

Minutes of the Meeting

Warfield Parish Council

20 February 2008

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

1. Apologies for absence Councillor, Barnard, Gates, Mrs Ingham, M Jones and Towle.

2. Declarations of interest

Councillor Fitzwilliams declared a personal interest in minute 6 Development Management Housing & Commercial Policies & Sites Issues and Options consultation as his home lies within an area designated for potential development.

3. Minutes of the meeting held on 23 January 2008

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 The traffic speed survey report has been supplied to Councillor Finch, a response is still awaited.
- b. Item 9 The Frost Folly landscaping works have been completed as per the estimate.
- c. Item 10a A response has been submitted to the draft Cultural Strategy Life is for Living 2008-2012 consultation.
- d. Item 10b Comments have been suggested for the Local Area Agreement performance indicators.
- e. Item 12 The naming of urban footways; this item was deferred.

5. The Brownlow Memorial Hall

A brief update of matters arising after the 6 February Management Committee was provided. The Chairman drew a number of matters to the attention of the meeting:

- expenditure is only slightly higher than income
- Allianz Insurance has confirmed that the clearing of gutters and roof inspection is required twice a year and it is acceptable for small local contractors to have a limit of indemnity not less than £2 million.
- double glazed windows have been fitted in the 'flat'

It was RESOLVED that the minutes of the meeting of the Management Committee held on 6 February 2008 be approved as a correct record and signed by the Chairman.

6. Development Management Housing & Commercial Policies & Sites Issues and Options consultation

The issues and options document has been published for consultation between 15 February and 28 March. The Chairman of Planning advised that the consultation document and supporting background information is very detailed and comprises five documents. Following discussion it was agreed that Members would study the documents individually and then meet on Monday, 10 March to agree a collective response. It was noted that the Borough Council is hosting a ‘Meet the Planner’ session to help residents in the Parish Office on Thursday, 6 March from 10.00 am until 1.00 pm.

7. Accounts

a. The minutes of the Finance Committee meeting held on 13 February were available. The Treasurer drew Members attention to the following matters:

- Item 4f Approval for a late payment grant of £250 with a further £500 to be paid to Bracknell Baseball Club in the financial year 2008/09
- Item 8 Additional internal audit fees for the year 2007/08 only
- Item 10 The Treasurer is reviewing the Clerk’s salary for the current financial year
- Item 12 Gas and water expenses relating to the Brownlow Hall flat usage are being reviewed

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

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

<u>For information:</u>		
Ms W Johnson	Caretaker’s salary January	349.40
Stevens Cleaning Services	Office cleaning	47.00
Allianz Insurance plc	Additional premium for inclusion of Brownlow Hall	1,437.10
Mr Dance	Frost Folly landscaping	630.00
Miles Window Systems	Supply & fit windows to the Brownlow Hall flat	3,296.00
Binfield Electrical Limited	Various electrical works in the Brownlow Hall	318.78
Tesco Stores Ltd	Service Charge 2007	990.52
Alan Harland	Professional services	499.38
Bracknell Forest Borough Council	Annual sponsorship roundabout	550.00
J G Harding	Reimbursement Clerk’s expenses & 1/12/07 salary adjustment	284.04
Canon Fire Protection	Annual service BH alarm system	164.50
ARD Ltd	Play area inspections Memorial Ground £120.26 Slide repair Brownlow Hall equipment £211.50	331.76

P Hunt	Replace tap in disabled toilet Brownlow Hall	53.00
Top Nosh	Arts week web site hosting	37.51
Bracknell Forest Borough Council	Anticipatory loan payment	18,000.00
W Johnson	Caretaker's salary February	tba
Inland Revenue	Tax & NI	463.84
Suds Window Cleaning	Office	14.38
Beaumont Forest Products Ltd	Railway sleepers for use at Frost Folly	458.25
Bracknell Baseball Club	Grant	250.00
Society Local Council Clerks	Conference fee	52.88

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

8. Representative Reports

Parish Standards Sub Committee – Councillor Harrison had attended a recent meeting. He has not been appointed to the Committee.

Biodiversity Forum – Councillor Mrs Menon offered to represent the Parish Council at a forthcoming meeting.

Cultural Partnership – Councillor N Jones had represented the Parish Council at a recent meeting when the draft Cultural Strategy Life is for Living 2008-2012 document had been the main item of discussion.

Lily Hill Park – It was noted that the date of the tour for Warfield Members and their families has been confirmed as Saturday, 5 July 2008.

Civic Service – Councillor Ms Healy had attended.

Westmorland Park Forum – Ms Healy had attended a recent meeting. The main items arising were: inconsiderate parking, an application for the Green Flag award is being resubmitted, Bracknell Forest is seeking to take over the management of the balancing pond from Thames Water and there is currently no weekend caretaker cover.

9. Correspondence

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

- a. Public Consultation on changes to the delivery of NHS health services in east Berkshire. Councillors Ms Healy and N Jones will respond on behalf of Council.
- b. The consultation on the establishment of a new primary school at Jennetts Park was noted.
- c. The adoption of Bracknell Forest Borough Core Strategy Development Plan Document was noted.
- d. A request for community placements for Bracknell Forest Voluntary Action volunteers was noted.

10. Date of next meeting

This was confirmed as Wednesday, 19 March 2008

11. Closure of the meeting

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