



**Minutes of a Meeting of the
PARISH COUNCIL**
held on
Tuesday 10 December 2024 at 8:00pm

PRESENT: Cllrs: Paul Day, Hilary Doyle, Dave Ellis and Andy Fish
Also Present: Ceri Rance, Clerk; Purveen Hira, Amenities Officer

78 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Steve Collett, Katie Dover, Mark Feazey, Katherine Giles, Ian Leake, Amanda McLean and Kiran Meka.

79 DECLARATIONS OF INTEREST

Cllr Doyle declared an interest in the items regarding the Allotment Review.

[20:01 – the meeting was adjourned]

80 PUBLIC PARTICIPATION

A member of the Binfield Christmas Market Committee thanked Binfield Parish Council, The Foxes Den and special thanks to Tall Oaks, for their help and support towards the running of the event. The event was a proven success, raising much needed funds for the local charities. The Committee received positive comments from residents apart from one negative feedback regarding parking, which was addressed. Councillors also expressed their thanks to the Binfield Christmas Market Committee and Tall Oaks.

[20:10 – the meeting reconvened]

81 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 NOVEMBER 2024

It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** that the Minutes of the Parish Council meeting held on 12 November 2024 be approved and signed as a correct record.

82 COMMITTEE MINUTES

82.1 Planning and Transport Committee held on 26 November 2024 - It was proposed by Cllr Doyle seconded by Cllr Fish and **RESOLVED** that the minutes of the Planning and Transport Committee held on 26 November 2024 should be approved and signed as a correct record.

83 ACCOUNTS 2024-25

83.1 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr Ellis and **RESOLVED** to accept and approve the payment approval list totalling £52,862.86. The payments will be authorised by Cllr Feazey.

83.2 CIL Update and Tracker

No change.

83.3 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**.

83.3.1 Fund Transfers

21 November - Barclays Reserve Account to Barclays Current Account - £9,000.00 for the grant payments

25 November - Barclays Reserve Account to Barclays Current Account - £3,000.00 for more payments

5 December – Lloyds current Account to Barclays Current Account - £100,000.00 for the December payments and to top up the account.

83.3.2 Deposit Refunds

15 November - Party – Natalia Vil <i>This payment was authorised by Cllr Collett</i>	£100.00
25 November - Party – Perez <i>This payment was authorised by Cllr Collett</i>	£69.00 <i>(including charge for kitchen)</i>

83.3.3 Allotment Refunds

20 November - Debbie Rees plot 18B <i>This payment was authorised by Cllr Feazey</i>	£26.32 overpayment
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83.3.4 Settlement Payment

15 November - Pro Landscapes <i>This payment was authorised by Cllr Collett</i>	As agreed.
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83.3.5 Grant Payments

25 November 24

1st Binfield Rainbows	£380.00
1st Binfield Brownies	£525.00
3rd Binfield Brownies	£165.00
3rd Binfield Rainbows	£220.00
4th Binfield Guides	£450.00
Berkshire Vision	£250.00
Binfield Christmas Market	£300.00
Binfield Tea Club	£600.00
Bracknell & District Parkinson's Branch	£500.00
Bracknell Clothes Bank	£250.00
Chattertots	£1,000.00
Citizens Advice Bracknell & District	£500.00
Keep Mobile Community Transport CIO	£2,000.00
South Hill Park Arts Centre	£500.00
Stepping Stones	£750.00
Youthline UK	£500.00

*These payments were authorised by Cllr Collett*83.3.6 Salary and Pension Payments

Phil Lunn started with the council on 18 November 2024 so worked 2 weeks in November. Therefore, there were two extra payments to make:

Phil Lunn net pay	£682.00
Berkshire Pension Scheme	£194.77

*These payments were authorised by Cllr Collett*83.3.7 Roof Works

Vision Scaffolding	£480.00
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*This payment was authorised by Cllr Feazey*83.3.8 2025-26 Budget

It was noted that there were still some figures awaited relating to the rates, housing numbers and others so the revised budget would be further considered at the January Council meeting.

84 REPORTS FOR DECISION

84.1 Binfield Memorial Hall Trustee Appointment

The Binfield Memorial Hall constitution includes requirement for a Trustee from the Binfield Parish Council. It was proposed by Cllr Day, seconded by Cllr Doyle and **RESOLVED** that Cllr Fish is appointed as the Council's Trustee.

84.2 Access Audit

Councillors received an update on the status of the audit. The Parish Clerk is still awaiting further information and quotes. This item has been deferred to January.

84.3 Allotment Review

This item has been deferred to January as the Council was not quorate for this item as Cllr Doyle had declared an interest.

84.4 Wicks Green Pathway – Further Improvements

Councillors reviewed the quote received to further improve the pathway in the Wicks Green Open Space. It was proposed by Cllr Doyle, seconded by Cllr Ellis and **RESOLVED** to raise the levels of the path close to the wooden footbridge and the entrance from the car park, with the total cost of £5,070 to be funded by CIL.

84.5 Repair Play Tunnel Equipment on Foxley Fields

The wooden posts around the play tunnel on Foxley Fields need to be replaced. It was proposed by Cllr Doyle, seconded by Cllr Ellis and **RESOLVED** to allocate £650 to carry out the works. The cost is to be funded from Budget line 24 – Amenities Maintenance and Improvements.

84.6 Repairs to the Parish Building Roof

The Parish Clerk gave a verbal update to Councillors on the issues regarding the Parish building roof. Further assessments were undertaken by contractors, but the Parish Clerk is yet to receive their reports. This item is deferred to January to consider the next steps. The Clerk was asked to investigate if the roof was still under guarantee.

85 REPORTS FOR INFORMATION

85.1 Clerk's Report

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

85.1.1 Binfield 10K

A request was sent in from the Binfield 10K Committee to ask Binfield Parish Council for their continued financial help and support towards their next event in May 2025. The report was reviewed, and it was proposed by Cllr Doyle and seconded by Cllr Fish to continue supporting the Binfield 10K event.

85.1.2 Website Transition

The Parish Clerk updated Councillors on the setting up of the new website. This will be live in January.

85.1.3 Patio on Foxley Fields

The Parish Clerk has received no response from BFBC regarding the request to install a patio on Foxley Fields, despite numerous phone call attempts. The Parish Clerk will chase again via email.

85.2 Amenity Update Report

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

4/8

85.2.1 Damage to Whitebeam Tree on Foxley Fields

The Whitebeam tree on Foxley Fields was damaged. This was one of the trees that was funded by the Binfield Women's Institute. It was proposed by Cllr Doyle and seconded by Cllr Ellis and **RESOLVED** to replace the tree with a larger Whitebeam tree, with the cost to be funded out of budget line 21/5 – Tree Work.

85.2.2 Lamp posts on Foxley Fields

Following numerous investigations as to why the lamps were not working in Foxley Fields, the Parish Clerk informed Councillors that quotes are being received for replacing the four lamps. Due to the urgency of the works, the Parish Clerk will use delegated authority to approve the costs to carry out the works as soon as possible.

85.2.3 Litter bin in Oakmede Place

Sorbon Estates has requested that the bin situated close to the parade of shops in Oakmede Place is removed. It was proposed by Cllr Doyle and seconded by Cllr Day to approve this request, which will be undertaken at Sorbon Estates' expense.

86 **FUTURE AGENDA ITEMS**

None.

87 **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.

87.1 Foxes' Den Lease & Management Agreement

The Parish Clerk has received the lease and management agreement. It was agreed that the document is shared with both the Foxes Den Directors and Councillors to review. It was proposed by Cllr Doyle and seconded by Cllr Fish and **RESOLVED** to hold the rent until end of January.

87.2 Binfield Community Centre

Councillors reviewed the report. It was proposed by Cllr Doyle and seconded by Cllr Ellis and **RESOLVED** to give retrospective approval for the necessary expenditure for the equipment needed for centre bookings. The expenditure for the additional items required for centre operation were also approved.

87.3 Staffing Review

Councillors considered a proposal from the LCC to undertake a full staffing review. It was proposed by Cllr Doyle, seconded by Cllr Day and **RESOLVED** to set aside £2,250 for the review to take place, to be budgeted out of line 53 – Training Fees. The Parish Clerk also reminded Councillors that the additional working hours for the staff was agreed up to the end of December 2024. It was proposed by Cllr Ellis and seconded by Cllr Day and **RESOLVED** that the staff continue with their extended hours until the end of March 2025.

87.4 Blue Mountain Allotment Site

Councillors received an update from the Amenity Officer regarding the procurement process for the development of the new allotment site on Blue Mountain. Councillors considered the quote to carry out the site investigation and spray the site, prior to the commencement of the groundworks. It was proposed by Cllr Day, seconded by Cllr Ellis and **RESOLVED** to approve the expenditure to be taken from CIL.

Meeting Closed 9.29pm

Alan Doyle
21/01/2025