

WARFIELD PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING

held **virtually** on **Wednesday 24 June 2020** at **7.45pm**

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

Other attendees: Parish Clerk and a member of the public

001. Chairman's statement

The Chairman welcomed members to the first virtual meeting of the council and explained some housekeeping rules to members and the public in attendance.

002. Public Participation

There were no requests for public participation or messages received for council.

003. Apologies for absence

Apologies for absence were received from Mrs Gill.

004. Declarations of interest

Declarations of interest were received from:

Cllr Dr Barnard – borough councillor for Warfield Harvest Ride and a member of the borough planning committee.

Cllr Mrs Wallen – member of Jealotts Hill Community Landshare and plotholder at Qulem Allotments.

005. Minutes of the previous meeting

The minutes of the meeting of 11 March 2020 were circulated to members ahead of the meeting. Cllr Strudley proposed the minutes be approved, and this was seconded by Cllr Fitzwilliams. The minutes were APPROVED by attending members.

006. Matters arising from the last meeting

The Clerk advised that the submission to the Local Governments Boundary Review for Bracknell Forest had been made.

007. Leave of Absence

A leave of absence was requested by Cllr Mrs Gill for personal reasons. The motion to approve this was proposed by Cllr Dr Barnard, seconded by Cllr Mrs Barnard and APPROVED by attending members.

008. COVID-19 Update

The Clerk provided members with an update on the impact of COVID-19 on the council and its activities.

The government confirmed that halls and community centres could reopen from 4 July under certain conditions and the council was working to achieve this, although there was a lack of details from the government. A number of activities would not be permitted to take place from 4 July. The office team were contacting all regular users to establish their requirements and this would be used to shape the operation of the halls, but at the time of the meeting the Clerk was unable to confirm reopening details.

The play area at the Memorial Ground could open from 4 July, subject to the provision of signage.

The parish office remains closed as staff continue to work from home in line with government guidance. This position remains under review.

The Clerk was preparing an assessment of the financial impact of the COVID-19 outbreak and this would be reported to members in September, once all the appropriate data had been reviewed.

Members were reminded that many of our partners were focussed on core activities like education and public health. This would continue to have an impact on the peripheral activity we undertake with them.

009. Planning Responses

Members noted the planning responses made by the council during the lockdown period. Members attention was drawn to two local applications that had been determined by Bracknell Forest Council (BFC). Both Nuptown Piggeries (19/00930/FUL) and Derryquin (19/00594/FUL) were granted approval.

Cllr Dr Barnard gave members a brief overview of the decision to allow the development of the old Wyevale site in Binfield.

010. Neighbourhood Plan

The Clerk provided members with a brief update on the Neighbourhood Plan. The council was successful in its bid for support to complete a Habitat Regulation Assessment as requested by the independent examiner. AECOM had been commissioned to carryout the work required and this was progressing. Initial findings indicate that additional traffic modelling is required and AECOM are liaising with BFC to achieve this.

All elections and referenda have been postponed until no earlier than 7 May 2020.

011. Amenities Update

Cllr Dr Barnard provided an update on the councils amenities. The halls remained closed although Whitegrove Pre-school were permitted to reopen and had done so at Whitegrove Community Centre, making them one of the first private providers to restart. Cllr Dr Barnard thanked for the Clerk for his efforts in helping to achieve this.

The water connection at the allotment site had been completed and flow levels were being monitored to ensure these operated correctly. Cllr Dr Barnard thanked Cllr Mrs Wallen for offering to assist with help to promote water conservation measures. Quotes for the building base are being obtained, with the intention this work would be completed in July for the building construction in August, subject to the weather and manufacturing conditions.

An update on the usage of the site was provided. Out of 46 plots on site, 29 plots are let, 8 further plots are under offer, 8 are held back until building work is completed and 1 is being returned by the plot holder for reallocation. The Clerk advised that 54 residents remained on the waiting list.

The memorial ground play area remains closed by government order until 4 July. Weekly safety inspections have resumed.

The quarterly tidy-up of the Frost Folly car park had been completed this week. The new height barrier and noticeboard will be installed next week.

The Clerk was asked if a date for the opening of Frost Folly 2 had been agreed. The Clerk responded that no details had been received, but would be followed up.

012. Jealotts Hill Community Landshare

Cllr Fitzwilliams gave a brief update on the landshare and advised that it had reopened, albeit on reduced hours and capacity and circulated a paper to members regarding progress on the new structure. It was noted that Silva Homes had reversed its decision to withdraw from the project, which assisted with the financial security of the landshare in the short to medium term.

013. Clerks Update

The Clerks report was circulated to members ahead of the meeting and included an update on the parish plan. The Clerk agreed to amend the layout of the parish plan progress to include responsible committees. Communications would be added to the future agenda for the Finance & General Purposes Committee.

Members noted that a bench to mark the 125th anniversary of the council had been purchased.

The Clerk advised members that a consultation on the proposed national code of conduct was taking place and would be circulated to members.

014. Representative Reports

Cllr Strudley commented on the litter and drug paraphernalia problems at Westmorland Park. There were also reports of loud music, lack of social distancing and other irresponsible behaviour. Reports had been made to Thames Valley Police (TVP) and BFC

The Clerk circulated links for reporting ASB or breaches of COVID-19 regulations to members.

Cllr Dr Barnard reported back that BFC were working with TVP to try to address issues. The car park gate was being closed. A question was raised regarding CCTV being installed, but this would pose a number of issues. Monitoring was taking place by other means.

Everyone was asked to report any incidents taking place and not to engage with perpetrators.

Cllr Mrs Barnard advised that she and others had been litterpicking and collecting drug residue and broken glass with parish equipment at Wetmorland Park and Larks Hill Car Park.

BFC were looking at how to engage with young people gathering on site and were reviewing the operation of the shelter and MUGA area.

Cllr Ms Dulieu advised members that fly-tipping had been taking place at the old Warfield School site. BFC were involved as there were complications relating to the ownership of the site.

Following a discussion by members regarding e-mail communications to the office measures would be considered to make this work for all members.

015. Payments

Members noted that the following payments had been authorised since the last meeting.

30 April 2020

Electronic Payments

	items	invoice total
EP ABA (Construction) Ltd	play area inspections	£85.68
EP Bracknell Pest Control	pest control inspections	£72.00
EP Business Technology Support	office printer costs	£186.12

EP	Came & Company	Cyber insurance package	£319.20
EP	Servio Ltd	call outs and boiler repairs	£1,313.74
EP	SUDS Window Cleaning	window cleaning	£168.00
EP	HMRC	PAYE & NICS	£1,077.92
EP	Berkshire Pension Fund	Pension contributions	£924.15
			£4,146.81

Direct debit

DD	Nest	pension contributions	£80.86
			£80.86

28 May 2020

Electronic Payments

	items	invoice total	
EP	ONeill Homer	neighbourhood plan support	£660.00
EP	Claire Connell	Internal audit provision	£232.50
EP	Circle Cleaning	Contract cleaning	£824.00
EP	Vision ICT	website hosting and support 20/21	£330.00
EP	Bracknell Town Council	water tank filling - allotments	£288.00
EP	HMRC	PAYE & NICS	£1,077.92
EP	Berkshire Pension Fund	Pension contributions	£924.15
			£4,336.57

Direct debit

DD	Nest	pension contributions	£80.86
			£80.86

09 June 2020

Electronic Payments

	items	invoice total	
EP	Bracknell Town Council	water tank filling - allotments	£600.00
EP	Antoni Ross	Warfield 125 bench provision	£750.00
EP	Circle Cleaning	Contract cleaning	£824.00
			£2,174.00

Grant Award Payments – made on 19 May 2020

as authorised by Council at meeting of 29 January 2020 (minute number 011)

Grants awarded under statutory powers

	Amount
Warfield Memorial Ground	£9,000
Keep Mobile Community Transport	£1,485
South Hill Park Trust Ltd	£1,250

	£11,735
Grants awarded under s137 Local Government Act 1972	
1st Warfield Scout Group	£1,000
Berkshire Multiple Sclerosis Therapy Centre	£350
Bracknell & District CAB	£1,500
Bracknell Executive Job Club	£200
Bracknell North Guides	£840
Home Start Bracknell Forest	£1,000
Parkinson's Disease Soc. Bracknell Branch	£500
Pilgrim Hearts	£1,000
South East Berks Gang Show	£250
St Paul's Child Contact Centre - Bracknell	£250
Warfield Environment Group	£250
Warfield Grow & Share	£200
Warfield Park Community Association	£1,500
Warfield Parochial Church Council	£1,000
Warfield Produce Show	£150
Whitegrove Primary School	£580
Youthline Ltd	£1,750
	£12,320
Total grant payments	£24,055

016. Date of the next meeting

The date of the next meeting is Wednesday 29 July 2020.

017. Closure of the meeting

The meeting was closed at 8.56pm