

Minutes of the Meeting

Warfield Parish Council

26 January 2011

Present: Councillors: Ms Healy (Chairman), Fitzwilliams, Gates, Harrison, Mrs Ingham, Morgan, M Jones, N Jones, Mrs Menon, Parks, Taylor and Towle.

1. Apologies for absence Councillor Barnard.

2. Declarations of interest

Councillor Fitzwilliams declared a personal interest in agenda items 8a as a representative of Keep West End Green Action Group. 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 15 December 2010

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. Minutes of the Precept meeting held on 17 November 2010

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

6. Accounts

a. To confirm the precept arrangements for 2011/12 - a revised spreadsheet noting the changes since the draft budget had been agreed in November 2010 had been previously circulated. It was also noted that there had been some changes to the estimated year end balances. The Treasurer drew Members attention to the following recommendations recorded in the 18 January 2011 Finance Committee minutes.

- A grant of £1150 to Bracknell North Guide Association
- A grant of £210 to Sandy Lane Primary School
- No grant to Vitalise
- No budget for speed detection radar recorder equipment
- A budget of £12,000 towards election costs

6. Accounts continued

- A budget of £10,000 towards the cost of a project manager for the Jealotts Hill Community Landshare project
- To make an £8,000 Anticipatory Loan repayment in the current year.
- To increase the future capital projects budget to £25000
- To increase the improvement of parish facilities budget to £14000

In light of the above and January estimates for unspent balances, the Treasurer advised the revised budget summary for 2011/12 as:

<u>2011/12 Requirement</u>	<u>£</u>
Planned expenditure	148,840
General contingency	29,268
Brownlow Hall building reserve	60,000
Clerk's pension reserve	2,800
Future capital project reserve	25,000
Brownlow Hall capital & improvements reserve	10,500
Improvement of parish facilities reserve	<u>14,000</u>
	<u>290,408</u>
Proposed Precept for 2011/12	132,600
Estimated unspent balances from 2010/11	<u>157,808</u>
	<u>290,408</u>

Councillor N Jones proposed, seconded by Councillor Gates that the Precept for 2011/12 remain unchanged at £132,600. This was unanimously agreed.

- b. The minutes of the Finance Committee meeting held on 18 January 2011 had been previously circulated. Councillor N Jones drew Members attention to the following matters arising:
- 4 further payments:

Bondright Roofing Services	Brownlow Hall	£216.00
Alan Harland	Professional Services	£450.00
ABA (Construction) Ltd	Brownlow Hall	£19.09
Bracknell Forest Council	Rights of Way Ranger	£1770.00
 - Item 10 Review of Health & Safety Policy – there have been no changes, the document was approved and signed as attached.
- c. It was RESOLVED that the minutes of the meeting held on 18 January be formally adopted. All agreed.
- d. The budget sheet had been previously circulated there were no questions.

7. The Brownlow Memorial Hall

The minutes of the January meeting had been previously circulated. Councillor Fitzwilliams drew Members attention to the following:

7. The Brownlow Memorial Hall continued

- A number of unplanned expenses will be incurred before year end but it is still anticipated that total expenditure will be within budget.
- New chairs have been delivered and are being used.

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

8. Planning Matters

a. Bracknell Forest Local Development Framework Warfield Supplementary Planning Document. The Parish Council submission had been previously circulated.

Councillor Parks set out the initial framework and explained the basis on which the submission had been developed. The key points were noted as:

- The area of land specified in SA9 is insufficient to accommodate 2200 dwellings as illustrated on the concept plan
- 2 alternative routes have been suggested for the new A3095 link road
- Suggestions on how to safeguard Cabbage Hill
- Several smaller allotment sites rather than a single larger site
- A secondary school in Warfield sited to the east of Cabbage Hill

Councillor Fitzwilliams expressed concern with the proposed location of the secondary school and after a lengthy discussion it was agreed that Councillor Parks would revise the concept plan and move it away from the housing in West End Lane. The plan which has already been included with the Parish Council submission will be withdrawn and replaced with the updated version. A vote of thanks to Councillor Parks for all his hard work was recorded.

- b. Site Allocations Development Plan Document Preferred Option Consultation – in response to the Parish Council submission, Max Baker, Head of special policy has written to clarify a number of points regarding the consultation process, housing numbers and changes to the Proposals Map.
- c. Westmorland Drive/Bedfordshire Down allotment proposal – it was noted that a site meeting with the Recreational Facilities Manager, Bracknell Town Council, who may project manage the setting up of the site, has been arranged for 27 January 2011.
- d. Neighbourhood Planning Vanguard Scheme update – a meeting with Borough Officers, representatives of the Parish Council and Mr Garnett, Savills had taken place on 19 January 2011. As a result of this meeting the group has decided not to pursue an application. If selected, the Parish Council would have to follow the current local development framework system which would be both costly and time consuming. A Parish Plan to control development and influence a future neighbourhood plan will be a requirement of the Localism Bill and consideration may therefore be given to updating the document.
- e. The minutes of the Planning Committee meeting were available. Councillor Taylor, Chairman drew Members attention to the following matters:

8. Planning Matters continued

- Item 5 a new planning application is expected from Tesco Store Ltd regarding opening hours.
 - Item 6b further evidence has been submitted in respect of the Appeal against the refusal of planning permission at 35 All Saints Rise. Use of the local planning authorities' powers to decline to determine repeat and similar applications as outlined in Circular ODPM 08/2005 has been queried with the Borough Council. In response, the Senior Planning Officer (Enforcement) has advised that 'in the case of 35 All Saints Rise the new application was considered to be different to those previously decided and although the power to decline the application was considered it was felt that the application had enough differences to accept it'. The Parish Council Planning Committee disagree with this view.
 - Item 7b Moss End Farm & Garden Centre - the S106 agreement had been completed within the deadline agreed at the December Planning and Highways Committee meeting
 - Item 7c Honeywood Farm – enforcement proceedings have resumed
 - Item 8a Northern Arc Action Group – The next edition of the Wren of Warfield will be brought forward to the end of February. An additional Parish/Borough Councillor surgery was held on 15 January and 9 residents attended
 - Item 8c Bracknell Forest Local Transport Plan 3 – a number of points were noted in a letter submitted on 13 January 2011.
- e. It was RESOLVED that the minutes of the meeting held on 10 January 2011 be formally adopted. All agreed.

9. Jealotts Hill Community Land Share Project

A draft Heads of Agreement providing a summary of the project was available. Councillor N Jones updated the meeting regarding the recent steering group meeting which he, Councillor Ms Healy and the Clerk had attended. Bracknell Forest Voluntary Action (BCVA) who have been involved with Syngenta from the start, are unable to lead on the project and there is an expectation that as the site is in Warfield the Parish Council will take it on. It is anticipated that a budget of £30,000 will be required in the first year to fund the salary of a project manager and it is unclear where this funding may come from. Bracknell Town Council may contribute up to £5000. BCVA has offered to investigate other grants and also establishing a charitable group to run the project. A presentation on the project was provided at the Parish and Town Council Liaison meeting on 19 January. Little interest was expressed. However, Councillor Mrs Hayes thought that Sita UK Ltd may provide funding and has offered to provide contact information. A letter outlining the project and to gauge interest in a community garden for Warfield residents in return for supporting disadvantaged and disabled groups has been sent to all residents on the allotment waiting list. To date there have been 13 expressions of interest and only 2 residents preferring to wait for a standard allotment. After discussion although there are still a number of questions to be answered, Warfield Parish Council's involvement was reaffirmed with a budget of £5000 towards start up costs.

10. Representative Reports

Frost Folly – Linda Winton, Brownlow Hall Caretaker has taken over the responsibility for litter picking and bin emptying.

Northern Arc Action Group - Councillor Parks advised that now the consultations have finished he does not plan to attend further meetings. The group is planning a survey in conjunction with Crowthorne and Binfield Village Protection Society.

Whitegrove Primary School – the Headteacher is planning to make the school ecologically friendly and sustainable; parents are to be encouraged to be involved.

Bracknell Forest Council Budget Proposals Consultation – Finance Committee had considered but had no comment to make so Councillor Morgan will make a personal submission.

Warfield Village Fete – will be held on Saturday, 11 June 2011.

Parish & Town Council Liaison Meeting – Councillors Ms Healy, Taylor and the Clerk had attended a recent meeting. Presentations on The Big Society, Neighbourhood Planning, Crime and Disorder Partnership Protocol and the Jealotts Hill Landshare Project had been made. Winkfield Parish Council has recently obtained Quality status.

NAG – Borough Officer Neil Matthews had attended a recent meeting and the issue of speeding was raised with him once again.

11. Correspondence

Correspondence was available for inspection, the following items were noted.

- a. Localism Bill and the repeal of the New Ethical Framework. It was noted that it is proposed to abolish Standards for England (The Standards Board), the obligation on Councils to have Codes of Conduct and the obligation on Principal Authorities to have a Standards Committee. Until the Bill has been enacted it was noted that the existing regime will continue to function.
- b. An invitation to participate in Fields in Trust a new project to mark the Queen's Diamond Jubilee and London 2012 Olympics, The Queen Elizabeth 11 Fields Challenge was noted.
- c. An invitation to contribute towards the gift from the whole Royal County of Berkshire to mark the Royal wedding, a donation of £50 was agreed.

12. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 23 February 2011.

13. Closure of the meeting

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