

Warfield Parish Council

COUNCIL

To all parish Councillors, you are hereby summoned to attend the ANNUAL meeting of Warfield Parish Council to be held on **Wednesday 16 May 2018 at 7.45 pm** in the Parish Office, 7 County Lane, Warfield



Jason Mawer, Clerk to the Council
10 May 2018

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.

A G E N D A

487. **Election of Chairman of the Council**
To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
488. **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)
489. **Apologies for absence**
490. **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
491. **Minutes of the previous meeting**
To approve as a correct record the minutes of the meeting of the committee held on 25 April 2018 *Minutes attached*
492. **Matters arising**
To consider matters arising from the last meeting not covered elsewhere on the agenda
493. **Annual Meeting Items**
a. To appoint an Internal Auditor *Attached*
To confirm the reappointment of Claire Connell as Internal Auditor
b. Standing Orders and Financial Regulations
to note the review and adoption of Standing Orders and Financial Regulations at the April 2018 meeting
c. Memberships and subscriptions
To review the councils memberships and subscriptions
494. **Scheme of Delegation**
To consider and approve the Scheme of Delegation

495. **Council Committees and Working Groups** *Attached*
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*
 - e. New Community Facility Working Group*
 - f. Community Infrastructure Working Group*
496. **Dates and times of meetings and other activities** *Attached*
To confirm the dates and times of ordinary meetings of the council, committees and councillor surgeries for the municipal year 2017/18
497. **Council Representation** *Attached*
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)*
498. **Finance & General Purposes Committee**
- a. To receive an update from the Cllr Harrison the Finance & General Purposes Committee.*
 - b. To note the minutes of the Finance & General Purposes Committee meeting of 12 April 2018.*
 - c. to note the Financial Report to the end of March 2018*
 - d. to note and approve the Asset Register and Risk Register*
 - e. to approve the regular payments for 2018/19*
499. **GDPR update** *Verbal*
To update members on GDPR preparations
500. **Planning & Transport Committee** *Attached*
- a. To receive an update from Cllr Jones from the Planning & Transport Committee.*
 - b. To note the minutes of the Planning Committee meetings held on 16 April 2018.*
501. **Updates from Committees**
There are no committee updates to report
502. **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.*
503. **Accounts for Payment**
To approve accounts for payment tabled at the meeting

- 504. **Representatives Reports**
To receive reports from members present
- 505. **Clerks Report**
To note the Clerks report
- 506. **Date of next meeting**
The next meeting of the Council will be on Wednesday 6 June 2018
- 507. **Closure of the meeting**

