



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

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

Present: Councillors Ms Healy (Chair), Harrison, Jones, Ms Thorin, Towle and Wilson.

### **153. Apologies for absence**

Apologies were received from Cllrs Dr Barnard, Mrs Barnard, Faerber, Ms Faerber, Fitzwilliams and Dr Haffegge.

Cllr Wilson was welcomed to his first meeting.

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

Previously declared interests were made by Cllr Ms Healy with regards to item 157 d. in relation to Warfield Park Community Association and Warfield Village Fete, by Cllr Towle in relation to the same item as a member of Warfield Environment Group and by Cllr Wilson in relation to the same item as a member of Warfield Church.

### **155. Minutes of the meeting of 23 March 2016**

It was proposed by Cllr Ms Healy, seconded by Cllr Harrison and RESOLVED to approve and adopt the minutes of the meeting of 23 March 2016 previously circulated to members.

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

The minutes of the Finance & General Purposes Committee meeting for March would be noted by the council at the May meeting.

### **156. Quelm ward vacancy**

On advice from Bracknell Forest Council's Elections team the co-option decision was deferred to the next meeting.

### **157. Finance & General Purposes Committee**

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

Cllr Harrison provided members with an update from the meeting of 14 April 2016. Decisions from the meeting are included on the on the agenda for council.

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

The minutes of the Finance & General Purposes Committee of 14 April 2016 were noted.

c. *Financial Report to end March 2016*

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

d. *Payment of Grants 2016/17*

Members considered the payment schedule of previously approved grants and the request from the Warfield Memorial Ground Trustees to receive their grant as one payment.

It was proposed by Cllr Harrison and seconded by Cllr Ms Healy and RESOLVED to approve the payment of the grants listed as per the instalment schedule and the single payment of £7,500.00 for Warfield Memorial Ground

|  | <b>Grant Awarded</b> | <b>Instalment 1<br/>(end Apr 2016)</b> | <b>Instalment 2<br/>(End Sept 2016)</b> |
|--|----------------------|--|---|
| Warfield Church                              | <b>£1,000.00</b>     | £500.00                                | £500.00                                 |
| Warfield Memorial Ground                     | <b>£7,500.00</b>     | £7,500.00                              | -                                       |
| 2nd Bracknell Scout Group                    | <b>£400.00</b>       | £200.00                                | £200.00                                 |
| Thames Valley Air Ambulance                  | <b>£150.00</b>       | £150.00                                | -                                       |
| Home Start                                   | <b>£150.00</b>       | £150.00                                | -                                       |
| Berkshire Blind Society                      | <b>£120.00</b>       | £120.00                                | -                                       |
| Pilgrims Trust                               | <b>£150.00</b>       | £150.00                                | -                                       |
| Warfield Produce Show                        | <b>£150.00</b>       | £150.00                                | -                                       |
| Warfield Fete                                | <b>£1,500.00</b>     | £1,500.00                              | -                                       |
| Bracknell North Guides                       | <b>£800.00</b>       | £400.00                                | £400.00                                 |
| Whitegrove School                            | <b>£150.00</b>       | £150.00                                | -                                       |
| Cruse Bereavement Care                       | <b>£150.00</b>       | £150.00                                | -                                       |
| Keep Mobile                                  | <b>£150.00</b>       | £150.00                                | -                                       |
| Warfield Park Community Association          | <b>£1,500.00</b>     | £750.00                                | £750.00                                 |
| Youthline                                    | <b>£1,000.00</b>     | £500.00                                | £500.00                                 |
| Bracknell CAB                                | <b>£1,000.00</b>     | £500.00                                | £500.00                                 |
| Disabled Go                                  | <b>£150.00</b>       | £150.00                                | -                                       |
| South-East Berkshire Gangshow                | <b>£150.00</b>       | £150.00                                | -                                       |
| 1st Warfield Scouts                          | <b>£400.00</b>       | £200.00                                | £200.00                                 |
| Friends of Jealotts Hill Community Landshare | <b>£150.00</b>       | £150.00                                | -                                       |
| Warfield Cricket Club                        | <b>£300.00</b>       | £300.00                                | -                                       |
| Warfield Environment Group                   | <b>£200.00</b>       | £200.00                                | -                                       |
| Bracknell Forest Society                     | <b>£100.00</b>       | £100.00                                | -                                       |
| Royal British Legion Poppy Appeal            | <b>£25.00</b>        | -                                      | £25.00                                  |

e. *CIL Deposits*

Cllr Harrison advised members that the Clerk has recommended setting up a separate bank account to hold Community Infrastructure Levy (CIL) deposits. The

recommendation was to open a 32 day deposit account with the council's principal bankers, Lloyds.

Cllr Harrison proposed and was seconded by Cllr Jones and it was RESOLVED by members to approve the opening of the new account and to make the initial deposit of CIL income received.

*f. Membership of BALC/NALC*

As part of the budget setting process, members agreed to provide funds for membership of the Berkshire Association of Local Councils (BALC) and the National Association of Local Councils (NALC). It was proposed by Cllr Harrison and seconded by Cllr Ms Healy and RESOLVED by members to approve the application for membership.

*g. Accounts for payment*

The following accounts for payment were authorised at the meeting:

**Cheque Payments**

|      |  |                        |           |
|------|--|------------------------|-----------|
| 3815 | Warfield Church                              | Grant payment - 1 of 2 | £500.00   |
| 3816 | Warfield Memorial Ground                     | Grant payment - 1 of 1 | £7,500.00 |
| 3817 | 2nd Bracknell Scout Group                    | Grant payment - 1 of 2 | £200.00   |
| 3818 | Thames Valley Air Ambulance                  | Grant payment - 1 of 1 | £150.00   |
| 3819 | Home Start                                   | Grant payment - 1 of 1 | £150.00   |
| 3820 | Berkshire Vision                             | Grant payment - 1 of 1 | £120.00   |
| 3821 | Pilgrim Hearts Trust                         | Grant payment - 1 of 1 | £150.00   |
| 3822 | Warfield Produce Show                        | Grant payment - 1 of 1 | £150.00   |
| 3823 | Warfield Fete                                | Grant payment - 1 of 1 | £1,500.00 |
| 3824 | Bracknell North Guides                       | Grant payment - 1 of 2 | £400.00   |
| 3825 | Whitegrove Primary School                    | Grant payment - 1 of 1 | £150.00   |
| 3826 | Cruse Bereavement Care                       | Grant payment - 1 of 1 | £150.00   |
| 3827 | Keep Mobile                                  | Grant payment - 1 of 1 | £150.00   |
| 3828 | Warfield Park Community Association          | Grant payment - 1 of 2 | £750.00   |
| 3829 | Youthline                                    | Grant payment - 1 of 2 | £500.00   |
| 3830 | Bracknell CAB                                | Grant payment - 1 of 2 | £500.00   |
| 3831 | Disabled Go (via BFC)                        | Grant payment - 1 of 1 | £150.00   |
| 3832 | South-East Berkshire Gangshow                | Grant payment - 1 of 1 | £150.00   |
| 3833 | 1st Warfield Scouts                          | Grant payment - 1 of 2 | £200.00   |
| 3834 | Friends of Jealotts Hill Community Landshare | Grant payment - 1 of 1 | £150.00   |
| 3835 | Warfield Cricket Club                        | Grant payment - 1 of 1 | £300.00   |
| 3836 | Warfield Environment Group                   | Grant payment - 1 of 1 | £200.00   |
| 3837 | Bracknell Forest Society                     | Grant payment - 1 of 1 | £100.00   |
| 3838 | BALC   | membership 2016/17     | £1,805.18 |
| 3839 | Bowak Ltd                                    | cleaning materials     | £74.59    |

|      |                           |                                    |                   |     |
|------|---------------------------|------------------------------------|-------------------|-----|
| 3840 | Bracknell Forest Council  | Wren typesetting                   | £74.00            |     |
| 3841 | Energy Saving Lighting    | Brownlow Hall lighting replacement | £6,336.30         |     |
| 3842 | J Beckett & Sons          | Brownlow Hall redecoration         | £4,770.00         |     |
| 3843 | Office Depot              | Stationery and consumables         | £157.47           |     |
| 3844 | Stevens Cleaning Services | Office cleaning                    | £58.80            | RPA |
| 3845 | Warfield Memorial Ground  | Play area rent 2015/16 & 2016/17   | £2.00             |     |
|      |                           |                                    | <u>£27,548.34</u> |     |

## 158. Planning & Transport Committee

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

Cllr Ms Healy advised members of matters discussed at the recent Planning & Transport Committee meetings. Proposals for 56 dwellings from Bovis Homes at the rear of Warfield Garage were recommended for refusal by Warfield Parish Council.

The application for a large agricultural building at Kingscroft Farm had observations submitted, while the mobile home application at the site was recommended for refusal.

The committee had made recommendations to Bracknell Forest Council over the siting of signage for 'Woodhurst' and was following up on the reported traffic movements of large lorries from the Berkeley's site. The committee has received notification that street naming on a flower theme was continuing.

### b. *to note the minutes of the Planning & Transport Committee*

The minutes of the Planning & Transport Committee held on 4 April were noted.

## 159. Management Committees

### a. *to receive an update on the Environment Committee meeting of 29 March and 26 April 2016*

Cllr Ms Healy updated members on the provision of allotments. The committee were unhappy with the proposal to site lime trees beside the road. Discussions over the pond on the site were continuing.

The Vegetable Take & Grow event continues to blossom with over 100 attendees this year as well as grown plant contributions from local residents and the cubs.

The committee is investigating repairs and horticultural maintenance at Frost Folly and is continuing to look at events in conjunction with the Bracknell Forest Society in October.

### b. *to note the minutes of the Environment Committee meeting of 29 March 2016*

The minutes of the Environment Committee meeting of 29 March 2016 were noted by members.

- c. *to receive an update on the Facilities Committee of 5 April 2016*

Cllr Ms Healy provided members with an update from the Facilities Committee meeting of 5 April 2016. Members were updated that the lighting work and redecoration of the main hall at Brownlow Hall had been completed since the committee met, along with repairs to the play area on site.

Cllr Dr Barnard and the Clerk had met with Janet Taft of Warfield Church and had a productive meeting. The provisional Sunday booking of Brownlow Hall by the church has been lifted until September 2016.

Members were advised that Whitegrove was now almost fully utilised during term time.

- d. *to note the minutes of the Facilities Committee meeting of 5 April 2016*

The minutes of the Facilities Committee meeting of 5 April 2016 were noted.

#### **160. Standing Reports**

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

There was no report to be made this month

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

The Clerk advised members that the steering group had now adopted the business plan for the site and the new Green Gym had begun operating.

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

Cllr Ms Healy updated members on the work the group. The concept planning following the call for sites was being progressed by the group's consultants.

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

There was no update for this month.

#### **147. Representatives Reports**

Cllr Ms Healy advised members that with the Clerk she had met with Cllr Iain McCracken, Vince Paliczka and Stephen Chown from Bracknell Forest Council to discuss potential ventures in the parish. The meeting was friendly, but no outcomes or actions resulted. Further meetings with the town and parish councils are planned.

The joint family cycle ride on 26 June with Winkfield Parish Council required more volunteers.

The Parish Assembly was held on 20 April with 45 attendees. The council recorded its thanks to Hilary Coplestone for being the guest speaker.

Cllr Ms Healy advised members that she had attended the 100 years of scouting thanksgiving service at St Joesphs Church in her capacity as chairman and would be making presentations for the Vegetable Take & Grow winners ahead of the next council meeting.

The Clerk updated members on Arts Week planning and gave an update on the Summer of Fun events. The Clerks of the towns and parishes had met and agreed to jointly organise events for 2016 following withdraw of support by Bracknell Forest Council. The Clerk advised members that he had reviewed the application scheme for the Tesco Bag of Help programme but this would not support any planned projects of the parish council.

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

The annual meeting of the Council was confirmed as Wednesday 25 May 2016.

**163. Closure of the meeting**

The meeting was closed and with the deferment of the co-option items 164, 165 and 166 were not required and would stand undiscussed.