

COUNCIL

MINUTES OF THE MEETING

held on **Wednesday 6 June 2018** at **7.45pm** in the Parish Office

Present:

Councillors Ms Dulieu, Ms Gierth, Fitzwilliams, Harrison, Strudley, Thorin and Wilson

In attendance:

Jason Mawer - Parish Clerk

508. Apologies for absence

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

509. Declarations of interest and dispensations

No declarations of interest were made or dispensations requested.

510. Minutes of the meeting of 16 May 2018

The minutes of the meeting held on 16 May 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Harrison, seconded by Cllr Ms Gierth and APPROVED by members present.

511. Matters arising from the previous meeting

The Clerk updated members on the GDPR arrangements that had been put in place for surgery. It was noted that the consent form had taken some time for the public to complete. The Clerk would look to see if this could be improved.

512. Finance & General Purposes Committee

- a. to receive an update from the Cllr Wilson on the Finance & General Purposes Committee*

Cllr Wilson updated members on the recent Finance & General Purposes Committee meeting. Items covered at the meeting feature on the council agenda for this meeting.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 22 May 2018*

The minutes of the meetings of 22 May 2018 were noted.

513. Governance

Members considered two items concerning governance matters that had been raised by the Finance & General Purposes committee.

Following on from the annual meeting of the council, members of the committee had discussed further issues surrounding the size and make up of committees and the potential for individual members to hold multiple roles on the council, which did not reflect best practice. The committee agreed that further work was required to look at the future of committees and made a recommendation that a working group be set up, made up of the chairs of the council and committees to review these arrangements. The committee also recommended appointing a vice-chair of the Finance & General Purposes Committee to cover the role of chairman in certain circumstances.

Members considered the two proposals. It was proposed by Cllr Ms Dulieu, seconded by Cllr Fitzwilliams and RESOLVED by members present to create a working group made up of the chairs of the council and the four principal committees and the Clerk to look at the make up and structure of committees and other matters relating to the working of the council.

Members rejected the proposal to appoint a vice-chair of the Finance & General Purposes committee at this time as they felt that clearer definition of the role of chairs was required and that there may other solutions to reflect best practice. The Clerk was asked to review options and the matter was referred to the new working group to bring forward proposals.

514. Annual Governance & Accountability Return

The Clerk circulated to members ahead of the meeting the draft Annual Governance & Accountability Return (AGAR) with supporting evidence and a copy of the Internal Auditors final report.

The Internal Auditor had issued an unqualified report. Members considered and noted the Internal Auditors report.

Members turned their attention to the AGAR and the supporting evidence. Members confirmed the governance statements within the AGAR and it was proposed by Cllr Ms Dulieu, seconded by Cllr Ms Gierth and RESOLVED by members present to authorise the Chairman and the Clerk to sign off the governance statements.

The Chairman and the Clerk signed off the Governance Statements.

Members reviewed the accounting statements. It was proposed by Cllr Strudley, seconded by Cllr Fitzwilliams and RESOLVED by members present to authorise the Chairman to sign off the accounting statements.

The Chairman signed the accounting statements.

515. Planning & Transport Committee

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

In the absence of Cllr Jones, Cllr Ms Dulieu updated members on the recent Planning & Transport Committee meetings. Members had recommended refusal of the application by Berkeley Homes to install advertising boards on Forest Road, near the Three Legged Cross junction. Members had also recommended refusal for a Change of use of amenity land to driveway in Cornwall Drive on safety grounds.

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

The minutes of the Planning Committee meeting held on 5 May 2018 were noted.

516. Updates from Committees

There were no updates to be reported.

517. Standing reports

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

Works were continuing on the plan for the new centre. Members noted that at the September meeting the council would need to confirm its commitment to the project.

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

There was no update this month.

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

Members were asked to review the submission version of the plan and send any comments to the Clerk.

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

There was no update this month.

518. Accounts for Payment

It was proposed by Cllr Wilson, seconded by Cllr Harrison and RESOLVED by members present to approve the following accounts for payment:

Cheque Payments			invoice total
4424	ABA (Construction) Ltd	play area inspections	£20.16
4425	Bracknell Pest Control	pest control inspections	£72.00
4426	Bracknell Town Council	BARDO hire for fete	£24.00
4427	Circle Cleaning Services	contract cleaning	£760.00

4428	Alan Harland	accountancy services	£325.00
4429	In 2 Sport	sports club provision	£360.00
4430	Suds Window Cleaning	window cleaning at halls and office	£168.00
4431	HMRC	PAYE & NICS	£637.84
4432	Berkshire Pension Fund	pension contributions	£564.69
4433	Daniel Bishop	caretakers float replenishment	£118.81
			<hr/> £3,050.50
Direct Debits / Standing Orders			
	NEST	pension contributions	£47.02
			<hr/> £47.02

519. Representatives Reports

Cllr Strudley updated members on the recent councillor's surgery. Matters arising from this are being dealt with by the Bracknell Forest Councillors

Cllr Ms Thorin updated members on work taking place at Lily Hill Park. Work was taking place to enhance the noticeboards and signage and the rhododendron planting. The week of walks will be taking place from 30 July.

Cllr Ms Dulieu reminded members about the upcoming cycle ride. Members were advised that prizes from the Take & Grow event would be distributed.

Cllr Ms Dulieu attended the Buckingham Palace Garden Party recently as part of the Berkshire council allocation.

520. Clerks Report

The Clerk presented his report. Members were updated on the recent fly tipping incidents in Westhatch Lane and on the upcoming social media training.

The Clerk advised members that letters of thanks had been received from Bracknell CAB, Friends of Jealotts Hill Community Landshare, Thames Valley Air Ambulance, Warfield Environment Group and the Warfield Memorial Ground trustees in recognition of grants and awards made.

521. To confirm the date of the next meeting

The next meeting of the council will take place at 7.45pm on Wednesday 11 July 2018.

522. Closure of the meeting

There being no further business the meeting was closed at 10.00 pm