

Minutes of the Meeting

Warfield Parish Council

24 June 2009

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

1. Apologies for absence Councillors Barnard, Gates, Mrs Ingham, Mrs Menon and Towle.

2. Declarations of interest

Councillor Andrews declared a personal interest in item 7b planning matters in relation to 35 All Saints Rise. Councillor Harrison declared a personal interest in the confidential item relating to item 8. 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 Annual meeting held on 20 May 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 7a Speed surveys/installation of VAS equipment – it was noted that a reply is still awaited from Inspector Carter. A chasing letter will be sent.
- b. Item 7b Limiting the impact of development submission of wish list and maps – Mr Hindle has offered to give a presentation to Councillors on Monday, 20 July 2009.
- c. Item 7e Wren of Warfield – it was noted that Bracknell Forest Council print room is able to produce the alternative format. Following discussion it was decided that the editor should confirm whether there is sufficient material to publish a summer edition. Consideration may be given to a two page edition in October if there is no July publication.

5. The Brownlow Memorial Hall

Councillor Fitzwilliams advised Members that since the meeting two important issues had arisen. The Rose Room sliding door has developed a fault. As it will be expensive to repair consideration may be given to not repairing it.

5. The Brownlow Memorial Hall continued

Scottish and Southern Energy has made contact regarding the Lease for the electrical sub station. Their payments system had failed to pay the increasing rent obligation and they are £840 in arrears. As this predated the transfer of the Lease to the Parish Council some of the money is owed to the Brownlow Memorial Hall Trust. A new Lease is currently under negotiation.

It was RESOLVED that the minutes of the Management Committee meeting held on 17 June 2009 be approved as a correct record and signed by the Chairman.

6. Westmorland Park Pavilion – update on extension proposal

A report of the working group meeting held on 4 June 2009 to discuss a proposal to extend the pavilion to create a drop in centre was available. It was noted that Councillor Ms Healy has agreed to write to Mr Gocke, Chief Officer Access & Inclusion and Councillor McCracken, Executive Member Leisure to seek support for the initial idea and to request a meeting.

7. Planning Matters

- a. **Update on progress with allotment proposal.** Councillor Taylor, Chairman Planning Committee, advised that a response is awaited from the Director of Environment, Culture and Communities. Following discussion, it was agreed to resend the letter in case it had gone astray in the post.
- b. **Minutes of the Planning Committee.** Matters arising from the minutes were noted as follows:
  - i. Item 6a Battle Bridge House – Mr Varley, Senior Planning Officer has advised that it would not be expedient to prosecute for non compliance with the enforcement notice as a planning application is imminent (an application has been submitted since receipt of the letter). However, the Council is pursuing action in the Courts for the failure to comply with the requirements of the Stop Notice.

Councillor Taylor advised the meeting that the Secretary of State has dismissed the Appeal by Legal and General for mixed use redevelopment of the TRL site at Crowthorne.

It was RESOLVED that the minutes of the meeting held on 15 June 2009 be approved as a correct record and signed by the Chairman.

8. Accounts

- a. The minutes of the Finance Committee meeting held on 17 June 2009 had been previously circulated. The Treasurer drew Members attention to the following matters:

8. Accounts continued

- Item 7 Mr Harland's reappointment as internal auditor.

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

| <b><u>For information</u></b>    |  |         |
|----------------------------------|--|---------|
| W Johnson                        | Caretaker wages May  | 348.97  |
| Mr C Harding                     | Email & web hosting (reissue of cheque 1879 to Agile Web Solutions) Office                 | 45.00   |
| Stevens Cleaning Services        | Brownlow Hall keys   | 48.30   |
| Guardian Security Group (UK) Ltd |  | 30.14   |
| Bracknell Pest Control Ltd       | Brownlow Hall  | 34.50   |
| ABA (Construction) Ltd           | Play area inspections Memorial Ground £96.97 & Brownlow Memorial Hall £17.77 x 2           | 132.51  |
| Sita UK Ltd                      | Brownlow Hall  | 71.96   |
| Suds Window Cleaning             | Brownlow Hall  | 46.00   |
| Alan J Harland                   | Internal Audit   | 373.75  |
| Bowak Ltd                        | Brownlow Hall consumables  | 151.32  |
| Dabbers                          | Brownlow Hall Flat exterior repairs to date (to be completed)                              | 400.00  |
| Mrs J Harding                    | Reimbursement Clerk's expenses May £72.12 & replacement refrigerator Brownlow Hall £224.42 | 296.54  |
| Inland Revenue                   | Tax & NI   | 482.82  |
| Brownlow Memorial Hall Trust     | Rent   | 2500.00 |
| Ms W Johnson                     | Caretaker salary June  | TBC     |
| Canon Fire Protection            | Annual office inspection   | 61.04   |

Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it was RESOLVED that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of business regarding the preparation of a case in legal proceedings.

It was RESOLVED that the minutes of the meeting held on 17 June 2009 be formally adopted. All agreed.

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

9. Representative Reports

**Warfield Fete 13 June 2009** – Councillor Parks assisted by Councillors Harrison and Mrs Ingham had manned the Parish Council table. Suggestions to improve the stand with a Parish Council banner and an activity were suggested for next year, Councillor Mrs Ingham will coordinate.

9. Representative Reports continued

**Playbuilder Project** – Councillor M Jones gave a résumé of the inaugural Play Partnership meeting which he and the Clerk had attended. Lawrence Hill, Westmorland Park and Quelm Park have been selected for refurbishment/new equipment. Visits to other authority sites which have already implemented the scheme to see what might be possible have been arranged for 6 July.

**Bracknell Forest Partnership** – Councillor Harrison had attended a recent meeting which focused on health, well being and the new HealthSpace to be developed in Bracknell.

**Westmorland Park & Priory Field**– Councillor Fitzwilliams had attended a recent user groups meeting. A new path is to be created around the tennis courts giving access to Hayley Green woods. During August Play Rangers will be organising free activities for children in the Park. The problems in Priory Field cannot be resolved and a decision to plough up and re-sow the grass has been taken by the Borough Council. Play will not be possible until 2011.

**Parish & Town Councils Liaison Meeting** – Councillors Ms Healy, Taylor and the Clerk had attended a recent meeting. Topics discussed included Playbuilders initiative, how the economic situation is impacting on Council services, Partnership Board feedback and recycling provision for Parish and Town Council Offices

**Northern Parishes Liaison Meeting** – The minutes of the meeting attended by Councillors Ms Healy, Taylor and the Clerk on 28 May 2009 were available. It was noted that: the Winkfield/Warfield family cycle ride had gone well, a response from Councillor McCracken to a request that dogs should be kept on leads in Lily Hill Park formal gardens is awaited and an Armed Forces Flag had not been purchased as it had not been possible to source one.

**Clerks report** – the Clerk had attended a recent Parks and Public Realm Forum. Topics discussed included Playbuilder project, Green Space Strategy, Partnership funded activities, tree management and fly tipping.

10. Correspondence

Correspondence was available for inspection. The following items were noted should the Council decide to take any action:

- a. Invitation to visit WINGS 2009 (Berkshire Scouting & Girlguiding) event Windsor Great Park 5 August 10-1 or 6 August 2-5.
- b. Home-Start Bracknell Forest AGM Monday 20 July 12 non Coopers Hill Y&CC.
- c. Review of Bracknell Forest Statement of Gambling Principles – comments/suggested amendments requested by 7 September 2009.

11. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 22 July 2009.

12. Closure of the meeting

There being no further business the meeting was declared closed at 9.20 pm.