

Minutes of the Meeting

Warfield Parish Council

27 January 2010

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

1. Apologies for absence Councillors Andrews, Barnard, Gates 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 16 December 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 4a** Residents Panel Survey (21 October 2009 minutes) – the results of the Parish/Town Council questions were noted as follows: in response to the question ‘if they would be prepared to accept an increase in the parish precept to cover the costs of maintaining services, resulting in an increase in the overall Council Tax’ 65% respondents said they would not be prepared to accept an increase and 22% said that they would be prepared to accept an increase. In response to the question ‘to indicate the weekly increase they would be willing to pay in order to maintain services’ 50% respondents were not willing to pay more however the next most popular response was 50p (22%) followed by £1 (9%) and 10p (9%).
- b. **Item 7** Goddard Way Play Area – a residents meeting has not yet taken place however improvements to the Westmorland Park play area are planned using the stage 1 funding previously proposed for Goddard Way.
- c. **Item 10a** Dog Warden – it was noted that the Chief Officer Environment & Public Protection has agreed to attend a meeting with Parish & Town Councils on 5 February 2010.
- d. Adoption of red kiosk in Warfield Park – BT has made contact to advise a change in policy; the power to the kiosk will remain with BT paying all bills in the short term. It was noted that the phone equipment will still be removed. As this proposition may now be attractive to the Community Association Councillor Ms Healy offered to consult again and report back.

5. Minutes of the Precept meeting held on 25 November 2009

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

6. Matters arising from the Precept meeting and confirmation of 2010/2011 Precept

Councillor Ms Healy declared a personal interest with regard to Warfield Park Community Association. Further to the discussion in November concerning the draft budget, the Treasurer drew Members attention to the following recommendations as detailed in the 20 January Finance Committee minutes:

- a. A grant of £1900 to Warfield Park Community Association
- b. A £500 increase in the Arts Week budget
- c. A grant of £300 to Sandy Lane Primary School
- d. A grant of £250 to MS Society Windsor Forest Bracknell District
- e. A grant of £300 Thames Valley and Chiltern Air Ambulance Trust
- f. A grant of £500 to AFC Warfield

In light of the above and January estimates for unspent balances, the Treasurer advised the revised budget summary for 2010/11 as:

2010/11 Requirement	£
Planned expenditure	135,460
General contingency	28,740
Brownlow Hall reserve	60,000
Clerk's pension reserve	2,800
Future capital project	<u>14,000</u>
Sub Total	<u>241,000</u>

Proposed Precept for 2010/11

Unspent balances	108,000
Interest on bank accounts	400
Precept	<u>132,600</u>
Total	<u>241,000</u>

Councillor Taylor proposed, seconded by Councillor Harrison that the Precept for 2010/11 be the sum of £132,600. This was unanimously agreed.

7. The Brownlow Memorial Hall

The January management meeting had been cancelled. Councillor Fitzwilliams provided a brief update on matters arising since the December meeting:

- Ms Johnson, Caretaker has resigned. The vacancy has been advertised in the Bracknell News and the Warfield Word.
- A household inventory check of the flat has been carried out and all was found to be in good condition.

7. The Brownlow Memorial Hall continued

- The Finance Committee has reviewed hiring rates and is recommending an increase in the commercial rate. A meeting with Mrs Butler to review the Plus Three Nursery's rate has been arranged.

8. Planning Matters

- a. A3095 Maidenhead Road, Hawthorn Hill proposed safety improvements by Bracknell Forest Council involving new safety surface and additional signage – following discussion it was agreed that no comments were required.
- b. Wokingham Borough Council Local Transport Plan Consultation – this was noted.
- c. Matters arising from Planning Committee:
 - Meeting with Mr Baker, Head of Spatial Policy confirmed 6.00 pm Monday, 15 March.
 - Site Allocations Development Plan Document consultation, exhibitions planned for Saturday 20 March in the Brownlow Hall and Tuesday 9 March in the Parish Office.
 - Meeting with Mr Bather, Barton Willmore confirmed 7.30 pm Wednesday, 17 March.
 - Confirmation has been received that Parish Council comments on the amended plans for Battle Bridge House application 09/00394/T will be included in the Planning & Highways Committee report.
 - Honeywood Farm enforcement notice will not be enforced until the Court of Appeal has reached a decision.
 - Moss End Farm and Garden Centre planning application 09/00580/FUL was refused by the Planning & Highways Committee.
- d. It was RESOLVED that the minutes of the meeting held on 11 January 2010 be approved as a correct record and signed by the Chairman.
- e. Warfield Section 106 Summary – it was noted that the information recently circulated shows considerable funding available to spend on leisure schemes. Suggestions for possible projects were sought for consideration at a future meeting. Clarification on the proposal to spend £2,400 on a Warfield bridleway will be sought.

9. Accounts

- a. The minutes of the Finance Committee meeting held on 20 January 2010 were available. The Treasurer drew Members attention to the following:
 - Item 4a Chain for badge of office – it was noted that a purchase is anticipated shortly.
 - Item 4e Notice board repairs – approval of the R J Morgan quotation was confirmed.
 - Item 9 Internal Audit – the need to be aware of the potential inability to recover input VAT on costs relating to the Brownlow Hall if that VAT exceeded £7,500 in a particular financial year was noted.
 - Item 10 Review of Health & Safety Policy - the document was approved and duly signed as attached.

9. Accounts continued

Councillor Harrison proposed seconded by Councillor M Jones that the following cheques be authorised for payment, all agreed.

<u>For information</u>		
W Johnson	Caretaker wages December	268.59
ABA (Construction) Ltd	Play area inspections/repairs Memorial Ground £368.84 & Brownlow Hall inspections December & January £35.92	404.76
Bracknell Forest Council	Recycling collections £31.90 & Brownlow Hall loan repayment £1047.36	1079.26
Inland Revenue	Tax & NI	489.65
Swift Cleaning Services Ltd	Brownlow Hall	193.93
PHS Group plc	Brownlow Hall	116.33
Stevens Cleaning Services	Office clean	51.70
Canon Fire Protection	Brownlow Hall	174.13
Ms W Johnson	Caretaker wages January	TBA
Fitzpatrick Woolmer Design & Publishing Limited	Frost Folly interpretative panels	1122.72
Alan Harland	Internal audit	440.63
Performing Rights Society Ltd	Brownlow Hall	329.83
BT Payment Services Ltd	Office	245.84
Tesco Stores Ltd	Insurance	179.40
Berkshire Media Group Ltd	Advertisement	97.52

Direct debit British Gas office electricity usage £279.85

It was RESOLVED that the minutes of the meeting held on 20 January 2010 be approved as a correct record and signed by the Chairman.

- b. The budget sheet had been previously circulated there were no questions.
- c. 2010/11 Budget Business Ratepayer Consultation – It was noted that Bracknell Forest Council needs to make £3m savings to balance the budget and is proposing efficiency savings, reduction in back office costs and services.

10. Representative Reports

Gloucestershire Lea – Councillor Mrs Ingham advised that following the recent snowy weather residents are lobbying to have a grit bin installed.

BALC training – Councillor Mrs Menon had attended the ‘How to be a better Councillor’ session and had found it to be disappointing.

10. Representative Reports continued

Frost Folly – It was noted that the interpretative panels have been received. Councillor Fitzwilliams will be making a display case for erection in Frost Folly. Councillor N Jones is preparing an accompanying information leaflet which will be available from the office.

Parish and Town Councils Liaison Meeting – Councillors Ms Healy, Taylor and the Clerk had attended a recent meeting. Reports on recent consultation results, All of Us Community Cohesion Strategy, Equality Scheme, Bracknell Forest Partnership Annual Report and Climate Change Partnership had been discussed.

Chairman's Report – Councillor Ms Healy reported that Warfield residents had provided the 2nd highest number of responses to the Neighbourhood Survey. Little change had been noted since last year's results with speeding, police visibility, litter, maintenance of hedges etc and dog fouling continuing to be the main concerns. Following a recent presentation on the Community Payback scheme Ms Healy sought suggestions for useful work that participants might undertake.

Northern Parishes Arts Week – A report of the meeting held on 19 January was available. In addition to the usual partnership activities organised with Bracknell Forest Council and South Hill Park consideration is being given to a performing arts event to celebrate local talent.

11. Correspondence

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

- a. Email request from Kennel Lane resident for a grit bin to be installed – this was noted. However the provision of additional salt bins would require Parish Council funding. It was suggested that Kennel Lane residents contact Gloucestershire Lea residents to lobby Bracknell Forest Council. The possibility of using section 106 funding will be investigated.
- b. South East England Faiths Forum 2010 Annual Conference 8 April 9.30am-4.00pm University of Surrey.

12. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 24 February 2010.

13. Closure of the meeting

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