

## COUNCIL

### MINUTES OF THE MEETING

held on **Wednesday 12 December 2018** at **7.45pm** in the Parish Office

#### **Present:**

Councillors Ms Dulieu (Chair), Ms Gierth, Ms Gill, Harrison, Jones, Strudley, Thorin and Towle

#### **In attendance:**

Jason Mawer - Parish Clerk, two members of the public

#### **588. Apologies for absence**

Apologies were received from Cllrs Dr Barnard, Mrs Barnard, Fitzwilliams and Wilson.

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

There were no declarations of interest made and no requests for dispensations.

#### **590. Minutes of the meeting of 14 November 2018**

The minutes of the meeting held on 14 November 2018 were circulated to members ahead of the meeting. The minutes were proposed by Cllr Strudley seconded by Cllr Jones and **APPROVED** by members present.

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

The Clerk advised members that the Neighbourhood Plan was ready for submission, but on advice this would be delayed until after the The Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018 came into effect on 28 December 2018. The regulations allow neighbourhood plans in areas where there could be likely significant effects on a European protected site to be subject to an 'Appropriate Assessment' to demonstrate how impacts will be mitigated, in the same way as would happen for a draft Local Plan or planning application.

#### **592. Finance & General Purposes Committee**

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

in the absence of Cllr Wilson, Cllr Ms Dulieu updated members on the November Finance & General Purposes Committee meeting.

Members considered the grant applications received by the council for 2019/20, with their recommendations being part of the budget process. Two applications required further detail, these related to the application for St Michael the Archangel and Warfield Environment Group.

Members considered the recommendation from the Clerk to use funds from the earmarked reserve for parish facilities to appoint consultants to assist in the drawing up of the business plan for the community hub and to commission Ridge to draw up some concept drawings of the hub for communications purposes. Members agreed and the proposal will be considered by council under item 596.

Members received a report from the Staffing Committee and this is for consideration by council under item 603.

- b. to note the minutes of the Finance & General Purposes Committee meeting of 27 November 2018*

The minutes of the meeting of 27 November 2018 were noted by members

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

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

### **593. Budget 2019/20**

The Clerk updated members on preparations for the 2019/20 budget. Members were advised that the significant changes in the budget reflected staffing costs, full provision for election costs, increased provision for inspection and maintenance costs and for the councils 125<sup>th</sup> anniversary. The Clerk explained that the Council Tax Base figures had not yet been circulated by Bracknell Forest Council.

The draft budget would be considered at the next Finance & General Purposes committee meeting.

Members noted the report.

### **594. Planning & Transport Committee**

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

Cllr Ms Dulieu updated members on the recent Planning & Transport Committee meetings. At the meeting of 15 November members recommended refusal of application 18/01072/FUL for a single storey storage building on land south of Flemish Place.

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

The minutes of the Planning Committee meeting held on 15 November 2018 were noted.

### **595. Updates from Committees**

#### **Environment Committee**

Cllr Ms Gierth advised members that the Environment Committee was due to meet on 17 December where further discussion of the allotment works would take place.

Details of the works required for the bellmouth at the entrance to the site were being finalised and for the other elements were continuing,

### **596. Community Hub Update**

Members were advised that the initial work on community hub had been completed Ridge. Three plans had been prepared with costings and likely inflationary costs, the first based upon the parish councils proposals, the second on a scaled down version of the plan and the third based upon the requirements laid out in the SPD document.

The Clerk circulated to members a paper on the next stage of work required. The council needed to draw up a business plan for the centre to understand running costs and income streams. Members agreed with the Clerks assessment that this should be work conducted independently for the council rather than by Bracknell Forest Council.

It was proposed by the Clerk that the council should consider using the earmarked Parish facilities reserve to fund this piece of work. In addition, the Clerk suggested that members may wish to commission some concept drawings of the centre and communicate progress to the local community.

Members discussed the proposals and agreed this was the right thing for the council to do.

It was proposed by Cllr Strudley, seconded by Cllr Jones and **RESOLVED** by members present that 'members approve releasing the £25,000 'Parish Facilities' reserve for the community hub project'

It was proposed by Cllr Strudley, seconded by Cllr Ms Thorin and **RESOLVED** by members present that 'Members approve appointing an independent consultancy to develop the business model for the centre'

Members approved communicating to residents an update on the project ahead of purdah in late March 2019.

It was proposed by Cllr Strudley, seconded by Cllr Ms Gierth and **RESOLVED** by members that 'Members approve that the Clerk be delegated to spend up to £5,000 on communications including the development of concept drawings for the project.'

### **597. Standing reports**

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

Cllr Fitzwilliams advised members that work was continuing on the new business plan for the project.

*b. to receive an update on youth provision*

There was no report on youth provision.

## 598. Accounts for Payment

The following accounts for payment:

<b>Cheque Payments</b>			invoice total
4538	ABA (Construction) Ltd	Play area repairs and inspection	£4,417.56
4539	Ascot Fire Protection	fire servicing	£120.00
4540	Brownlow Memorial Hall Trust	Brownlow rent	£3,875.00
4541	<i>cancelled</i>		
4542	Circle Cleaning Services	contract cleaning	£760.00
4543	Fernoak Tree Surgeons	additional works at Brownlow	£330.00
4544	Index Security Systems	Intruder alarm servicing	£109.20
4545	In 2 Sport	sports club provision	£288.00
4546	Rialtas Business Solutions	booking software support	£342.00
4547	Suds Window Cleaning	window cleaning	£168.00
4548	Tesco Stores Ltd	office rent	£2,775.00
4549	Winkfield Parish Council	Arts Week contribution	£376.76
4550	Daniel Bishop	caretakers float	£97.92
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			£13,659.44

## 599. Representatives Reports

Cllr Harrison had received an approach from residents at Newell Hall regarding potential development taking place around St Michaels Grange. Cllr Harrison was unable to attend a meeting with residents but encouraged them to make their views known through the usual channels.

Cllr Ms Gill advised members that the fly-tipping on Malt Hall had been cleared.

Cllr Ms Dulieu advised members that she had attended the funeral of former councillor Mike Gates and that former members and staff had been in attendance. Members were advised that the councils flag had been lowered to half-mast on the afternoon of the funeral and in a response to a request from the family flowers were not sent, but a donation was made to Thames Hospice.

Cllr Ms Dulieu thanked members, staff and Warfield Church for the tree lighting on 30 November, there was a good turn out of local residents to the event.

## 600. Clerks Report

The Clerks report was circulated ahead of the meeting and was noted by members

## 601. To confirm the date of the next meeting

The next meeting of the council will take place at 7.45pm on Wednesday 30 January 2019.

**602. Exclusion of the public and the press**

It was proposed by Cllr Strudley 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential and sensitive nature of the business to be transacted' The motion was seconded by Cllr Jones and **RESOLVED** by members present.

*Members of the public left the meeting.*

**603. Report and recommendations from the Staffing Committee**

Members considered a report from the Staffing Committee.

**587. Closure of the meeting**

There being no further business the meeting was closed at 8.48 pm.