

Minutes of the Meeting

Warfield Parish Council

28 September 2011

Present: Councillors: Ms Healy (Chairman), Barnard (from 8.05 pm), Dackombe, Gates, Harrison, Haffegge, Jones and Parks

1. Apologies for absence Councillors Fitzwilliams, Mrs Ingham, Mrs Menon and Towle.

2. 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.

3. Minutes of the meeting held on 24 August 2011

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

4. Matters arising from this meeting

There were none.

5. The Brownlow Memorial Hall

The minutes of the 31 August meeting had been previously circulated. Councillor Healy drew Members attention to the following:

- Scottish and Southern Energy is seeking security of tenure in the electricity sub station Lease. As the Lease which the Parish Council has from the Diocese does not give the Council this benefit our solicitors have written to the Diocese to request that they resolve the matter.
- The vicar has been invited to attend a meeting but he is not available on either of the next two meeting dates. A separate meeting may need to be arranged.
- Some regular users and the tenant of the Cottage have had their hire rates/rent increased. The Caretaker's salary has also been increased.

It was RESOLVED that the minutes of the Management Committee meeting held on 31 August 2011 be approved as a correct record and signed by the Chairman.

6. Accounts

- a. It was noted that the Finance and General Purposes meeting scheduled for 27 September had been cancelled as there was insufficient business to discuss. A review of the financial systems had been carried out earlier in the day and there were no issues to report
- b. The following cheques had been authorised for payment:

<b><u>For information</u></b>		£
Ms L Winton	Caretaker salary August	432.73
Stevens Cleaning	Office	52.80
FSC Services	Brownlow Hall floor refurbishment	2720.00
Mr A Dance	Grounds maintenance Frost Folly £370 & Brownlow Hall £275	645.00
<b><u>Invoices for payment</u></b>		
Warfield Memorial Ground Trustees	2nd instalment grant & play area rent	3751.00
Warfield Park Community Association	2nd instalment grant	950.00
Whitegrove Youth & Community Centre	2nd instalment grant	1760.00
Warfield Parochial Church Council	2nd instalment grant	500.00
Youthline	2nd instalment grant	500.00
Bracknell CAB	2nd instalment grant	700.00
Whitegrove Primary School	2nd instalment grant	450.00
Building Blocks Pre-School	2nd instalment grant	250.00
Bracknell North Guide Association	2nd instalment grant	575.00
Whitegrove Football Club	2nd instalment grant	500.00
Bracknell Baseball Club	2nd instalment grant	375.00
Home-Start	2 <sup>nd</sup> instalment grant	450.00
Age UK Bracknell Forest	2nd instalment grant	175.00
MS Society, Windsor Forest Bracknell District	2nd instalment grant	125.00
Thames Valley Air Ambulance	2nd instalment grant	150.00
2 <sup>nd</sup> Bracknell Scout Group	2nd instalment grant	450.00
Cruse Bereavement Care	2 <sup>nd</sup> instalment grant	125.00
Pilgrim Hearts	2nd instalment grant	125.00
Bracknell Executive Job Club Ltd	2nd instalment grant	150.00
Victim Support	2nd instalment grant	125.00
Relate	Grant	450.00
The Brownlow Memorial Hall Trust	Rent	2500.00
Bracknell Forest Council	Removal fly tipping Frost Folly £69.43 & recycling August £17.05	86.48
Canon Fire Protection	Brownlow Hall inspection & 4 extinguishers	445.54
PHS Group plc	Brownlow Hall - annual duty of care	83.94
The Information Commissioner	Annual renewal	35.00

Swift carpet cleaning	Brownlow Hall	196.24
Fitzpatrick Woolmer Design & Publishing Ltd	Lawrence Hill Brickworks interpretative panel	929.40
Stevens Cleaning Services	Office	52.80
TM Facilities Services Ltd	Brownlow Hall	120.00
Bracknell Pest Control	Brownlow Hall	36.00
Inland Revenue	Tax & NI Clerk £465.28 & others £83.60	548.88
Linda Winton	Salary September	TBA
Andy John	Wren delivery	52.00
Charlie Fielder	Wren delivery	46.40
Joanne Foster	Wren delivery	51.00
Annette Bell	Wren delivery	44.80
Stanley Baxter	Wren delivery	53.40
Adrian Smith	Wren delivery	66.40
Vicki Judd	Wren delivery	72.80

Standing order payable to Tesco Stores Limited office rent £2775.00

A change to the schedule of standing orders & direct debit payments to reflect a reduction in Council tax payable for 2011/12 in respect of the office (£679.61) and the Brownlow Hall (£627.50) was noted and approved.

- b. A request from Bracknell Forest Council to help support the play ranger service had been received. It was noted that currently there are no regular sessions scheduled for Warfield. It was agreed to defer the matter to the budget setting meeting.
- c. The budget sheet for the period to 31 March 2012, attached and previously circulated, was received.

#### 7. Planning Matters

- a. The minutes of the Planning Committee meeting were available. Councillor Parks drew Members attention to the following:
  - Item 7a Warfield SPD – the meeting with Simon Cridland and Max Baker has been deferred until Tuesday 11 October 2011. Bracknell Forest Council will be holding further consultation between 31 October and 28 November 2011 on a revised Concept Plan and additional illustrations/photographs showing how the development might look in some key parts of the site. Officers will be holding 3 sessions in the Parish Office when residents will have the opportunity to discuss the consultation material: Saturday 5 November 10 am – 12 noon, Wednesday 9 November 6 – 8 pm and Thursday 10 November 10 am – 12 noon.
  - Item 7c Parish Plan update – the review has been deferred until 12 December 2011 to take account of responses to the Government consultation on the National Planning Policy Framework and Bracknell Forest consultation on Warfield Supplementary Planning Document.
- b. Government consultation on the National Planning Policy Framework (NPPF) – a report prepared by Bracknell Forest Head of Development Management on the Government consultation had been previously circulated. The NPPF proposes to simplify the planning system replacing the current set of National Planning Policy Statements, Planning Policy Guidance and some Circulars. Responses to the consultation via a questionnaire are due by 17 October 2011.

7. Planning Matters continued

- b. The report set out the background to the consultation and its implications for Bracknell Forest. It was noted that Bracknell Forest Planning Committee has adopted the report which includes an action that the Executive Member for Planning, Transport and Economic Development request that Town and Parish Councils respond to the Government Consultation supporting Bracknell Forest's concerns over the proposed changes. Councillor Parks sought the views of Councillors and each concern and key implication for Bracknell Forest which could result from the adoption of the NPPF was noted and discussed. Councillor Parks proposed that Bracknell Forest Council's submission be endorsed but he would also include other additional comments relevant to Warfield in particular in his response to the consultation on behalf of Council. The draft would be reviewed at the Planning Committee meeting on Monday 10 October. All agreed.
- c. It was RESOLVED that the minutes of the meeting held on 19 September 2011 be approved as a correct record and signed by the Chairman.

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

The Clerk had attended a recent steering group meeting. The legal agreement with Syngenta is still ongoing but thought to be close to resolution and work to prepare the land for cultivation will start shortly. An updated allocation policy has been reviewed. An application to become a Community Interest Company, considered to be the best option for the group at this time, will be made. Ahead of a meeting with Bracknell Forest Council and Bracknell Forest Homes to discuss the ongoing funding of the project manager the Clerk was given authority to match fund their contributions up to the limit of the budget provision.

9. To consider how to mark the Queen's Diamond Jubilee

A proposal to enhance and improve the surrounds of Westmorland balancing pond was suggested by Councillor Barnard. This was thought to be a good idea and the Clerk was asked to get in touch with Councillor Brunel-Walker, who had been involved in a similar project, for a suitable contact at Thames Water to explore initial ideas. Councillor Barnard offered to head up the project working group.

10. Representative Reports

**Bracknell Forest Partnership Meeting** – Councillor Harrison had attended a recent meeting. Although attendance had been poor it had been an interesting meeting. The main topic discussed was Neighbourhood Engagement.

**Larks Hill** - Councillor Dackombe had reported a further case of vandalism. On a positive note the sunflower project had been successful as had been the heritage walk led by the Rights of Way Ranger.

10. Representative Reports continued

**Ward Councillor** - Councillor Barnard updated the meeting and set out his position on a number of issues. The new Waitrose store is still on track for opening in November. The Peel Centre is being refurbished and redeveloped. Bracknell Sports Centre will have a new roof reducing its carbon footprint and achieving savings of £6000 per annum.

**Chairman's report** – Councillor Mrs Healy had attended a recent Warfield Grow & Share meeting. The group has drafted a constitution and is seeking funding towards the cost of rabbit proof fencing and equipment. Plans for planting once the site has been prepared are in hand. Three residents had attended the recent Neighbourhood Forum the usual issues of concern had been discussed. No offenders had been caught at the recent speed check in Harvest Ride. Bracknell Forest Council is seeking views on the transfer of various sites including play areas, amenity grass and woodland. It is thought that the Parish Council could offer an improved service. She proposed that consideration should be given to the proposal at the next Council meeting.

**Northern Parishes Arts Week** – The minutes of a recent meeting were available. The full programme of events has been published in the Warfield Wren which is being distributed from 27 September. Bookings will start on 10 October and the Clerk encouraged Members to attend the events.

**Lawrence Hill interpretative panel** – on Saturday 19 November the new plaque depicting Warfield's brick making heritage will be unveiled. The plaque will be a permanent fixture on the replica of the original chimney. The unveiling will be part of a local history walk led by Councillor Fitzwilliams.

**Neighbourhood Action Group** – it was noted that the Clerk had advised Inspector Goosey, on behalf of Council, that there would be no objection to a change from a Warfield only web page to a jointly presented Northern Parishes page.

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

12. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 2 November 2011.

13. Closure of the meeting

There being no further business the meeting was declared closed at 9.55 pm.