

Minutes of the Annual Meeting

Warfield Parish Council

18 May 2011

Present: Councillors: Ms Healy (Chairman), Barnard, Fitzwilliams, Gates, Haffegge, Harrison, M Jones, Mrs Ingham, Parks and Towle

1. Apologies for absence Councillor Mrs Menon.

2. To elect the Chairman for the year 2011/12

Councillor Barnard, seconded by Councillor Fitzwilliams proposed Councillor Ms Healy be elected Chairman for the year 2011/12. There being no other nomination it was RESOLVED that Councillor Ms Healy be elected Chairman of Warfield Parish Council for the year 2011/12. Councillor Ms Healy duly signed the Declaration of Acceptance of Office.

3. To elect the Vice Chairman for the year 2011/12

Councillor Harrison, seconded by Councillor Gates proposed Councillor Fitzwilliams be elected Vice Chairman for the year 2011/12. There being no other nomination it was RESOLVED that Councillor Fitzwilliams be elected Vice Chairman of Warfield Parish Council for the year 2011/12.

4. Appointment of Representatives to Outside Bodies and Parish Council Committees 2011/2012

This was agreed as attached.

5. Declarations of interest

It was noted that Councillor Barnard has a standing interest as a Borough Councillor but no direct pecuniary interest in any matter to be discussed. There were no other declarations of a personal or prejudicial interest in respect of any matter to be considered at the meeting.

6. Minutes of the meeting held on 20 April 2011

It was RESOLVED that the minutes be approved as a correct and accurate record and signed by the Chairman.

7. Matters arising from this meeting

- a. Item 9 Localism bill proposals – it was noted that Bracknell Forest Council has agreed in principle to retain a Code of Conduct for Members and a Standards Committee.
- b. Item 10a Chairman's report – it was noted that no Warfield Section 106 balances are currently at risk of exceeding the time limit.

8. Parish Calendar 2011/2012

This was agreed as attached.

9. To agree meeting dates Parish/Borough Surgeries 2011/12

After discussion it was agreed to offer residents an alternative to the regular Saturday morning surgery. On alternate months, surgeries will be held on Tuesday evenings between 6 – 8 pm. The Clerk was asked to organise a rota. It was noted that a representative from Binfield with Warfield Ward will also be encouraged to attend.

10. The Brownlow Memorial Hall

Councillor Fitzwilliams advised Members that the problem with the Cottage boiler had still not been resolved. One of the exterior lights is broken and is awaiting repair. The Committee has agreed to monitor the situation with regards to a request for additional lighting in the car park.

It was RESOLVED that the minutes of the Management Committee meeting held on 27 April 2011 be approved as a correct record and signed by the Chairman.

11. Planning Matters

- a. The minutes of the Planning Committee meeting were available. Councillor Parks drew Members attention to the following matters:
 - Item 7a Warfield Supplementary Planning Document – a walkabout with representatives of Barton Wilmore to view potential sites has been arranged for Saturday 4 June.
 - Item 7a Meeting with Borough Officers – Members had met with Bev Hindle and Max Baker to receive an update on progress with the Warfield SPD. Key points were noted as follows:
 - ⇒ Warfield SPD is likely to be considered by the Executive in September
 - ⇒ Targeted public consultation with specific groups/organisations is proposed during October
 - ⇒ Final version of the document may be adopted at the end of the year
 - ⇒ Site Allocations document may be published in November with a view to adopting the final version at the end of 2012

11. Planning Matters continued

- ⇒ A secondary school is key, even without additional new housing there is a need for a school
- ⇒ Delivery of the school is still to be finalised but if delayed the Warfield SPD will be held up
- ⇒ A review of the Core Strategy will be undertaken, Localism Bill proposals including neighbourhood planning, Development Management Policies and areas for development beyond 2026 will need to be included.
- ⇒ No decision on the route of the spur road and location of neighbourhood centre has yet been taken, modelling work is ongoing and options are being considered
- ⇒ Community Infrastructure Levy can be levied and the money used to fund infrastructure, officers working on a charging schedule, a significant amount of the CIL will go to the community affected by the development
- ⇒ Still aiming to build 2200 homes but without compromising integrity of existing community
- Item 8a Northern Arc Action Group, Binfield Village Society and Crowthorne Village Action Group letter to all candidates in the Bracknell Forest Council elections - after discussion it was noted that consideration may be given to inviting Bracknell Forest Councillors to walk the site and discuss issues important to the Parish Council. A public meeting to update residents may also be held in the autumn.

It was RESOLVED that the minutes of the meeting held on 3 May 2011 be approved as a correct record and signed by the Chairman.

12. Accounts

- a. The minutes of the Finance Committee meeting held on 12 May 2011 were available. Councillor Harrison drew Members attention to the following:
 - Item 8 The Internal Auditor has completed the audit of the year ending March 2011. There are no matters arising from his review. Copies of the Unaudited Financial Statements, Accounting Statements and Annual Governance Statement, sections 1 and 2 of the Annual Return had been previously circulated. Affirmative responses to all sections of the Annual Governance Statement were noted. A resolution that the Annual Return and the Financial Statement be approved was proposed, all agreed. The Chairman and Responsible Financial Officer duly signed the documents.
 - Item 9 Standing Orders and Financial Regulations – following a review of both documents copies were available for final approval and adoption at the next meeting.
 - Item 7 Payments - 2 additional payments:

	£
Ms D Hall reimbursement expenses Brownlow Hall Cottage	61.56
Ms L Winton Caretaker salary May	TBC

It was RESOLVED that the minutes of the meeting held on 12 May 2011 be formally adopted. All agreed.

- c. The budget sheet had been previously circulated there were no questions.

13. To receive an update on the Jealotts Hill Community Landshare Project

The Clerk updated Members. David Putt has been appointed project manager on a fixed term 6 month contract. Although Bracknell Forest Homes is the lead organisation he has been employed jointly with Bracknell Town Council and Warfield Parish Council. One of his initial tasks has been to prepare an application for funding from the Prince's Trust. A draft design layout has been prepared which has been well received by the steering group. A formal agreement with Syngenta is still to be prepared but practical work to prepare the site is going ahead. It is anticipated that the Warfield residents group will be allocated the first area of cultivation. The legal structure of the organisation has still to be agreed and is due to be discussed at the next meeting scheduled for 14 June. Following discussion it was agreed that the Clerk would continue to represent Warfield Parish Council on the steering group.

14. Representative Reports

Warfield Environment Group – On behalf of the Group Councillor Towle thanked the Parish Council for the grant cheque.

Bracknell Town Centre Regeneration - Councillor Barnard updated the meeting and set out his position on a number of issues. Work on the new Waitrose store is progressing well. As the regeneration scheme is only 1 of 3 developments in the UK which is fully funded it is hoped that in due course the Borough Council will be able to charge retailers a rental premium. Re-development of the former 3M building will continue to be a long term issue.

Warfield Fete 11 June 2011 – Councillor Mrs Ingham offered to organise a parish treasure hunt for the Parish Council table. Councillors Harrison and Parks will assist on the day.

SE Rural Forum – Councillor Fitzwilliams advised that he will no longer attend meetings on behalf of the Borough Council as the Forum is likely to disband

Northern Parishes Arts Week – Planning for this year's event is underway. Although Bracknell Forest Council resources are no longer available it is still hoped that a good mix of activities will be organised this year.

Chairman's Report – Councillor Ms Healy had attended the first meeting of the Warfield Growers Committee and a NAG Chairman's meeting. The annual Winkfield/Warfield family cycle ride will take place on 26 June; volunteers to help with marshalling are still required. Inspector Greg Elphick has taken over from Inspector Carter as the Bracknell North Inspector.

15. Correspondence

Correspondence was available for inspection; there were no specific items to note.

16. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 22 June 2011.

17. Closure of the meeting

There being no further business the meeting was declared closed at 9.40 pm.