

Minutes of the Meeting

Warfield Parish Council

21 July 2010

Present: Councillors: Ms Healy (Chairman), Fitzwilliams, M Jones, Mrs Ingham, Mrs Menon, Parks, and Towle.

1. Apologies for absence Councillors Gates, Harrison, N Jones and Taylor.

2. Declarations of interest

There were no 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 23 June 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

- a. Item 4a Vacancy – ongoing
- b. Item 4b Adoption of red kiosk in Warfield Park – Councillor Ms Healy had met with the Park Management however no decision has been reached as Trustees approval is also required.
- c. Item 4c Stage 2 Playbuilder funding – it was noted that subject to Executive approval the funding proposed for the Harvest Hill site will be reallocated and any residual funding may be used for another project to benefit young people.
- d. Item 4d Borough Solicitor visit – it was noted that Council meeting dates have been advised and a response is still awaited.

5. The Brownlow Memorial Hall

Councillor Ms Healy advised that the flat tenants have given formal notice and will vacate the premises on 7 August 2010. A meeting with the Brownlow Hall Trust Trustees to discuss re-letting options has been arranged. It was noted that there may be implications for operational income as it may take some time to fill the vacancy.

It was RESOLVED that the minutes of the Management Committee meeting held on 7 July 2010 be approved as a correct record and signed by the Chairman.

6. Planning Matters

- a. The minutes of the Planning Committee meeting held on 12 July had been previously circulated. Councillor Parks, Vice Chairman drew Members attention to the following matters:
- Site Allocations Development Plan Document – On 13 July 2010 Bracknell Forest Council Executive resolved that: Broad Area 6 - North Warfield identified in the options consultation be excluded from consideration for development up to 2026 and it is not proposed to pursue the concept of a Northern Arc of development.
 - Further to Adam Afriyie's letter dated 3 June 2010 clarification from the Secretary of State is awaited.
 - Moss End Farm and Garden Centre application 10/00281/FUL has been withdrawn and has been replaced by a new application for temporary permission for a variety of industrial business uses. Mr Garnett, Savills Consultancy has been consulted with regards to these revised plans with a view to submitting a further response as the application is still considered to be inappropriate in this Green Belt location. This and the other three existing applications will be decided at the August meeting of the Planning and Highways Committee. After discussion it was proposed that Savills Consultancy be instructed up to a limit of £600. All agreed.
- b. It was RESOLVED that the minutes of the meeting held on 12 July 2010 be approved as a correct record and signed by the Chairman.

7. Accounts

- a. The minutes of the Finance Committee meeting held on 14 July 2010 had been previously circulated. Councillor Mrs Menon drew Members attention to the following:
- Item 6 Periodic Electrical Test and Inspection to BS7671 – Merry Electrical Ltd has completed the office inspection. As a result of the inspection a quote for essential remedial works of £260 was available for consideration and was approved.
 - Item 7 Installation of picnic bench in Memorial Ground play area – approval of the R J Morgan quotation was confirmed.
 - Item 8 Replacement office water heater – an estimate of £241.55 from K & L Heating was available. This was approved.
 - Item 10 Review of bank accounts – Approval for the closure of the Bank of Ireland account and balance transfer to the NatWest account was confirmed. It was noted that to comply with the Local Government Act 1972 only 2 Members need to sign a cheque. After discussion it was agreed to vary the signing instructions from 5 signatories to 2 and to complete the Lloyds TSB bank mandate accordingly.
 - Item 11 Re-letting the Brownlow Hall Flat – when appointed, approval for a full management contract with the letting agent was confirmed
- b. Councillor Parks proposed seconded by Councillor Fitzwilliams that the following cheques be authorised for payment, all agreed.

7. Accounts continued

<u>For information</u> Ms L Winton	Caretaker wages June	349.47
ABA (Construction) Ltd	Play area inspections Memorial Ground 127.55 & Brownlow Hall 18.69	146.24
Bracknell Forest Council	Recycling collection £16.70, Brownlow Hall loan repayment £1047.70 & Wren printing £365	1429.40
Inland Revenue	Tax & NI Clerk	489.65
Canon Fire Protection	Brownlow Hall fire alarm service	183.25
A Dance	Grounds maintenance Brownlow Hall £275 & Frost Folly £476	751.00
Plus Three Nursery	Contribution towards cleaning costs	20.00
PPL	Brownlow Hall	257.47
Benville & Marsh Ltd	Brownlow Hall water heater	364.25
Stevens Cleaning Services	Office	51.70
Mrs J G Harding	Reimbursement expenses	52.68
Ms L Winton	Caretaker wages July	TBA
Merry Electrical Services Ltd	Office – electrical installation periodic inspection report	293.75

It was RESOLVED that the minutes of the meeting held on 14 July 2010 be formally adopted. All agreed.

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

8. To adopt Bracknell Forest Crime and Disorder Reduction Partnership Protocol for the Exchange of Information

Bracknell Forest Council is offering Parish and Town Councils the opportunity to sign up to the Protocol to facilitate the exchange of information. The document has been reviewed by the Parish and Town Council Clerks. The revised version incorporating the suggested changes had been previously circulated. It was noted that clarification is awaited regarding the need to register with the Information Commissioner. If this is necessary an annual registration fee of £35 will be required. After discussion it was resolved to approve the Protocol with the Clerk as the designated officer.

9. To review Bracknell Forest Council's current Licensing Policy Statement

Bracknell Forest Council is seeking the views of all licensed premises within the Borough regarding its current Licensing Policy Statement. Councillor Healy offered to study the document and report back before the 1 October 2010 deadline for comments.

10. To consider referendum – Bracknell Forest Council’s loss of funding and the consequences for Warfield’s precept

This was deferred until Councillor Taylor is available.

11. Representative Reports

Northern Arc Action Group Meeting – Councillor Parks, who had represented the Parish Council at a recent meeting reported that although the Northern Arc development is not being pursued the group is continuing to fight the proposal in particular the proposed housing for Murrell Hill and Blue Mountain golf course. The group want the action groups to join together and is considering leafleting Warfield against the development in Warfield identified in the Core Strategy which it considers could be overturned. In response to a request for the provision of a meeting room in August it was agreed to offer the Action Group the Brownlow Hall. Councillor Parks was reminded that Members have already decided to cooperate with Bracknell Forest over the Core Strategy. Concern that the Parish Council should be involved with the Action Group when the Northern Arc development is not going ahead was expressed. If a leaflet is prepared Councillor Ms Healy will need to approve before distribution.

Warfield Environment Group – Councillor Towle had attended a recent meeting. The Group has decided to accept the offer to use a room in the Brownlow Hall for regular meetings.

Chairman’s Report – Councillor Ms Healy reported the following points arising from the recent Warfield NAG meeting: a Speed Watch exercise will be undertaken possibly involving young people from the youth centre, scouts to be contacted with a view to litter picking, £500 Neighbourhood Fund may be spent on a leaflet regarding parking and circulated to parents of school children, PCSO Michelle Noone is moving to Priestwood and PCSO Wendy Wiley will be replacing her. Councillor Ms Healy and the Clerk had attended the Parish and Town Council Liaison Group meeting. Topics included a presentation from Inspector Squire on speeding and road safety, a presentation from the Assistant Chief Fire Officer regarding the Royal Berkshire Fire and Rescue Service Risk Management Plan and feedback on the work of the Partnership Board. She thanked those Members who had marshalled the Winkfield and Warfield Family Cycle Ride which this year had had a record entrance. Councillor Ms Healy had also attended Sandhurst Festival and Bracknell Home Start AGM.

12. Correspondence

Correspondence was available for inspection. The following item was noted.

- a. A letter from a Priory Lane resident concerning various planning matters. Councillor Ms Healy to action.

13. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 25 August 2010.

14. Closure of the meeting

There being no further business the meeting was declared closed at 9.25pm.