

MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL

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

Present:

Councillors Ms Healy (Chair), Mrs Barnard, Fitzwilliams, Ms Gierth, Ms Gill, Harrison, Jones, Ms Thorin, Towle and Wilson

In attendance:

Jason Mawer - Parish Clerk,

396. Apologies for absence

Apologies for absence were received from Cllrs Dr Barnard and Strudley.

397. Declarations of interest and dispensations

There were no declarations of interest recorded or dispensations requested.

398. Minutes of the meeting of 27 September 2017

The minutes of the meeting held on 18 October 2017 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Ms Gierth, seconded by Cllr Jones and APPROVED by members present.

399. Matters arising from the previous meeting

There were no matters arising that were not covered elsewhere on the agenda.

400. 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. Members were advised that the committee had agreed to change the arrangements for reviewing accounts so would review the October accounts at their December meeting and continue on for the remainder of the municipal year.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 9 November 2017.*

The minutes of the meeting of 9 November 2017 were noted.

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

This item was deferred to the December meeting.

d. Insurance Report

The Clerk circulated to members an insurance update following a recent meeting with Andy Cotter of Came & company, the councils insurance broker. A review of the councils existing provision was carried out and found to be in order, although a further review would be required when the allotment sites was handed over. A discussion also took place regarding the potential asset transfers with further discussions required once the extent of the transfer was known.

The Clerk updated members on changes to Ogden tables and the likely impact on the councils liability cover and premiums moving forward.

Members noted the report.

401. Planning & Transport Committee

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

Cllr Jones provided members with an update from the Planning & Transport Committee. There had been no divisive applications considered lately. The committee had recommended refusal for the proposed SANG land at Windmill Farm and for the proposed accessway from Sopwith Road.

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

The minutes of the Planning & Transport Committee meeting held on 30 October were noted.

402. Updates from Committees

Cllr Fitzwilliams updated members on progress with the Quelm Allotment site. A drop-in session was held for applicants to view the site and there was a general satisfaction with the condition of the soil. It was decided that no hedge planting would take place before the winter of 2018/19.

Members were advised that work on improvements to the Frost Folly car park was due to begin on Monday 27 November.

A plan to bring a 'Chelsea Fringe' event to Bracknell was being discussed. Members expressed support for the concept.

403. Standing reports

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

Members were advised that 95 responses were received from the consultation on the new community hub. Updated proposals were discussed at the recent working group meeting and these would go forward to the feasibility study stage.

Members asked when the hub was likely to be constructed. Although a date could not be advised at this stage, the position of the parish was that the centre should be ready by December 2024.

b. to receive an update on Jealotts Hill Community Landshare

Cllr Fitzwilliams advised members that plans for the Chelsea fringe were progressing.

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

Members were advised that the NPSG had discussed the public comments from the pre-submission consultation. All comments would receive an answer and these will be published.

Boyer, the planning consultants for the consortium landowners are objecting to the local green space designation at this stage. They have objected on technical grounds related to planning policy, although the landowners remain committed to the open space concept. The view of Oneill Homer is that the objection will remain if the site remains indicated as a local green space. The examiner is likely to side with the landowner objection and remove the designation from the plan.

The NPSG were asked if they would consider marking the area as a public open space at this time. The NPSG agreed if we could include in the plan a size agreement, which Boyer consider acceptable and that this is indicated in the plan.

A local greenspace can be made a designated open space as part of a local plan or future neighbourhood plan. Work is continuing on reviewing the comments received from the pre-submission consultation.

d. to receive an update on youth provision

There was no update this month.

404. Accounts for Payment

Members approved the following accounts for payment:

Cheque Payments

4284	Lorraine Girard-McMullen (ASS-Tech Design)	Allotment planning services	£1,375.00
4285	Bracknell Pest Control	Pest control inspection	£72.00
4286	Bracknell Town Council	Summer of Fun contribution payment and play area surface works	£10,644.00
4287	Circle Cleaning Services	contract cleaning - halls	£1,010.00
4288	Paragon Fire Protection	play area inspections	£287.40
4289	Stuart Bailey, Land Survey	site survey work - allotments	£720.00
4290	Pamela Wade	Arts Week activity expenses	£64.75
4291		payroll and staffing costs	£6,910.98
4292			

4293	HMRC	PAYE & NICS	£1,633.68
4294	Berkshire Pension Fund	pension contributions	£2,170.76
			£24,888.57

Direct Debits / Standing Orders

payroll and staffing costs	£3,765.57
	£3,765.57

405. Representatives Reports

Cllr Fitzwilliams advised members that Arts Week 2017 had been one of the best events held to date. All the volunteers and parish staff involved in delivering the event were thanked. Planning for the 2018 event was underway and a change in the management structure had been introduced to ensure the event remained compliant and effective for the future.

Cllr Ms Thorin updated members on Lily Hill Park which had retained its Green Flag status. An update from the recent Policing Forum was also given where a rise in rural burglary was reported.

Cllr Ms Healy advised members that she had laid a wreath on behalf of the Parish Council at the recent Remembrance service at St Michael the Archangel.

Members were reminded of the Christmas Tree lighting on Friday 1 December.

406. Clerks Report

The Clerk tabled a report to members that was noted.

Members were advised that 1st Warfield Scouts were looking for a group Chairman and that a treasurer was required for the Warfield Village Fete.

The Clerk reminded members that 2018 marked the centenary of the ending of the First World War and asked if they had any ideas of events or activities to mark the event.

407. To confirm the date of the next meeting

The next meeting of the council and will take place at 7.45pm on Wednesday 13 December 2017. Apologies were noted for Cllr Fitzwilliams, Ms Gierth and Harrison.

408. Exclusion of the public and the press

It was proposed by Cllr Wilson that 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” be considered. The motion was seconded by Cllr Harrison and RESOVLED by members present.

409. Staffing

Cllr Ms Healy updated members on a staffing matter.

410. Closure of the meeting

There being no further business the meeting was closed at 9.50 pm