



Minutes of the Meeting of Winkfield Parish Council
held at Carnation Hall, Chavey Down Road, Winkfield Row RG42 7PA
on Tuesday 9th December 2025 from 7.30pm – 8.30pm

Councillors present:

Cllr N Atkinson	Cllr S Banks	Cllr G Barber	Cllr O Barreto
Cllr T Blakemore	Cllr L Campling	Cllr E Blyth	Cllr K Buchler
Cllr C Debbinney-Wright		Cllr C Dudley (Chair)	
Cllr C Ehinger	Cllr M Gaw	Cllr D Hayes MBE	Cllr O Lazar
Cllr G Paxton	Cllr D Wall	Cllr R Warren	

Councillors absent: Cllr P Adams and Cllr P Frewer

Officer: Ruth Lyes, Clerk

CM 25/186 WELCOME FROM THE CHAIR

The Chair welcomed those in attendance to the meeting.

CM 25/187 PUBLIC PARTICIPATION

There were no requests to speak

CM 25/188 APOLOGIES FOR ABSENCE

None

CM 25/189 DECLARATION OF INTEREST

None

CM 25/190 MINUTES OF THE PREVIOUS MEETING

Draft minutes of the meeting held 18th November 2025 were attached at
Appendix 1

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

RESOLVED that the minutes of the meeting held on 18th November 2025 be confirmed and signed.

CM 25/191 MEETINGS OF COMMITTEES OF COUNCIL AND SPECIAL MEETINGS OF COUNCIL

None.

CM 25/192 COMMUNICATIONS / CORRESPONDENCE

There was none to report

CM 25/193 QUESTIONS

No written questions were received

CM 25/194 REPORTS OF COUNCILLORS / OFFICERS REPRESENTING THE COUNCIL ON OTHER BODIES

- i. Report from the Chair of Council– verbal report was made:
 - Meeting with MPs Swallow and Reynolds - Cllr Dudley confirmed that further to Council resolution (Planning & Highways Meeting Aug '25) both MPs had confirmed availability for a meeting with Councillors to discuss local issues on 16th January 2.30pm.
Action: Clerk to issue meeting invitation to councillors with responses required by Monday 11th January 10am
 - South Hill Park Panto – As Chair of the Parish Council, Cllr Dudley had been invited, and attended, the panto at the theatre. Councillors were advised that an email had been recently circulated by the Clerk reminding Councillors of the requirements to declare Gifts & Hospitality above £25 to the Clerk for recording. This is a Code of Conduct requirement.
- ii. Verbal Reports – Verbal reports from other Councillors / Officers representing the Council on outside bodies:

No reports were received.

CM 25/195 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 Hayes reported:
 - There had been changes as to the regulations allowing for Parish Councillors to speak on an application to Planning Committee, in addition to the allowable three-minute public speaking.
Action: Cllr Hayes to seek confirmation and clarification on this matter and report back to the Clerk.

- Cllr Hayes continues to liaise with Albury Housing Association regarding parking provision for properties in the North Ascot area
- b. Cllr Gaw reported:
 - There had been three accidents recently at the Braziers Lane / Forest Road / Locks Ride crossroads.
Action: Clerk to draft a letter to Bracknell Forest Highways regarding safety concerns in respect of this junction. Draft letter to be first circulated to the Winkfield & Cranbourne Councillors for any comment.
- c. Cllr Buchler reported:
 - He had been contacted by an organisation who are engaged in work that supports the elderly community. It was suggested that they liaise with the Events Working Party to consider if there were any opportunities for collaborative work.
Action: Clerk to forward details to the Events Working Party
- d. Cllr Paxton reported:
 - Two recent accidents had occurred at the Foresters junction and the London Road had been experiencing increased traffic build-up although the reason for this was not known.
 - Parking in the New Road area continued to be an issue. Some concerns had also been raised by residents about potential parking adequacy at Royal Hunt Parade for the business premises.

CM 25/196 CLERK'S REPORT

Council received and noted the Clerk's Report, as circulated and attached as agenda Appendix 2. **Noted**

CM 25/197 CAPITAL PROJECT UPDATE

A list of 2025-26 capital projects was attached at Appendix 3. **Noted**

CM 25/198 LEISURE REPORT

The Leisure Report was attached at Appendix 4. **Noted**

CM 25/199 ORDERS FOR PAYMENT

A list of all payments covering the period 1st November to 30th November 2025 was attached as Appendix 5 to the agenda and is attached as an appendix to these minutes. All payments have been approved by the Clerk and two Councillors who are authorised signatories check the payment details against the invoices before approving each payment. Paperwork is available at the office.

It was proposed by Cllr Atkinson, seconded by Cllr Warren and was unanimously

RESOLVED to accept the payments covering 1st November to 30th November 2025

CM 25/200 PAYMENTS FOR APPROVAL LOCAL GOVERNMENT ACT 1972 S137

There were no new items.

CM 25/201 FINANCIAL POSITION AND CURRENT INVESTMENTS

- i. Balances of all bank accounts and investments at 30th November 2025 were attached at Appendix 6 – Balance Sheet. Further details of investments that are included within the balance sheet as *Current Assets* were shown as Appendix 7. Full bank reconciliation is available in the Parish Office. These are being approved by the RFO and the Lead Finance member. **Noted**

CM 25/202 REQUESTS FOR FINANCIAL ASSISTANCE

The budget for Donations for the current year is currently £25,000 to include General Donations and Village Hall Grants. The budget for Churchyard Maintenance Grants is £1,200. **Noted.**

Details of donations made in 2022/23, 2023/24, 2024/25 and 2025/26 were given as agenda Appendix 8. **Noted**

- i. Consideration was given to the following applications received:
 - a. Forest Park Short Mat Bowls - Application form requesting a grant of £1,369 (for the purchase of a replacement bowling mat) and financial documentation was attached as agenda Appendix 9.

It was noted that the request was for a high-quality mat that would have longevity and that the mats are used more frequently than those at Carnation Hall.

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

RESOLVED to award a grant of £1,369 to Forest Park Short Mat Bowls.

- b. The Ark Trust - Application form requesting a grant of £1,500 (to assist with community support services running costs and development of volunteer-led community transport scheme) and financial documentation was attached as agenda Appendix 10.

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

RESOLVED to award a grant of £1,500 to The Ark Trust

- ii. Any urgent grant applications received.

None received. **Noted.**

CM 25/203 GRANT AGREEMENT WITH BRACKNELL FOREST COUNCIL – EARLY YEARS FACILITY CAPITAL FUNDING

The Council considered the Grant Agreement document from Bracknell Forest Borough Council (BFC) for the Early Years Capital Funding relating to improvement works at Martins Heron & The Warren Community Centre, including fire door and alarm modifications and the installation of artificial grass to support early years provision. The Clerk's Briefing Note (agenda Appendix 12) was received and noted.

It was proposed by Cllr Dudley, seconded by Cllr Barreto and with two against and no abstentions, by a majority vote was

RESOLVED:

1. To approve the Grant Agreement and accept the Early Years Capital Funding from BFC subject to the Clerk obtaining confirmation that the choice of surface to be installed would be compliant with any DfE requirements (Clause 8 of the agreement)
2. To delegate authority to the Clerk to sign the Grant Agreement on behalf of the Council.
3. That installation of the artificial grass should proceed under the previously approved delegated powers granted to the Clerk (CM 25/60, June 2025), covering expenditure up to £10,500 for outdoor area works and fire door improvements.

CM 25/204 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 8th January 2026. **Noted**

CM 25/205 DATES FOR THE DIARY

Events / Other	Dates
Wreath Making	10 th December & 12 th December '25
Festive Event	14 th December '25 (Volunteers needed)
Climate Event	22 nd March '26
WPC Meetings	
Council	20th January '26, 17th February '26, 17th March '26
Planning & Highways	6th January '26 , 3rd February '26, 3rd March '26
Staffing & Strategy	13th January '26

Noted.

Winkfield Parish Council
HSBC
List of Payments made between 01/11/2025 and 30/11/2025

Date Paid	Payee Name	Amount Paid	Transaction Detail
03/11/2025	WHI007	£ 50.00	ID Refund
03/11/2025	BRACKNELL FOREST COUNCIL	£ 449.00	WPC Business Rates
03/11/2025	BRACKNELL FOREST COUNCIL	£ 419.00	CH Business Rates
04/11/2025	L BOVINGDON	£ 7,656.00	Treeworks
04/11/2025	BRACKNELL TOWN COUNCIL	£ 69.12	Linemarking paint
04/11/2025	GABRIEL CHANAN	£ 150.00	Artsworld, talk
04/11/2025	EKTA TAUNK	£ 160.00	Artsworld, Bolly Fitness
04/11/2025	FOREST PARK COMMUNITY ASSN	£ 12.00	Footpath walk, lounge hire
04/11/2025	ARTHUR J GALLAGHER	£ 652.16	Cyber insurance
04/11/2025	KEEP MOBILE	£ 2,650.00	WPC GRANT, CM 25/144
04/11/2025	KOMPAN UK LTD	£ 61.68	AJ Play equipment repair
04/11/2025	LAWSONS	£ 177.66	Allotment repairs, both
04/11/2025	LONGACRES	£ 224.98	Planting & Pest control
04/11/2025	SAMIR MALIK	£ 150.00	Artsworld Calligraphy
04/11/2025	MOVOLYTICS	£ 34.80	Vehicle trackers
04/11/2025	PHIL CROSBY	£ 110.00	Windowcleaning
04/11/2025	PLAY INSPECTION COMPANY	£ 180.00	Play Value assessment
04/11/2025	PHONOGRAPHIC PERFORMANCE	£ 163.15	WPC Music license
04/11/2025	LOCAL COUNCIL CONSULTANCY	£ 4,081.20	Strategic plan development
04/11/2025	STEPPING STONES RECOVERY	£ 750.00	WPC GRANT, CM 25/144
04/11/2025	TELANOVA LTD	£ 37.87	IT Setup, CT
06/11/2025	SAGE UK	£ 55.20	Sage Payroll
10/11/2025	BRITISH GAS	£ 393.07	CH Gas
11/11/2025	J P MCDUGAL & CO LIMITED	£ 17.99	Grounds mtc. paintbrushes
11/11/2025	BUILD TO EARN LTD	£ 480.00	Artsworld, Lego
11/11/2025	JONATHAN GREENYER	£ 1,010.00	Artsworld, Christmas Baubles
11/11/2025	EWA LAZAR	£ 100.00	Artsworld, Polish Art
11/11/2025	LITTLE MUDDY BOOTS	£ 420.00	Artsworld, Little Muddy Boots
11/11/2025	AURORA SPAIN	£ 300.00	Artsworld, Painting
11/11/2025	SPY ALARMS LTD	£ 180.00	CH Alarm callout
11/11/2025	CRANBOURNE PAROCHIAL FUND	£ 600.00	Artsworld, St Peter's venue
11/11/2025	STRATHALLAN BAND	£ 525.00	Artsworld, Ceilidh
11/11/2025	SURREY HILLS SOLICITORS	£ 960.00	Charity legal advice
12/11/2025	HUS003	£ 250.00	ID Refund
12/11/2025	LEW007	£ 20.00	ID Refund
12/11/2025	SNA001	£ 50.00	ID Refund
13/11/2025	SMARTESTENERGY BUSINESS	£ 67.00	WPC Electric
13/11/2025	SMARTESTENERGY BUSINESS	£ 423.00	LR Site Electric
13/11/2025	SMARTESTENERGY BUSINESS	£ 118.00	AJ Electric
13/11/2025	FUELGENIE	£ 139.79	Fuel cards
14/11/2025	HSBC BANK	£ 1,113.76	Visa Purchases, various
17/11/2025	HMRC	£ 6,127.54	PAYE M7
17/11/2025	PRUDENTIAL	£ 2,140.00	AVC M7
17/11/2025	BERKSHIRE PENSION FUND	£ 7,262.05	PENSIONS M7
17/11/2025	CASTLE WATER	£ 301.44	LR Water
17/11/2025	SMARTESTENERGY BUSINESS	£ 339.00	CH Electric
17/11/2025	SMARTESTENERGY BUSINESS	£ 124.94	AJ Gas
17/11/2025	SMARTESTENERGY BUSINESS	£ 64.80	WPC Gas
17/11/2025	SMARTESTENERGY BUSINESS	£ 152.94	MH Gas
18/11/2025	ALD AUTOMOTIVE LTD	£ 535.48	RF73HWS lease
18/11/2025	CASTLE WATER	£ 53.72	WR Allots, water
18/11/2025	CASTLE WATER	£ 87.94	CH Water
18/11/2025	CASTLE WATER	£ 41.04	MH Water

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19/11/2025	LUN003	£	50.00	ID Refund
19/11/2025	HAM005	£	50.00	ID Refund
19/11/2025	S/LINE	£	19.65	S/LINE CHG
19/11/2025	CASTLE WATER	£	31.67	WPC Water
19/11/2025	VODAFONE	£	37.91	Mobile Phones
20/11/2025	AESOP'S TOURING THEATRE	£	495.00	Artsweek, Aesop's Theatre
20/11/2025	READING LADIES BARBERSHOP	£	500.00	Artsweek, Barberettes
20/11/2025	BINFIELD PCC	£	350.00	Artsweek Concert & poetry
20/11/2025	MARK BURDEN	£	50.00	Artsweek workshop
20/11/2025	REBECCA MINTER	£	300.00	Artsweek, Halloween Art
20/11/2025	EISAI JAPANESE CALLIGRAPHY	£	200.00	Artsweek, Japanese Calligraphy
20/11/2025	INDIE RABBLE LTD	£	180.00	Artsweek, Beer tasting
20/11/2025	TRUDY INGE	£	200.00	Artsweek, Wreathmaking
20/11/2025	RACHEL JONES	£	630.00	Artsweek, Silver ring making
20/11/2025	MARIA KESSELMAN	£	350.00	Artsweek performance
20/11/2025	SIMONE MCGEE	£	300.00	Artsweek, Felt classes x2
20/11/2025	MINI NATURE ARTISTS	£	800.00	Artsweek, clay & natural inks
20/11/2025	NOTICEBOARD COMPANY	£	1,421.63	Office noticeboard 50%
20/11/2025	ROBERT PRICE AND SONS	£	858.00	MH Mirrors, 50%
20/11/2025	THE ROYAL HARMONICS	£	300.00	Artsweek, Concert
20/11/2025	SLCC	£	202.00	CT SLCC Membership
20/11/2025	SMS ENVIRONMENTAL	£	66.00	MHWCC Legionella
20/11/2025	SAMANTHA SOUTHGATE	£	150.00	Artsweek, Dance classes
20/11/2025	HSBC	£	0.80	HSBC chg
20/11/2025	WORLDPAY	£	11.94	Worldpay chg
20/11/2025	MAINSTREAM DIGITAL	£	430.75	Telecoms & Broadband
21/11/2025	SMARTESTENERGY BUSINESS	£	134.00	MH Electric
25/11/2025	WAGES, M8	£	17,868.38	WAGES, M8
26/11/2025	GRE011	£	50.00	ID Refund
26/11/2025	FORD LEASE	£	356.71	RV70NTX Lease
27/11/2025	FER005	£	50.00	ID Refund
27/11/2025	GUR005	£	100.00	ID Refund
27/11/2025	WHI014	£	50.00	ID Refund
27/11/2025	WAC001	£	50.00	ID Refund
27/11/2025	ARR001	£	50.00	ID Refund
27/11/2025	J P MCDOUGAL & CO LIMITED	£	51.17	CH maintenance
27/11/2025	BRACKNELL FOREST COUNCIL	£	50.00	Advert for new Clerk
27/11/2025	BRACKNELL FOREST COUNCIL	£	2,442.00	Rights of Way 2025-26
27/11/2025	CIA FIRE & SECURITY LIMITED	£	684.00	AJ Smart Access, tennis
27/11/2025	DLS CONTRACT CLEANING LTD	£	1,998.76	Contract cleaning
27/11/2025	FOUNTAINERS LTD	£	567.00	LR Splashpad de-commission
27/11/2025	JAIJO LTD	£	15.20	Newsletter flipbook
27/11/2025	MOVOLYTICS	£	34.80	Vehicle trackers
27/11/2025	SLCC	£	149.90	Arnold Baker, 14th Edition
27/11/2025	SUEZ	£	696.60	Waste Disposal
27/11/2025	TELANOVA LTD	£	220.32	IT Support
27/11/2025	WINCHESTER GARDEN MACHINERY	£	288.98	Stihl BG86 Blower
27/11/2025	CASTLE WATER	£	44.39	AJ water
28/11/2025	CASTLE WATER	£	81.12	CR Allots water
TOTAL		£	76,711.00	

Chair