



NOTICE OF COUNCIL MEETING

To all Parish Councillors, you are hereby summoned To attend the ANNUAL MEETING of Warfield Parish Council on **Wednesday, 17 May 2017** at **7.45 pm** in the Parish Office

Jason Mawer, Clerk To the Council

Dated: 10 May 2017

A G E N D A

317. **Election of Chairman of the Council**
To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office
318. **Election of Vice-chairman of the Council**
To elect the Vice Chairman of the Council
(there is no requirement for the Vice-chairman to sign the acceptance of office)
319. **To receive apologies for absence**
320. **Declarations of interest**
 - a. to received declarations of interest from members on items on the agenda
 - b. to receive written requests for dispensations for dispensations for disclosable pecuniary interests
 - c. to grant any requests for dispensation as appropriate
321. **Minutes of the previous meeting**
To approve and adopt the minutes of the meeting held on 26 April 2017
322. **Matters arising**
To consider matters arising from this meeting not covered elsewhere on the agenda
323. **Annual Meeting Items**
 - a. To appoint an Internal Auditor
To confirm the reappointment of Claire Connell as Internal Auditor
 - b. Insurance
To review the councils insurance arrangements

- c. Memberships and subscriptions
To review the councils memberships and subscriptions
324. **Council Committees and Working Groups**
To review the committee and working group structure of the council and to appoint members to committees and working groups and elect chairs of said committees:
- a. Finance & General Purposes Committee
 - b. Planning & Transport Committee
 - c. Environment Committee
 - d. Facilities Committee
 - f. New Community Facility Working Group
 - g. Neighbourhood Plan Steering Group
 - h. Community Infrastructure Working Group
325. **Council Representation**
To appoint representatives on the undermentioned bodies as required:
- a. Binfield, Warfield and Winkfield Arts Week (1 member)
 - b. Bracknell Forest Nature Partnership
(formerly the Biodiversity forum) (1 member)
 - c. Bracknell Forest Parks & Public Realms (1 member)
 - d. Bracknell Forest Town & Parish Liaison (2 members)
 - e. Jealotts Hill Community Landshare (1 member)
 - f. Lily Hill Park Steering Group (1 member)
 - g. Northern Parishes Liaison Group (2 members)
 - h. Warfield Park Community Association (1 member)
 - i. Warfield Memorial Ground Trust observer (1 member)
326. **Dates and times of meetings and other activities**
To confirm the dates and times of ordinary meetings of the council, committees and councillor surgeries for the municipal year 2017/18
327. **Finance & General Purposes Committee**
- a. to receive an update from the Cllr Harrison on the Finance & General Purposes Committee
 - b. to note the minutes of the Finance and General Purposes Committee held on 4 May 2017
 - c. to receive the end of year accounts for 2016/17
 - d. to approve the accounts for payment
 - e. to receive and note the Internal Audit report
 - f. to approve the Community Infrastructure Levy (CIL) report for 2016/17
328. **Statutory annual accounts and governance statements**
- a. To consider and approve the annual governance statement 2016/17
 - b. To consider and approve the accounting statements 2016/17

329. **Planning & Transport Committee**
- a. Matters arising from Planning Committee meeting of 15 May 2017
 - b. to note the minutes of the Planning Committee held on 24 April 2017
330. **Updates from Committees**
- a. to receive an update from the Environment Committee meeting of 2 May 2017
 - b. to note the minutes of the Environment Committee meeting of 2 May 2017
331. **Standing Reports**
- a. to receive an update from the Community Facility Working Group
 - b. to receive an update on Jealotts Hill Community Landshare
 - c. to receive an update on the Neighbourhood Plan Steering Group
 - d. to receive an update on youth provision
332. **Representatives Reports**
To receive reports from members present
333. **Clerks Report**
To receive the Clerks report
333. **To confirm the date of the next meeting**
The next meeting of the Council will be the annual meeting on Wednesday 28 June 2017
334. **Closure of the meeting**

Refreshments will be available ahead of the meeting from 7.30pm

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted. Those wishing to record proceedings at a meeting are however advised to contact the Parish Clerk as early as possible before the start of the meeting so that any special arrangements can be made.