

Minutes of the Meeting

Warfield Parish Council

27 October 2010

Present: Councillors: Fitzwilliams (Chairman), Gates, Harrison, N Jones, Mrs Ingham, Morgan and Taylor.

1. Apologies for absence Councillors Ms Healy, M Jones, Mrs Menon, Parks and Towle.

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 September 2010

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

4. Casual Vacancy

Following the advertisement of the casual vacancy a formal expression of interest had been received from Mr C Morgan. Following a proposal by Councillor Fitzwilliams, seconded by Councillor Harrison it was unanimously resolved that Mr Morgan be co-opted. The Declaration of Acceptance of Office was signed and a Register of Members Financial and other Interests provided.

5. Matters arising from this meeting

- a. Item 4b Adoption of red kiosk in Warfield Park – ongoing, a meeting with Park Trustees has been deferred.
- b. Item 4d Registration with the Information Commissioner – it was noted that confirmation of entry in the register has been received.

6. The Brownlow Memorial Hall

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

- The annual users meeting scheduled for 7 October had been cancelled as only 1 representative wished to attend.
- A modest increase in the caretakers' salaries has been approved.

6. The Brownlow Memorial Hall continued

It was RESOLVED that the minutes of the Management Committee meeting held on 6 October 2010 be formally adopted. All agreed.

7. Planning Matters

a. The minutes of the Planning Committee meeting had been previously circulated. Councillor Taylor, Chairman drew Members attention to the following matters:

- Planning application 10/00660/FUL Tesco Stores Ltd proposal to extend the opening hours to 7.00 am to 10.00 pm Monday - Saturday and 10.00 am – 4.00 pm Sundays. It was noted that 3 objections have been registered by residents living in the vicinity of the store. Following discussion it was agreed to submit a considered no objection comment with an observation that should the application be approved, in the interests of the amenities currently enjoyed by local residents, the opening hours of the petrol filling station and the permitted hours for store deliveries should remain unchanged.
- Warfield Supplementary Planning Document – it was noted that Councillor Ms Healy and the Clerk had met with Borough Officer Simon Cridland who is currently producing the consultation document to ensure Warfield Parish Council's wish list items have been included. Councillor Parks has also provided comments on proposed pedestrian/cycle provision.
- Moss End Farm and Garden Centre – it was noted that two letters have been received from Adam Afriyie MP. He has written to the Secretary of State to raise Parish Council concerns. A response from the Director Environment, Culture and Communities is awaited. At the 21 October Borough Planning & Highways Committee meeting Members resolved to extend the time for the completion of the s106 agreement in relation to planning applications 10/00281/FUL, 10/00284/FUL and 10/00453/T to 16 December 2010.
- Honeywood Farm breach of planning condition and Court Appeal – the Enforcement Officer has advised that the cladding of the approved barn is in progress. Confirmation of the date for the High Court challenge is awaited.

b. It was RESOLVED that the minutes of the meeting held on 6 October 2010 be formally adopted. All agreed.

c. Bracknell Forest Local Development Framework Site Allocations Development Plan Document Consultation – it was noted that the SADPD was considered by the Executive on 19 October 2010 and on 22 October 2010 was called in by a number of Councillors. The Overview and Scrutiny Commission will meet on 1 November to review the Executive's decision. If the Overview and Scrutiny Commission decides to refer the matter back for further consideration, a meeting has been scheduled for 2 November.

8. Accounts

- a. The minutes of the Finance Committee meeting held on 20 October 2010 were available. Councillor N Jones drew Members attention to the following:
- Item 4a The amendment to the Lloyds TSB Bank mandate has been approved and any two Councillors may now sign cheques.
 - Item 4b A new Co-operative Bank Community Account has been opened.
 - Item 6 A recommendation that the draft Data Protection and Information Security Policy Document be approved.
 - Item 9 A recommendation that the revised Policy Statement 2 – Disability Access be approved.

Invoices paid since 22 September 2010

Ms L Winton	Caretaker wages September	335.20
The Information Commissioner	Registration fee	35.00
Mr S Moore	Brownlow Hall Cottage repairs	665.00
Bracknell Forest Council	Recycling August £16.70, printing Wren newsletter £365 & loan repayment £1061.35	1443.05
Inland Revenue	Tax & NI Clerk £489.65 & D French £6.20	495.85
Index Security Systems Limited	Brownlow Hall	117.21
Bracknell Pest Control Ltd	Brownlow Hall	35.25
ABA (Construction) Ltd	Memorial Ground £127.55 & Brownlow Hall £18.69 inspection	146.24
Stevens Cleaning Services	Office	51.70
Mr D French	Caretaker wages	26.80
Fowler Combustion Company Ltd	Brownlow Hall	253.22
Mrs J G Harding	Clerks expenses	130.65
Ms L Winton	Caretaker wages October	TBA
Warfield Memorial Ground Trustees	2nd instalment grant	3751.00
Warfield Park Community Association	2nd instalment grant	950.00
Whitegrove Youth & Community Centre	2nd instalment grant	1700.00
Warfield Parochial Church Council	2nd instalment grant	500.00
Youthline	2nd instalment grant	500.00
CAB	2nd instalment grant	700.00
Whitegrove Primary School	2nd instalment grant	450.00
Sandy Lane Primary School	2nd instalment grant	150.00
Building Blocks Pre-School	2nd instalment grant	300.00
Bracknell North Guide Association	2nd instalment grant	535.00
Whitegrove Football Club	2nd instalment grant	500.00
Relate	2nd instalment grant	225.00
Bracknell Baseball Club	2nd instalment grant	375.00
Home-Start	2nd instalment grant	450.00
Age Concern (Bracknell)	2nd instalment grant	175.00
Vitalise	2nd instalment grant	190.00
MS Society, Windsor Forest		
Bracknell District	2nd instalment grant	125.00

8. Accounts continuedInvoices paid since 22 September 2010 continued

Thames Valley Air Ambulance	2nd instalment grant	150.00
2 nd Bracknell Scout Group	2nd instalment grant	450.00
Cruse Bereavement Care	2nd instalment grant	125.00
South East Berks Gang Show	2nd instalment grant	250.00
Pilgrim Hearts	2nd instalment grant	125.00
AFC Warfield	2nd instalment grant	250.00
Bracknell Executive Job Club Ltd	2nd instalment grant	150.00
A Dance	Grounds maintenance Frost Folly 376 & Brownlow Hall 275	651.00
Suds Window Cleaning	Office 11.75 & Brownlow Hall 47.00	58.75
TM Facilities Services Ltd	Brownlow Hall	146.88

Direct Debits

British Gas office electricity 214.17

Sita UK Ltd Brownlow Hall 82.11

Three further payments were noted:

ABA (Construction) Ltd	Brownlow Hall	18.69
Bracknell Forest Council	Recycling for September	16.70
Great Ormond Street Hospital	Donation in lieu of Exhibition	
Children's Charity	Speaker's expenses	35.00

c. It was RESOLVED that the minutes of the meeting held on 20 October 2010 be formally adopted. All agreed.

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

9. Representative Reports

CPRE – Councillor Harrison had attended the Ascot and Bracknell branch AGM meeting held on 26 October.

Countryside Access Forum – Councillor Gates had attended a recent meeting.

Wren of Warfield – Councillor Mrs Ingham (editor) proposed a change of format to the current style of newsletter. After discussion it was agreed that she should obtain costings for printing a colour version for the forthcoming budget setting meeting.

Memorial Ground play area – A recent incident when racially motivated graffiti had been sprayed on some of the children's play equipment was noted. The police have been made aware of the incident. The graffiti has since been removed, an invoice is awaited.

9. Representative Reports continued

Frost Folly – Councillor Fitzwilliams reported that the problems associated with inappropriate usage have decreased and there is now less evidence of misuse.

Northern Parishes Arts Week – Visitor sessions have been well attended. Councillors were reminded that the Arts & Craft Exhibition will open Friday – Sunday 10.00 am – 4.00 pm and there are spaces for the Friday evening performance at Carnation Hall by Woodley Light Operatic of highlights from West End Shows.

Parish and Town Council Liaison Group – the Clerk had attended a recent meeting. The focus of the meeting had been the Big Society and how Parish and Town Councils, Bracknell Forest Council and the voluntary sector can work together. A report on the response to severe weather and the role of Parish and Town Councils may have in the event of another period of severe weather was also discussed. A template document was presented by Mary Harris on behalf of the Parish & Town Councils. Borough officers have agreed to use the document to provide detailed information when considering the possibility of partnership working and the devolution of assets and/or services.

10. Correspondence

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

- a. Bracknell & District Citizens Advice Bureau Annual Public Meeting 6.00 pm Thursday 11 November at Easthampstead Baptist Church.
- b. Age Concern Bracknell Forest Members meeting 2.00 pm Thursday 9 December at Bracknell Forest Voluntary Action.

11. Date of next meeting

The dates of future meetings were confirmed as Wednesday, 17 November (precept) and 24 November 2010.

12. Closure of the meeting

There being no further business the meeting was declared closed at 9.05pm.