



## **MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL**

Held on **Wednesday, 27 January 2016** at **7.45 pm** in the Parish Office

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

Cllr Dr Barnard sent apologies that he would be attending later.

### **Part One**

#### **108. Apologies for absence**

Apologies were received from Cllrs Ms Faerber and Harrison.

#### **109. Declarations of interest and dispensations**

Declarations were received from Cllr Ms Healy as a member of the Warfield Fete Committee and Warfield Park Community Association. Cllrs Dr Haffegge and Towle declared interests as members of Warfield Environment Group.

Cllr Dr Barnard's declaration was noted.

#### **110. Minutes of the meeting of 16 December 2015**

The Clerk advised that he had reworded item 103a to read 'Cllr Ms Healy advised members that group members met with the Clerk to review and comment on the feasibility documents, this included the proposed usage.' It was proposed by Cllr Fitzwilliams, seconded by Cllr Jones and RESOLVED to approve and adopt the minutes of the meeting of 16 December 2015.

#### **111. Matters arising from the last meeting**

103c – The Clerk would provide advice to the Neighbourhood Plan Steering Group over the code of conduct.

#### **112. Quelm ward vacancy**

Cllr Ms Healy informed members that Jason Kilmartin tendered his resignation as a councillor for the Quelm ward on 12 January. A notice of vacancy had been issued which would run until 2 February. Members would be updated on the process of filling the vacancy at the next meeting.

### 113. Finance & General Purposes Committee

a. *Update from the Finance & General Purposes Committee*

Cllr Fitzwilliams provided members with an update from the meeting of 14 January. Members were updated on the soon to mature Co-operative Bank investment, where it had been decided to withdraw the funds and invest elsewhere. Members were also updated on likely CIL contributions.

b. *Minutes of the Finance & General Purposes Committee*

The minutes of the Finance & General Purposes Committee of 14 January 2016 had been previously circulated and were noted by members.

c. *Financial Report to end December 2015*

The financial 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**

3729	ABA (Construction) Ltd	play area inspections	£97.25
3730	Bracknell Forest Council	office waste collection	£19.14
3731	In2Sport	youth provision - January 2016	£576.00
3732	Office Depot (UK) Ltd	office stationery	£59.90
3733	PHS Group	sanitary disposal	£529.77
3734	Servio Ltd	heating repairs	£247.46
3735	Wokingham Borough Council	Wren printing	£450.70
3736	Servio Ltd	heating repairs	£100.00
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			£2,080.22

### 114. Budget and Precept 2016/17

Copies of the budget had been previously circulated to members along with the precept proposal. Cllr Fitzwilliams asked members to consider and approve the budget and precept for 2016/17.

a. *Section 137 expenditure*

It was proposed by Cllr Fitzwilliams, seconded by Cllr Jones and RESOLVED that in pursuance of the powers conferred by s.137 of the Local Government Act 1972 (as amended) expenditure to the sum of £8,845 in the respect of grant payments and charitable donations be made.

The grants and donations approved:

2nd Bracknell Scout Group	£400.00
Thames Valley Air Ambulance	£150.00
Home Start	£150.00
Berkshire Blind Society	£120.00
Pilgrims Trust	£150.00
Warfield Produce Show	£150.00
Warfield Fete	£1,500.00
Bracknell North Guides	£800.00
Whitegrove School	£150.00
Cruse Bereavement Care	£150.00
Keep Mobile	£150.00
Warfield Park Community Association	£1,500.00
Youthline	£1,000.00
Bracknell CAB	£1,000.00
Disabled Go	£150.00
South-East Berkshire Gangshow	£150.00
1st Warfield Scouts	£400.00
Friends of Jealotts Hill Community Landshare	£150.00
Warfield Cricket Club	£300.00
Warfield Environment Group	£200.00
Bracknell Forest Society	£100.00
Royal British Legion Poppy Appeal	£25.00

*b. Reserves*

Cllr Faerber queried the allotment expenditure and the reserve element. The Clerk explained that funds from the allotment reserve 2015/16 and income from CIL received were allocated as expenditure in the budget for 2016/17.

It was proposed by Cllr Fitzwilliams, seconded by Cllr Mrs Barnard and RESOLVED to approve reserve funds of £213,946 as detailed in the budget.

The reserve allocations for 2016/17 being:

Brownlow Hall Building reserve	£ 40,000
Future Parish Facilities reserve	£25,000
NAG project	£500
Neighbourhood Planning	£28,733
Election costs	£1,000
General Contingency	£34,000
CIL specific reserve	£83,713
Whitegrove reserve	£1,000

c. *Precept 2016/17*

It proposed by Cllr Fitzwilliams, seconded by Cllr Jones and RESOLVED to charge a precept of £154,075 for the year 1 April 2016 – 31 March 2017.

d. *Budget 2016/17*

It was proposed by Cllr Fitzwilliams, seconded by Cllr Jones and RESOLVED to approve the budget for 2016/17.

**115. Planning & Transport Committee**

a. *Matters arising from Planning & Transport Committee meeting*

Cllr Ms Healy advised members of the recent Planning & Transport Committee meeting. The Greenacres and revised Limes developments had been approved by Bracknell Forest Council. It was noted that Millgate had appealed the Abbey Place refusal.

The council had been informed that BFC had agreed to the name 'Woodhurst' for the Cabbage Hill development area and Sopwith Road and Ellison Road for the new link road. The Cedar of Lebanon tree in Shakespeare Way was to be replaced by an Atlantic cedar.

BFC has presented a draft plan for consultation which has included a call for sites to run to 2026. The curling rink at Hayley Green farm has been resubmitted with a revised application.

b. *to note the minutes of the Planning Committee held on 30 November 2015, 21 December 2015 and 11 January 2016*

The minutes of the Planning & Transport Committee meetings held on 30 November and 21 December 2015 and 11 January 2016 were noted.

**116. Management Committees**

a. *to receive an update from the Environment Committee*

Cllr Dr Haffegge updated members on the last Environment Committee meeting. Discussions continue with BFC and Berkley Homes over the allotment site and issues remain. WPC is considering applying for planning permission for the site. The committee discussed further training for councillors and the Deputy Clerk. The Clerk confirmed money remained in the training budget.

Cllr Dr Haffegge advised members that the council would be participating in 'Clean for the Queen' over the weekend of 5-6 March and was looking at revised recycling provision within the office for air freshener products and inkjet cartridges.

## **117. Standing Reports**

- a. *to receive an update from the Community Facility Working Group*

There was no update this month.

- b. *to receive an update on Jealotts Hill Community Landshare*

The Clerk updated members on the budget and that Bracknell Town Council was also looking at a small reduction in its contribution for 2016/17.

- c. *to receive an update on the Neighbourhood Plan Steering Group*

CLLr Ms Healy updated members on the work the group. The group were awaiting the stage two review. It is likely with the work remaining that the referendum would be delayed until later in the year. BFC had begun its call for sites and the group would be commencing its own call shortly. The group will also begin looking at habitat surveys next. The website would shortly be updated to include Q & As.

- d. *to receive a report on youth provision*

The Clerk reported that the numbers attending the club had remained level since the start of term at around 16 per session on Wednesday nights and 13 per session for Thursday nights.

## **118. Representatives Reports**

CLLr Fitzwilliams advised members that the first meeting for Arts Week 2016 had taken place. Whilst many of the elements would be familiar it was hoped to introduce some new events to keep the week fresh.

*CLLr Dr Barnard joined the meeting*

CLLr Dr Barnard advised members that the town centre redevelopment remained on track, although the recent bad weather had eaten into the contingency. The pocket park near the station was shortly to begin taking shape and would provide greenspace within the town centre for the new residents in the area. The owners of the Odeon cinema site were in discussions about potential improvements. The works to Coral Reef junction were almost complete whilst the works to Coral Reef itself were just beginning and the centre had now closed. BFC were continue to discuss the budget and council tax for 2016/17.

CLLr Ms Healy advised members that Hilary Coplestone had agreed to speak at the Parish Assembly in April. Members were reminded to think about nominations for both the individual and group awards.

The Binfield neighbourhood plan referendum was due to be held on 3 March.

The Clerk had made contact with BFC regarding Westmorland Park and Priory Field to see if the council would be interested in discussion the future management of these sites.

**119. To confirm the date of the next meeting**

The next meeting of the Council will be Wednesday 17 February 2016

**120. Closure of the Part one of the meeting**

The meeting was closed at 9.12pm.

## **Part Two**

**121. Exclusion of the press and public**

It was proposed by Cllr Ms Healy, seconded by Cllr Dr Barnard and RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business be transacted.

**122. Staffing matter**

Members discussed a staffing matter.

Part two of the meeting closed at 9.15pm.