

COUNCIL

MINUTES OF THE MEETING

held on **Wednesday 10 October 2018** at **7.45pm** in the Parish Office

Present:

Councillors Ms Dulieu (Chair), Dr Barnard, Ms Gierth, Ms Gill, Fitzwilliams, Harrison, Strudley, Thorin, Towle and Wilson

In attendance:

Jason Mawer - Parish Clerk, One resident

554. Apologies for absence

Apologies were received from Cllrs Mrs Barnard and Jones

555. Declarations of interest and dispensations

It was noted that Cllr Dr Barnard has a standing interest as a borough and town councillor.

556. Minutes of the meeting of 11 September 2018

The minutes of the meeting held on 11 September 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Dr Barnard, seconded by Cllr Strudley and APPROVED by members present.

557. Matters arising from the previous meeting

The Clerk advised members that the proposals from the Governance Working Group would be circulated to the groups members and would be brought to a future council.

The Clerk confirmed that the Sentinel Speed Camera had been purchased following the decision at the last meeting.

558. Election arrangements and costs 2019

The Clerk circulated to members a paper outlining the proposed election arrangements for the May 2019 local elections, which would affect the parish based upon discussions with the electoral team at Bracknell Forest Council (BFC).

Members noted that while parish councils are not obliged to follow purdah rules, they would observe them from 27 March 2019. With this decision, the Clerk advised members that an alternative date would be required for the parish meeting (assembly). A date could not be agreed at the meeting and the Clerk would add this to the agenda of the next meeting.

Members noted that the cost of 2019 elections will be split between the borough and the towns and parishes with a likely cost to be prepared by BFC during October, but the council had been advised to expect a figure of around £2 per elector in contested areas. It was also noted that in areas that are uncontested there will still be fees associated with calling and staging the election.

The clerk advised members that the council would need to budget at least £17,000 for the budget in case all wards are contested. The council has previously set aside £5,000 in reserves for election costs.

Members noted the Election arrangements and costs paper.

559. 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 September Finance & General Purposes Committee meeting.

Following the decision of council to delegate decision making to the committee on insurance provision, members had reviewed a revised paper and recommendation from the Clerk following his meeting with the council's broker. The updated recommendation of the Clerk which was accepted by the committee was that the council should choose AXA as its insurer for the next three years. The premium had been paid and the policy came into effect on 1 October 2018.

PKF Littlejohn, the external auditor for Berkshire councils, had completed and signed off the Annual Governance and Accountability Return (AGAR) for the council.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 25 September 2018*

The minutes of the meeting of 25 September 2018 were noted by members

- c. to note the financial report to the end of August 2018.*

The financial report to the end of August 2018 was noted by members.

559d. Community Infrastructure Levy (CIL) Report 2017/18

Regulation 62A of the CIL Regulations 2010 (as amended) requires local councils to report on their CIL income that has been received and how it has been spent. The Clerk circulated the report to members showing no receipts in the previous year. As required by the regulations the report was signed by the Chairman and the Clerk.

560. Planning & Transport Committee

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

In the absence of Cllr Jones members were updated by Cllr Ms Dulieu on the recent Planning & Transport Committee meetings.

Members noted that the tree preservation order at Warfield Priory had been confirmed. The committee had made observations on the applications for Scotlands Farm and noted that BFC had refused the proposed tree works at Bartholomew Place.

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

The minutes of the Planning Committee meeting held on 23 August 2018 and 13 September were noted.

561. Neighbourhood Plan

Members were provided an update on the Neighbourhood Plan and other developments. Members noted that BFC had recently updated its land supply and housing need figures based upon revised government methodology. The Clerk advised members that it was recognised that the methodology had flaws and would need to be revised by government if it was to meet its own house building targets. This was confirmed by Cllr Dr Barnard.

Members also noted developments in the sector following the Sweetman case and how this was affecting plans. The Clerk had sought guidance from the councils consultants who advised that the council could proceed with submission.

Cllr Strudley proposed that the council should proceed with submission at its next meeting, this was seconded by Cllr Fitzwilliams. Ahead of the vote by a show of hands taking place, Cllr Strudley, seconded by Cllr Dr Barnard called for a named vote.

The council proceeded to a named vote on the proposal that the council should proceed with submission at its next meeting. The recorded vote was taken:

Cllr Towle – voted for the proposal

Cllr Strudley – voted for the proposal

Cllr Dr Barnard – voted for the proposal

Cllr Harrison – voted for the proposal

Cllr Wilson – voted for the proposal

Cllr Ms Gill – voted for the proposal

Cllr Ms Thorin – voted for the proposal

Cllr Ms Gierth – voted for the proposal

Cllr Fitzwilliams – voted for the proposal

Cllr Ms Dulieu – voted for the proposal

It was **RESOLVED** that the council should proceed with submission.

The Clerk advised members that BFC was undertaken further consultations on sites for the draft local plan in Binfield. It was noted that the latest report from BFC indicated

that a proposal for the Syngenta site and Jealotts Hill may be brought forward at a later date. Members confirmed that the council would consider any proposal made, but they remained committed to protecting the green belt in Warfield.

562. Updates from Committees

There were no updates to be received.

563. Standing reports

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

The Clerk updated members on communications with BFC following the last meeting. Members felt that BFC still did not understand the position of the council and its commitment to the project. It was important that work to develop the business plan need to begin as they were concerned that misleading information about potential costs was in circulation. It was proposed by Cllr Ms Gill, seconded by Cllr Strudley and **RESOLVED** by members present that the Clerk to write to executive Director, Resources asking that a senior officer be appointed to act as a liaison/co-ordinator on the project.

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

Cllr Fitzwilliams advised members that a new business plan for the project was in development.

c. *to receive an update on youth provision*

There was no report on youth provision.

564. Accounts for Payment

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

Cheque Payments			invoice total
4492	BTS Ltd	office printer costs	£118.88
4493	Crowthorne Parish Council	VAT training	£50.00
4494	In 2 Sport	sports club provision	£288.00
4495	National Allotment Society	membership renewal	£66.00
4496	PKF Littlejohn	External audit fee 2018	£720.00
4497	Riatas Business Solutions	Omega cashbook renewal	£777.60
4498	Stevens Cleaning Services	office cleaning	£52.00
4499	Suds Window Cleaning	window cleaning	£168.00
4500	Tesco Stores Ltd	office rent Q3	£2,775.00
4501	RCOH (Oneill Homer)	reissue of chq. 4485	£1,440.00

4502	Unipar Services	Sentinel camera kit	£3,897.60
4503	Named individual	wren delivery	£37.40
4504	Named individual	wren delivery	£54.01
4505	Named individual	wren delivery	£39.41
4506	Named individual	wren delivery	£82.01
4507	Named individual	wren delivery	£228.27
			£10,794.18

565. Representatives Reports

Cllr Towle advised members that a meeting of the Biodiversity Forum was taking place and he would report back to members next month. He also advised members that Ellison Road was expected to open at the end of the month.

Cllr Strudley asked if there was an update on Frost Folly. The Clerk advised that he was waiting to meet with Harrow Estates once the planning process was completed. Cllr Strudley asked if there was any feedback on the replacement streetlighting. None had been received.

Cllr Dr Barnard advised members that 16m visitors had been to Bracknell Town Centre. He also asked members if there was any infrastructure in the Whitegrove area that needed attention because of its age or because it needed improvement.

Cllr Fitzwilliams asked if there was an allotment update. The Clerk gave a brief update and advised members that the council was struggling to resource the project. Work was continuing on the project, albeit slower than would be liked. A meeting of the Environment Committee was being arranged to discuss the works required and Cllr Ms Gill offered to assist.

566. Clerks Report

The Clerk presented his report of activity which was noted by members. The Clerk advised members that a national conference was taking place on the day of the February meeting and requested their permission to reschedule to 20 February 2019. Members agreed to this request.

567. To confirm the date of the next meeting

The next meeting of the council will take place at 7.45pm on Wednesday 14 November 2018.

568. Closure of the meeting

There being no further business the meeting was closed at 9.46 pm. Cllr Wilson offered his apologies.