

Minutes of the Meeting

Warfield Parish Council

22 April 2009

Present: Councillors: Ms Healy (Chairman), Andrews, Fitzwilliams, Gates, N Jones, Mrs Ingham, Mrs Menon, Taylor and Towle

1. Apologies for absence Councillors, Harrison, M Jones and Parks.

2. Declarations of interest

Councillor Gates declared a personal interest in item 7a a cheque is payable to his brother-in-law. Councillor Andrews declared a personal interest in item 6b planning matters in relation to 33 and 35 All Saints Rise. 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 25 March 2009

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 4b Letter seeking support from Councillor Mrs Ballin in progressing actions from speed surveys and installation of vehicle activated signs. A letter of complaint has been sent to the Leader and a reply is still awaited. It was noted that Mrs Ballin has now forwarded emails to the Parish Council from Mr Cook, Transport Development Manager dated 25 March and 21 April in which he comments on the speed survey results. Although Mr Cook has said it is not unusual for sites to show speeding above the level at which police will consider enforcement, none of the surveyed sites has frontage development or an accident problem. With regard to use of VAS equipment, the Borough's policy is that this equipment will be considered for sites where there is an identified problem of inappropriate speed and the issue has not been satisfactorily remedied by signing, or where safety cameras or other engineering methods are not cost effective or appropriate. Therefore the installation of VAS equipment is only possible if Bracknell Forest Council consider there is a problem that needs addressing. It was noted that a B road speed limit review, which will include Forest Road, is to be undertaken and furthermore the Harvest Rise Totale Rise junction has been accepted by the safer roads partnership as a mobile speed enforcement site. The meeting agreed that as Inspector Carter has previously suggested that the Borough Council rather than the police should be taking action, in the first instance copies of the emails will be forwarded to him for comment.

4. Matters arising from this meeting continued

- b. Item 6c Limiting the impact of development submission of wish list & maps – it was noted that two of the maps have been completed and the final map will be available shortly.
- c. Item 9 Westmorland Park Pavilion extension proposal. It was noted that the working group has not yet had an opportunity to meet to draft the proposal.
- d. Item 12 Highway issues – an explanation of the traffic surveys has been sought and a reply is still awaited.

5. The Brownlow Memorial Hall

Councillor Fitzwilliams advised Members that there is nothing significant to report and the Hall continues to operate well. The 5 year plan review has been completed. Draft year end figures show that operationally the hall finances broadly breakeven. Income was above budget and expenditure costs on budget.

It was RESOLVED that the minutes of the Management Committee meetings held on 15 April 2009 be approved as a correct record and signed by the Chairman.

6. Planning Matters

- a. **Update on progress with allotment proposal.** Councillor Taylor, Chairman Planning Committee advised that a response to the letter sent to the Director of Environment, Culture and Communities is awaited. It was noted that a recent article in Which? Gardening magazine may be of help in promoting land acquisition and a copy might be forwarded to the Borough Solicitor. An alternative allotment scheme promoted by Landshare was discussed. The site links people who want to grow fruit and vegetables to landowners with space where they can grow it. Consideration to promoting the site in the Wren and on the Parish Council website may be given.
- b. **Minutes of the Planning Committee.** It was RESOLVED that the minutes of the meeting held on 20 April 2009 be approved as a correct record and signed by the Chairman. The Chairman answered a number of questions relating to unauthorised development at Warfield Garage, Honeywood Farm and Moss End Garden Centre.

7. Accounts

- a. The minutes of the Finance Committee meeting held on 20 April were available. Councillor Jones drew Members attention to the following:
 - Item 7 Insurance – A change of insurer has been investigated. It was noted that as a result of the increase in the proposed sums to be insured the annual premium would increase to £3,706.06 or £3,520.76 subject to a three year binding agreement. This would still result in a saving and provides a better overall package than the current Allianz Insurance scheme. Following discussion a recommendation to switch to Came & Company for a three year period was approved.

7. Accounts continued

- Item 9 Warfield Street notice board – following discussion it was decided that the current notice board is beyond repair and should be replaced. Rather than purchase a new notice board it was proposed that the New Leathern Bottle notice board which is located in a less populated area might be re-used. A notice will be displayed until August to allow time for any objections.
- Item 10 Year ending 31 March 2009 – the new deadline of 30 June 2009 for approval of this year's Annual Return was noted.

| <u>For information</u> | | |
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| W Johnson | Caretaker wages March | 349.74 |
| Savills (L & P) Ltd | Professional Services | 2,034.57 |
| Daton Electrical | Brownlow Hall electrical works | 1,207.50 |
| John Francis (The Heatman) | Brownlow Hall flat boiler repair | 173.65 |

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| Brownlow Memorial Hall Trust | Rent - replacement for cheque lost in post | 2,500.00 |
| ABA (Construction) Ltd | Play area inspections Brownlow Hall £17.25 & Memorial Ground £117.70 | 134.95 |
| SITA UK Ltd | Brownlow Hall | 58.59 |
| Stan Wall & Son (Timber) Ltd | 3 picnic tables for Frost Folly | 862.50 |
| Savills (L & P) Ltd | Professional Services | 1,036.15 |
| Inland Revenue | Tax & NI | 487.94 |
| J Harding | Reimbursement Clerk's expenses | 45.80 |
| Stevens Cleaning Services | Office clean | 48.30 |
| Barriers Direct | 3 x Sheffield cycle stands | 557.87 |
| SLCC | 2 publications | 21.00 |
| Coles Delivery Services Ltd | Carriage of picnic tables | 115.00 |
| Roy Basten Decorating | Brownlow Hall rose room redecoration | 1,158.69 |
| Ms W Johnson | Caretaker wages April | TBA |

Amendment to standing order payable to Mrs J Harding £1258.92 - adjustment to include 2008/09 interim 0.45% salary increase

To note a reduction (small business relief) in the monthly direct debit payments to Bracknell Forest Borough Council in respect of the Brownlow Hall to 1/5/09 £80.47, 1/6/09 - 1/1/10 £79.

Councillor Fitzwilliams seconded by Councillor Gates proposed that the minutes be formally adopted. All agreed.

- b. The budget sheet had been previously circulated, there were no questions.

8. To approve Parish Council Climate Change Strategy

This was deferred as the working group has not yet had an opportunity to meet.

9. To consider nominations for Parish and Chairman's Awards

A number of nominations were considered. Following discussion Councillor Fitzwilliams, seconded by Councillor Taylor proposed Mr D Swindells for the Parish Award. All agreed. Two organisations were considered for the Chairman's Award both having made a significant contribution to the parish over a number of years. A vote recorded five votes in favour of First Steps Toddler Group and three for Whitegrove Football Club.

12. Representative Reports

Biodiversity Forum – The minutes of the March meeting attended by Councillor Mrs Menon were now available together with the Action Plan 2006 – 2011 progress report.

Wren of Warfield – An example of an alternative A4 folded publication was available for consideration. It was agreed to investigate whether Bracknell Forest Council print room would be able to produce a similar format.

Tesco Pelican crossing – A couple of road safety issues were noted: the pedestrian traffic lights at the crossing appear to be faulty and traffic is obscured by overhanging vegetation. It was agreed to contact Tesco in the first instance to request that the hedge be pruned. Consideration may be given to seeking a highway safety assessment should the hedge trimming not improve visibility sufficiently.

Frost Folly – It was noted that the three benches purchased recently will be installed shortly. Robust bollards are to be fitted to prevent vehicles gaining access to the picnic area.

Neighbourhood policing – It was noted that PCSO Katie Woodgate has moved to another area and has been replaced by PCSO Michelle Noone.

Bracknell Forest Parish and Town Clerks – The minutes of the inaugural meeting were available. The key function of the Group will be to exchange information. In addition, Mr Smith as the Parish and Town Councils representative will provide an update on the Bracknell Forest Partnership Board and future items for the Parish and Town Council Liaison Group will also be discussed.

13. Correspondence

Correspondence was available for inspection; the following item was noted:

- a. Older Person's Strategy consultation document, Councillor Ms Healy offered to submit comments by the 8 May deadline on behalf of Council.

14. Date of next meeting

The date of the Annual meeting was confirmed as Wednesday, 20 May 2009.

15. Closure of the meeting

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