

MINUTES OF THE ANNUAL MEETING OF WARFIELD PARISH COUNCIL

Held on **Wednesday, 28 June 2017** at **7.45 pm** in the Parish Office

Present:

Councillors Ms Healy (Chair), Dr Barnard, Mrs Barnard, Fitzwilliams, Harrison, Strudley, Ms Thorin and Wilson

In attendance:

Jason Mawer, Parish Clerk, Lauren Gill, Jon Ingham.

Part 1

335. Apologies for absence

Apologies for absence were received from Cllrs Ms Gierrth and Towle.

336. Declarations of interest and dispensations

Cllr Dr Barnard declared his standard interest as a town and borough councillor. Cllr Ms Healy declared an interest as the payment of the Chairman's Allowance was due for approval.

The Clerk advised members that he had been advised that Cllr Dr Barnard (as a member of Bracknell Forest Council) could participate in discussion of items relating to Asset Transfers on the agenda but was not permitted to vote. Council was advised that a named vote should be called to confirm this.

337. Minutes of the meeting of 17 May 2017

The minutes of the Annual meeting held on 17 May 2017 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Strudley, seconded by Cllr Dr Barnard and APPROVED by members present.

338. Matters arising from the previous meeting

The Clerk advised members that he would bring forward details of the CCB membership to the next meeting.

Cllr Strudley offered to take up the vacant seat on the Parish & Town Council Liaison Group and this was agreed unanimously by all present.

The Clerk updated members on the request for defibrillators received. Members asked the Clerk to investigate if there were first responders in the Parish and the location of any defibrillators in the parish.

339. Co-option – Whitegrove ward

Cllr Ms Healy invited Lauren Gill and Jon Ingham to address the council. Lauren Gill made a statement and answered questions from members. Jon Ingham made a statement and answered questions from members.

At the conclusion of the session Cllr Ms Healy thanked both candidates for their attendance.

340. 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. It was agreed that the Clerk should draft a letter to the Memorial Ground Trustees to be circulated to members. It was suggested that a meeting between the Trustees and the council be arranged. The Clerk would look to arrange a meeting after the summer break.

It was noted that no update on the Memorial Ground play area had been made on the website. The Clerk agreed to make the necessary update.

- b. *to note the minutes of the Finance & General Purposes Committee meeting of 15 June 2017.*

The minutes of the meeting of 15 June 2017 were noted.

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

The financial report to the end of May 2017 was circulated to members. The report was noted.

- d. *to approve the accounts for payment*

The following accounts for payment were authorised at the meeting:

Cheque Payments

4179	Berkshire Assc. Of Local Councils	membership 2017-18	£1,981.43
4180	Bowak Ltd	cleaning materials	£69.94
4181	In 2 Sport	sports club provision	£288.00
4182	Servio Ltd	annual gas servicing	£171.36
4183	Suds Window Cleaning	hall and office window cleaning	£168.00
4184	Tesco Stores Ltd	office rent Q2 2017-18	£2,775.00
4185	Brownlow Memorial Hall Trust	rent Q2 2017-18	£3,875.00
4186	Colleen Healy	Chairman's allowance 2017-18	£250.00
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			£9,578.73

Direct Debits / Standing Orders

Bracknell Forest Council	office waste collection	£19.70
		<hr/>
		£19.70

e. to consider and approve the Community Infrastructure Policy

The draft Community Infrastructure Policy, having been reviewed by the Finance & General Purposes Committee, was circulated to members ahead of the meeting. It was proposed by Cllr Fitzwilliams, seconded by Cllr Strudley and RESOVED by members present to approve the Community Infrastructure Policy.

341. Planning & Transport Committee

a. To receive an update from Cllr Jones from the Planning & Transport Committee

Cllr Ms Healy provided members with an update from the recent Planning & Transport Committee meeting. It was noted that at a recent BFC Planning committee meeting that the plans for Garth Works were approved. The Clerk advised members that the plans had been amended since the council had commented upon them, without the opportunity to review the changes. The Clerk would bring this matter up at the Planning Liaison Group.

The recent planning committee meeting had recommended refusal of 17/00614/FUL Land at Rear of 4 Hayley Green Cottages and made observations on 17/00565/FUL for a pumping station on Land North of Harvest Ride, & South of Forest Road, & East of West End Lane, West End Lane, Warfield. The committee also considered the revised plan by Millgate Homes for 16/0274/FUL and confirmed their recommend refusal.

It was noted by the meeting that a recent check by the BFC enforcement team into activity at Honeywood Farm had confirmed no breach of planning conditions.

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

The minutes of the Planning & Transport Committee meeting held on 15 May 2017 and 7 June 2017 were noted.

342. Updates from Committees

a. to receive an update from the Facilities Committee

Cllr Dr Barnard provided members with an update from the recent Facilities Committee meeting. It was noted that the pre-schools had advised the council of their proposed changes from September 2017 to take account of the increase in nursery provision.

Members had some questions regarding Fire safety. Whilst satisfied that the Brownlow Hall and Whitegrove Community Centre they asked the Clerk to check additional aspects.

It was noted that Artemis theatre school had taken up a booking on Thursday evenings from September.

343. Community Infrastructure Working Group Report – Part 1

The Clerk reminded members that Cllr Dr Barnard as a member of Bracknell Forest Council could participate in the following discussion, but could not vote.

Members discussed the proposals received from Bracknell Forest Council for the transfer of assets from the Parks & Countryside team to the parish council. For each proposal members considered if they would be interested in talking further with BFC

All Saints Rise - WPC is interested in the potential transfer of this site.

Kennel Lane - WPC are not interested in this site. This site offers no potential to the council

Priory Copse - WPC is interested in the potential transfer of this site.

Priory Field - WPC is interested in the potential transfer of this site.

Warfield Chase - WPC are not interested in this site. This site has split ownership issues which could cause future issues.

Westmorland Park inc. Hayley Green Wood and Edmunds Lane - WPC would not want to take on responsibility for Hayley Green Wood. WPC would want more information on the costs and time associated with managing Westmorland Park. WPC are interested in taking on responsibility for Edmunds Lane but would require clarification of the boundary and any ownership responsibilities associated with 'The Cut'.

Members also wished to ask BFC to consider transferring the Harvest Hill Play Area, off Gloucestershire Lea.

On the proposal for the Clerk to advise Bracknell Forest Council of the outcome of the discussion and to begin further talks on the proposed sites a named vote was called for by Cllr Strudley. A vote was taken and Cllrs Mrs Barnard, Fitzwilliams, Harrison, Healy, Strudley, Ms Thorin and Wilson voted in favour, there were no votes against.

344. Standing reports

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

A further meeting on the consultation with residents was planned for 5 July.

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

Members were advised that there were changes in representation at Syngenta to the project. It was also noted that the merger of Bracknell Forest Homes with Housing Solutions may have an impact on the project moving forward, but at this stage nothing is known.

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

It was proposed to produce a short leaflet to support the pre-submission consultation. The Clerk would draft the document and circulate it to members.

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

There was no update this month.

345. Representatives Reports

Cllr Dr Barnard advised members that M&S would conduct a soft opening of their new store on 27 July, with the remainder of the Lexicon would open in September. The 'pocket' park had now opened near the station. Easthampstead House was due to close in 2018 and the site relocated as part of the next phase of the town centre regeneration. Coral Reef was planned to reopen in September 2017.

Cllr Ms Healy expressed her thanks to all who helped with the Warfield-Winkfield Cycle Ride and supported the 167 participants. Thanks were also expressed to members who had supported the village fete. Ahead of this evenings meeting presentations had been made to winners from the Vegetable Take & grow event in May.

Cllr Mrs Barnard commented on the price of ice-creams at the village fete. A different supplier was being used for the Summer of Fun event.

346. Clerks Report

The Clerk advised members that along with the Chairman he had attended the official opening of the Woodhurst site of Warfield CE School. Members were reminded of the Summer of Fun event on 28 July. Members authorised the Clerk to have printed a banner saying the event is supported by the parish council.

347. To confirm the date of the next meeting

The next meeting of the council and will take place at 7.45pm on Wednesday 26 July 2017.

348. Closure of the meeting

There being no further business the meeting was closed at 9.39pm

Part 2

349. Motion to exclude the Public and Press

It was proposed by Cllr Barnard, seconded by Cllr Wilson and RESOLVED by members present "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"

350. Discussion and vote on candidates for co-option

Members discussed the candidates for co-option and agreed to co-opt Lauren Gill

Cllr Harrison offered his apologies and left the meeting at this stage.

351. Community Infrastructure Working Group Report – Part 2

Members discussed contract arrangements regarding the Whitegrove Community Centre and Brownlow Hall.

352. Closure of Part 2 of the meeting

There being no further business the meeting was closed at 10.03pm