

MINUTES OF THE MEETING OF WARFIELD PARISH COUNCIL

Held on **Wednesday, 21 February 2018** at **7.15 pm** in the Parish Office

Present:

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

In attendance:

Jason Mawer - Parish Clerk

442. Apologies for absence

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

443. Declarations of interest and dispensations

No declarations of interest were made or dispensations requested.

444. Minutes of the meeting of 31 January 2018

The minutes of the meeting held on 31 January 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Ms Gierth, seconded by Cllr Harrison and APPROVED by members present.

445. Matters arising from the previous meeting

Cllr Fitzwilliams commented that as a result of the proposed meeting calendar for 2018/19 he had a number of clashes on the proposed Environment Committee dates. Councillors were advised to contact the Clerk directly to see if alternative options were available.

446. 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 discussed the proposed banking arrangements paper and received an update on the Parish Office vacancy.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 8 February 2018*

The minutes of the meetings of 8 February 2018 were noted.

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

The Clerk updated members on the financial report to the end of December.

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

447. Banking Arrangements

The Clerk presented a paper to members proposing changes to the councils banking arrangements. The Finance & General Purposes Committee had reviewed the proposals at their last meet and recommended the proposals to members.

The proposals, to be implemented over the next 12 months would see a rationalisation of the bank accounts with the closure of both the Co-operative Bank account and the current and deposit accounts held with Nat West. The councils principal accounts would remain with Lloyds and a new CCLA Public Sector Fund account would be opened to hold the councils allocated reserves. The proposals also included a change to the Financial Regulations increasing the transfer limit between accounts to £30,000. A resolution to close the Nat West accounts would be brought to council at a later date on satisfactory operation of the CCLA account.

Members discussed the proposals and then considered the following resolutions:

a. confirm the closure of the Co-operative bank account

It was proposed by Cllr Ms Healy, seconded by Cllr Mrs Barnard and RESOLVED by members present to confirm the closure of the Co-operative bank account.

b. To authorise the opening of a CCLA Public Sector deposit fund account with an initial £30,000 deposit from the NatWest deposit account

It was proposed by Cllr Ms Healy, seconded by Cllr Wilson and RESOLVED by members present to authorise the opening of a CCLA Public Sector deposit fund account with an initial £30,000 deposit from the NatWest deposit account.

c. To set the signatories of the CCLA account as the Clerk, the Chairman of the Council and the Chairman of the Finance & General Purposes Committee.

It was proposed by Cllr Ms Healy, seconded by Cllr Wilson and RESOLVED by members present to set the signatories of the CCLA account as the Clerk, the Chairman of the Council and the Chairman of the Finance & General Purposes Committee.

d. To approve the change to the inter-account transfer limit in the Financial Regulations 5.5c to £30,000.

It was proposed by Cllr Ms Healy, seconded by Cllr Fitzwilliams and RESOLVED by members present to approve the change to the inter-account transfer limit in the Financial Regulations 5.5c to £30,000.

A resolution to close the Nat West accounts would be brought to council at a later date on satisfactory operation of the CCLA account.

448. Planning & Transport Committee

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

Cllr Jones updated members on the Planning & Transport Committee meeting of 12 February 2018. Members had queried the self-build status of the new home proposed at Brooklyn. Members had recommended refusal for the planned new SANG area off Wellers Lane and had made observations regarding a proposed stable block in Osborne Lane. Members had recommended refusal for the proposals at Scotlands Farm. Members noted that the application for North Lodge Farm had been approved by Bracknell Forest Council.

Prior to the meeting, members met with a representative from Hall & Woodhouse who would like to establish a new public house (similar to their establishment at Peacock Farm).

Members noted the Draft Bracknell Forest Local Plan had been released.

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

The minutes of the Planning Committee meeting held on 22 January 2018 were noted.

449. Standing reports

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

Members noted that Ridge & Partners had been appointed as consultants for the project and a first meeting was being arranged.

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

Cllr Fitzwilliams provided members with an update on the project.

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

Cllr Ms Healy advised members that the steering group has met on 6 February and had made changes to the consultation statement. A meeting with Boyer, who are representing the Hayley Green landowners was to be arranged.

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

There was no update this month.

450. Accounts for Payment

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

Cheque Payments			invoice total
4343	Circle Cleaning Services	contract cleaning	£760.00

4344	Lyreco	replacement chair & stationery	£344.74
4345	Servio Ltd	Annual service & Gas Safety - Brownlow	£174.79
4346	SLCC Enterprises	Clerks training - Practitioners Conference	£400.80
4347	SR Industrial	Replacement heaters - Brownlow Hall	£12,960.00
			£14,640.33

451. Representatives Reports

Cllr Jones updated members on development activity affecting Watersplash Lane. The asked Cllr Jones to submit photographs so these could be forwarded to Bracknell Forest Council. It was also noted that vehicles were illegally turning out of the new Woodhurst campus of Warfield School. The Clerk would report this to Thames Valley Police. Discussion also took place concerning the decline in bus services in the area over the past four years.

Cllr Fitzwilliams advised members there had been a delay with the Allotment site transfer as a result of Bracknell Forest Council undertaking further investigation of the SuDS installed under the site.

Cllr Ms Healy advised members that she had attended the Town & Parish Liaison meeting with the Clerk, where updates were given on the Bracknell Forest Budget and on the Draft Local Plan. There was also a chase up given on asset transfers.

452. Clerks Report

The Clerk presented his report. Members were advised that Replacement heaters have been installed in the main hall at the Brownlow Hall and the whole heating system has been rebalanced. Initial feedback from users has been positive.

The first Arts Week 2018 meeting has taken place and a programme of events is beginning to emerge and the first Summer of Fun meeting has taken place between the Clerks of Bracknell Forest. The Warfield event will take place at the Memorial Ground on Friday 27 July.

453. To confirm the date of the next meeting

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

454. Closure of the meeting

There being no further business the meeting was closed at 9.00 pm