

WARFIELD PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING

held **virtually** on **Wednesday 27 January 2021** at **7.45pm**

Members present: Cllrs Ms Dulieu (Chair), Dr Barnard, Mrs Barnard, Mrs Collings, Fitzwilliams, Mrs Gill, Ms K Jones, M Jones, Strudley, Ms Thorin and Mrs Wallen

Other attendees: Parish Clerk and 2 members of the public

001. Chairman's welcome

The Chairman welcomed members to the virtual meeting of the council.

002. Public Participation

There were no requests to speak or other communications received.

003. Apologies for absence

No apologies for absence were due.

004. Declarations of interest

Declarations of interest were received from:

Cllr Dr Barnard – Ward councillor, Bracknell Forest Council and Executive member for Children and young people.

Cllr Mrs Collings - committee member of Warfield Environment Group.

Cllr Ms Dulieu – treasurer of Warfield Park Community Association and committee member of Warfield Village Fete organising committee.

Cllr Fitzwilliams – family interest through employment with Youthline.

Cllr Strudley – family interest through employment with Home Start Bracknell.

Cllr Mrs Wallen – committee member of Warfield Environment Group and member of Warfield Grow & Share.

005. Minutes of the previous meeting

The minutes of the meeting 9 December 2020 were circulated to members ahead of the meeting. Cllr Strudley proposed the minutes be approved, and this was seconded by Cllr Mrs Barnard. The minutes were APPROVED by attending members.

006. Matters arising from the last meeting

The CIL report was signed off following the last council meeting.

The Clerk advised members that the Bracknell Forest Boundary Review would now be presented to parliament for approval of the changes.

007. Finance & General Purposes Committee

An update from the Finance & General Purposes Committee was delivered by Cllr Strudley. Members were advised that the committee were continuing to review the complaints Policy and had considered the budget that was being considered later in the meeting.

Members were updated on the e-mail attack and advised that the council had taken steps to prevent any further attack. Members were encouraged to change passwords on their council e-mail accounts.

The financial report to the end of December 2020 was circulated to members ahead of the meeting and the Clerk took questions from members.

Outstanding debt continued to be reviewed and the Clerk was continuing to check the cottage rent was correct.

The financial report was noted.

008. Planning & Transport update

Cllr M Jones delivered an update from the Planning & Transport Committee.

Members had recommended refusal for applications 20/00288/TRTPO 9 Innings Lane for TPO 372 – Application to prune 3 trees and 20/00127/FUL **Land** opposite Temple Park roundabout, Binfield Road, Erection of a stable block, change of use of the land for equestrian purposes, erection of 1.9m high gates (retrospective) and associated engineering works, including raising of land levels.

Members were advised that an appeal had been submitted at Croziers Lane for the refusal of conversion of a car port.

Members noted that Bracknell Forest Council had approved Abbey Place but deferred decision on Walsh Avenue.

The committee had met with Simon Cridland of BFC to discuss SANG land.

The report was noted.

009. Minutes of Committee meetings

The following minutes were noted by members:

Finance & General Purposes – 24 November 2020 and 17 December 2020

Planning & Transport – 1 December 2020 and 21 December 2020

010. Grant Awards 2021-22

On the proposal of Cllr Dr Barnard, seconded by Cllr Strudley, Members APPROVED the following grant awards for 2021-22

Grant Applications 2021 (expenditure permitted under statutory provisions)	
Applicant	Recommended award
Keep Mobile – County Tours	£1,449
South Hill Park Trust	£500
Warfield Memorial Ground	£8,000
Total	£9,949

Grant Applications 2021 (expenditure permitted under section 137 of Local Government Act 1972)	
Applicant	Recommended award
1st Warfield Scout Group	£1,000
Age Concern Bracknell	£400
Assisting Berkshire Children to Read	£1,000
Berkshire Multiple Sclerosis Therapy Centre	£375
Berkshire Vision	£350
Bracknell & District Parkinson's Branch	£350
Bracknell & District CAB	£1,000
Bracknell North Guides	£840
Bracknell Shopmobility	£350
Cruse Bereavement Care	£300
Home Start Bracknell	£750
KIDS	£500
Pilgrims Hearts Trust	£1,000
Relate	£350
Spotlight UK	£0
St Pauls Child Contact Centre	£150
St Sebastians Playing Field Trust Sports Club	£0
The Ark Trust CIO	£350
Warfield Environment Group	£178
Warfield Fete*	£0
Warfield Grow and Share	£200
Warfield Park Community Association	£1,500
Warfield Parochial CC	£1,000
Whitegrove Primary School	£800
Wokingham & Bracknell Cancer Support Network	£100
Youthline Ltd	£1,700
Total	£14,543

*The council funds the Fete equipment from direct expenditure

011. Budget and precept requirement 2021-22

The draft budget and precept requirement were circulated to members ahead of the meeting.

On the proposal of Cllr Strudley, seconded by Cllr Mrs Gill, members APPROVED the budget for 2021-22.

The proposal to set a precept requirement of £221,808 was made by Cllr Strudley, seconded by Cllr Mrs Wallen and APPROVED by members present.

012. Community Hub update

On the advice of the Clerk, the Chairman proposed to move the Community Hub update to part 2 of the meeting, as the update contained confidential information. Members agreed.

013. Parish Assembly Working Group

Members agreed to create a Parish Assembly Working Group working to the terms of reference circulated within the meeting pack.

Members appointed Cllrs Dr Barnard, Ms Dulieu, Mrs Collings, M Jones and Strudley to the working group.

014. Payments

The following payments were authorised for payment

08 December 2020

Electronic Payments		items	invoice total
EP	ABA (Construction) Ltd	play area safety inspections	£114.24
EP	Binfield Electrical Ltd	installation of christmas lights	£537.24
EP	Oaktree Garden Centre Online Ltd	christmas tree purchase and installation	£720.00
EP	Rialtas Business Solutions (RBS)	booking software licence and annual support	£355.20
EP	Servio Ltd	parts for boiler (Brownlow Hall)	£265.84
EP	Suds Window Cleaning	window cleaning	£168.00
EP	Tesco Stores Ltd	rent and insurance contributions*	£11,671.04
			£13,831.56

22 December 2020

Electronic Payments		items	invoice total
EP	Ascot Fire Protection	6 mth fire alarm service & emergency lighting	£310.80
EP	Bracknell Forest Council	Lily Hill Park contribution	£5,440.00
EP	Bracknell Town Council	allotment vegetation cut	£90.00
EP	Circle cleaning Services	contract cleaning	£1,014.00
EP	Index Security Ltd	intruder alarm servicing	£137.88
EP	Tesco Stores Ltd	office rent Dec 2020-Mar 2021	£7,050.00
EP	HMRC	NICS and PAYE	£1,150.81
EP	Berkshire Pension fund	pension contributions	£949.57
			£16,143.06

Direct debit

Nest	pension contributions	£184.60
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£184.60

21 January 2021

Electronic Payments

EP Keops Ltd

items

stage payment 2 - allotment shed

invoice total

£9,540.00

£9,540.00

015. Clerks Update

The Clerk circulated a report to members. The report was noted.

The Communications Working Group meeting had been arranged.

The Warfield 125 events would be delayed until later in the year.

016. Representative Reports

Cllr Fitzwilliams reported large vehicles using Bottle Lane.

Cllr Dr Barnard advised members that a parliamentary boundary review would be taking place later in the year. It was also reported that 74 volunteers across the northern parishes had support over 500 tasks to household self-isolating during the pandemic.

Cllr Mrs Collings advised members that allotment plotters had donated surplus produce to a local soup kitchen. It was also mentioned that food waste collection sessions were being arranged with other parishes. The Clerk would see if this could be arranged.

Cllr Mrs Gill advised the meeting that Frimley Health were looking for volunteers to assist during the vaccine rollout.

Cllr Strudley asked that a parish plan update be brought to a future meeting. It was also requested that the council should write to local schools to thank them for their efforts.

Cllr Ms Dulieu advised members that a members meeting would be arranged.

017. Date of the next meeting

The date of the next meeting is Wednesday 10 March 2021.

018. Exclusion of the public and press

Cllr Strudley proposed *“That under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media be excluded from the meeting due to the consideration of items of business of a confidential nature.”* The motion was seconded by Cllr Dr Barnard and APPROVED by members present.

019. Community Hub update

The Clerk updated members on the covenant issues relating to the land and usage of Priory Field. The boroughs legal team were working through options. An update would be provided at a future meeting.

020. Decision on co-option of councillors

Members considered the three candidates for two vacancies on the council.

Max Finch was elected

On the chairman's casting vote, Iain McCracken was elected.

021. Closure of the meeting

The meeting was closed at 9.50pm