

Minutes of the Meeting

Warfield Parish Council

18 November 2009

Present: Councillors: Fitzwilliams (Chairman), Barnard, Gates, Harrison, M Jones, N Jones, Parks, Towle and Taylor

1. Apologies for absence Councillors Andrews, Ms Healy, Mrs Ingham and Mrs Menon.

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 21 October 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

Matter arising from 25 March 2009 meeting

- a. Item 4b Jigs Lane South safety barrier at end of footpath/cycleway – following a site visit, requested by Councillor Towle, Bracknell Forest Council has written to advise that there is considered to be adequate lighting, signs and road markings to inform cyclists to ‘give-way’ to vehicles on the carriageway and therefore the installation of barriers is not recommended.

5. The Brownlow Memorial Hall

Councillor Fitzwilliams advised Members that all is satisfactory. Income is ahead of budget and costs slightly below, although there is still 6 months until year end. The adjoining boundary with Hunters Chase has been confirmed and has been signed off by all parties to the Lease.

It was RESOLVED that the minutes of the meeting held on 4 November 2009 be approved as a correct and accurate record and signed by the Chairman.

6. Planning Matters

- a. **Moss End Farm and Garden Centre** – In view of the positive responses received from Parish Councillors to the email sent on behalf of the Chairman and Planning Committee, Savills Planning & Regeneration had been engaged to review and provide responses to the 2 enforcement notice appeals and planning application reference 09/00580/FUL. A detailed letter requesting that the enforcement notices are upheld and the appeals dismissed has been submitted to the Planning Inspectorate. A letter objecting to the planning application will be submitted to Bracknell Forest Council by the extended deadline date of 20 November 2009.
- b. **Local Transport Plan 3 (2011 -2026) consultation** – The meeting was advised that Councillor Harrison had reviewed the document on behalf of the Planning Committee. A change to the wording has been proposed. Rather than maintain a high quality local transport network it was felt that the wording should be to establish and then maintain.
- c. **Thames Basin Heaths Special Protection Area Supplementary Planning Document Consultation** – It was noted that Councillor Parks is reviewing the document and will respond before the deadline date of 14 December 2009.
- d. **Minutes of the Planning Committee meeting** - It was noted that the i-Transport highways appraisal had supported the Planning Committee's objections to Battle Bridge House planning application 09/00394/T. Bracknell Forest Council is still reviewing the application.
It was RESOLVED that the minutes of the meeting held on 2 November 2009 be approved as a correct record and signed by the Chairman.
- e. **Holly Spring Lane bus gate sump trap installation proposal** – Following discussion there were no comments to note.

7. Goddard Way play area proposals

Fifteen residents had attended a meeting held on 17 November 2009 to discuss improvements to the Goddard Way play area for 8-13 year olds. The Playbuilder project is led by the Early Years Childcare and Play Team. Parks and Countryside Services are responsible for site management. In attendance were Councillor Barnard, Ward Councillor, Playbuilder Scheme Champion, Steve Slator Project Manager, Rachel Broom Senior Ranger, Councillor M Jones, John Oblein Crime Prevention & Reduction Advisor and the Clerk. Residents expressed concern that the existing play area already attracts anti-social behaviour, particularly in the summer, and therefore the new area will exacerbate the situation. The police, rangers and the Parish Council were unaware of this issue as residents had not previously reported any anti-social behaviour. To try and overcome this concern a site visit has been arranged for 23 November 2009 to consider an alternative location for the equipment. A further public meeting has been arranged for 14 December 2009.

8. Accounts

- a. The minutes of the Finance Committee meeting held on 12 November 2009 were available. The Treasurer drew Members attention to the following:

8. Accounts continued

- Item 4c Clerks salary 2009/10 NALC National Salary Award – Councillor Jones had reviewed and recommended a 1% increase effective from 1 April 2009. In addition an adjustment to the Annual Leave to 21 days (was 20 days) with a further 4 days after 5 years continuous service (Clerk has 16 years continuous service).
 - Item 7 Moss End Farm & Garden Centre planning application Savills engagement – it was noted that the fees estimate of £1440 has been ratified.
 - Item 8 Review of Brownlow Hall Flat water and gas expenses – it was noted that a recommendation that the monthly contribution towards gas costs is increased from £27 to £36 effective from 1 January 2010.
 - Item 9 Completion of Audit – the audit for the year ended 31 March 2009 has been completed and Mazars LLP has returned the certified Annual Return. There were no matters arising from the audit.
 - Item 10 Frost Folly interpretative bird panel – a recommendation that 2 panels are purchased at a total cost of £955.50 using contingency funding was approved.
- b. Councillor Harrison proposed seconded by Councillor Parks that the following cheques be authorised for payment, all agreed.

<u>For information</u>		
W Johnson	Caretaker wages October	295.02
BT Payment Services Ltd	Line rental & cost of calls	222.91

ABA (Construction) Ltd	Play area inspections Memorial Ground £96.97, Brownlow Hall inspections £17.77 & repair 56.93	171.67
Mazars LLP	Professional services – external audit	632.50
Inland Revenue	Tax & NI	482.82
J Harding	Reimbursement clerk’s expenses	183.89
Simone McGee	Northern Parishes Arts Week exhibition workshop	25.00
Stevens Cleaning Services	Office clean	48.30
Sandra Snowden	Northern Parishes Arts Week exhibition workshop	12.00
Aurora Spain	Northern Parishes Arts Week exhibition workshop	50.00
Global Art Supplies Ltd	Northern Parishes Arts Week exhibition prizes	194.90
SITA UK Ltd	Brownlow Hall	71.96
i-Tranport LLP	Professional services - highways appraisal	1674.29
Bowak Ltd	Consumables	238.59
Suds Window Cleaning	Office	11.50
Mr A Dance	Grounds maintenance Frost Folly £432 & Brownlow Hall £275	707.00
Ms W Johnson	Caretaker wages October	TBA

South Hill Park Trust Ltd	Northern Parishes Arts Week activity workshops	1,820.45
Bracknell Forest Borough Council	Recycling collection	15.95
Index Security Systems Ltd	Annual Service Brownlow Hall	93.15

It was RESOLVED that the minutes of the meeting held on 12 November 2009 be approved as a correct record and signed by the Chairman.

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

9. Representative Reports

BALC Training – Councillor Parks had attended a recent session. A number of procedural matters were brought to the attention of the meeting.

Ward Councillor – Councillor Barnard updated the meeting and set out his position on a number of issues. Due to budgetary constraints the Borough Council will be scaling back its discretionary spending. The redevelopment of the town centre is at a standstill. A review of housing proposals has suggested that the Warfield development may only accommodate 2000 houses which may then impact on the justification for a secondary school. Overall there is likely to be a 6000 shortfall in housing. With the timetable for the adoption of plans approaching he suggested that Mr Hindle be invited back to have further discussions with Members.

Northern Parishes Arts Week – The Clerk was pleased to report that the 5th event had been another success. Workshop attendees had all provided favourable reports and the Arts & Craft Exhibition had seen an increase in both exhibitors and visitors. The week's activities had culminated once again in a spectacular procession of around 100 lanterns in Lily Hill Park.

South East Rural Forum – Councillor Fitzwilliams had attended a recent meeting. Points of note were that key rural issues should be mainstreamed and urban populations receive most funding and this needs to be rebalanced.

10. Correspondence

Correspondence was available for inspection. There were no particular items to note.

11. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 16 December 2009.

12. Closure of the meeting

There being no further business the meeting was declared closed at 8.45 pm.