



MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL

Held on **Wednesday, 22 July 2015** at **7.45 pm** in the Parish Office

Present: Councillors Ms Healy (Chair), Mrs Barnard, Dr Barnard, Faerber, Dr Haffeggee, Harrison, Jones, Ms Thorin and Towle.

034. Apologies for absence

Apologies were received from Councillors Ms Faerber, Fitzwilliams and Lee

035. Declarations of interest and dispensations

Cllr Dr Barnard declared interests as a Borough Councillor for the Whitegrove ward.

036. Minutes of the meeting of 24 June 2015

Cllr Dr Haffeggee noted that item 030 recorded that the results of the newt survey has been disappointing, when in fact the survey had been successful. The Clerk amended the wording accordingly.

It was proposed by Cllr Dr Barnard and seconded by Cllr Harrison and RESOLVED to approve and adopt the minutes of the meeting of 24 June 2015, previously circulated to members.

037. Matters arising from the last meeting

Insurance – The Clerk had discussions with the insurance regarding the fidelity guarantee. It has been accepted that references are not required for councillors, but that all staff should have at least two references. The Clerk reported that he had conducted a search of the records and could find only limited information. Councillors agreed not to pursue references in the circumstances.

In2Sport – The Chairman and the Clerk had met with Chris Glover from In2Sport to discuss the programme for the autumn term.

Richard Walton – The Chairman and the Clerk are to write to Richard Walton following the recent meeting with the Planning & Transport Committee.

Westmorland Bins – The Clerk agreed to speak with the Rangers re: bin provision at Westmorland Park.

038. Finance & General Purposes Committee

a. Update from the Finance & General Purposes Committee

Cllr Harrison had no matters to update council on from the recent committee meeting. The Clerk advised members that the announcements made the Chancellor in the Budget would have implications for the council and he would report back on these. Following a recent licence inspection of Whitegrove CC by Bracknell Forest, the council were advised of changes to licensing arrangements. As a result operating between 8am and 11pm no longer requires a licence. It was therefore decided that due to the changes required to retain a licence allowing 1 hour of extra time per day to surrender the licence and operate Whitegrove between the hours of 8am and 11pm.

b. Minutes of the Finance & General Purposes Committee

The minutes of the Finance & General Purposes Committee of 9 July 2015 had been previously circulated and were noted by members.

c. Financial Report to end June 2015

The financial statement and report had been previously circulated and was noted by members.

d. Accounts for payment

The following accounts for payment were authorised at the meeting:

Cheque Payments

Bracknell Forest Council	Waste disposal – June 2015	£19.14
Claire Connell	2 nd part audit fees 2015-16	£232.50
In-2-Sport	June and July 2015 provision	£1,152.00
Office Depot (UK) Ltd	Office consumables	£52.45
HMRC	PAYE & NICS July 2015	£599.86
Berkshire Pension Fund	Pension contributions July 2015	£820.39
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		£2,876.34

Payroll

Regular staffing costs	July 2015 payroll	£3,851.86
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		£3,851.86

Members were made aware that two previously authorised and issued cheques had been cancelled and reissued having gone missing in the post.

Warfield Memorial Ground	Reissue of 3484 – s137 grant	2,500.00
Brownlow Memorial Hall Trust	Reissue of 3428 – rent payment	2,500.00
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		£5,000.00

e. Investment Strategy

The Clerk advised members that new guidance issued to Clerks recommended that councils should have an investment strategy when reserves were held. The Finance & General Purposes Committee were asked to develop a strategy based upon the recommendations.

The Clerk advised members that a 12-month investment with the Co-operative Bank was shortly to mature. It was RESOLVED that this should be reinvested for six months whilst the investment strategy was developed.

039. Planning & Transport Committee

a. Matters arising from the Planning Committee meeting

Cllr Ms Healy advised members that the committee had recommended refusal of 15/00489/FUL Barn at Malt Hill, Church Lane, Warfield and 15/00500/FUL Land at Reference C003Z, Birch Lane, Ascot. Bracknell Forest Council had approved three Warfield applications.

The Committee is meeting with Berkley Homes to receive a presentation on their senior living accommodation proposals on 27 July.

The Committee decided not to comment on the neighbourhood plan for Bray and had not yet decided if comments would be made on the Binfield plan.

Cllr Dr Barnard asked about character areas and Cllr Ms Healy said these were being explored on behalf of the council.

At the meeting of 6 July the Committee had recommended refusal for the plans for the Sewage Works site in Binfield, and the Hermitage Caravan Park. It was reported that at the appeal hearing for The Limes, the plans had been approved on appeal.

Cllr Dr Barnard commented on the report from the Planning Consultant for the Old Coach House, which he felt was a fair and balanced result.

b. Minutes of the Planning & Transport Committee

The minutes of the Planning & transport Committee of 15 June 2015 had been previously circulated and were noted by members.

040. Updates from Management Committees

a. Brownlow Hall Management Committee

Cllr Dr Barnard reported to members that the finances of the hall were in line with forecasts. The committee had received an update on regular users and this information was available to other interested members from the Clerk. Changes to pre-school education may have an impact in the future, but this there is time to prepare for this. The committee had conducted a maintenance tour of the hall and a few points were noted for action. The committee also discussed how it should work moving forward.

b. Whitegrove Community Centre Management Committee

Cllr Dr Haffegee reported to members that the committee had received an update on regular users following the new lettings that had taken place. This information was available to other interested members from the Clerk. The redecoration of the centre was due to begin in the following week. The committee also discussed how it should work moving forward and recommended the creation of a Facilities Committee.

c. Facilities Committee

Following recommendations from both the Brownlow Hall Management Committee and the Whitegrove Community Centre Management Committee, members discussed combining the responsibilities of both committees into one, a Facilities Committee. It was felt that this approach would serve the council well in providing a greater understanding of how the facilities work and their sustainability and better serve users of the facilities. It was proposed by Cllr Dr Barnard and seconded by Cllr Dr Haffegee and RESOLVED that the council should combine the two committees to form a Facilities Committee. The Clerk was asked to prepare terms of reference for consideration at the next meeting of the council.

041. Standing Reports

a. to receive an update on Jealotts Hills Community Landshare

There was nothing to report this month.

b. to receive an update on the Neighbourhood Plan Steering Group

Cllr Ms Healy advised members that settlement area work was underway and making progress. Information on flora and fauna was being gathered along with information on footpaths and bridleways in the parish. Landowner engagement is to begin.

Neil Homer from COH visited on 14 July and had a good meeting with the group and will be producing a report by mid-August. He has recommended that a housing needs survey and a hierarchy of layers (rural, semi-rural etc.) as it is important all the pieces join up.

A discussion was held regarding continued consultancy funding and members were happy to proceed with funding for up to 12 days consultancy work as previously resolved in May.

The Clerk advised members that the Shinfield Neighbourhood Plan had issues that the local authority was recommending refusal.

c. to receive a report on youth provision

As the meeting with In2Sport had been discussed earlier in the meeting there was no further report.

042. Additional Reports

a. to receive a verbal report on the Community Infrastructure Levy (CIL)

Cllr Ms Healy updated members on the meeting held with BFC held on Monday 20 July. BFC are looking to work in partnership with the town and parish councils to deliver key projects. Town and parish councils have been asked to draw up lists of infrastructure projects they would like to consider. It was confirmed that The Limes is a windfall site and that s106 and CIL can be collected together on sites, depending on the plan. It was agreed that members would meet for a 'vision session' on 22 August to begin development of a plan.

b. to receive a verbal update from the Clerk on Assets of Community Value

The Clerk advised members that an application had been submitted for Warfield Memorial Ground and that he was working with the Borough Solicitor to correctly define the Brownlow Memorial Hall, as this was complicated by the separate residential accommodation. The Clerk would update members on future progress.

043. Representative Reports

Cllr Dr Barnard advised members that The Range would be opening at the old Tesco store site at the Point. Bracknell Forest Council were looking at a new housing needs survey to help shape future demand and build an evidence base. Cllr Dr Barnard advised members that local government funding is likely to be squeezed further moving forward and this would lead to changes in the way BFC operates.

Cllr Ms Healy advised Whitegrove Councillors of a complaint regarding parking (a BFC matter) in the All Saints Rise area was going through a formal process.

The Clerk reported to members that the tenancy at the Brownlow Hall Cottage was due for renewal shortly and members agreed to this. The Clerk advised members that a consultation was underway by BFC regarding Council Tax Benefit reductions and the council had been invited to comment. The consultation period runs until October 2015.

044. To confirm the date of the next meeting

The next meeting of the council was confirmed as Wednesday 26 August 2015.

045. Closure of the meeting

There being no further business the meeting closed at 9.44pm.