



**Minutes of a Meeting of the
PARISH COUNCIL**

held on
Tuesday 14 February 2023 at 8:00pm

PRESENT: Cllrs: Mike Coker, Steve Collett, Hilary Doyle, Katherine Giles, Ian Leake, Wendy Letton, Sarah Peacey & Paul Smith
Also present: Ceri Rance, Clerk & Amanda Sculley, Deputy Clerk
Two members of the public

127 APOLOGIES

An apology for absence was received from Cllr Furber.

128 DECLARATIONS OF INTEREST

Cllr Doyle declared an interest in the agenda item regarding Pocket Copse as she is an allotment holder at the site.

129 PUBLIC PARTICIPATION

Mr and Mrs John and Jill Hudson attended the meeting. Mrs Hudson spoke in support of the Foxes' Den Community Café and their concerns about recent reports that it was not thriving financially. Mrs Hudson stated that the Den is a good asset for the community with such a positive effect on social interactions, working from the café rather than home, and on mental wellbeing. She asked the Council what they could do to support the Den and urged the Council to do all they could to ensure that it remained there for the community. Councillors responded that the Den was much appreciated by the Council and Community, and it was indeed a great asset. The Council have helped already by reducing the rent for some quarters. Events to attract customers were always welcome with the proviso that associated issues, such as licensing and parking on Benetfeld Road, were acknowledged and addressed.

130 MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 10 JANUARY 2023

130.1 It was proposed by Cllr Doyle, seconded by Cllr Smith and **RESOLVED** that the minutes of the Council meeting held on 10 January 2023 should be approved and signed as a correct record.

131 MATTERS ARISING FROM THE PARISH COUNCIL MEETING HELD ON 10 JANUARY 2023

131.1 None

132 COMMITTEE MINUTES

132.1 Foxes' Den Governance Committee held on 24 January 2023

It was proposed by Cllr Doyle, seconded by Cllr Letton and **RESOLVED** that the minutes of the Foxes' Den Governance Committee held on 24 January 2023 should be approved and signed as a correct record. Councillor Leake was not prepared to accept the figures stated in the minutes in 10.1.

132.2 Planning & Transportation Committee held on the 31 January 2023

It was proposed by Cllr Collett, seconded by Cllr Doyle and **RESOLVED** that the minutes of the Planning & Transportation Committee held on 31 January 2023 should be approved and signed as a correct record.

132.3 Amenity Committee held on 7 February 2023

It was proposed by Cllr Coker, seconded by Cllr Smith and **RESOLVED** that the minutes of the Amenity Committee held on 7 February 2023 should be approved and signed as a correct record.

133 RECOMMENDATIONS FROM COMMITTEE MINUTES

133.1 Recommendations from Foxes' Den Governance Committee

It was proposed by Cllr Doyle, seconded by Cllr Letton and **RESOLVED** to dissolve the Foxes Den Governance Committee and set up a new working group called Foxes Den Liaison Group. The following Cllrs were appointed to the Foxes Den Liaison Group – Cllrs Doyle, Giles, Leake and Letton together with the Clerk. It was further **RESOLVED** to adopt the proposed Terms of Reference with the amendments to delete the last

paragraph of clause 7.0 and the whole of clause 8.0 and also to add that the policy will be reviewed annually by the Council.

133.2 Recommendations from Amenity Committee

It was agreed that the Tree Management Policy needed more work and it would be reconsidered by the Amenity Committee when revised. It was proposed by Cllr Coker and seconded by Cllr Doyle and **RESOLVED** to adopt the Memorial Policy as presented.

134 **ACCOUNTS 2022-23**

134.1 Payment Approval List

It was proposed by Cllr Doyle, seconded by Cllr Letton and **RESOLVED** to accept the payment list totalling £24,675.66 and these be approved for payment. It was agreed that Cllr Collett should authorise the payments with the bank.

134.2 Projected Spend

The up-to-date spreadsheet was reviewed and **NOTED**.

134.3 CIL Update

There were no additions or changes to note regarding CIL so no information had been provided. It was agreed that the CIL spreadsheet should be included in the soft copy of the council pack for information.

134.4 Grant Payments 2022-23

Cllr Peacey and another Binfield resident, challenged the decision made at the January Council meeting to award a grant to Plus Three Nurseries and The Foxes Den Café as the Council may have acted outside its powers. Binfield Parish Council is using General Power of Competence for the year 2022/23. The Clerk and Deputy Clerk consulted Roger Taylor of Wellers Hedley Solicitors, the SLCC advice service, HALC advice service and other Clerks prior to presenting a report to Council confirming that BPC has acted lawfully and correctly within its powers. It was proposed by Cllr Collett and seconded by Cllr Coker and **RESOLVED** to accept the report and make the payments.

135 **REPORTS FOR DECISION**

135.1 Community Hall Grants

Councillors considered the application from the Memorial Hall Committee for a grant to replace the cookers in the Memorial Hall at a cost of £1500. After consideration it was agreed that the application had not supplied sufficient up to date financial information and that it was understood that there is almost £47k in reserves at the current time. This represents about five years of operation. It was therefore agreed that the hall can replace their cookers from their reserves.

135.2 CIL Projects

The CIL working group had met to consider an application from the Farley Wood Community Association for funds to install a system of air handling units on the community centre. After discussion it was proposed by Cllr Coker, seconded by Cllr Collett and **RESOLVED** that £30k be granted for this work from CIL funds. It was further agreed to approach Bracknell Forest Council regarding the current amount of S106 funding allocated to Binfield for future reference.

135.3 Automatic Doors on Parish Council Building

There are 2 main access doors to the Parish Council building. These doors currently open outwards and are fully manual. Automatic doors were part of the original plan when the building was constructed in 2018 but limited funds meant they had to be removed from the schedule of works. The building is regularly used by people with health conditions, impairments or disabilities that make it challenging to enter and exit the building. The weight of the doors and opening direction provide challenges for many users especially if they are unaccompanied.

Three companies were asked to quote for the work but only two quotes were received.

It was proposed by Cllr Doyle and seconded by Cllr Leake and **RESOLVED** to undertake the automatic door work and fire door improvements and allocate £8500 to cover the project. The funding would use the remaining Lottery Fund reserve with the balance being paid for with CIL funds.

135.4 Policies

The following policies were considered following their review by the Policy Working Group:

Access to information
 Annual Investment Strategy
 Community Infrastructure Levy (CIL) Application Form
 Community Infrastructure Levy (CIL) Policy & Procedure
 Complaints Policy and Procedure
 Data Audit
 Data Retention, Transfer and Disposal Policy
 Grant Fund Policy
 ICO Model Publication Scheme
 Information and Data Protection Policy
 Privacy Notice
 Representation Policy
 Response Policy and Procedure
 Social Media Policy
 Terms of Use of Website Policy

It was proposed by Cllr Doyle, seconded by Cllr Giles and **RESOLVED** to adopt the policies as presented.

135.5 Allotment Renewals

Following the Amenity Committee, further thought had been given to the proposed alignment to the allotment year with the proposal that they follow the calendar year January to December. This would result in the Pocket Copse renewal, now due, being for 8 months at the pro rata rental of £21.14 (full annual rate £25.30), The Red Rose renewal will be due at the beginning of October and will therefore run for 15 months at a rate yet to be considered. The Pocket Copse rules recommended by the Amenity Committee were also considered. It was proposed by Cllr Coker, seconded by Cllr Collett and **RESOLVED** to adopt both the new aligned allotment year with pro rata rent and revised allotment rules for Pocket Copse.

135.6 Kitchen Re-fit in Parish Building

When the Parish building was redesigned and built in 2017/18, a basic domestic kitchen was included. The Manager of the Foxes Den café, Claire Murphy, highlighted the need for a more commercially designed fitted kitchen in October 2022. This would allow better access for community use and help improve the efficiency of the Foxes Den Café. The Clerk was asked to liaise with Claire to investigate the project and potential cost at the full council meeting in November 2022. It was proposed by Cllr Doyle, seconded by Cllr Letton and **RESOLVED** to commission a full design and specification report at the cost of £450.00 from KCM Catering Equipment from CIL funds. This specification will allow tenders to be requested for possible future refurbishment of the kitchen.

136 **REPORTS FOR INFORMATION**

136.1 Clerk's Report

The report was **NOTED** and the following comments were made. It was encouraging to see the support for the Foxes' Den from many residents.

136.2 Silver Club update

The Parish Council joined in with the national Silver Sunday event held on 2 October 2022 from 4-6pm. This event was designed to encourage older people to get together, keep warm, enjoy refreshments and take part in games and conversation. This was a successful and much enjoyed event with participants requesting that they happen again.

Council agreed a budget of £200 to host four more monthly events from November 2022 to February 2023. These funds would cover food, drinks, raffle prizes and activities if required. These were called Silver Club to link to Silver Sunday.

The four events were well attended and much enjoyed, with participants voicing how pleased and grateful they were to attend. Several volunteers from the community made and donated soup, cakes, activities, gifts and their time. A number of community local businesses donated gifts for the raffle and the Foxes' Den donated time and facilities to allow the event to take place. Staff members also donated their time to run the sessions.

The first of the parish events was held from 4-6pm. As the afternoons got darker and colder the time of the Silver Club was moved to 1-3pm so that residents did not have to come out late as the temperature fell. The number of participants varied between the dates between 10 and 15.

A total of £172.66 was spent from the £200 budget.

This year, the national Silver Sunday event is on 1 October. The council has budgeted £300 to host events, possibly from November to February again.

137 **FUTURE AGENDA ITEMS**
None

Meeting closed at 21.38pm

