

Minutes of the Meeting

Warfield Parish Council

27 July 2011

Present: Councillors: Ms Healy (Chairman), Dackombe, Fitzwilliams, Gates, Haffegge, Harrison, Jones, Mrs Menon and Towle

1. Apologies for absence Councillors Barnard, Mrs Ingham and Parks.

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 22 June 2011

It was RESOLVED that the minutes be approved as a correct and accurate record and signed by the Chairman subject to the correction of the numbering sequence after item 9.

4. Matters arising from this meeting

There were none.

5. Casual vacancy Quelm Park Ward

Mr Dackombe had expressed an interest in joining the Parish Council and his résumé had been previously circulated. After discussion it was RESOLVED that Mr Dakombe be co-opted to fill a vacancy in the Quelm Park Ward. A declaration of acceptance of office was duly signed.

6. The Brownlow Memorial Hall

Councillor Fitzwilliams reported that a regular meeting with the Proprietor of Plus Three Nursery had recently taken place. He advised that the hall is operating well and there are no particular matters to bring to the attention of the meeting.

It was RESOLVED that the minutes of the Management Committee meeting held on 6 July 2011 be approved as a correct record and signed by the Chairman.

7. Accounts

- a. Copies of the Finance and General Purposes policy and terms of reference document had been previously circulated. There were no changes proposed. It was RESOLVED that the Finance and General Purposes policy and terms of reference be approved.
- b. The minutes of the Finance Committee meeting held on 19 July 2011 had been previously circulated. Councillor Harrison drew Members attention to the following matter:
  - Item 6 Process for review of monthly checks – it was noted that since Councillor Jones has joined the committee it is no longer possible to meet during the day. However, having carried out a review Councillor Jones has confirmed that he is happy that the other committee members continue to meet during the day and he will be available for 6 monthly audits.
- c. Councillor Harrison proposed, seconded by Councillor Gates that the minutes be formally adopted, all agreed

## d. Payments made since the Finance Committee meeting were noted for information:

|                          |   |        |
|--------------------------|---|--------|
| Bracknell Forest Council | Recycling June  | 17.05  |
| RJ Morgan                | Noticeboard repairs £120,<br>installation bin in play area £138 &<br>erection bollards Frost Folly £612 | 870.00 |
| Ms L Winton              | Caretaker wages July  | TBA    |
| BT Payment Services Ltd  | Line rental and cost of calls   | 175.52 |

- e. It was noted that Borough Councillor McLean has been in contact with a resident in Cooke Rise, Quelm Park who has asked for a salt bin to be installed. Councillor McLean has suggested that perhaps the Parish Council might consider funding the bin. After discussion the Clerk was asked to contact Councillor McLean and suggest that the matter be raised with Borough Officers as in the past the Parish Council has declined to fund salt bins.
- e. The budget sheet for the period to 31 March 2012, attached and previously circulated, was received.

8. Planning Matters

- a. The minutes of the Planning Committee meeting were available. Councillor Gates drew Members attention to the following matters:
  - Item 7c Warfield SPD – in response to a request for a meeting Simon Cridland has emailed to confirm that he and Max Baker are available on 13 September 2011. After discussion the Clerk was requested to ask that the meeting be brought forward to 6.00 pm on Wednesday 7 September 2011.
  - Proposed waiting restrictions Westmorland Drive – it was noted that the Borough Council is advertising the Traffic Regulation Order for the scheme and is seeking additional comments. Members welcomed the proposal which will improve road safety outside Whitegrove School.

8. Planning Matters continued

- b. It was RESOLVED that the minutes of the meeting held on 11 July 2011 be approved as a correct record and signed by the Chairman.

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

The Clerk had attended a recent steering group meeting. It is hoped that the legal agreement with Syngenta will be approved shortly. Once the agreement has been agreed in principle Syngenta has relaxed an earlier condition and advised that work on site will be allowed. The project manager has been focusing on fundraising applications but as yet has not been successful. Bracknell Forest Life Long Learning Partnership has paid £10,000 to the project for a year's support for its NEETS programme. Warfield Grow and Share's request for a half acre plot has been approved but a land allocation policy will be implemented for future site allocations. A single use disabled toilet is to be created in the changing rooms and it is likely that Syngenta will undertake the work. Following a discussion regarding the lack of future funding other areas of sponsorship were noted for further investigation by the project manager.

10. To consider rearranging October Council meeting date

To avoid a clash with an important Northern Parishes Arts Week event it was agreed to defer the meeting until Wednesday, 2 November 2011.

11. Representative Reports

**Cultural Partnership** – Councillor Towle had attended a South Hill Park tour to view the restoration of the park grounds. Works being undertaken include the restoration of the terrace garden, improving disabled access, de-silting the southern lake and conserving and enhancing the woodland areas. It is anticipated that work will be completed at the end of the year.

**Climate Change** – The working group had met again. Councillor Haffegge advised that as part of working in the Climate Change Partnership, Bracknell Forest Sustainable Energy Officer has assessed Brownlow Hall energy usage with a view to the possibility of installing solar panels to generate electricity for the site. A report including a number of recommendations is available which will be presented to the Management Committee when it meets in early August.

**Parish Profile** – Councillor Gates had taken Councillors Haffegge and Mrs Ingham, new Members of the Planning Committee on a tour of Nuptown. During the tour Mrs Ingham had noted a number of improvements which could be implemented to raise the Parish Council profile.

11. Representative Reports continued

**Frost Folly** – A request from Councillor Haffegge to consider labelling the trees and recording the planting in each of the beds was noted. New heavy duty bollards have been installed to replace the defective wooden bollards.

**Northern Parishes Arts Week** – Councillor Fitzwilliams had attended a recent meeting. Planning for this year's event is progressing well. Two new events are planned, both to be held at St Peter's Cranbourne, a talk on the History, Management & Future of Windsor Great Park and an organ recital performed by Eton College.

**West End Residents Action Group** – Councillor Fitzwilliams advised that a meeting with Bracknell Forest Planners has been arranged for early September.

**Chairman's Report** – Councillor Ms Healy updated Members regarding the following meetings she has attended:  
Along with Councillors Haffegge and Parks she had attended a briefing on Localism organised by CCB. A number of concerns around neighbourhood planning, a key part of the Government's localism agenda, were discussed. Although neighbourhood plans have not yet been fully defined it was agreed to seek early advice from Mr Garnett, Savills Planning Services regarding what community planning tools the Parish Council should be considering at this stage. The annual Warfield/Winkfield Family Cycle ride had been a great success with 163 registered entrants 25% of whom were from Warfield. She thanked Councillors who had marshalled during the event. One resident had attended the first Tuesday evening Parish/Borough Councillor surgery. The minutes of a recent Warfield Grow & Share Committee meeting were available. She had attended a Lily Hill steering group meeting which had included a tour of the park to view a story telling throne which has been carved from the trunk of a veteran tree. The throne also records the contributions made by partner Councils to the ongoing management of the park. The most recent park survey shows 15% of visitors come from Warfield. Along with Councillor Parks and the Clerk she attended the Parish & Town Council Liaison meeting on 13 July. Topics covered included presentations on the Swinley Forest fires, Bracknell Forest Council's current budget position and current environmental matters an update on the Big Society, Section 106 funds and neighbourhood engagement review. The police are carrying out mobile speed checks around the borough and 24 motorists were caught speeding along Harvest Ride.

12. Correspondence

Correspondence was available for inspection. The following items were noted.

- a. An Invitation to Bracknell Forest Voluntary Action AGM on Tuesday 18 October at 6.15 pm in Easthampstead Baptist Church – Councillor Ms Healy to attend.
- b. The date of the Berkshire County Blind Society AGM on Monday 26 September at 2.00 pm in Charvil Village Hall was noted.

12. Correspondence continued

- c. Bracknell Forest Community Safety Partnership (CSP) Protocol for the Exchange of Information – a number of minor changes following the annual revision were noted: change of name from Crime & Reduction Partnership (CDRP) to CSP and changes to parties to the protocol and designated officers

13. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 24 August 2011.

14. Closure of the meeting

There being no further business the meeting was declared closed at 9.15 pm.