 8](#)

Council is asked to consider and approve recommendations as follows:

- i. To agree a 3-year contract with YU Energy who provided the most competitive pricing and 100% renewable electricity & gas (on the proviso that quotes remain the most competitive at the point of agreement).
- ii. To agree a 5% increase on all hire fee charges for 2027-28
- iii. To migrate from Rialtas software to Rialtas Web as of 01/02/27, running for 2 months in tandem with the current software and fully migrating as of 01/04/27.

20. ORDERS FOR PAYMENT

To agree the attached list of payments covering the period 1 August -30 September 2026 attached as [Appendix 9](#)⁶

As indicated at April and June Council meetings; a by-election was held in Forest Park Ward. Council are requested **to approve** the invoice of £12,075.08 for payment to BFC from earmarked reserves.

Returning Officers Fee	£353.28
Staff Costs	£6,516.66
Poll Cards, Postal Votes, Ballot Papers and Postage	£4,273.40
Venue Hire	£360.75
Stationery/ Polling Station Equipment	£570.99
Total	£12,075.08

21. FINANCIAL POSITION AND CURRENT INVESTMENTS

Balances of all bank accounts, investments and the latest financial situation as of 30 September 2026 are attached at [Appendix 10](#)⁷ **To note**

⁶ 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.

⁷ Full bank reconciliations are available in the Parish Office. Approvals are made by the RFO and the Lead Finance Councillor

22. REQUESTS FOR FINANCIAL ASSISTANCE

- Churchyard maintenance funds of £1,200 had been put in the grants nominal and have now been transferred. Funds for St Peter's Church were earmarked and are available. Therefore, there is enough grant funding currently to consider the following requests:
- We have received three grants for next year from Keep Mobile, 1st Warfield Scouts, BFC.
- i. **St Peter's Church**, Cranbourne was awarded a grant in July 2025 for guttering and roofing, pending evidence of sufficient funds for the roofing project and with approval to carry the request to 2026. The funds have been earmarked within the Grants budget. Guttering is complete but the roofing project is ongoing.
 - a) Council **to consider** approval to pay the grant of **£2,000** which had been awarded to the completed guttering element of the project.
- ii. **2nd Ascot Brownies Request £700** For a residential experience. Money will be used to pay venue hire and for activities hire to give many of the girls a new adventure activity whilst working as a team. See application⁸ at [Appendix 11](#).
- iii. **To consider** a verbal update from the Clerk regarding grants received for next financial year and increasing the grant budget in year and next year.

23. 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 Friday 6 November, to enable timely preparation and publication of the agenda. Items received after this date will be held to the following month. **To note**

24. MEETING DATES 2027

Council are asked **to consider** and **approve** the proposed meeting dates attached at [Appendix 12](#)

25. DATES FOR THE DIARY - To note

Events / Other	Dates
Arts Week	26-30 October
Wreathmaking	27 November
Festive Event	13 December
WPC Meetings	
Planning & Highways	3 November, 1 December
Council	17 November, 8 December

⁸ Summary accounts were not received so are being requested in advance of the meeting

APPENDIX 1

WPC Staffing Committee Meeting 22 September 2026



DRAFT - Minutes of the Staffing Committee of Winkfield Parish Council

held at Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA

on Tuesday 22 September 2026, 7.30pm

Councillors present:

Cllr G Barber

Cllr K Buchler

Cllr O Lake

Cllr G Paxton

Cllr R Warren

Councillors absent: Cllr T Blakemore, Cllr E Blyth, Cllr C Dudley

Officer: Helen Wallace, Clerk

1. (SM 26:9/1) WELCOME FROM THE CHAIR

Cllr Paxton chaired the meeting and welcomed those present.

2. (SM 26:9/2) PUBLIC PARTICIPATION

None

3. (SM 26:9/3) APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Blakemore, Blyth and Dudley.

4. (SM 26:9/4) DECLARATIONS OF INTEREST

None

5. (SM 26:9/5) MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr Paxton, seconded by Cllr Barber and with 2 abstentions

RESOLVED that the Minutes of the meeting held on 16 June 2026 be approved and signed as a true record.

6. (SM 26:9/6) POLICIES REVIEW

- i. Whistleblowing – the Clerk summarised the changes made and it was proposed by Cllr Warren, seconded by Cllr Paxton and **RESOLVED** to recommend to council for adoption.

7. (SM 26:9/7) TRAINING & CONTINUAL PROFESSIONAL DEVELOPMENT

Since the last meeting, the following training / CPD has been carried out by various staff members as appropriate to their role:

Playground Inspections, First Aid, CDM, GDPR, FiLCA, Asbestos Awareness, VAT.

The Clerk has completed CiLCA is booked on the national SLCC conference and is attending a Community Engagement webinar and additional GDPR training with a view to providing a briefing to Councillors at a later date in support of Assertion 10.

Mandatory training for Legionella, Manual Handling and Fire Safety for various in the team is in the process of being arranged.

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WPC Staffing Committee Meeting 22 September 2026

Several team members have engaged in new CPD ideas – **noted**

8. (SM 26:9/8) STAFF ABSENCE REPORTING

The Clerk presented information regarding the new absence reporting system “Absentify,” which will be implemented from 1 October. - **noted**

9. (SM 26:9/9) EXCLUSION OF PRESS AND PUBLIC

It was proposed by Cllr Paxton, seconded by Cllr Warren and unanimously **RESOLVED** to exclude press and public for consideration of item **10. APPRAISALS**

10. (SM 26:9/10) APPRAISALS

In closed session the committee discussed some minor operational changes being made as a result of two interim appraisals recently carried out.

The meeting closed at 8.00pm

Chair _____

Martin's Heron & The Warren Community Centre

Cost savings were made within the contract which have allowed for new lighting in the hallway and a new floor for the female toilets (this toilet floor is more worn because of the nursery). Some snagging works and contract completion is planned for Thursday 29 and Friday 30 October. (Window blinds going up on Wednesday 28 October).

Further to the Clerk's email to all Councillors (of 9 September) agreement has been made for roller blinds for the mirrors at £1,725 with date of install likely to also be in half term.

Carnation Hall

Council agreed to asking MH Architects to look at Carnation Hall and they are creating a) design development and drawings illustrating the proposed scope of works and b) CGI visualisation of a new/refurbished kitchen plan. Recommendations were brought to Council on 6 October and Stockton Bradley Chartered Surveyor was approved to create the full project scope and to complete project coordination (This has been instructed).

In speaking with the Windsor Artists Group about vinyl wrapping bus shelters, it transpired that one of the artists has experience of painting movie back-drops and the Clerk discussed an idea for a "Graffiti Tunnel" in the side entrance of Carnation Hall. The idea is that the artwork would represent Winkfield¹ in a surprising, bold and fun way. The mood board below is not illustrative of design just of concepts. For example, Carnation Hall is built on an old Carnation Nursery near White Gates and Mushroom Castle, nearby plants include Laurels, Rosemary, Poplar etc. **The recommendation to Council is to proceed with the artist on a design which would be brought to the Property & Infrastructure Working Group for approval** (at a budget of approximately £2,000).



Ascot Jubilee

The initial design and feasibility report has been instructed and MH Architects recommended carrying out surveys. The Clerk discussed with the Chair (5 October) and a complete set of surveys approved, (£3,080). (This has been instructed).

Lock's Ride Cabin, Parm Panesar has written to the Clerk and several Councillors with an overview of the first year operating at the recreation ground. The Clerk met with Parm on 29 September and has shared the email trail with the Property & Infrastructure Working Group. **The recommendation to Council is that the information is considered more fully at the next Property & Infrastructure Working Group and an update provided at the November Council meeting.**

¹ Winkfield origin "Winecanfeld - Open land of a man named Wineca"

CLERK'S REPORT

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Van Lease

The old Ford transit was collected Tuesday 6 October and the new van delivered on Friday 9 October. The lease payments are slightly under what was agreed by Council whilst the specifications of the van are slightly better!

Website

The Clerk and Assistant to the Clerk have been progressing plans for a new website and have spoken with six companies, including the current provider. Meetings have been held with three companies (Bids 1, 2, 3). Although some other providers were less costly, they involve far more work from the office team who have less website building know-how. Therefore, **the recommendation to Council is that we proceed with Bid 1 who have good knowledge of Winkfield Parish Council, are local and have a supportive process.** The current website would be up until the new website was complete. Timeframe – new financial year launch including a new booking system via Rialtas Web².

Company	Cost	Comments	Ongoing Support Costs
Bid 1	4,250	Local, knowledgeable and supportive. Would copy and paste content	747.50
Bid 2	7,000	Local. Keen to complete the project and move on. The least collaborative but potentially less staff resource required.	312-1,200
Bid 3	850	Not reflective of true costs. Involves training to staff who would then build pages themselves	Various packages
Bid 4	600	Likely to be a limited template site and with very limited migration support	
Bid 5	1,202	Would have been a contender if communication had been easier with the company	

Newsletter

The Autumn newsletter is being prepared for sending out in early November.

Contracts

Windowflowers have been contracted for 2027 at a higher amount of £3,133 to ensure that all planters³ are planted and watered throughout the season.

SMS have been contracted for 2027 for Legionella prevention at a lower than originally quoted amount of £3,541 with quarterly descales of outlets added to internal compliance folders by facility. As these are indicated as Approved Suppliers and the amount is under £4,000, this has been approved under Finance Regulations clause 5.11vi.

² Rialtas Web – planned to commence use from February with full launch from the new financial year in sync with the new website.

Absentify program for managing staff leave is installed and is currently being populated for launch to all staff on 1 Nov

³ Last year £1700, next year's budget includes several planters around the parish and at the parish office.

CLERK'S REPORT APPENDIX 2

Assertion 10

Considerable work has been made on the existing data map, (given the instruction to keep this work internal and reviewed by the financial auditor in December). Planned GDPR briefing to Councillors (in November) supports compliance with Assertion 10.

Fire Risk Assessments

Bracknell Forest Council (BFC) have commissioned a Fire Risk Assessment for MH&TW, which is scheduled to take place on **21 December**. Fire Risk Assessment work (desktop and site attendance) for all sites have been reviewed.

Silver Sunday

Silver Sunday was a positive event with a table magician and caricaturist, prosecco, cake and tea. Thank you to all the Councillors who attended to help on the day!



Upcoming Events

Arts Week is now open for bookings (October half term)

The two wreathmaking workshops on the same day are now being promoted and we have 56 reservations so far (7.10.26).

The Clerk has met with Councillor Blyth as well as some of the staff team to discuss and make initial plans for the Festive Event. An advert has been placed on social media for stalls. Music and Santa plans are underway!

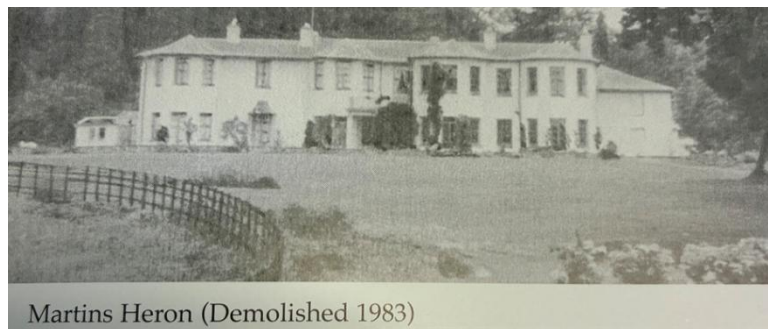
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All bus shelters will be jet washed in the week before installation but will still need cleaning prior to wrapping.

Dimensions have been provided for quoting. The appointed contractor should visit and re-measure prior to production.

8 bus shelters in 4 locations in the parish



Martins Heron (Demolished 1983)

The plan is to have designs with maps, art and historic images which don't completely block the view in and out.



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No.9 - THIS SHELTER HAS NOT BEEN INCLUDED IN THE VINYL WRAPPING PROJECT

(There is an idea to change this one shelter to wood as it's too bent to repair. A wooden shelter would be approximately £10,000 installed)

Quotes

To review and prepare designs. Print vinyl and install wrap for 8 bus shelters.

Bid 1 £10,970 – has now withdrawn

Bid 2 £3,350 – is likely to be higher (subject to survey)

Bid 3 £7,100

Bid 4 £5,541 (hi-tac, anti-graffiti wrap)

Bid 5 £8,000 verbally - quote hasn't been provided in writing.

Wrap Design Process

Cllr Paxton and the Head of Facilities measured and photographed the bus shelters and assisted the Clerk with a map of locations. All three discussed designs. This information was shared with the wrap companies, via several conversations and email exchanges.

The Clerk met with Windsor Artists Group on 21 September. The initial conversation was for Windsor Artists to provide art for some of the shelters. However, through discussions, an offer was made to collate all the bus shelter designs for WPC into EPS files to send to the appointed wrap company. This means that all the designs will be cohesive and may include up to all 3 elements within the design.

Cllr Paxton and the Clerk toured the bus shelters with the lead artist, Mark Burden, (in a group with Jonathan Greenyer and Debra Kasaska) on 1 October. The artists

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have offered to create art and designs at no cost in return for credit and publicity but there will be a charge for technical creation of EPS files (budget up to £3,500)

An early concept of design is included at Bus Shelter 1 above. The elements will be a green faded map along the bottom of all shelters, a Winkfield Parish band in the central section and a design incorporating art, nature and history in the top sections. All the nature photos have been taken by our Groundsman!

The vintage photos are locally relevant but just included here to give some idea of the concept not to illustrate design.

Central strapline design concept

This updated central section has been created from our brand colours, font and logo elements. (We could also use this on the new website). This design is from Windsor Artists in order to update the central part of the bus stops with this band.



Timeframe

The anticipated completion date is early new year and somewhat weather dependent. Closer to the time, letters will be prepared for neighbours living adjacent or in direct view of the shelters.

Summary

Cllr Paxton and the Clerk have assessed the company providing Bid 2 above and would be comfortable with proceeding with them despite the gap in quote. They have been in business for more than 15 years, rated 4.8 on Google reviews, Companies House accounts show increased profit for 2025 and whilst there appear to be signs of financial pressure; this project is low risk they have strong relevant experience, have been helpful in the process and are local. The cost quoted is an estimate which will be revised following survey. Bid 4 also look good with 20+ years' experience, local, the most thorough quote and regular communication.

Should a replacement for Shelter 9 be considered, this would need to be funded by unallocated CIL monies and will be looked at separately and can be coordinated to the same timeframe.

It's worth noting that this is a lot less costly than replacing the bus shelters and would provide a new lease of life as well as great revamp showing pride in the local community.

Leisure Report

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General

- **Annual Playground Inspection Reports** – The team continue to work through the findings from the annual inspections. All Amber issues have now been resolved, (with the exception of Locks Ride, which is a larger project). We are now working site by site to address the lower-priority issues.
- **Tree works** – The next six months of planned tree works are due to commence on **27 October**, covering trees at Fernbank, Locks Ride and the Office.
- **Hedge cutting** – All hedge cutting is now complete across the Parish sites.
- **Health & Safety posters** have been refreshed at all sites.

Allotments

- **Pest control** – A pest control contract is now in place at Cranbourne Allotments due to an increase in rat activity. Pest UK will carry out regular visits to monitor and manage the issue.
- **Water / hosepipe ban** –which came into effect on **17 July**, remains in place and a message has been sent to all allotment holders. Water supplies at both Cranbourne and Chavey Down allotments will be turned off on **7 October**.

Allsmoor

- **Tree removal** – The tree has now been completely removed, and the neighbour's fence has been renewed. The Grounds Team have also backfilled the large hole left when the tree came down to make safe the area.

Ascot Jubilee

- **Goal mouths** – Grass seed has been planted to repair the worn goal mouths.
- **Metal goal repairs** – A quote has been received from MS Design Ltd to repair several holes in the metal goal. We are now awaiting a date for the works to be carried out. Once the repairs are complete, the entire unit will be repainted.
- **Tennis courts** – There have been numerous free tennis sessions run by Match Point Coaching throughout the summer, which has helped to increase the uptake and use of the courts.
 - **2025 full-year paid bookings and memberships: 528**
 - **2026 year-to-date paid bookings and memberships: 751**
 - This represents an increase of **223 bookings/memberships**, or approximately **42%**, compared with the full 2025 annual figure.
- Scalping's are down to try to stop the flooding at this gate.
- **Larger play area** – Playsafe commenced the build of the new play equipment on **7 September**. The works are now complete, with the play area due to open w/c **5 October**.

Asher

- Pitch has been marked out and football has commenced.

Carnation Hall

- **Upgraded playground** – The new playground build by HAGS started on **14 September**. The works are now complete, and the playground is open.

Leisure Report

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Fernbank Play Area

- Waiting on quote from MS Design Ltd to get a new gate/gate fixed and self-closing arm put on.

KGV

- Both football pitches have been marked out for the new season.

LR

- **Football pitches** – New roll-on/roll-off goals and team shelters have been installed, and all pitches have been marked out in readiness for the start of the football season.
- **Pavilion grounds** – Approximately **5 tonnes of soil** have been used to build up the levels around the pavilion, with grass seed now scattered.
- **BBQs** – A quote has been received from MS Design Ltd to supply new grates for the BBQs. We are currently awaiting a date for the works.
- **Cricket** – Cricket loam has been laid and grass seed sown. Work on the synthetic cricket wicket is in progress with a meeting with Berkshire Cricket **8 October**
- **Splashpad** –decommissioning for the season **7 October**.
- **Zipwire mats** – HAGS installed new safety mats beneath the zipwire in mid-September, following a recommendation from the Annual Play Inspection.

Martins Heron

- **Dorothy Hayes Room** – The existing synthetic mirror is being replaced with a glass mirror. A quote has been received, and we are now waiting for the blinds to be fitted before arranging installation of the new mirror.

Office

- **Tree and garden works** – Tree works are due to take place to reduce the laurel and cut back overhanging branches into the neighbour's garden. The Grounds Team have now completed the garden works and general tidy-up.



APPENDIX 5

Extracted from communications with BFC Highway Engineering

North Street

(From BFC) North Street meets the criteria set out within the Code of Practice. Evidence gathered at this location identifies a speed management concern, and a range of measures have already been investigated and some implemented, including enforcement activity through the Speedwatch campaign and other traffic management interventions including VAS themselves. The request is supported by local evidence meaning that further VAS / SID can be justified as a targeted measure consistent with the Council's policy.

For these reasons, officers are progressing consideration of a VAS / SID solution at North Street.

Therefore, please see the following which gives an idea of price as well as further considerations you may wish to consider and future maintenance reliabilities.

Estimated Cost of Mains-Powered VAS / SID Sign Options

Budget comparison for the supply and installation of two vehicle-activated signs

Basis of estimate. Two mains-powered signs. The 16% Ringway term contractor management fee is applied to sign purchase costs only. A separate allowance of £2,200 (approx.) covers posts, electrical supply and traffic management. Note, solar powered options were considered but Westcotec informed us that there was too much tree cover for solar to be reliable in this location.

*Figures are preliminary and do not constitute a quotation.

SID =Speed indicating device

VAS = Vehicle Activated Sign

Cost comparison

Option and image	Description / dimensions	Supplier cost per sign	Two signs	16% Ringway Management fee	Posts, power & TM (est)*	Estimated total for two signs
 SID with 'SLOW DOWN' legend	Displays the detected vehicle speed together with an illuminated SLOW DOWN message. Dimensions: Not stated in supplier pricing document	£3,138.00	£6,276.00	£1,004.16	£2,200	£9,480.16
 SID with 'Thank You/Slow Down' legend	Displays the detected speed and gives either a Thank You message or a Slow Down warning. Dimensions: Not stated in supplier pricing document	£3,615.00	£7,230.00	£1,156.80	£2,200	£10,586.80

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Extracted from communications with BFC Highway Engineering

Bracknell Forest Code of Practice – VAS and SID signs

The Bracknell Forest Council Highway Engineering Group's Traffic Management Code of Practice includes specific reference to Vehicle Activated Signs (VAS) and Speed Indication Devices (SID). The Code of Practice states that interactive speed-reduction signs will be considered where there is an identified problem of inappropriate speed, normally at or above ACPO enforcement thresholds, and where the issue has not been satisfactorily remedied by standard signing, or where safety cameras, conventional speed enforcement or other engineering methods are not a cost-effective or otherwise appropriate solution.

The Code of Practice also recognises the use of Speedwatch and mobile Speed Indication Devices within neighbourhood areas.

- The need for the sign should be supported by local evidence, such as speed data, collision history, site observations, school/community concerns or previous traffic-management commitments.
- The sign should not be used as a substitute for statutory speed-limit signing or engineering measures where these are required.
- The selected sign type, legend and operating arrangement should be appropriate to the posted speed limit, road environment and intended message to drivers.
- Before installation, the site should be checked for forward visibility, underground apparatus, street-lighting/electrical suitability, column capacity, traffic-management requirements and future maintenance access.
- Where connection to a street-lighting supply is proposed, approval should be obtained from the Council's street-lighting/electrical contractor before an order is placed.
- The preferred option should remain subject to confirmation through a site-specific survey and formal quotation.

Additional Note:-

SIDs displaying the speed of a vehicle will not always display the same speed the driver is seeing within the cockpit. A vehicle speedometer, historically, can be up to 10% inaccurate which is why the police will not generally enforce within 10% of a speed limit, i.e. TVP would commence enforcement in a 30mph limit at 34-35mph. A SID displaying to a passing driver can lead to a sad face, a SLOW DOWN message or a red speed message being displayed to a driver who feels that they are actually law abiding and within the speed limit which again can lead to resentment and ultimately complain. Once they believe the sign to be wrong it can get ignored.

Future Maintenance

Please be aware that the council (BFC) will cover the annual costs for the electrical supply for these signs as this is a very small part of the full electrical highway cost. However, this cost does not include for future maintenance, servicing or replacement when the sign becomes obsolete or past its warranty period. The sign will be a council highways asset and so covered by indemnity insurance and insurance should it be struck by a vehicle and the council can make a claim against the driver. However, if the council cannot identify a driver in the case of a collision the council will not be replacing it.

Events Working Group Meeting APPENDIX 6



Tuesday 25 August

In attendance: Cllrs Bank, Blyth, Gaw, and Wall with the Clerk

The group discussed Silver Sunday and Wreathmaking events in detail and set a date for the Autumn Footpath Walk. New event ideas were presented and discussed. The group provisionally discussed Chair's Charity Bingo, Community Litter Pick, Paint Your Mate and Open-Air Theatre as new event ideas. A draft events calendar has been prepared to share in the October meeting papers, (next page). This will be updated in March for the new Events Calendar 2027-28.

Ideas for branded collateral were discussed and the group provisionally agreed to bubbles, hand-held fans, pencils and stickers. Since then, the office has also looked at small bags. 3 quotes were sought and narrowed down to 2 based on both price and aesthetic, with the preferred being the more natural look.



Events Working Group Meeting

APPENDIX 6

Item and tagline	Quantity	Cost
<i>Fan-tastic</i> Winkfield	250	677.5
Little bubbles. Big smiles	1152	695.56
Natural pencil	500	200
Jute bag	100	354
Cloth bag	100	354
	2102	£2,281
Yellow fan	500	900
Yellow bubbles	1000	1200
Yellow pencil	500	290
Yellow cloth bag	500	950
	2500	£3,340



WINKFIELD PARISH COUNCIL CALENDAR OF EVENTS 2026-2027

Sun 4 October	Silver Sunday (Afternoon Tea)
Sat 17 October	Autumn Footpath Walk
Sat 24-Sat 31 October	Arts Week
Fri 27 November	Wreathmaking
Sun 13 December	Festive Event
Sun 14 March	Climate & Nature
Fri 19 March	Great British Spring Clean (Litter Pick)
Sat 3 April	Spring Footpath Walk
Wed 26 May	Paint Your Mate
Sun 27 Jun	Cycle Ride
Wed 11 Aug	Summer of Fun
Sat 28 Aug	Open Air Theatre

Also supporting & Ascot Vets Dog Show (May 2027)*
& St Mary's School PTA Fayre (July 2027) *

Visit winkfieldparishcouncil.gov.uk
for more information or
email info@winkfieldparishcouncil.gov.uk

Oct	4th		17th		24th	
Nov						27th
Dec		13th				
Jan						
Feb						
Mar		14th		19th		
Apr	3rd					
May						26th
Jun						27th
July						
Aug		11th				28th

APPENDIX 7

Climate Change Working Group

14 September 2026

In attendance: Councillors Banks, Paxton and Wall; officer Catherine Thorin

Apologies: Councillor Hayes

Bee hives on allotments

Bee hives on the two parish allotments were discussed and a proposal will be prepared for Council.

Actions

- Arrange a site assessment for both allotments and subsequently prepare neighbourhood consultation as well as a recommendation for Council. (Ensure any proposal is proportionate and informed by expert advice regarding impacts on existing wild bee populations).

Climate adaptation

Members discussed the importance of climate adaptation alongside carbon reduction measures. Focus given to staff wellbeing during periods of extreme heat and the timing of community events.

Actions

- Develop and promote practical climate adaptation messages for residents.
- Discuss adaptation measures and communications with the Clerk. Including a Staff survey. Derek to look at suitable and appropriate survey questions.

Swift project

The group discussed various ways to support the initiative to install more swift boxes in the parish.

Actions

- Progress the swift box initiative with Grounds/Facilities teams – including opportunities to install swift boxes on suitable parish buildings, including Locks Ride and Carnation Hall where appropriate.
- Produce an information leaflet explaining the benefits of swift nesting sites and how residents can support swift populations.
- Approach Ascot Oaks regarding the inclusion of swift boxes or swift bricks within new developments.
- Encourage the use of longer-lasting swift bricks in future developments where appropriate.

Heat pumps

The group discussed heat pump installation standards and the importance of ensuring systems achieve their intended performance. Members supported encouraging higher standards and greater accountability for installations within new developments.

Actions

- Recommend to Bracknell Forest Council that new developments incorporating heat pumps should provide demonstrable efficiency warranties of approximately 300-400% Coefficient of Performance (COP).
- Continue promoting practical guidance and higher installation standards for heat pump systems.

APPENDIX 8

261005 FINANCE WORKING PARTY NOTES

Members: Cllrs Gerry Barber, Dorothy Hayes, Kevin Buchler, Geoff Paxton, Colin Dudley, Owen Lake

Officers: Helen Wallace, Lindsay Dale

Present: Cllrs Barber, Hayes, Paxton, Dudley & Lake - *Apologies:* Cllr Buchler

Officers: Wallace & Dale

1. REVIEW OF PREVIOUS NOTES OF: 13/07/26

Noted

2. CIL UPDATE INCLUDING INCOME

Noted

3. ENERGY CONTRACTS

Quotes for renewal, provided by the broker (Energy Buzz) were reviewed. (Renewal date is 01/06/27)
It was proposed by Cllr Barber, seconded by Cllr Paxton and unanimously **RESOLVED** to propose to council:

Recommendation: To agree a 3-year contract with YU Energy who provided the most competitive pricing and 100% renewable electricity & gas on the proviso that quotes remain the most competitive at the point of agreement.

4. COMMUNITY CAFÉ REPORT

Noted

Cllr Lake suggested that we further promote the Community Café (via our website, social media, newsletters)

5. PROPOSED HIRE FEE CHARGES

Hire fee projections were reviewed.

It was proposed by Cllr Dudley, seconded by Cllr Barber and unanimously **RESOLVED** to propose to council:

Recommendation: To agree a 5% increase on all hire fee charges for 2027-28

Action: ARFO to confirm to the Finance Working Party the monetary increase on an average hire.

6. RIALTAS WEB

It was proposed by Cllr Barber, seconded by Cllr Lake and unanimously **RESOLVED** to propose to council:

Recommendation: To migrate from Rialtas software to Rialtas Web as of 01/02/27, running for 2 months in tandem with the current software and fully migrating as of 01/04/27.

7. EXTERNAL AUDIT (AGAR)

Noted

8. INCOME AND EXPENDITURE & BUDGET MONITORING

Noted

Next Finance Working Party Meeting: Monday 7th December – to allow for Draft Budget review & approval

A verbal update on the draft budget to be provided to full council in December

APPENDIX 9

Winkfield Parish Council

List of Payments made between 01/08/2026 and 30/09/2026

Date Paid	Payee Name	Amount Paid	Transaction Detail
03/08/2026	BRACKNELL FOREST BOROUGH COUNCIL	£ 442.00	Office business rates
03/08/2026	BRACKNELL FOREST BOROUGH COUNCIL	£ 448.00	CH Business rates
03/08/2026	BRACKNELL FOREST BOROUGH COUNCIL	£ 251.00	MH Business Rates
03/08/2026	SMARTEST ENERGY	£ 134.00	MH Electric
06/08/2026	C KING	£ 138.00	Expenses, RV70NTX Tyres
06/08/2026	F WISE	£ 75.10	Community Cafe purchases
06/08/2026	SAGE	£ 78.00	Sage payroll
10/08/2026	BRITISH GAS	£ 108.04	CH Gas
11/08/2026	AGA001	£ 17.10	Payment re tennis
11/08/2026	WIG002	£ 50.00	ID refund
12/08/2026	ASCOT PROMOTIONS	£ 231.48	Staff event uniforms
12/08/2026	THE ARK TRUST	£ 2,000.00	26/27 Grant
12/08/2026	CITIZENS ADVICE EAST BERKS	£ 2,200.00	26/27 Grant
12/08/2026	COUNTRYWIDE GROUNDS	£ 636.00	Gang mowing 15/07/26
12/08/2026	FOREST PARK COMMUNITY ASSOCIATION	£ 810.00	26/27 Grant
12/08/2026	S&B FENCING LTD	£ 399.96	LR Fencing for Oak tree
12/08/2026	THE JESSICA PROJECT	£ 2,400.00	26/27 Grant
12/08/2026	JUBILEE BUILDING SUPPLIES	£ 45.98	LR paving slabs
12/08/2026	OAKTREE NURSERY	£ 33.96	Savernake planting
12/08/2026	OAKTREE NURSERY	£ 4.79	LR topsoil
12/08/2026	PARAGON PRO CLEANING	£ 257.00	Windowcleaning, LR, CH, WPC
12/08/2026	SUEZ	£ 773.29	Waste disposal, LR, MH, CH
12/08/2026	THE TIMBER GROUP	£ 8.34	LR paving repairs
12/08/2026	UNIT 42 LTD	£ 14.99	CH Maintenance, drill bits
13/08/2026	SMARTEST ENERGY	£ 67.00	WPC Electric
13/08/2026	SMARTEST ENERGY	£ 423.00	LR site Electric
13/08/2026	SMARTEST ENERGY	£ 118.00	AJ Electric
13/08/2026	FUELGENIE	£ 219.62	Fuel cards
14/08/2026	HSBC	£ 1,988.92	HSBC Visa Purchases
17/08/2026	CASTLE WATER	£ 135.13	CR Allots, water
17/08/2026	SMARTEST ENERGY	£ 339.00	CH Electric
17/08/2026	SMARTEST ENERGY	£ 44.94	AJ Gas
17/08/2026	SMARTEST ENERGY	£ 36.72	WPC Gas
17/08/2026	SMARTEST ENERGY	£ 77.31	MH Gas
17/08/2026	MAINSTREAM DIGITAL	£ 393.42	Broadband & Telecoms
18/08/2026	JAD001	£ 50.00	ID refund
18/08/2026	PER011	£ 50.00	ID refund
18/08/2026	COL008	£ 43.27	BBQ Refund
18/08/2026	GHA002	£ 50.00	ID refund
18/08/2026	ROB017	£ 100.00	ID refund
18/08/2026	BRY003	£ 50.00	ID refund
18/08/2026	CASTLE WATER	£ 48.32	Office water
18/08/2026	CASTLE WATER	£ 91.40	CH Water
18/08/2026	CASTLE WATER	£ 52.87	MH Water
18/08/2026	ALD AUTOMOTIVE LTD	£ 535.48	RF73HWS Lease
19/08/2026	H WALLACE	£ 22.40	HW Expenses
19/08/2026	ELL003	£ 65.23	ID refund
19/08/2026	S/LINE	£ 9.46	S/Line charge
19/08/2026	VODAFONE	£ 14.40	Mobile phone
20/08/2026	WIL018	£ 50.00	ID refund
20/08/2026	HSBC	£ 0.80	HSBC chg
20/08/2026	CASTLE WATER	£ 77.39	AJ Water

APPENDIX 9

20/08/2026	WORLDPAY	£	11.94	Worldpay chg
21/08/2026	SUM002	£	45.43	BBQ Refund
21/08/2026	DER001	£	30.29	BBQ Refund
21/08/2026	H WALLACE	£	4.80	Expenses, parking
24/08/2026	UNIT 42 LTD	£	15.17	AJ hose
24/08/2026	TELANOVA	£	70.68	Computer support
24/08/2026	SUEZ	£	878.33	Waste disposal, LR, MH, CH
24/08/2026	STOCKTON BRADLEY LIMITED	£	2,072.00	MHWCC Refurbishment, professional fees
24/08/2026	STEEL AND COMPANY	£	12,381.23	MHWCC Refurbishment, Valuation 2
24/08/2026	SMS ENVIRONMENTAL	£	190.99	AJ Legionella
24/08/2026	SMS ENVIRONMENTAL	£	68.00	LR Legionella
24/08/2026	SERVIO LTD	£	419.68	Office boiler repair
24/08/2026	SERVIO LTD	£	303.34	CH AHU & boiler servicing
24/08/2026	SANDHURST TOWN COUNCIL	£	1,917.50	Summer of Fun, JM Entertainment
24/08/2026	OUT THERE TREES LTD	£	3,000.00	LR Tree surgery
24/08/2026	OAKTREE NURSERY	£	12.76	LR Tree fence pegs
24/08/2026	MOVOLYTICS	£	34.80	Vehicle trackers
24/08/2026	HEALTH ASSURED LTD	£	1,134.00	Employee Assistance Programme 2026-27
24/08/2026	GIPPING PRESS LIMITED	£	374.00	2026-27 Summer newsletter
24/08/2026	PARISH ONLINE	£	720.00	Parish Online membership
24/08/2026	FOUNTAINERS LTD	£	885.60	LR Splashpad repairs
24/08/2026	FOUNTAINERS LTD	£	2,215.20	LR Splashpad repairs
24/08/2026	FOUNTAINERS LTD	£	445.60	LR Splashpad service
24/08/2026	DLS CONTRACT CLEANING LTD	£	2,158.64	Contract cleaning
24/08/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	3,000.00	CM 25/224 BFC Events
24/08/2026	BASIL & CREW MOBILE FARM	£	490.00	Summer of Fun, Farm
24/08/2026	ENCHANTED PERFORMERS	£	696.00	Summer of Fun, Bubbleologist
24/08/2026	CHILTERN SPORTS	£	1,308.00	AJ Tennis court cleaning
24/08/2026	AVONCROP AMENITY	£	52.80	Summer of Fun, car park paint
25/08/2026	PAP003	£	30.29	BBQ Refund
25/08/2026	WAGES	£	20,107.37	Wages, M5
25/08/2026	BERKSHIRE PENSION FUND	£	7,683.61	Pensions, M5
25/08/2026	HMRC	£	7,807.93	PAYE, M5
25/08/2026	CASTLE WATER	£	4,793.00	LR Site water
26/08/2026	FORD LEASING	£	356.71	RV70NTX Lease
01/09/2026	BNP PARABAS	£	434.95	SCAG Lease
01/09/2026	BNP PARABAS	£	618.54	Kubota Lease
01/09/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	442.00	Office business rates
01/09/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	448.00	CH Business rates
01/09/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	251.00	MH Business rates
01/09/2026	SMARTEST ENERGY	£	134.00	MH Electric
04/09/2026	SAGE	£	78.00	Sage Payroll
07/09/2026	ESA001	£	50.00	ID refund
10/09/2026	WR033	£	13.71	WR033, Allotment fee
10/09/2026	MAS007	£	50.00	ID refund
10/09/2026	BRITISH GAS	£	75.60	CH Gas
11/09/2026	BERKSHIRE REPTILES	£	400.00	Summer of Fun, Reptiles
11/09/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	856.43	MHWCC insurance
11/09/2026	BRACKNELL FOREST BOROUGH COUNCIL	£	12,075.08	Forest Park By-election
11/09/2026	OCEAN THEATRE COMPANY	£	1,420.00	26/27 Grant, CM26:8/22
11/09/2026	PEST UK	£	598.80	LR pest control
11/09/2026	PEST UK	£	252.00	CR Allots, pest control
11/09/2026	RISK MANAGEMENT	£	108.00	CH Alarm activation
11/09/2026	TOM ROSE MAGIC	£	275.00	Silver Sunday, magician
11/09/2026	RSK ENVIRONMENT LTD	£	600.00	LR Pavilion collateral warranty
11/09/2026	ST JOHN AMBULANCE	£	221.40	Summer of Fun, First aid cover

APPENDIX 9

11/09/2026	C THORIN	£	3.29	Expenses, Office, milk
11/09/2026	WICKSTEED LEISURE	£	16.92	Asher play equipment maintenance
14/09/2026	SMARTESTENERGY BUSINESS	£	67.00	Office Electric
14/09/2026	SMARTESTENERGY BUSINESS	£	423.00	LR Site Electric
14/09/2026	SMARTESTENERGY BUSINESS	£	118.00	AJ Electric
14/09/2026	HSBC	£	1,158.67	Visa purchases
15/09/2026	SMARTESTENERGY BUSINESS	£	339.00	CH Electric
15/09/2026	SMARTESTENERGY BUSINESS	£	37.44	Office Gas
15/09/2026	SMARTESTENERGY BUSINESS	£	62.32	MH Gas
15/09/2026	FUELGENIE	£	123.40	Fuel cards
16/09/2026	CASTLE WATER	£	91.40	CH Water
16/09/2026	CASTLE WATER	£	56.38	MH Water
16/09/2026	CASTLE WATER	£	229.79	LR Site Water
16/09/2026	MAINSTREAM DIGITAL	£	393.42	Telecoms & Broadband
17/09/2026	CASTLE WATER	£	29.26	Office Water
17/09/2026	CASTLE WATER	£	49.37	AJ Water
17/09/2026	VODAFONE	£	14.40	Mobile phone
18/09/2026	BUR010	£	100.00	ID refund
18/09/2026	OBR003	£	50.00	ID refund
18/09/2026	C LINDSEY	£	3.80	Expenses, postage
18/09/2026	APOLLO BLINDS	£	2,431.20	MHWCC Blinds
18/09/2026	LAWSONS	£	200.94	AJ Playbark
18/09/2026	MYLBROOK LTD	£	600.00	RF73HWS repair
18/09/2026	MYLBROOK LTD	£	184.77	RF73HWS front bulbs
18/09/2026	OAKTREE NURSERY	£	24.58	Topsoil, all sites
18/09/2026	PEST UK	£	480.00	CR Allotments, pest control
18/09/2026	PKF LITTLEJOHN	£	2,520.00	2025-26 External Audit
18/09/2026	PHONOGRAPHIC PERFORMANCE LTD	£	140.56	MH Music license
18/09/2026	PHONOGRAPHIC PERFORMANCE LTD	£	512.36	CH Music license
18/09/2026	PHONOGRAPHIC PERFORMANCE LTD	£	258.62	LR Pavilion Music License
18/09/2026	SERVIO LTD	£	180.00	CH leak callout
18/09/2026	SOCIETY OF LOCAL COUNCIL CLERKS	£	46.20	HW Community Engagement course
18/09/2026	SOCIETY OF LOCAL COUNCIL CLERKS	£	46.20	HW, GDPR Course
18/09/2026	SMS ENVIRONMENTAL	£	40.24	LR Legionella, abortive charge
18/09/2026	SPY ALARMS LTD	£	144.00	LR Pavilion CCTV
18/09/2026	STOCKTON BRADLEY LIMITED	£	2,078.89	MHWCC Refurb, professional fee
18/09/2026	STEEL AND COMPANY	£	27,127.34	MHWCC Refurbishment
18/09/2026	ALD AUTOMOTIVE LTD	£	535.48	RF73 HWS Lease
18/09/2026	CASTLE WATER	£	38.51	WR Allots, water
21/09/2026	BNS	£	75.36	Hire refund
21/09/2026	S LINE	£	6.01	S/Line charge
22/09/2026	WORLDPAY	£	11.94	Worldpay chg
22/09/2026	FORD LEASING	£	356.71	RV70NTX Lease
22/09/2026	CASTLE WATER	£	58.54	CR Allots, credit
24/09/2026	WEE004	£	100.00	ID refund
24/09/2026	WAR009	£	50.00	ID refund
24/09/2026	MAC009	£	50.00	ID refund
25/09/2026	BERKSHIRE PENSION FUND	£	8,833.75	PENSIONS M6
25/09/2026	WAGES	£	22,387.80	SALARIES, M6
25/09/2026	HMRC	£	9,326.86	PAYE M6
29/09/2026	BNP PARABAS	£	434.95	SCAG Lease
29/09/2026	BNP PARABAS	£	618.54	Kubota Lease

TOTAL	£	195,096.52
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08/10/2026

Winkfield Parish Council

APPENDIX 10

08:05

Balance Sheet as at 30th September 2026

31st March 2026		31st March 2027
	Current Assets	
9,481	Debtors	8,687
8,771	Other Debtors	0
4,755	Vat Due	20,588
10,050	Prepayments	0
536,072	HSBC	335,699
221,729	Lloyds TSB	221,984
261,452	NatWest, 2.00%	263,586
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%	51,482
260,021	Redwood Bank, 3.23%	258,646
980	HSBC KGV CHARITY	0
1,763	HSBC HPE CHARITY	0
1,211	HSBC LR CABIN Deposit	1,200
0	HSBC Business Money Manager	600,000
2,224,926		2,611,872
2,224,926	Total Assets	2,611,872
	Current Liabilities	
30,539	Creditors	39,983
1,797	Charity HPE Creditor	0
2,677	Charity KGV Creditor	629
0	Income Chairman's Charity	32
24,612	Accruals	0
1,577	Receipts in Advance	825
810	Holding Deposits	420
700	Indemnity Deposits	650
1,200	HSBC LR Cabin Deposit	1,200
63,911		43,738
2,161,015	Total Assets Less Current Liabilities	2,568,134
	Represented By	
544,893	General Fund	714,471
1,616,123	Earmarked Reserves	1,853,663
2,161,015		2,568,134

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
INCOME						
101 Administration						
1100 Income Miscellaneous	396	2,500	2,105			15.8%
1176 Precept	615,236	615,236	0			100.0%
1178 CIL Income	172,239	0	(172,239)			0.0%
1190 Bank/Investment interest	37,676	20,000	(17,676)			188.4%
Subtotal	825,547	637,736	(187,811)	0	0	129.4%
102 Staff Costs						
1103 Staff Contracted Out	913	1,500	588			60.8%
Subtotal	913	1,500	588	0	0	60.8%
115 Community						
1053 Income Community Cafe	252	1,000	748			25.2%
Subtotal	252	1,000	748	0	0	25.2%
201 Locks Ride Playing Field						
1000 Income Locks Ride PF	7,249	7,000	(249)			103.6%
1004 Income Locks Ride Pavilion	5,611	5,000	(611)			112.2%
Subtotal	12,860	12,000	(860)	0	0	107.2%
202 Ascot Jubilee Playing Field						
1005 Income Ascot Jubilee PF	7,346	8,750	1,404			84.0%
Subtotal	7,346	8,750	1,404	0	0	84.0%
203 King George V Playing Field						
1010 Income King George V PF	0	750	750			0.0%
1011 Income King George V Interest	0	45	45			0.0%
Subtotal	0	795	795	0	0	0.0%
204 Asher Recreation Ground						
1013 Income Asher	480	0	(480)			0.0%
Subtotal	480	0	(480)	0	0	0.0%
206 Locks Ride Cabin						
1002 Income LR Cabin	4,735	5,000	265			94.7%
Subtotal	4,735	5,000	265	0	0	94.7%
207 Allotments CR Hatchet Lane						
1020 Income Allotments Hatchet Lane	1,193	1,050	(143)			113.6%
Subtotal	1,193	1,050	(143)	0	0	113.6%
208 Allotments WR Chavey Down						
1021 Income Allotment Chavey Down	48	1,625	1,577			3.0%
Subtotal	48	1,625	1,577	0	0	3.0%
210 Tennis						
1025 Income Tennis	3,553	2,600	(953)			136.7%
Subtotal	3,553	2,600	(953)	0	0	136.7%

Continued over page

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
215 Carnation Hall						
1015 Income Carnation Hall	24,512	55,620	31,108			44.1%
1102 Income CH Solar Panel	1,698	100	(1,598)			1697.9%
Subtotal	26,210	55,720	29,510	0	0	47.0%
220 Martins Heron CC						
1014 Income Martins Heron CC	27,473	53,560	26,087			51.3%
1019 Income MH Solar Panel	1,441	2,000	559			72.0%
Subtotal	28,914	55,560	26,646	0	0	52.0%
TOTAL INCOME	912,049	783,336	(128,713)	0	0	116.4%

EXPENDITURE**101 Administration**

4010 Contract Cleaning	10,800	27,500	16,700		16,700	39.3%
4020 Office Business Rates	2,652	5,000	2,348		2,348	53.0%
4021 Office Utilities	495	2,500	2,005		2,005	19.8%
4022 Office Maintenance	4,822	6,250	1,428		1,428	77.2%
4023 Office Security	1,196	2,000	804		804	59.8%
4024 Office Planting	50	50	0		0	99.8%
4030 Stationery	319	700	381		381	45.6%
4031 Postage	36	150	114		114	24.0%
4032 Telecommunications	712	2,100	1,388		1,388	33.9%
4033 Printer Peripherals	0	1,500	1,500		1,500	0.0%
4035 Subscription & Fees	6,098	10,700	4,602		4,602	57.0%
4040 Office Equipment Repairs & Mtc	17	250	233		233	6.9%
4041 Office Equipment New	137	2,300	2,163		2,163	6.0%
4042 Computer Support	10,617	16,500	5,883		5,883	64.3%
4043 Salt Bins	0	325	325		325	0.0%
4050 Insurance (Ex Van)	10,813	15,500	4,687		4,687	69.8%
4055 Bank Charges	171	700	529		529	24.4%
4057 Audit Fees	2,375	3,000	625		625	79.2%
4059 Parish Newsletter	374	1,700	1,326		1,326	22.0%
4061 Parish Events	9,229	12,500	3,271		3,271	73.8%
4063 Miscellaneous	126	500	374		374	25.2%
4065 Northern Parishes Art Week	0	4,000	4,000		4,000	0.0%
4067 Casual Elections	12,075	0	(12,075)		(12,075)	0.0%
4070 Training Members	16	500	484		484	3.2%
4080 Legal/Professional Fees gen.	1,255	10,000	8,745		8,745	12.5%
Subtotal	74,385	126,225	51,840	0	51,840	58.9%

102 Staff Costs

4000 Salaries Admin	82,502	175,159	92,657		92,657	47.1%
4001 Salaries Leisure	54,723	108,879	54,156		54,156	50.3%
4002 Salaries Youth Workers	2,957	5,606	2,649		2,649	52.8%
4003 Salaries Casual Workers	15,595	32,640	17,045		17,045	47.8%
4005 Employers NI	19,832	39,079	19,247		19,247	50.7%
4006 Employers Superannuation	36,898	76,500	39,602		39,602	48.2%
4011 Training Staff	196	4,000	3,804		3,804	4.9%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4015 Travel Admin	223	500	277		277	44.6%
4016 Travel Leisure	10	200	190		190	4.9%
4017 Staff Miscellaneous	42	200	158		158	20.8%
4018 Employee Assistance Programme	945	945	0		0	100.0%
4060 PPE	188	1,000	812		812	18.8%
Subtotal	214,111	444,708	230,597	0	230,597	48.1%
105 Grants						
4160 Grants & Donations Empowered	21,800	25,000	3,200		3,200	87.2%
4161 Churchyard Maintenance	1,200	1,200	0		0	100.0%
Subtotal	23,000	26,200	3,200	0	3,200	87.8%
110 Infrastructure						
4100 Repairs/Renewals/Windowflowers	1,526	3,300	1,774		1,774	46.2%
Subtotal	1,526	3,300	1,774	0	1,774	46.2%
115 Community						
4111 Rights of Way Officer	0	2,564	2,564		2,564	0.0%
4181 Councillors Expenses	0	50	50		50	0.0%
4182 Chairman's Expenses	0	1,000	1,000		1,000	0.0%
4183 Chairman's Nominated Charity	0	1,000	1,000		1,000	0.0%
4185 Web Site Maintenance	250	1,900	1,650		1,650	13.2%
4191 Community Cafe	391	1,000	609		609	39.1%
4466 Lily Hill Park	0	4,029	4,029		4,029	0.0%
4469 Youth Services	89	1,500	1,411		1,411	5.9%
4784 Community Engagement	3,020	1,500	(1,520)		(1,520)	201.3%
Subtotal	3,750	14,543	10,793	0	10,793	25.8%
201 Locks Ride Playing Field						
4300 LR Pavilion Repairs/Maint.	4,547	21,500	16,953	467	16,486	23.3%
4301 Locks Ride Pavilion Utilities	8,078	11,000	2,922		2,922	73.4%
4302 Locks Ride Pavilion Alarms	2,923	6,000	3,077		3,077	48.7%
4303 Locks Ride Splashpad costs	5,596	10,000	4,404	611	3,793	62.1%
4305 Locks Ride Planting	115	500	385		385	23.0%
4307 LR Pavilion Business Rates	0	4,500	4,500		4,500	0.0%
Subtotal	21,258	53,500	32,242	1,078	31,164	41.7%
202 Ascot Jubilee Playing Field						
4310 AJ Pavilion Repairs/Maint.	1,464	6,000	4,536	250	4,286	28.6%
4311 Ascot Jubilee Pavilion Utiliti	1,276	3,500	2,224		2,224	36.5%
4312 Ascot Jubilee Pavilion Securit	765	1,300	535		535	58.8%
4314 Ascot Jubilee Planting	0	100	100		100	0.0%
Subtotal	3,505	10,900	7,395	250	7,145	34.4%
203 King George V Playing Field						
4370 King George V Maintenance	580	600	20		20	96.7%
4375 King George V Planting	0	150	150		150	0.0%
Subtotal	580	750	170	0	170	77.3%
204 Asher Recreation Ground						

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4365 Asher Maintenance	90	600	510		510	15.0%
4782 Asher Planters & Plants	0	200	200		200	0.0%
Subtotal	90	800	710	0	710	11.2%
205 Open Spaces						
4400 Play Equipment Maintenance	2,077	15,000	12,923	1,512	11,411	23.9%
4402 Fernbank/Alls/Black/Saver. Mtc	702	2,200	1,498		1,498	31.9%
4410 Buildings Cleaning Materials	740	2,000	1,260		1,260	37.0%
4412 Equipment Hire	0	1,000	1,000		1,000	0.0%
4420 Grounds Maint Gang Mowing	12,266	17,000	4,734		4,734	72.2%
4421 Grounds Maint General	3,770	7,000	3,230	54	3,177	54.6%
4422 Grounds Waste Disposal	2,201	6,250	4,049		4,049	35.2%
4430 Tree Work	5,940	10,000	4,060	2,350	1,710	82.9%
4435 Signs Seats & Bins	2,287	3,100	813		813	73.8%
4440 Vans (Inc Insurance/Fuel)	15,242	40,000	24,758		24,758	38.1%
4445 Mobile Phones	957	2,100	1,143		1,143	45.6%
4446 Seasonal Provisions	0	850	850		850	0.0%
4450 Equipment New	12	1,700	1,688		1,688	0.7%
4451 Equipment Maintenance	2,098	6,000	3,902		3,902	35.0%
4458 Football	2,761	6,500	3,739	576	3,163	51.3%
4460 Cricket	546	1,300	754		754	42.0%
4465 Allsmoor Field Maintenance	0	500	500		500	0.0%
4476 Hedge Cutting	5,817	7,500	1,683	1,163	520	93.1%
Subtotal	57,416	130,000	72,584	5,654	66,930	48.5%
206 Locks Ride Cabin						
4393 LR Cabin security	437	2,000	1,563		1,563	21.9%
Subtotal	437	2,000	1,563	0	1,563	21.8%
207 Allotments CR Hatchet Lane						
4350 Allots CR Hatchet Lane Maint	637	950	313		313	67.0%
4351 Allots CR Hatchet Lane Water	721	750	29		29	96.1%
Subtotal	1,358	1,700	342	0	342	79.9%
208 Allotments WR Chavey Down						
4355 Allots WR Chavey Down Maint	0	500	500		500	0.0%
4356 Allots WR Chavey Down Water	192	750	558		558	25.6%
Subtotal	192	1,250	1,058	0	1,058	15.4%
210 Tennis						
4056 Tennis Stripe Fees	130	150	20		20	86.5%
4340 Tennis Maintenance	1,090	2,750	1,660		1,660	39.6%
4341 Tennis Refunds	17	0	(17)		(17)	0.0%
Subtotal	1,237	2,900	1,663	0	1,663	42.7%
215 Carnation Hall						
4320 CH Repairs & Maint.	6,225	18,500	12,275	3,541	8,734	52.8%
4321 Carnation Hall Utilities	5,060	11,500	6,440		6,440	44.0%
4322 Carnation Hall Security	2,644	4,000	1,356		1,356	66.1%
4323 Carnation Hall Srve Contracts	1,385	2,400	1,015		1,015	57.7%

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4324 Carnation Hall Telephones	207	500	293		293	41.4%
4326 Carnation Hall Business Rates	3,200	4,500	1,300		1,300	71.1%
4328 Carnation Hall Planting	134	200	66		66	67.1%
Subtotal	18,855	41,600	22,745	3,541	19,204	53.8%
220 Martins Heron CC						
4200 MHWCC Repairs/Maint.	2,975	20,300	17,325		17,325	14.7%
4201 MHWCC Utilities	1,947	5,700	3,753		3,753	34.2%
4202 MHWCC Alarms	1,065	1,300	235		235	81.9%
4204 MHWCC Telephones	392	600	208		208	65.3%
4205 MHWCC Business Rates	1,503	1,750	247		247	85.9%
Subtotal	7,881	29,650	21,769	0	21,769	26.6%
250 Capital Projects						
4748 CH Floor Strip & Seal	394	0	(394)		(394)	0.0%
4766 Climate Change Improvements	0	10,000	10,000		10,000	0.0%
4791 CH Lounge & MR Curtains	0	3,000	3,000		3,000	0.0%
4795 AJ Tennis court new surfacing	0	20,000	20,000		20,000	0.0%
4796 CH New Heating	0	100,000	100,000		100,000	0.0%
4797 CH Play Equipment Upgrade	0	100,000	100,000	27,531	72,469	27.5%
4798 LR New Splashpad	0	130,000	130,000		130,000	0.0%
4799 LR New Outdoor Gym Equipment	0	20,000	20,000		20,000	0.0%
4800 Allsmoor New Outdoor Gym Equip	0	20,000	20,000		20,000	0.0%
4802 MH New blinds	2,026	10,000	7,974	3,751	4,223	57.8%
4803 MH Guttering replacement	0	15,000	15,000		15,000	0.0%
4804 Office new guttering & fascias	3,500	15,000	11,500		11,500	23.3%
4806 CH New cupboards & doors	0	15,000	15,000		15,000	0.0%
4809 Office new lighting	3,505	8,000	4,495		4,495	43.8%
4810 AJ update / replace wooden eqp	0	50,000	50,000		50,000	0.0%
4811 AJ refurbish pavilion	4,347	100,000	95,653		95,653	4.3%
4812 CH kitchen & lounge flooring	0	12,000	12,000		12,000	0.0%
4813 CH car park repairs & linemark	0	5,000	5,000		5,000	0.0%
4814 LR replace wooden eqp	0	50,000	50,000		50,000	0.0%
4815 AJ & LR Zipwire replacements	0	150,000	150,000	37,423	112,577	24.9%
4816 MH internal decs & repairs	61,578	31,000	(30,578)		(30,578)	198.6%
Subtotal	75,350	864,000	788,650	68,705	719,945	16.7%
TOTAL EXPENDITURE	504,930	1,754,026	1,249,096	79,228	1,169,868	33.3%
Total Income	912,049	783,336	(128,713)			116.4%
Total Expenditure	504,930	1,754,026	1,249,096	79,228	1,169,868	33.3%
Net Income over Expenditure	407,119	(970,690)	(1,377,809)			
plus Transfer from EMR	92,402					
less Transfer to EMR	172,239					
Movement to/(from) Gen Reserve	327,282	(970,690)	(1,297,972)			



WINKFIELD PARISH COUNCIL

Council Offices, Fernbank Road, Ascot, SL5 8JW

Tel: 01344 885110 email: finance@winkfieldparishcouncil.gov.uk

APPLICATION FOR FINANCIAL ASSISTANCE

Organisation : 2nd Ascot All Saints Rainbows and Brownies

Address: **Redacted**

Telephone: **Redacted**

Registered Charity Number: units exempt

What is the aim of your organisation? Girlguiding.offers girls from 4 year old , fun adventure and space to discover their potential in a safe environment.

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

If YES, when and how much for? 2024 £1000 For residential and new residential equipment

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

If yes, list organizations: Girl guiding 2nd Ascot All Saints Rainbows and Brownies

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

50 – 75 aged 4 to 18 years

Is the service you provide free of charge? YES all leaders are volunteers

If NO, give details:

Sum requested: £700

For what purpose is the grant required? For a residential experience. Money will be used to pay venue hire and for activities hire to give many of the girls a new adventure activity whilst working as a team

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:

- One page of summary accounts
- Declaration

APPENDIX 12

WINKFIELD PARISH COUNCIL Schedule of Meetings 2027

All Council meetings will be held at Carnation Hall, Chavey Down Road, Bracknell, RG42 7PA (CH) or Lock's Ride (LR) Forest Road, Winkfield Row RG42 7NJ).

1. All meetings are held on **TUESDAYS** (unless otherwise indicated).
2. Meetings commence at **7.30pm**.
3. Agendas and Minutes of meetings can be viewed online or obtained from the Parish Office.
4. Prior to the commencement of discussion, time not exceeding 10 minutes is available to Members of the public to make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
5. Where more than one meeting is scheduled on the same day, the second meeting will commence at 7.45pm, or immediately following the preceding meeting.

Date	Meeting	Venue
12 January 2027	Council Planning & Highways	CH
19 January 2027	COUNCIL including final estimates	LR
2 February 2027	Council Planning & Highways	LR
16 February 2027	COUNCIL	LR
2 March 2027	Council Planning & Highways	LR
16 March 2027	Staffing Committee	LR
23 March 2027	COUNCIL	LR
6 April 2027	Council Planning & Highways	CH
13 April 2027	ANNUAL PARISH MEETING	CH
20 April 2027	COUNCIL & Planning & Highways	CH
6 May 2027	Elections	
18 May 2027	COUNCIL (Annual Meeting)	CH
20 May 2027 (Thursday)	Council Planning & Highways	CH
1 June 2027	Council Planning & Highways & Staffing Committee	CH
22 June 2027	COUNCIL	CH
6 July 2027	Council Planning & Highways	CH
20 July 2027	COUNCIL	CH
3 August 2027	Council Planning & Highways	CH
August '27 No Scheduled Meeting	No COUNCIL Meeting	
7 September 2027	Council Planning & Highways	CH
28 September 2027	COUNCIL & Staffing Committee	CH
5 October 2027	Council Planning & Highways	CH
19 October 2027	COUNCIL	CH
2 November 2027	Council Planning & Highways	CH
23 November 2027	COUNCIL	CH
7 December 2027	Council Planning & Highways	CH
14 December 2027	COUNCIL	CH