



**Minutes of a Meeting of the
PARISH COUNCIL**
held on
Tuesday 9 July 2024 at 8:00pm

PRESENT: Cllrs: Steve Collett, Paul Day, Hilary Doyle, David Ellis, Mark Feazey, Amanda McLean, and Ian Leake
Also Present: Ceri Rance, Clerk; Amanda Sculley, Deputy Clerk
One member of the public

34 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Katie Dover, Andy Fish, Katherine Giles and Kiran Meka.

35 **DECLARATIONS OF INTEREST**

Cllr Collett declared an interest in the item regarding payment to the Binfield Cricket Club as a committee member.

[20.03hrs – the meeting was adjourned]

36 **PUBLIC PARTICIPATION**

[20.13hrs – the meeting reconvened]

37 **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JUNE 2024**

It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that the Minutes of the Parish Council meeting held on 11 May 2024 be approved and signed as a correct record.

38 **COMMITTEE MINUTES**

38.1 Planning & Transportation Committee held on 25 June 2024 - It was proposed by Cllr Collett seconded by Cllr Doyle and **RESOLVED** that the minutes of the Planning and Transportation Committee meeting held on 25 June 2024 should be approved and signed as a correct record.

38.2 Urgency Committee held on 2 July 2024 - It was proposed by Cllr Collett seconded by Cllr Leake and **RESOLVED** that the minutes of the Urgency Committee meeting held on 2 July 2024 should be approved and signed as a correct record.

39 **RECOMMENDATIONS FROM COMMITTEE MINUTES**

None

40 **ACCOUNTS 2024-25**

40.1 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** to accept and approve for payment the payment list totalling £39,414.20 less the payment to Andrews and Arnold of £125.54 which would now be taken by Direct Debit. Cllrs Doyle and Collett signed the direct debit form. These direct debit payments will be for the broadband and phones at the Binfield Community Centre. Cllr Doyle will authorise the payments. Items to add to the asset register: CCTV around the Parish Office, Benetfeld Road building.

40.2 Projected Spend

The projected spend spreadsheet was **NOTED**. A report to highlight any information regarding the individual budgets was reviewed. The following budgets were considered and **NOTED**:

Budget 54/2 – Parish Office Rates

Budget 54/25 – Premises Music Licence

Budget 90 – Legal

Budget 206 – Staff Costs BCC

40.3 CIL Update and Tracker

There have been no changes since the last meeting.

40.4 Fund Transfers and Additional Payments

Financial regulations require that these items are reported monthly to the council. The following were **NOTED**.

40.4.1 Fund Transfers since the Last Council Meeting

Barclays Reserve Account to Barclays Current Account - £39,000.00

40.4.2 Additional Payments

None

40.5 Quarterly Bank Reconciliations

These were **NOTED**.

40.6 Internal Controller's Report

There was no Internal Controllers Report available.

40.7 1Q Payments Over £500

The report covering first quarter 2024-25 was **NOTED**. This has been uploaded onto the website.

41 **REPORTS FOR DECISION**41.1 Financial Regulations & Standing Orders

It was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** to adopt the amended documents as presented.

41.2 Access Audit

An access audit conducted by an external supplier was considered. It was agreed that a clear brief would be needed stating how the results should be presented in order to receive the most useful information. Cllr Day would contact an experienced colleague who can advise about the process. Advice can also be sought from Bracknell Forest Borough officers and other Clerks who have undertaken similar work. A brief access consultation should be placed on the website asking residents what three measures they would find helpful. This should also be put in the Beacon and social media to seek wider responses. The working group would meet in September to consider the information gathered.

41.3 BPC Website

Councillors considered a change to the website supplier to make the website more engaging and to allow greater interaction. After discussion and consideration of the quotes, it was agreed to change to an Aubergine website. It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** that £1,500.00 be allocated to the change with the spending added to the 54/5/2 Website budget. It was recognised that it would be overspent but it was agreed that this would help the budgeting process for 2025-26.

41.4 Chain of Office

Councillors **AGREED** to purchase a Chain of Office. Further information and costs would be sought and brought back to a future meeting.

41.5 Cancelling the August Council Meeting

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to cancel the August Council meeting.

42 REPORTS FOR INFORMATION

42.1 Clerk's Report

42.1.2 Work Experience

A request had been received from the family of a 17 year old boy for an opportunity for three days' work experience. After discussion around possible projects and necessary constraints regarding confidentiality, it was **AGREED**.

43 FUTURE AGENDA ITEMS

None.

44 PART II – STANDING ORDER 3C

44.1 Foxes' Den Lease & Management Agreement

There was no update on the lease which was still with Ashfords. As this had not be concluded, it was proposed by Cllr Doyle, seconded by Cllr McLean and **RESOLVED** to continue the rent at the same level for a further three months, July-September. With regard to obtaining a commercial estimate of the rent, it was proposed by Cllr Leake, seconded by Cllr Doyle and **RESOLVED** that £500.00 be allocated from the Legal budget to obtain a professional opinion and report which will be brought to a future meeting of the Council.

44.2 Binfield Memorial Hall

After discussion, a way forward was **AGREED** and a meeting with the Memorial Hall Trustees would be requested.

44.3 Binfield Community Centre

A number of issues were discussed. After discussion it was **AGREED** that a User Group meeting should be requested to address these challenges.

44.4 Request for Floodlights from Binfield Tennis Association

After discussion, a way forward was **AGREED**. A meeting with the BTA would be requested at the beginning of August.

Meeting Closed 10:18pm

Hilary Joyce
10/09/2024