

Minutes of the Precept Meeting
12 November 2014

Present: Councillors Ms Healy (Chairman), Mrs Barnard, Dackombe, Fitzwilliams, Haffegge, Harrison, Jones, Lee,

Mr J Mawer

1. Apologies for absence were received from Councillors Barnard and Mrs Ingham. A formal resolution thanking Councillors Gates and Mrs Menon for their service to Warfield following their recent resignations was noted. Councillor Ms Healy advised that she would also be writing a personal note of thanks on behalf of the Parish Council.

2. Declarations of interest and dispensations

Declarations of personal interest were noted from Councillor Ms Healy concerning Warfield Park Community Association, Warfield Fete and chairman's allowance, Councillor Mrs Barnard declared a personal interest in Bracknell North Guide Association and Councillor Lee a personal interest in Bracknell CAB. There were no other declarations of a personal or prejudicial interest in respect of any matter to be considered at the meeting

3. To make recommendations for the 2015/2016 precept

The Finance Committee had met prior to the meeting to consider grant applications. The Treasurer drew Members attention to the following key points:

- The recommendation is a preliminary proposal and will not be adopted until January 2015.
- A recommendation to maintain the precept at more or less the current level will not be possible this time however; the proposed increase is unlikely to have a significant effect on individual council tax bills.
- Currently Parish Councils are not capped but should the situation change the amount of the proposed increase may need to be reviewed.

Brownlow Memorial Hall

It was RESOLVED to budget

Towards loan repayment	£ 8191
Anticipatory loan payment	£ 0
Annual operational shortfall costs	£ 5000*
Capital improvements	£ 0**
Hanging baskets	£ 300

*to be confirmed once the Brownlow Hall Management Committee has reviewed the five year plan

**reserves will be used if needed

Whitegrove Community Centre

It was RESOLVED to budget

Annual operational shortfall costs	£2000*
Capital improvements	£5000**

*to be confirmed the Management Committee has yet to review a five year plan
**to be confirmed, possible contribution from Ward Councillor grants by year end March 2015

Warfield Memorial Ground

An application form and accounts had been received. The Hon. Treasurer had asked for the current level of grant (£7500) be continued to meet routine maintenance costs. Some concern was expressed regarding the absence of other sponsors and that facilities on site (the pavilion) were not generally available to visitors

It was RESOLVED to award a reduced grant

Towards grounds maintenance £ 5000

Warfield Park Community Association

An application form requesting £1500 had been received from the Secretary. A grant towards the cost of insurance had been requested.

It was RESOLVED to grant

£ 1000

Frost Folly

It was RESOLVED to budget towards grounds maintenance costs only and should there be any vandalism repairs these will be taken out of contingencies.

It was RESOLVED to precept

£ 2000

Play Equipment

Towards weekly inspections and maintenance costs.

It was RESOLVED to precept

£ 2500

Warfield Parochial Church Council

An application form had been received.

It was RESOLVED to grant towards the maintenance of the closed churchyard

£ 1000

Warfield Environment Group

It was noted that no grant would be required this year.

Arts Week

It was noted that Binfield and Winkfield Parish Councils will be providing matched funding.

It was RESOLVED to precept

£ 2500

Youthline

An application form, accounts and annual report had been received from the practice manager. £1400 towards general running costs had been requested.

It was RESOLVED to grant towards general running costs

£ 1000

Bracknell CAB

An application form with supporting documentation from the Chief Executive had been received. Funding of £2500 to meet general running costs had been requested.

It was RESOLVED to grant

£ 1000

Jealotts Hill Community Landshare

Towards the cost of funding the project manager's salary (jointly with Bracknell Forest Homes and Bracknell Town Council). It was noted that no allowance had been made for a salary increase which had been awarded last year and this would be the final year the Parish Council had pledged to support the salary payment.

It was RESOLVED to precept £10000

Winkfield/Warfield Family Cycle Ride

It was RESOLVED to precept £ 100

Warfield Garden Competition

It was RESOLVED to precept £ 100

Vegetable Take and Grow

It was RESOLVED to precept £ 100

Climate Change Action Plan

It was RESOLVED to precept £ 500

South Hill Park

Although an application and letter had been received from the Chief Executive requesting funding of £3000 towards the cost of replacement carpet in the Wilde Theatre foyer it was decided not to award a grant on this occasion.

Section 137 Applications**Whitegrove Primary School**

An application form had been received from the Head teacher requesting £880 towards the cost of seating/benches.

It was RESOLVED to grant £ 150

Bracknell North Guide Association

An application form is awaited. In anticipation of receipt of a request a grant towards the cost of supporting 9 units (£115 per unit) was proposed.

It was RESOLVED to grant towards general running expenses £ 1035

Warfield Fete

An application form from the Chairman requesting £1900 towards set up costs was available.

It was RESOLVED to grant towards insurance, first aid and toilets £ 1500

Berkshire County Blind Society

An application form and annual report had been received from the Chief Executive.

It was RESOLVED to grant (£10 per member) £ 150

Home-Start

An application form and financial statement had been received. A grant of £500 towards the cost of supporting 1 Warfield based volunteer had been requested

It was RESOLVED to grant £ 150

Warfield Produce Show

An application form and accounts from the Treasurer requesting funding towards the cost of hiring the Brownlow Hall for the show had been received.

It was RESOLVED to grant £ 150

Thames Valley & Chiltern Air Ambulance Trust

An application form and accounts requesting £250 towards general running costs had been received.

It was RESOLVED to grant £ 150

2nd Bracknell Scout Group

An application form and accounts from the Group Scout Leader requesting £1000 towards the cost of kayak equipment and training had been received.

It was RESOLVED to grant £ 1000

Cruse Bereavement Care

An application and accounts from the Area Co-ordinator requesting £250 towards general running costs had been received.

It was RESOLVED to grant £ 150

Pilgrim Hearts

An application form and accounts from the Director had been received. £1500 towards the cost of a new drop-in-centre for the homeless had been received.

It was RESOLVED to grant £ 150

Keep Mobile

A request including financial report had been received from the Chairman.

It was RESOLVED to grant towards running costs £ 150

Although applications from the following organisations had been received, some of which had been previously supported, it was decided not to award a grant on this occasion to:

Berkshire MS Therapy Centre, Bracknell Executive Job Club Ltd (known as Careers Springboard Bracknell), St Paul's Child Contact Centre and South East Berkshire Gang Show, ,

As applications had not been received from the following previously supported organisations it was decided not to award a grant this year to:

Age Concern (Bracknell), Bracknell Baseball Club, MS Society East Berks and Whitegrove Football Club.

Administration**Audits**

It was RESOLVED to budget £ 1500

Insurance

It was RESOLVED to budget £ 4200

SLCC membership

It was RESOLVED to budget £ 175

Office Services

It was RESOLVED to budget £ 2700

Office

(stationery, servicing, training, etc)

It was RESOLVED to budget £ 2500

Office equipment

It was RESOLVED to budget £ 500

The Wren Newsletter (4 issues)

It was RESOLVED to budget £ 4400

Web site & resource (as web site will be updated by year end no additional funding requirements are anticipated)

Office Rent & Service Charges

(5 year Lease expires July 2018, no rent increase due next year)

It was RESOLVED to budget £10275

Rates

It was RESOLVED to budget £ 2184

Staff salaries

Clerk (SLCC scale LC2 29), Deputy Clerk (SLCC scale LC2 27) and Administrative Assistant (SLCC scale 10)

It was RESOLVED to budget £43,590

National Insurance contribution

It was RESOLVED to budget £ 2800

Pension contribution (3 staff)

It was RESOLVED to precept £ 7280

Chairman's allowance

It was RESOLVED to precept £ 250

Election

No provision elections due in May 2015 £ 0

Bracknell Forest Council Partnerships**Roundabout maintenance**

Bracknell Forest is introducing a new scheme with Community Partners Ltd effective from 1 October 2015 and will be reviewing roundabout sponsorship, particularly sponsorship below market rates. It was decided therefore to discontinue sponsorship at year end March 2015.

Lily Hill Park

A letter from the Park Manager was available requesting funding of £10,230.

It was RESOLVED to maintain the precept at £ 5000

Footpaths and Other Public Rights of Way

It was RESOLVED to precept £ 2030

Disabled Go

It was RESOLVED to precept £ 150

Big Fun

A joint proposal with Binfield and Winkfield Parish Councils to fund 3 activity days in the northern parishes during August. An allowance towards additional staff costs to help with car parking at the Westmorland Park event has been included.

It was RESOLVED to precept £ 1900

Other items**Planning and other Development Issues**

No additional provision as £5000 is currently held in reserve.

Pride/Profile/Heritage/Signage

It was RESOLVED to budget for 1 additional notice board for the new area and 1 sail flag for use at Warfield fete £ 1400

Allotment provision

No additional provision as £15000 is currently held in reserve.

Neighbourhood Plan

It was RESOLVED to add to current budget (£38,843 remaining) £10000

Total Planned Expenditure

£154,860

To be financed as follows:

2014/15 forecast unspent budget at year end - to be reviewed in January 2015 for final budget setting meeting

Brownlow Hall capital	44475	
Allotments	15000	
Future parish facilities	24750	
Planning/other development issues	5000	
NAG project	500	
Youth facility	12000	
Election	9000	
Neighbourhood Plan	38843	
General contingency reserve	17000	
Other budget items		<i>0 to be confirmed likely to be negative</i>
Total	166568	

2015/16 requirement

Total planned expenditure	154860(see above)
Brownlow Hall building reserve	44475 <i>principally for roof repairs</i>
Future parish facilities reserve	24750 <i>general reserve for improving facilities in the parish (no change)</i>
NAG project	500 <i>to be held in reserve until project decided</i>
Neighbourhood Plan	38843 <i>to meet consultancy costs</i>
Election	9000 <i>towards elections in May 2015</i>
Allotment reserve	15000 <i>towards establishing future sites</i>
General contingency	<u>25,000</u> <i>includes £5000 earmarked for Neighbourhood Plan if required</i>
Total requirement	312,428

Proposed Precept for 2015/2016

Precept	149860
Interest on bank accounts	1000
Estimated balances from 2013/14	<u>166568</u> <i>to be reviewed prior to January meeting</i>
	<u>312,428</u>

Although recommendations will be confirmed at the January 2015 Parish Council meeting the Treasurer proposed the draft proposals outlined above be approved. All agreed.

4. Closure of the meeting

There being no further business the meeting was declared closed at 9.25 pm.