



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA
on Tuesday 19th March 2024 from 7.30pm – 8.46 pm

Councillors present:

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

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

Officers:
Ruth Lyes, Clerk

CM 10027 WELCOME FROM THE CHAIR

The Chair welcomed those in attendance to the meeting.

CM 10028 PUBLIC PARTICIPATION

There were no requests to speak.

CM 10029 APOLOGIES FOR ABSENCE

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

CM 10030 DECLARATION OF INTEREST

None

CM 10031 MINUTES OF THE PREVIOUS MEETING

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

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

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

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

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

CM 10033 COMMUNICATIONS / CORRESPONDENCE

The following had been received:

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

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

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

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

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

CM 10034 QUESTIONS

No written questions received.

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

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

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

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

a. Cllr Paxton reported:

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

b. Cllr Rowland reported:

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

c. Cllr Blyth reported:

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

CM 10036 REPORTS FROM BFC WARD AND PARISH COUNCILLORS

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

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

a. Cllr Paxton reported that:

- Pothole repairs had been carried out at Blackmoor Wood.

CM 10037 EVENTS WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

Meeting notes were attached at Appendix 2

The following recommendations were considered:

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

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

RESOLVED that the events as listed above proceed.

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

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

RESOLVED that the Summer of Fun Event 2024 be cancelled.

CM 10038 CLIMATE CHANGE WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

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

- i Recommendations of the Climate Change Working Party as detailed in the Meeting Notes attached at Appendix 3 were considered for approval:
 - a. Working Party to investigate further installation of EVC points at Nil cost to WPC, including liaising with other Parish & Town Councils, BFC and commercial operators
 - b. Working Party to obtain further details of the Sainburys Smart Charge Scheme
 - c. Clerk to make further enquires with ESPO regarding their frameworks and report back

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

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

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

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

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

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

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

CM 10039 3/5/10 YEAR PLAN WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

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

CM 10040 CLERK'S REPORT

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

CM 10041 CAPITAL PROJECT UPDATE

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

CM 10042 LEISURE REPORT

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

CM 10043 ORDERS FOR PAYMENT

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

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

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

CM 10044 PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

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

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

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

CM 10045 FINANCIAL POSITION AND CURRENT INVESTMENTS

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

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

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

CM 10046 REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is £25,000 to include General Donations, Churchyard Maintenance Grants and Village Hall Grants. **Noted.**

Details of donations made in 2019/20, 2020/21, 2021/22, 2022/23 and 2023/24 were given in Appendix 14.

- i. Consideration was given to the following applications received:
 - a) The Dash Charity. Application form together with supporting information and financial documentation was attached at Appendix 15.

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

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

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

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

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

- ii. Any urgent grant applications received.

None received. **Noted.**

CM 10047 WINKFIELD ROW TRAFFIC CALMING AMENDED PROPOSAL REQUEST

A report from the Clerks was attached at Appendix 17

Consideration was given to the revised proposal for Winkfield Parish to contribute a sum of £5,000 toward the traffic calming scheme from CIL in conjunction with BFC and Lambrook School.

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

CM 10048 ALLOTMENTS CHARGES REVIEW

Consideration was given to the annual increase for the allotment charges consistent with Nov'23 (CM 9935) agreed increase of 3% applied to regular and

casual users of parish Facilities. In line with Allotment Association guidelines, prices are discounted by 25% for residents aged 68+

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

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

RESOLVED to increase charges by 3%

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

CM 10049 CORONATION INITIATIVE END OF FINANCIAL YEAR REPORT

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

CM 10050 ANNUAL PARISH MEETING DRAFT AGENDA

The DRAFT Agenda for the Annual Parish Meeting on 21st May was attached at Appendix 19 **to consider** if any amendments were required and also to consider if there are any particular organisations that the Councillors would like the Clerk to invite to make presentation at the meeting.

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

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

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

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

RESOLVED to approve the draft agenda.

CM 10051 ITEMS FOR NEXT AGENDA

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

CM 10053 DATES FOR THE DIARY

Events	
Spring Footpath Walk	Postponed and amended to 27 th April.
Annual Winkfield & Warfield Cycle Ride	23 rd June '24 (starting from Carnation Hall)
Summer of Fun '24	30 th August '24 (Locks Ride)
Arts Week (Winkfield / Binfield/ Warfield PC)	26 th October to 2 nd November '24
Festive Event	15 th December '24 (Carnation Hall)
Climate Change Concert	Spring 2025 – provisional Sunday 23 rd March '25

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

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

Noted.

Chairman