



**Minutes of a Meeting of the
PARISH COUNCIL**
held on
Tuesday 8 August 2023 at 8:00pm

PRESENT: Cllrs: Steve Collett, Hilary Doyle (Chair), Mark Feazey, Matt Furber, Andy Fish, Ian Leake and Amanda McLean
Also Present: Amanda Sculley, Deputy Clerk; Purveen Hira, Amenity Officer

51 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Beal, Giles and Meka and their reasons were supplied to the Clerk.

52 DECLARATIONS OF INTEREST

None.

53 PUBLIC PARTICIPATION

None.

54 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JULY 2023

It was proposed by Cllr Leake, seconded by Cllr Fish and **RESOLVED** that the Minutes of the Parish Council meeting held on 11 July 2023 be approved and signed as a correct record.

55 MATTERS ARISING FROM THE PARISH COUNCIL MEETING HELD ON 11 JULY 2023

55.1 Min 48.4 – Annual Village Event

It had been proposed that the 2024 Annual Village Event be held on 8 June to commemorate the 80th anniversary of D Day. Due to activities at Farley Wood, this date will not be possible. Another day will be chosen and advised to Council.

55.2 Min 49.1.3 Resident Complaint – Damaged Fencing

The damaged fence has been repaired.

56 COMMITTEE MINUTES

56.1 Planning & Transportation Committee – held on 25 July 2023

It was proposed by Cllr Collett, seconded by Cllr Doyle and **RESOLVED** that the Minutes of the Planning and Transportation Committee held on 25 July 2023 be approved and signed as a correct record.

56.2 Amenity Committee – held on 1 August 2023

It was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** that the Minutes of the Amenity Committee held on 1 August 2023 be approved and signed as a correct record.

57 RECOMMENDATIONS FROM COMMITTEE MINUTES

57.1 Amenity Committee held on 1 August 2023

57.1 Red Rose Allotment Rent Charges

Due to the change of the rental period (12 months to 15 months) and the fact that the Red Rose financial situation is in profit, members were asked to consider that no change is made to the rental charges and

for tenants to be charged the same rate up to December 2024, when the next rental period will be reviewed.

57.1.1 Recommendation

That the Red Rose Allotment rent charges are not increased and will run for a period of 15 months.

These are:

Full Plot	£59.95
Half Plot	£33.00
Part Plot	£25.30
Half and Part Plot	£58.30

57.2 Allotment Rule Changes

Following the recent increase in allotment issues – specifically lack of cultivation, overgrown and neglected plots, the office had compiled a full re-write of the rules to cover both Red Rose and Pocket Copse allotment sites. When the Parish Council acquires the Blue Mountain allotment site, these rules will be transferable.

57.2.1 Recommendation

That the revised Allotment Rules are adopted.

57.3 Increasing the Tree Budget

The biennial tree report recommended further investigations on four trees. The investigations were carried out in July 2023 and quoted at £2,480.

57.3.1 Recommendation

That the quote for £2,480 be approved to carry out the additional tree works within the next 6 months with funds being transferred from the Open Spaces Maintenance Reserve into budget line 21/5 Tree Work.

57.4 Review of Policies

The Unauthorised Traveller Encampment Action Policy and Parish Open Spaces Policy and Procedure had been reviewed by the Committee and no amendments made.

57.4.1 Recommendation

That the Unauthorised Traveller Encampment Action Policy and Parish Open Spaces Policy and Procedure be adopted as presented.

57.5 It was proposed by Cllr Doyle, seconded by Cllr Furber and **RESOLVED** that the four recommendations are adopted.

58 **ACCOUNTS 2023-24**

58.1 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr Feazey and **RESOLVED** to accept the amended payment list totalling £28,463.23 and these be approved for payment. Cllr Feazey would be authorising the payments.

Items to add to the asset register: None

58.2 Projected Spend

The projected spend spreadsheet was **NOTED**.

58.3 CIL Tracker

The tracker spreadsheet was **NOTED**. The Deputy Clerk advised there had been no changes since the last meeting.

58.4 Conclusion of Audit 2022-23

The External Auditor's Report and Certificate had been received which showed no comments or other matters. The Notice of Conclusion of Audit had been posted on the notice board and website with Sections 1, 2 And 3 of the AGAR. These documents would be on the noticeboard for two weeks.

59 REPORTS FOR DECISION

59.1 Grant Fund Policy and Consideration of Dates

Councillors considered the Grant Fund Policy and recommendation to open grant applications from now until the end of September for approval at October Council for the 2023-4 financial year; also, to move the grant applications to May and November for approval at the June and December council meetings, from FY2024-25. It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to adopt the amended policy and recommendation for the change of dates.

59.2 Request from JM Estates Management Company

A request had been received from J M Estates on behalf of Avon Court (Binfield) Residents' Association, Cressex Close, asking the Council to consider contributing funds to the repair of the high brick wall on Terrace Road South. This wall is adjacent to the highway and could pose a risk to pedestrians and road users. It was proposed by Cllr Leake, seconded by Cllr Feazey and **RESOLVED** to redirect the request to Bracknell Forest Council and its Highways Department.

59.3 Adoption of Risk Register

Councillors reviewed the Risk Register and considered the report from the Risk Review Working Party. The report was agreed with one further addition, that in number 1.25 the wording for the first sentence be amended to read "Tender documentation to be reviewed by the Clerk, RFO and one other prior to distribution." It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** to adopt the amended Risk Register.

59.4 Footpath 11 CIL Project

Bracknell Forest Council had advised that the Footpath 11 project would cost them £17,000, which is £2,000 more than the £15,000 CIL funding already agreed by this council and therefore requested the extra funding. It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to increase the CIL funding by £2,000 to £17,000.

59.5 Consultation Response to Train Ticket Office Closure

Councillors required further time to consider this matter so it was **AGREED** to defer the response to the Planning and Transportation Committee which would agree the comment to be submitted before the closing date of 1 September 2023.

59.6 War Memorial Cleaning and Repairs

Councillors considered the report detailing the work required to the war memorial and the cost. It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** that A F Jones Stonemasons undertake the cleaning and repair works with funds of £1,589.30 taken from the Village Projects Reserve.

59.7 Replacement of Play Equipment on Foxley Fields

Councillors considered the report outlining the purchase of a new seesaw for the toddler play area and a new wooden bridge for the junior play area. A further quote had been received on the day of the meeting which was also considered. It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to allocate £10k from CIL funds to replace the two pieces of equipment and that the Chair and Deputy Chair of Amenity were appointed to agree the final choice of equipment.

60 REPORTS FOR INFORMATION

60.1 Clerk's Report

The report was **NOTED** and the following comments made.

60.1.1 Request to Use the Data Logger from Winkfield Parish Council

A request had been received from Winkfield Parish Council to borrow the Data Logger. This was **AGREED**.

60.1.2 Request from 1st Binfield Air Scouts

1st Binfield Air Scouts are fundraising for the Berkshire Scouts International community project **Project Africa 2024**. The report covered two requests: to use the parish office car park for a car cleaning event and to be included in the Summer of Fun event to raise funds. The car park event proposed for either the 2nd or 9th September would need to dovetail with any activities being run by the Foxes' Den Community Café. The inclusion of a fundraiser at the Summer of Fun event, which has predominantly free of charge activities, would be allowed this year as a trial and would not set a precedent for future years. These requests were both **AGREED** providing the risk assessments and Public Liability documents are received.

61 **FUTURE AGENDA ITEMS**

61.1 Parish Office Car Park

The dropped kerb and charging point as part of the Accessibility Project should be progressed.

Meeting Closed 9:07pm

