

MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL

Held on **Wednesday, 22 March 2017** at **7.45 pm** in the Parish Office

Present:

Councillors Ms Healy (Chair), Dr Barnard, Ms Gierth, Harrison, Jones, Ms Thorin and Wilson

In attendance:

Jason Mawer, Parish Clerk

Ahead of the meeting members paused for a moment to remember the victims and those affected by the attack on Parliament.

288. Apologies for absence

Apologies for absence were received from Cllrs Mrs Barnard, Fitzwilliams and Towle.

289. Declarations of interest and dispensations

Cllr Dr Barnard has a standing interest as a Borough and Town Councillor.

290. Minutes of the meeting of 15 February 2017

The minutes of the meeting of 15 February 2017 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Harrison, seconded by Cllr Dr Barnard and APPROVED by members present.

291. Matters arising from the last meeting

The Clerk advised members that item 283, the signing of the licence agreement for the allotment site had been signed by Cllrs Fitzwilliams and Harrison. Work had now commenced on clearing the site. Cllr Jones expressed some concern regarding the extent of the cutting back. The Clerk advised that the extent of the works had been agreed by the contractor and Bracknell Forest Council.

292. Finance & General Purposes Committee

a. to receive an update from the Cllr Harrison on the Finance & General Purposes Committee

Cllr Harrison updated members on the recent Finance & general Purposes Committee meeting. Discussions had taken place around CIL arrangements and proposals would be brought forward to a future meeting. The committee agreed that an order could be placed for the replacement IT equipment for the Parish Office as per the 2017-18 budget.

- b. *to note the minutes of the Finance & General Purposes Committee meeting of 12 January 2017 and 9 March 2017*

The minutes of the meetings of 18 January and 9 March 2017 were noted.

- c. *to receive and note the financial report to end of February 2017*

The financial report to the end of February 2017 was circulated to members. A query was raised concerning the insurance figure that the Clerk would investigate. The report was noted.

- d. *to approve the accounts for payment*

The following accounts for payment were authorised at the meeting:

Cheque Payments

4074	ABA (Construction) Ltd	play area inspections	£19.20
4075	Bracknell Forest Council	waste collection, Rights of Way management, Lily Hill Park support, Brownlow loan repayment	£9,157.21
4076	Bracknell Pest Control	inspections	£72.00
4077	Circle Cleaning Services	contract cleaning - halls	£760.00
4078	Stevens Cleaning Services	office cleaning	£58.80
4079	Tesco Stores Ltd	office rent	£2,775.00
4080	Wellers Hedley	legal work - allotments	£1,214.40
4081	Wokingham Borough Council	Wren printing costs	£238.42
4082	Daniel Bishop	caretakers float replenishment	£75.61
4083	Hugh Fitzwilliams	measuring wheel purchase	£34.99
4084	Brownlow Memorial Hall Trust	rent and Sunday usage payment	£4,621.25
4085	1st Warfield Scouts	Reissue - Grant payment Chq 3833	£200.00
4086	2nd Bracknell Scouts	Reissue - Grant payment Chq 3940	£200.00
4087	Office Depot	Office stationery	£51.30
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			£19,478.18

- e. *to consider the recommendations for Pension auto-enrolment*

Cllr Harrison presented to members proposals from the Finance & General Purposes Committee regarding pensions for employees. Having reviewed the arrangements required for the auto-enrolment of pensions, the committee made the following recommendations to council:

1. To approve the joining of the NEST scheme.
2. That the NEST scheme be offered to existing and new staff wishing to join or automatically required to join a scheme.
3. That the council sets an initial employer contribution rate of 3%.
4. That staff with existing pension arrangements be unaffected.
5. That the Clerk be asked to prepare a Pensions Policy for the council.

It was proposed by Cllr Harrison, seconded by Cllr Dr Barnard and RESOLVED by members present to approve the recommendations made by the committee.

293. Planning & Transport Committee

a. Matters arising from Planning & Transport Committee meetings

Cllr Ms Healy advised members that BFC had refused the revised application for curling rink. The Land north of Newhurst Gardens application was due to be considered by BFC at their planning meeting of 23 March. The East/West Greenway and Forest Road were due to be open by Easter.

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

The minutes of the Planning & Transport Committee meeting held on 20 February were noted.

294. Updates from Committees

a. to receive an update from the Environment Committee

Cllr Ms Gierrth provided members with an update from the last Environment Committee meeting. An update was given on the new allotment site. Work on clearance of the site had now commenced. The Admin team had begun work on confirming residency of applicants and would be writing to all applicants on the waiting list to confirm their details.

The committee had also discussed upcoming events including the Vegetable Take & Grow, The Warfield & Winkfield Cycle Ride and the Gardening Competition.

b. to note the minutes of the Environment Committee of 28 February 2017

The minutes of the meeting of 28 February 2017 were noted.

295. Co-option

Cllr Ms Healy advised members that following the recent co-option process one candidate had come forward. Having reviewed the statement from Grant Strudley, it was proposed by Cllr Dr Barnard, seconded by Cllr Harrison and RESOLVED by members present to co-opt Grant Strudley to the council.

296. Meeting Dates

Members noted the meeting dates paper circulated and were asked to contact the Clerk with any comments.

297. Neighbourhood Plan

A copy of the draft Neighbourhood Development Plan was circulated to members ahead of the meeting. Cllr Ms Healy updated members on the contents of the plan with the areas that still required work.

Members indicated their appreciation of the work completed to date and would consider a finalised version of the plan at the April meeting of the council.

298. Standing reports

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

A meeting of the working group was to be arranged.

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

The Clerk advised members of the upcoming Blossom event to take place at the Landshare on Sunday 30 April.

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

There was no further update.

- d. to receive an update on youth provision*

The project would be continuing over the Easter break.

299. Representatives Reports

Cllr Wilson advised members that he reported fencing in Priory Lane. The Clerk had forwarded the matter to the Enforcement team at BFC.

Cllr Dr Barnard updated members on borough matters. BFC had approved its budget for the year. Changes to the library service were taking place with new technology being introduced along with volunteer support. The regeneration of the town centre was continuing with BFC due to move out of Easthampstead House during 2018 and the planning application for the old Bentalls site moving forward. The refurbishment of Coral Reef remained on track. BFC had secured funding to deliver further family support.

Cllr Ms Healy reminded members that the Parish Assembly was approaching on 3 May. Inspector Dave Bryan had agreed to be the speaker and that the following awards would be made:

Parish Award – Derek Salter of 1st Warfield Scouts nominated by Lesley Johnson and Steve Prower

Chairmans Award – Friends of Jealotts Hill Community Landshare

Special Award – to Warfield CofE School

300. To confirm the date of the next meeting

The next meeting will take place at 7.45pm on Wednesday 26 April 2017.

301. Closure of the meeting

The meeting was closed at 9.17pm