



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

held on
Tuesday 12 March 2024 at 8:00pm

PRESENT: Cllrs: Steve Collett, Paul Day, Hilary Doyle (Chair), Mark Feazey, Andy Fish, Katherine Giles, Ian Leake and Amanda McLean
Also Present: Ceri Rance, Clerk; Amanda Sculley, Deputy Clerk.

144 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Katie Dover, Dave Ellis and Kiran Meka. Reasons were supplied to the Clerk.

145 DECLARATIONS OF INTEREST

Cllr Collett declared an interest in the item on Party Bye the Pitch as a member of the Binfield Cricket Club.

146 PUBLIC PARTICIPATION

None.

147 MINUTES OF THE PARISH COUNCIL MEETINGS

147.1 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 FEBRUARY 2024

It was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** that the Minutes of the Parish Council meeting held on 13 February 2024 be approved and signed as a correct record.

148 MATTERS ARISING FROM THE PARISH COUNCIL MEETINGS HELD ON 13 FEBRUARY 2024

148.1 None.

149 COMMITTEE MINUTES

149.1 Planning & Transportation Committee – held on 27 February 2024

It was proposed by Cllr Collett, seconded by Cllr Fish and **RESOLVED** that the Minutes of the Planning and Transportation Committee held on 27 February 2024 be approved and signed as a correct record.

150 RECOMMENDATIONS FROM COMMITTEE MINUTES

150.1 Policy Working Group

The report was considered and following policies were reviewed:

- Access to information
- Annual Investment Strategy
- Community Infrastructure Levy (CIL) Policy & Procedure
- Complaints Policy and Procedure
- Data Audit
- Data Retention, Transfer and Disposal 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 Collett, seconded by Cllr Doyle and **RESOLVED** that all the policies be adopted with the proposed amendments. It was further agreed that the Policies Working Group meet to consider changes to the schedule of policies review.

150.2 Parish People's Awards

The recommendation from the working group was considered. It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that the three individual nominations and the special award nomination be given awards. The business nomination would not receive an award this year.

151 **ACCOUNTS 2023-24**

151.1 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** to accept the payment list totalling £40,460.41 and these be approved for payment. Cllr Feazey will authorise the payments. There were no new assets to add to the register.

151.2 Projected Spend

The projected spend spreadsheet was **NOTED**.

151.3 CIL Update and Tracker

The tracker spreadsheet was **NOTED**. There had been two demand notices received this month which were added to the report.

151.4 Budget Revisions

The budget revisions report was considered. It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** to approve the changes as follows:

151.4.1 Budget 54/16 Annual Village Event - Party Bye the Pitch

1st Binfield Scout Group had requested an increase to the funding allocated for the 2024 event for the band, professional security and toilet hire. Councillors agreed to increase the budget by £2,000 for 2024-25 only.

151.4.2 Budget 54/20 – Binfield Environment Group

In 2022-23 Binfield Environment Group had received donations that were paid to the council. These had been added to the budget for 2023-24. Taking spending into account, Councillors agreed that £243.60 be added to their budget for 2024-25.

151.4.3 Budget 54/12 – Communications/Beacon/Calendar

It was proposed that Binfield Parish Council take a second page in the Binfield Beacon for 2024-25. This is to promote the Binfield Community Centre and increase information for residents regarding all parts of the parish. This would double the current cost – an extra £440.00. Councillors agreed that £440.00 be added to this budget for 2024-25.

151.4.4 Budget 61/1 Christmas Decorations

The lights on the trees required replacement as last year they were dim and not satisfactory. It was agreed that £2,007.27 is added to this budget for 2024-25. The pit to support the tree at Foxley Fields needs work and it was further agreed that £675.00 be added to the budget for 2024-25 to cover this work.

151.5 Asset Register

The asset register was considered. It was noted that the bus shelter on Forest Road adjacent to the Binfield Kitchen had been removed and therefore should be taken off the register. Councillors agreed to change the threshold value for assets to £250.00. Because of this items with a value below £250.00 should be considered for removal from the list. Part of this consideration should include a judgement

as to replacement at today's value because some of the items are many years old and to replace them could cost more than the threshold value.

152 REPORTS FOR DECISION

152.1 Annual Parish Meeting

Councillors considered the report and all the associated items relating to the opening of the Binfield Community Centre. The agenda was agreed as proposed. The refreshments were considered and agreed. With regard to the presentation of the Parish People's Awards, it was agreed that different Councillors would present to each winner. Cllrs Day, Doyle, Fish and Leake volunteered to make the presentations. It was proposed by Cllr McLean, seconded by Cllr Doyle and **RESOLVED** that £600.00 is allocated from the Approved General budget to cover these refreshment costs.

153 REPORTS FOR INFORMATION

153.1 Clerk's Report

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

153.1.1 Letter Received from 1st Binfield Brownies

The Clerk was asked to respond to the various requests and comments received from the Brownies, pointing them to the organisations that can answer them when not a Binfield Parish Council matter.

153.2 Martyn's Law

The report was received and **NOTED**. A draft of the new procedural measures will be prepared for the Council to review at the April meeting.

153.3 Pocket Copse Community Orchard Project

The report was received and **NOTED**. The trees have been planted and the area for beehives completed and made secure.

154 FUTURE AGENDA ITEMS

None

155 PART II

In view of the confidential nature of the business to be transacted, it was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** that the public and press be temporarily excluded, and they were instructed to withdraw.

156 BINFIELD COMMUNITY CENTRE

156.1 Annual Parish Meeting

The first open session for members of the public to view the new Binfield Community Centre will coincide with the Annual Parish Meeting on 21st March. Matters regarding the opening of the centre were considered. It was proposed by Cllr Doyle, seconded by Cllr Giles and **RESOLVED** that £1500.00 be allocated from Community Infrastructure funds for the following purchases.

Clothing & Lanyards - It was agreed that all clothing will have the BPC logo on the front and Binfield Parish Council printed on the back. The lanyards will have the BPC logo with either staff or Councillor to make members more identifiable to the public.

Crockery & Cutlery - Tea cups, saucers and mugs should be purchased for use by hall users with a preference that they are British made. A deposit for their use can be included as part of the booking process.

Leaflets - A draft for a professionally printed leaflets to assist with the marketing of the centre was proposed. I will be more cost effective than printing the leaflets in house.

156.2 Request to use the Binfield Community Centre before the Official Opening

The Parish Office had received a request from the HAF programme (Holidays, Activities and Food Programme) to use the new Binfield Community Centre as they struggled to find suitable premises at which to hold their Easter sessions. After discussion it was agreed that they could use the facility as it would serve as a learning experience

157 **OPEN SPACES CONTRACT AND MANAGEMENT**

The current situation with regard to resolving this issue was considered and a way forward agreed.

158 **LAND FOR SALE**

Councillors considered the land and agreed it was not suitable and therefore would not be pursued.

Meeting Closed 10.18pm

Hilary Joyce
09/04/2024