

# MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL

Held on **Wednesday, 31 January 2018** at **7.15 pm** in the Parish Office

## **Present:**

Councillors Ms Healy (Chair), Dr Barnard, Fitzwilliams, Ms Gierth, Harrison and Strudley. Cllr Wilson joined the meeting at 7.45pm.

## **In attendance:**

Jason Mawer - Parish Clerk

## **426. Apologies for absence**

Apologies for absence were received from Cllrs Mrs Barnard, Ms Gill, Jones, Thorin and Towle.

It was noted that the earlier time had caused a clash for some members and council would seek to avoid a repeat.

## **427. Declarations of interest and dispensations**

Cllr Dr Barnard declared his standing interest as a town and borough councillor and as a member of the management committee of Keep Mobile Country Tours.

Cllr Ms Healy declared an interest as a member of the Warfield Village Fete committee and Warfield Park Community Association.

## **428. Minutes of the meeting of 13 December 2017**

The minutes of the meeting held on 13 December 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.

## **429. Matters arising from the previous meeting**

There were no matters arising from the last meeting.

## **430. 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 where the draft budget was discussed.

- b. to note the minutes of the Finance & General Purposes Committee meetings of 7 December 2017 and 11 January 2018*

The minutes of the meetings of 7 December 2017 and 11 January 2018 were noted.

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

The Clerk updated members on the financial report to the end of November. Members noted that there was forecast overspend for the year that was a result of agreed actions taken by the council.

The financial report to the end of November 2017 was noted by members.

**431. Budget & Precept 2018/19**

The Clerk presented the draft budget and precept figures to members. Members agreed to look at the most appropriate way to present the budget plans to residents.

*Grants and charitable donations*

It was proposed by Cllr Strudley, seconded by Cllr Ms Gierth and RESOLVED by members to approve the grant and donations allocations made up of £10,000 paid under statutory provisions, £10,038.98 of grants and £50 charitable donation made under s.137 Local Government Act 1972.

*Community Infrastructure Levy*

It was proposed by Cllr Dr Barnard, seconded by Cllr Strudley and RESOLVED by members to approve the use of CIL totalling £20,000 to deliver building improvements.

*Budget 2018/19*

It was proposed by Cllr Dr Barnard, seconded by Cllr Strudley and RESOLVED to approve the circulated budget for 2018/19

*Reserves*

It was proposed by Cllr Fitzwilliams, seconded by Cllr Ms Gierth and RESOLVED by members to hold the proposed allocated reserves for 2018/19.

*Precept 2018/19*

It was proposed by Cllr Dr Barnard, seconded by Cllr Strudley and RESOLVED following a vote of all members, to set a precept of £179,556 for 2018/19

Members discussed the draft budget and precept reported prepared by the Clerk. The Clerk was invited to update members on the project proposals within the report. Members raised no issues with the proposed budget.

Members discussed the level of precept required for the council for 2018/19 and asked the Clerk to develop further proposals to cover the proposed budget.

*Item 434 was brought forward on the agenda*

#### **434. Land Transfer**

A copy of the proposed land transfer between Bracknell Forest Council and Warfield Parish Council for the Quelm Lane allotment site was circulated to members ahead of the meeting. Members noted caveats regarding wayleaves that may have been granted for utility infrastructure running under the site that may appear on searches. Members asked the Clerk to ensure this was clear to allotment plot holders.

It was proposed by Cllr Dr Barnard, seconded by Cllr Ms Gierth and RESOLVED by members present to authorise Cllr Fitzwilliams and Cllr Ms Healy to sign the land transfer document on behalf of the parish council.

*Cllr Fitzwilliams left the meeting*

#### **432. Planning & Transport Committee**

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

In the absence of Cllr Jones, Cllr Ms Healy provided members with an update from the Planning & Transport Committee. Members were advised that that BFC had approved plans for Old Whitelocks, despite opposition from the parish council. Members were advised that a recent planning appeal had be rejected and corrective works were now required to be carried out at Manor Farm. The appeal hearing for the land north of Newhurst Gardens had also been held and Cllr Ms Healy had been in attendance.

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

The minutes of the Planning Committee meeting held on 11 December 2017 and 3 January 2018 were noted.

#### **433. Updates from Committees**

Cllr Ms Gierth provided an update from the last Environment Committee meeting held on 16 January. Members were advised that planning for events in 2018 had begun and the committee confirmed the following dates:

Sun 29 April – Vegetable Take & Grow

Sun 24 June – Winkfield & Warfield family cycle ride

It was also noted that the Village Fete would take place on Saturday 9 June.

#### **435. Proposed meeting dates 2018/19**

The Clerk circulated to members the draft meeting calendar for 2018/19 for information. Members were asked to advise the Clerk of any issues arising.

#### **436. Standing reports**

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

There was not update to report.

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

The Clerk advised members the Wassail had been a successful event once again.

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

The Clerk advised members that the Draft Bracknell Forest Local Plan contained a paragraph concerning Hayley Green and the Warfield Neighbourhood Plan that was factually incorrect. In light of the upcoming BFC meeting to approve the draft plan, the Clerk asked members how they would like this matter dealt with. Members asked the Clerk to send a letter to the Director of Environment, Culture & Communities at BFC asking for a correction to be made and to copy the letter to the Chief Officer: Planning, the Executive member for Planning & Transport and Cllr Dr Barnard.

d. *to receive an update on youth provision*

The Clerk advised members that provision would continue over half term as the continuous nature of the club would aid attendance.

#### 437. Accounts for Payment

It was proposed by Cllr Dr Barnard, seconded by Cllr Strudley and RESOLVED by members present to approve the following accounts for payment:

<b>Cheque Payments</b>			invoice total
4327	ABA (Construction) Ltd	play area inspections	£201.48
4328	Bracknell Town Council	shrub clearance at Whitegrove	£252.00
4329	Circle Cleaning Services	contract cleaning	£760.00
4330	In 2 Sport	sports club provision	£360.00
4331	Little Blue Monster	arts week theatre provision	£1,080.00
4332	PRS for Music	music licensing	£1,121.77
4333	Stevens Cleaning Services	Office Cleaning	£49.00
4334	Colleen Healy	Gardening competition expenses	£15.10
4335		payroll	£249.24
4336	HMRC	PAYE & NICS	£506.31
4337	Berkshire Pension Fund	Pension contributions	£538.48
			£5,133.38
<b>Direct Debits / Standing Orders</b>			
	Bracknell Forest Council	Rights of Way management	£2,100.00

#### 438. Representatives Reports

Cllr Dr Barnard updated members on visitors attending the Lexicon and on the next stages of the town centre regeneration. Overall, visitor numbers have exceeded expectations.

Cllr Dr Barnard reminded members of the draft Local Plan and that the council must look to see how it can influence the plan, particularly with regards lands at Jealotts Hill.

Cllr Wilson asked about overgrown bushes hanging over pavements and was advised that these should be reported to BFC who can take action against private landowners.

Cllr Ms Healy advised members that with the Clerk, interviews had taken place with candidates for the Parish Administrator position, but no final decision had been taken.

Cllr Ms Healy reminded members of the upcoming parish Assembly and if there were ideas for a speaker. Members discussed whether councillors should use the assembly to explain what the council is doing.

#### **439. Clerks Report**

The Clerk presented his report. Members were advised that BFC had asked to run exhibitions of the draft Local Plan and that these were taking place in Warfield on 1<sup>st</sup> March (5pm-8pm) and 3<sup>rd</sup> March (9.10am-1pm) in the Parish Office. As the event of 3<sup>rd</sup> March clashed with Councillors surgery, members agreed to cancel this session.

#### **440. To confirm the date of the next meeting**

The next meeting of the council and will take place at 7.45pm on Wednesday 21 February 2018.

#### **441. Closure of the meeting**

There being no further business the meeting was closed at 9.22 pm