



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA
on Tuesday 16th April 2024 from 19.30 – 21:01

Councillors present:

Cllr P Adams	Cllr G Barber	Cllr O Barreto	Cllr T Blakemore
Cllr E Blyth	Cllr C Ehinger	Cllr M Gaw	Cllr D Hayes MBE
Cllr O Lazar	Cllr G Paxton (Chair)	Cllr K Rowland	Cllr D Wall
Cllr R Warren			

Councillors absent: Cllrs Atkinson, Dudley, Buchler, Frewer, Karim, Michie

Officers:

Ruth Lyes, Clerk

CM 10054 WELCOME FROM THE CHAIR

The Chair welcomed those in attendance to the meeting.

CM 10055 PUBLIC PARTICIPATION

There were no requests to speak.

CM 10056 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Atkinson, Dudley, Buchler, Frewer, Karim, Michie

CM 10057 DECLARATION OF INTEREST

No pecuniary / nonpecuniary interest items were declared. Cllr Hayes advised non participation in the agenda item related to the planning application, due to her role as a councillor sitting on the BFC Planning Committee

CM 10058 MINUTES OF THE PREVIOUS MEETING

Draft minutes of the meeting held 19th March 2024 were attached at Appendix 1

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

RESOLVED that the minutes of the meeting held on 19th March 2024 be confirmed and signed.

CM 10059 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

None.

CM 10060 COUNCILLOR INTRODUCTIONS

Councillors in attendance gave a brief introduction of themselves as per previous Council Meeting minute CM10035

CM 10061 COMMUNICATIONS / CORRESPONDENCE

The following communications were reported:

- i. Stepping Stones Charity have sent a message of thanks for the grant that was awarded to them. **Noted.**
- ii. Jealotts Hill Community Landshare CIC have sent a message of thanks for the grant that was awarded to them. **Noted.**
- iii. The Chavey Down Association have sent an open invitation to Councillors to attend their AGM - location St Martins Hall - Friday 17th May - 7.30pm. **Noted**
- iv. A general letter has been sent to Parish and Town Councils from the Police & Crime Commissioner. This is attached at Appendix 2. **Noted**
- v. Email from BFC Biodiversity Team – advising of Berks LNRS Meetings - an in-person meeting 10th April and online workshop 30th April. Information was distributed to Climate Change Working Party. **Noted**

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

Noted.

CM 10062 QUESTIONS

No written questions received.

CM 10063 REPORTS OF COUNCILLORS / OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

- i. Chairman's Report –there was no report – Cllr Dudley had submitted apologies.
- ii. Verbal Reports – Verbal reports from other Councillors / Officers representing the Council on outside bodies were received:
 - a. Cllr Paxton reported that North Ascot Community Association had continuing roofing issues at the hall and that more enquires were needed to get these resolved.
 - b. Cllr Blakemore reported that he had attended a Local Nature Recovery Strategy workshop that had been organised by RBWM Council. Several local

environmental groups had been represented at the meeting. Views were gathered on a number of environmental topics including SANGS, footpaths and traffic.

CM 10064 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 Gaw reported that:
 - Pothole problems continue but that road furniture (signage) issues had been addressed.
 - Storm drain clearance within Winkfield Parish had not occurred for some time and this was contributing to local flooding problems. Councillors agreed to Cllr Gaw's suggestion that a letter be sent on behalf of councillors to BFC to request details of the drain clearance programme planned for the area.
 - b. Cllr Hayes reported continuing concerns about the BFC parking standards and impacts within the Parish.
 - c. Cllr Rowland reported that an increasing issue seen was advertising / marketing boards being placed in unsuitable locations
 - d. Cllr Barber reported that:
 - A residents meeting had been organised regarding the Berkley Homes development proposed for Martins Heron. This was to be held at Martins Heron & The Warren Community Centre
 - The BFC road maintenance programme had addressed some issues within the Martins Heron and Warren areas.
 - Cllr Barber had been in communication with an EV company who would be able to carry out a feasibility study for EV installations around the Parish with the aim of nil cost to the Parish.
 - e. Cllr Paxton reported that:
 - The North Ascot library carpark faulty lights had been reported to BFC and would likely be expensive to repair.
 - A drain issue in North Ascot had been reported to BFC.
 - f. Cllr Warren reported that there was a considerable rodent infestation issue in the Mill Ride / Sandy Lane area. This had been reported to the Public Protection Department.

CM 10065 3/5/10 YEAR PLAN WORKING PARTY MEETING REPORT AND RECOMMENDATIONS

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

The following recommendations had been made- see table below:

Community Engagement & Consultation across different sectors of the community
Recommendations to Council:
1. Each Councillor to contact and put forward 3 or 4 residents to be part of the Winkfield 130 residents group - aim would be to get representatives from a wide demographic group to ensure best possible representation
2. Increase publicity of the Annual Parish Meeting - posters / social media / press release (Cllr Wall) / banners x2
Community Facilities
Recommendations to Council: Office Relocation
1. Clerk to confirm ownership of both Carnation Hall and Ascot Jubilee and contact property owners as to possibilities of undertaking such a project
2. Clerk to investigate the options of commissioning a feasibility study
Recommendations to Council: Locks Ride Cabin
1. Expression of Interest publicity for provision of a refreshment's facility run by an operator independently of WPC
2. Advertising to run for a period of 1 month from end of April and then any Expressions of Interest to be evaluated
Recommendation to Council: King George V Recreation Ground
1. Council to consider whether to pursue or to abandon the installation of toilet facility project
Recommendation to Council: Carnation Hall & Martins Heron & the Warren Community Centre
Clerk to obtain quotes for acoustic panel installation
Recommendation to Council: Allsmoor
Clerk to check if there is cycle rack provision on site and installation of racks to be investigated if none already on site
Traffic - identifying concerns, liaising with BFC and contributing to mitigating measures where possible
Recommendation to Council: Traffic issues
WPC to contact BFC for details on current transport plan for Winkfield parish
Physical and Mental Wellbeing and Community Resilience
Recommendations to Council:
1. Invite the PCSO to the Annual Parish Meeting
2. Cllr Adams to investigate contacts and opportunities that can support community wellbeing and resilience
3. Liaise with Berkshire Youth on activities that can be delivered in the Parish
Traffic - identifying concerns, liaising with BFC and contributing to mitigating measures where possible
Recommendation to Council:
Allocation of CIL funds to support traffic calming measures - nominal allocation of £25k to the South and £25K to the North. Councillors to bring forward schemes for consideration
Financial Strategy & Risk Management
Recommendation to Council:
A deputy Finance Lead and Deputy Leisure lead to be appointed at the Council Annual Meeting in May.

The Clerk had previously distributed the recommendations of the working party to Councillors and no comments had been received. Councillors agreed that the recommendations as per Appendix 3 had been sufficiently reviewed and that further

detailed discussion was not required. It was stated that the document was a living document to be developed and modified over time.

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

RESOLVED to accept the recommendations of the working party as stated above.

CM 10066 WINKFIELD ROW TRAFFIC CALMING

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

Councillors reviewed the matter and concluded that as per minute CM 10010 (February 20th Meeting) the proposed scheme would not be supported at the present time but would form part of wider traffic calming deliberations and considerations.

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

RESOLVED that the proposal would not be approved, as per previous minute in February (CM 10010) and the terms WPC standing orders section 7 regarding previous resolutions would be applied.

CM 10067 CLERK'S REPORT

The Clerk's report was attached at Appendix 4. **Noted.**

CM 10068 CIVILITY & RESPECT PLEDGE CODE OF CONDUCT TRAINING

The Clerk requested that Councillors who had not yet done so to provide either confirmation that training had been completed or to make arrangements with the Clerk to access training in order to enable signing of the pledge to be progressed. There was discussion regarding frequency of training requirements. The Clerk will make enquiries to confirm this and contact councillors further so that appropriate training programme can be implemented.

CM 10069 CAPITAL PROJECT UPDATE

A list of 2023-24 capital projects was attached at Appendix 5. **Noted**

CM 10070 LEISURE REPORT

The Leisure Report was attached at Appendix 6. **Noted**

CM 10071 PLANNING APPLICATION FOR CONSIDERATION

The following planning application was considered:

24/00159/FUL: **Don Beni Restaurant, Winkfield Row, Bracknell, RG42 6NH**
Redevelopment of site to rear of Don Beni to form 1 detached 4-bedroom dwelling with associated parking, cycle store and amenity space.

It was proposed by Cllr Warren, seconded by Cllr Wall that the council recommend refusal stating reason: The proposal significantly reduces the available parking for customers which would substantially increase on-road parking. The Winkfield Row lay-by is the only parking provision for residents and does not have any capacity to accommodate customer parking. The proposed housing would be an overdevelopment of the site which is even more inappropriate given the site's proximity to a conservation area.

A counter proposal was then made proposed by Cllr Barber and seconded by Cllr Rowland that the council respond by way of Observation stating that WPC have concerns that the parking provision may be insufficient for use by the restaurant clientele and staff.

Voting followed on the counter proposal and with one abstention, 10 in favour and two against it was

RESOLVED: Observation

WPC have concerns that the parking provision may be insufficient for use by the restaurant clientele and staff.

CM 10072 ORDERS FOR PAYMENT

A list of all payments covering the period 1st March to 31st March 2024 was attached at Appendix 7. All payments have been approved by the Clerk and two Councillors and paperwork is available at the office.

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

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

CM 10073 PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

A list of payments for approval was attached at Appendix 8.

It was proposed by Cllr Paxton, seconded by Cllr Barber 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 10074 FINANCIAL POSITION AND CURRENT INVESTMENTS

- i. Balances of all bank accounts and investments as at 31st March 2024 were attached at Appendices 9 – 10. Full bank reconciliations are

available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **Noted**

- ii. Consideration was given to the re- investment period for United Trust Bank 1 year bond currently standing at £155,901, which has matured. Interest currently offered at 5% (although this may subject to change) for reinvestment for a further 1-year period.

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

RESOLVED to reinvest for a further one-year period

- iii. A summary I&E statement was attached at Appendix 11. **Noted**

CM 10075 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 12. **Noted**

Consideration was given to the following applications received:

- i. Thames Hospice - Application form together with supporting information and financial documentation was attached at Appendix 13.

It was proposed by Cllr Warren, seconded by Cllr Blyth and with two abstentions

RESOLVED to award a grant of £1,500 to Thames Hospice to support provision of free hospice care for terminally ill residents of Winkfield Parish.

- ii. Youthline- Application form together with supporting information and financial documentation was attached at Appendix 14. Cllr Barber declared an interest as trustee and Cllr Adams also declared an interest. Neither would vote in respect of this application.

It was proposed by Cllr Blyth , seconded by Cllr Paxton. and with two abstentions

RESOLVED to award a grant of £1,600 to Youthline to support the delivery of supervision to their councillors

- iii. Bracknell & District Parkinson's Branch- Application form together with supporting information and financial documentation was attached at Appendix 15.

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

RESOLVED to award a grant of £1,000 to Bracknell & District Parkinson's Branch to help subsidise services for members which help alleviate their condition of Parkinson's.

- iv. Homestart- Application form together with supporting information and financial documentation was attached at Appendix 16.

It was proposed by Cllr Barber, seconded by Cllr Ehinger and unanimously

RESOLVED to award a grant of £800 to Homestart to support ongoing running costs.

- v. Any urgent grant applications received.

None received. **Noted.**

CM 10076 FINANCE WORKING PARTY REPORT AND RECOMMENDATIONS

Report and recommendations from the Finance Working Party for consideration were attached at Appendix 17. The following items were recommended:

- i. To bring all the alarm and security contracts under one single contract with the same expiry and renewal date and then to carry out a best value review
- ii. Review of investments:
 - Natwest:** Withdraw funds of £316,254.00 to HSBC
 - Santander:** Renew a 12-month time deposit (interest rate 5.20% at time of meeting
 - Reliance:** Withdraw funds of £100,000.00 to HSBC
 - Redwood Bank:** Withdraw funds of £100,000.00 to HSBC
 - Hampshire Trust Bank:** Withdraw funds of £150,000.00 to HSBC and close this account
- iii. Delegated authority for the Clerk to spend up to £2,000.00 to on solicitor fees regarding Memorandums of Agreement for both charities (Hugh Prescott Elliott – Chavey Down Allotments & King George's Field) Existing budget of £500 for legal fees to be utilised and the balance to be paid from the contingency budget line
- iv. **Silver Sunday** The budget is £1,500.00 for 2024-25. The working party recommended a £500.00 contribution for Alzheimer's Dementia Support located in King Edwards Road, Ascot (if they are arranging a Silver Sunday event) and £500.00 contribution for Age Concern based in Forest Park. Biscuits to be purchased as in previous years for those councillor's that request them.

Cllr Hayes requested that the donation for a Silver Sunday event in the North of the Parish be split between St Christopher Gardens and the King Edward Road group.

It was proposed by Cllr Hayes, seconded by Cllr Barber and unanimously

RESOLVED to accept the recommendations as stated above to include the variation of the Silver Sunday funding as proposed by Cllr Hayes

CM 10077 D-DAY 80 FLAGS OF PEACE

An illustration of the official D-Day 80 flag was attached at Appendix 18

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

RESOLVED to purchase one flag to fly at the Parish Office. After the event this could then be displayed at Carnation Hall as an historic item.

Cllr Paxton also suggested that as an enhancement to the flag at the office he would display a symbolic beacon of peace lamp in the office window. There were no objections to this idea.

CM 10078 ITEMS FOR NEXT AGENDA

Written notice of items for consideration for inclusion on the agenda of the next Council meeting to be submitted by councillors to the Clerk by 14th May 2024.

Noted

CM 10079 DATES FOR THE DIARY

Events	
Spring Footpath Walk	27 th April '24
Annual Winkfield & Warfield Cycle Ride	23 rd June '24 (starting from Carnation Hall)
Summer of Fun '24	CANCELLED (Locks Ride)
Arts Week (Winkfield / Binfield/ Warfield PC)	26 th October to 2 nd November '24
Festive Event	15th December '24 (Carnation Hall)
Climate Change Concert	Spring 2025 – date TBC

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

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

Noted.

Chairman