



**Minutes of a Meeting of the  
PARISH COUNCIL**  
held on  
Tuesday 11 February 2025 at 8:00pm

**PRESENT:** Cllrs: Steve Collett, Paul Day, Hilary Doyle (Chair), Dave Ellis, Mark Feazey, Andy Fish, Katherine Giles, Ian Leake (Deputy Chair), and Kiran Meka

Also Present: Ceri Rance, Clerk; Amanda Sculley, Deputy Clerk

103 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Katie Dover and Amanda McLean

104 **DECLARATIONS OF INTEREST**

Cllr Ellis declared an interest in the items regarding the Foxes' Den lease as his wife works in the café.

105 **PUBLIC PARTICIPATION**

None

106 **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21 JANUARY 2025 & EXTRAORDINARY MEETING ON 4 FEBRUARY 2025.**

It was proposed by Cllr Doyle, seconded by Cllr Giles and **RESOLVED** that the Minutes of the Parish Council meeting held on 21 January 2025 & Extraordinary meeting held on 4 February 2025 be approved and signed as a correct record.

107 **COMMITTEE MINUTES**

107.1 Planning and Transport Committee held on 28 January 2025

It was proposed by Cllr Collett seconded by Cllr Doyle and **RESOLVED** that the minutes of the Planning and Transport Committee held on 28 January 2025 should be approved and signed as a correct record.

108 **RECOMMENDATIONS FROM COMMITTEES/WORKING GROUPS**

108.1 Risk Review Policy/Strategy

The report was considered and it was agreed that a separate Risk Review Policy be adopted for the Binfield Community Centre. It was further agreed that the policies would be split into four groups to be considered at the quarterly Policy/Risk Review Working Groups. A template would be used so that the policies all have the same format.

109 **ACCOUNTS 2024-25**

109.1 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr Feazey and **RESOLVED** to accept and approve the payment approval list totalling £28,821.55. The payments would be authorised by Cllr Feazey. Changes to the Asset Register: None

109.2 Projected Spend

Councillors reviewed the spreadsheet which was NOTED.

109.2.1 Projected Spend and Project Progress

Councillors considered the report and noted the following:

Project Progress

Councillors reviewed the list of the Council's current projects, with a note of the budget, spending so far, work completed and projected end date. Details as follows:

Completed Projects

Lamp Posts on Foxley Fields. The lamps have been replaced, the time clock checked and adjusted. Residents have written in with their thanks for the repairs.

Parish Office Roof

In April 2024 £650 was agreed (minute 168.1) to source scaffolding to allow investigations. In June 2024 £2,750 was agreed (minute 28.1) for work on the roof. The work required was considered urgent so work was carried out on the flashing around the fanlights. Further work will be required but more advice and quotes will be sought before more work is carried out. So far £550 has been spent on scaffolding and £3,950 on the replacement flashing, all of which has been reported to Council. This is an overspend of £1,100 on the allocated funds but this was a requirement due to the urgency of the work required and authorised by the Clerk. No new progress.

Patio Extension

£8,320 was allocated from the Open Spaces Maintenance Reserve to extend the patio behind the Parish Office on Benetfeld Road. The work required written agreement from Bracknell Forest Council (BFC) and this was received on 11 February 2025 from Lee Clark, Property Records and Estates Support Officer. The contractor has been chosen and it is expected that the work will commence as soon as ground conditions allow.

Blue Mountain Allotments

The contractor was chosen at the Extraordinary Meeting held on 4 February. Final details of plans and schedule are continuing.

Binfield Parish Council Website

The new website has been launched. The developers are in the final stages of transferring code for the booking system and newsletter subscription. These have not been finalised but the Clerk is pressing the relevant parties to stress the urgency of these matters.

Staffing Review

The report will be received in due course.

Storage Shed on Foxley Fields

This is linked to the patio extension work as the base work will be undertaken at the same time to save money.

109.3 CIL Update and Tracker

Two more liability notices have been received. Should they progress to demand notices, approximately £250K will be received in due course.

109.4 Fund Transfers and Additional Payments since the Last Council Meeting

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

109.4.1 Fund Transfers

None

109.4.2 Deposit Refunds

23 January 2025 - Ms Wilson – booking refund £72.00. Authorised by Cllr Collett  
27 January 2025 - Ms Wong – room refund £36.00. Authorised by Cllr Feazey

109.5 Internal Controllers Report

The third quarter report was not available. Cllr Fish will be meeting with the Responsible Financial Officer this week.

109.6 Investment Strategy

The draft policy was reviewed. No changes had been proposed. It was proposed by Cllr Doyle, seconded by Cllr Ellis and **RESOLVED** that the policy be adopted for a further year.

110 **REPORTS FOR DECISION**110.1 Binfield Tennis Association Working Group

It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that a Binfield Tennis Association Working Group be created. It was further proposed by Cllr Doyle, seconded by Cllr Feazey and **RESOLVED** that the Council members to serve on the group are Cllrs Day, Ellis and Leake together with the Clerk.

110.2 White Beam Tree

The tree that the Women's Institute had planted had been damaged and later removed. It was proposed by Cllr Doyle, seconded by Cllr Giles and **RESOLVED** that £765 be allocated from the Tree Work budget for a replacement tree.

110.3 Chain of Office

The revised report was considered. After discussion it was agreed that a new chain and pendant is obtained from Fattorini. It was further agreed that the current pendant and ribbon be mounted and framed and hung in the parish office. It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that a budget of £7,500 be allocated from the Parish Office Facilities Reserve for these purchases.

110.4 Replacing the Lights on Foxley Fields

The lights on Foxley Fields had been a problem over many months with residents becoming increasingly unsettled about the lack of light across Foxley Fields. The work had become urgent and had been undertaken as a priority. It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** that retrospective agreement be made for £2,784.60 be used from the Open Spaces Reserve to cover this work. This payment has been agreed today via the Payment Approval List.

110.5 Access Audit Update

The quotes for the audit were considered and another quote was requested. With regard to the quotation from PiPA Play for a review of our current play areas and possible suggestions for improvement, it was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to obtain the report at a cost of £525.00 from the Open Spaces Reserve.

111 **REPORTS FOR INFORMATION**111.1 Clerk's Report

The report was reviewed, and the following notes were made.

111.1.1 PumpTrack/Mountain Bike Jumps

Teenagers from the parish had approached the Council about the possibility of the provision of PumpTrack/Mountain Bike Jumps. Councillors agreed that further research on what is possible and where with projected costs should be undertaken and brought back to a future meeting.

112 **FUTURE AGENDA ITEMS**

None.

113 **PART II – STANDING ORDER 3D**

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.

114 **FOXES' DEN LEASE & MANAGEMENT AGREEMENT**

It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that the wording on the two documents was agreed. New plans were needed and were currently being sourced. The new rent was still to be determined. The Clerk and Deputy Clerk would research comparable rents, and the figure would be decided at the March Council meeting. It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that the current rent be extended until the end of March 2025.

115 **BINFIELD COMMUNITY CENTRE (BCC)**

The report was considered and actions agreed. It was proposed by Cllr Doyle, seconded by Cllr Ellis and **RESOLVED** that £342.22 be allocated for kitchen cupboard locks and picture rail in the Hall and £189.00 for a new Microwave from the BCC Reserve.

Meeting Closed 9.02 pm

*Hilary Doyle*  
*11/03/2025*