

MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL PART ONE

Held on **Wednesday, 28 September 2016** at **7.45 pm** in the Parish Office

Present:

Councillors Ms Healy (Chair), Dr Barnard, Mrs Barnard, Faerber, Ms Gierth, Dr Haffegee, Harrison, Jones, Ms Thorin, Towle and Wilson.

In attendance:

Jason Mawer, Parish Clerk
Rosemary O'Regan, Local resident

211. Apologies for absence

Apologies for absence were received from Cllrs Ms Faerber and Fitzwilliams.

212. Declarations of interest and dispensations

Cllr Dr Barnard declared his interests as a Borough and Town Councillor and Cllr Ms Healy declared an interest as a committee member of the Warfield Park Residents Association.

213. Minutes of the meeting of 27 July 2016

The minutes of the meeting of 27 July 2016 had been circulated to members ahead of the meeting and it was noted that item 207 contained information from the June meeting. This information was removed and it was proposed by Cllr Jones, seconded by Cllr Ms Thorin and RESOLVED to approve and adopt the minutes of the meeting.

214. Matters arising from the last meeting

Members were advised that there was delay in the opening of the greenway due to the crossing in West End Lane. No revised opening date had been advised.

All bins had been checked and issues resolved.

The Summer of Fun event had taken place on 29 July and had around 500 attendees. The Clerk reported that all the events had been well attended and planning for 2017 was commencing.

Cllr Ms Healy advised members that Daniel Bishop had taken up the position of Caretaker and Verity Fullerton had been recruited to provide office cover on a fixed term basis to December 2016.

215. Council Administration

- a. *To appoint Cllr Ms Gierth to the Environment Committee and the Planning & Transport Committee.*

Following interest shown in the work of two committees of the council it was proposed by Cllr Dr Barnard, seconded by Cllr Dr Haffegge and RESOLVED that Cllr Ms Gierth be appointed to the membership of the Environment Committee and Planning & Transport Committee.

- b. *To authorise the Clerk to transfer funds in excess of £20,000 as required to the appropriate deposit accounts in respect of Precept receipts and CIL receipts received in September and October 2016.*

Following representation from the Clerk it was proposed by Cllr Harrison, seconded by Cllr Dr Barnard and RESOLVED to to authorise the Clerk to transfer funds in excess of £20,000 as required to the appropriate deposit accounts in respect of Precept receipts and CIL receipts received in September and October 2016. The Clerk will bring forward revised financial regulations ahead of the new financial year.

216. Finance & General Purposes Committee

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

Cllr Harrison provided members with an update from the meetings in August and September 2016. This included the decision to provide temporary staffing cover for the office and the purchase of a replacement photocopier. Members briefly discussed an offer from Syngenta for a tour of their Jealotts Hill facility, but it was decided to defer further discussion until the October meeting.

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

The minutes of the Finance & General Purposes Committee of 11 August and 7 September 2016 were noted.

- c. *Financial Report to end August 2016*

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

3939	1st Warfield Scouts	Grant payment 2016/17 2 of 2	£200.00
3940	2nd Bracknell Scouts	Grant payment 2016/17 2 of 2	£200.00
3941	Bracknell & District Citizens Advice	Grant payment 2016/17 2 of 2	£500.00
3942	Bracknell Forest Council	waste sacks, waste collection & Wren type.	£443.34
3943	Bracknell Glazing Ltd	replacement glass unit - Brownlow	£186.00
3944	Bracknell North Guides	Grant payment 2016/17 2 of 2	£400.00
3945	Bracknell Pest Control	pest control activities	£72.00

3946	Brownlow Memorial Hall Trust	Q3 rent 2016/17 - Brownlow Hall	£3,875.00
3947	BTS Ltd	Photocopier provision	£2,280.00
3948	Came & Company	Insurance premium 2016/17	£3,740.58
3949	Circle Cleaning Services	Cleaning services and materials	£1,104.04
3950	National Allotment Society	membership 2016/17 renewal	£66.00
3951	Office Depot	stationery	£205.19
3952	Royal British Legion	poppy wreath 2016	£25.00
3953	Tesco Stores Ltd	Q3 rent 2016/17 - Parish Office	£2,775.00
3954	Warfield Park Community Association	Grant payment 2016/17 2 of 2	£750.00
3955	Youthline	Grant payment 2016/17 2 of 2	£500.00
3956	Stevens Cleaning Services	Office cleaning	£58.80
			£17,380.95

217. Planning & Transport Committee

a. Matters arising from Planning & Transport Committee meetings

Cllr Ms Healy advised members that at the meeting of 8 August the committee discussed tree removal at Strawberry Hill that had not been covered by TPO protection. At the meeting of 30 August members had raised objections to applications at Firdis in Jigs Lane South, for a reservoir at Windmill Farm and for land adjacent to Silvertrees in Ascot.

At the meeting of 19 September members discussed the Forest Road/Maidenhead Road junction improvements and ahead of the meeting met with Pegasus Design and their proposal for land north of Newhurst Gardens.

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

The minutes of the Planning & Transport Committee meetings held on 18 July, 8 August and 30 August were noted by members.

218. Management Committees

a. To receive an update from Cllr Dr Haffegge of the Environment Committee

Cllr Dr Haffegge updated members on the meetings of the Environment Committee held in August and September. During the August meeting members discussed chasing BFC for information on the Quelm allotment site and a report on heritage crime. At the September meeting members were advised on progress with BFC that included confirming the outline allotment boundaries and work coming on the transfer of title to the parish council. The committee agreed to create a sub-committee to manage the creation of the allotments and discussed applying for a licence to commence works ahead of formal transfer.

The committee also discussed using the climate change budget allocation for succession planting of trees.

- b. *to note the minutes of the Environment Committee meeting of 23 August 2016*

The minutes of the meeting of 23 August 2016 were noted.

- c. *to receive an update from Cllr Dr Barnard of the Facilities Committee*

Cllr Dr Barnard updated members on the 6 September meeting of the Facilities Committee. Members were advised that the new caretaker was working through maintenance catch-up including painting the play area equipment at the Memorial Ground and carrying out general repairs. The committee is considering replacing the shed at the Whitegrove Community Centre and reviewed proposals for horticultural maintenance. Members were advised that an agreement had been reached with Warfield Church over use of the Brownlow Hall on Sundays.

- d. *to note the minutes of the Facilities Committee meeting of 6 September 2016*

The minutes of the meeting of 6 September were noted.

219. Standing reports

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

There was no update to report.

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

Members were updated on the recent celebration day and AGM which was well attended and included Cllr Ms Healy, Cllr Ftizwilliams and the Parish Clerk representing Warfield Parish Council.

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

Members were advised that an update would be provided in part two of the meeting. A proposal for further expenditure to be released to fund the neighbourhood plan as received for up to £3450 + VAT was proposed by Cllr Mrs Barnard, seconded by Cllr Faerber and RESOLVED by members present.

- d. *to receive an update on youth provision*

The Clerk reported that club had restarts after the summer break and that the Wednesday night sessions were building up their participant numbers. The Thursday evening session had not been as successful and would be suspended until after half term.

220. Representatives Reports

Cllr Jones advised the meeting that the Larks Hill noticeboard had been damaged. This would be reported to the rangers.

Cllr Faerber raised the issue of multi-tenancy parking particularly in and around Westmorland Park. Members discussed the best approach to take which included reporting the matter to the letting agent, if known. Members were reminded that in the case of obstruction of the highway, the police should be contacted. The Clerk agreed to add the matter to topics to be raised with the neighbourhood policing team.

Cllr Dr Barnard advised members of the revised opening date for Lexicon of 7 September 2017. 65% of the site was now let. Work on the site of the former Winchester House was commencing.

Cllr Ms Healy attended the reading of the Bible to mark 1000 years of Warfield Church and commented on the new parking restrictions around Whitegrove School.

221. To confirm the date of the next meeting

The next meeting of the Council was confirmed as Wednesday 19 October 2016. Members were advised that prior to meeting at 7pm a private briefing from Andrew Hunter of BFC would be taking place.

222. Closure of Part One of the meeting

The meeting was closed at 9.06pm.

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PART TWO

Held on **Wednesday, 28 September 2016** in the Parish Office

Present:

Councillors Ms Healy (Chair), Dr Barnard, Mrs Barnard, Faerber, Ms Gierth, Dr Haffegee, Harrison, Jones, Ms Thorin, Towle and Wilson.

In attendance:

Jason Mawer, Parish Clerk

223. Exclusion of the Public and the Press

The motion "That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted" was proposed by Cllr Harrison, seconded by Cllr Barnard and RESOLVED by members present.

224. Warfield Neighbourhood Plan

Members were updated on the progress of the neighbourhood plan including the Hayley Green concept, which was shared with members at the meeting. Members were advised that a meeting with Hayley Green residents where the plan would be made public would take place on Wednesday 4 October. In addition, members were advised that wider public sessions for all residents of Warfield would take place on Saturday 30 October and Thursday 4 November. These meetings would be promoted in the Wren.

225. Closure of Part two of the meeting

The meeting was closed at 9.38pm