

CROWTHORNE PARISH COUNCIL

MINUTES OF A MEETING OF CROWTHORNE PARISH COUNCIL (CPC) HELD AT THE MORGAN CENTRE, WELLINGTON ROAD, CROWTHORNE ON TUESDAY 4 OCTOBER 2022 AT 7.30PM

Present: Cllr B McKenzie-Boyle – in the Chair
Cllr S Butterworth
Cllr N Kilvert
Cllr Mrs T McKenzie-Boyle
Cllr R Price
Cllr Mrs G Robertson
Cllr Dr N Robertson
Mrs M Saville – Clerk
Mrs J Robertson - Assistant Clerk
Mrs L Turkington – Project Officer
3 members of the public

Apologies accepted: Cllr S Sever
Cllr C Thompson
Cllr R Wade

A minute's silence was held in memory of the late HM Queen Elizabeth II who passed away on Thursday 8 September 2022.

- MINUTE 389 DECLARATIONS OF INTEREST AND DISPENSATIONS
Cllr Mrs McKenzie-Boyle declared an affected interest in Chaucer Woods as covered under minute number 391.28.
- MINUTE 390 APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING
The minutes of the meeting of the Parish Council held on 6 September 2022 as circulated, were taken as read and confirmed by the Chairman as a true record.
- MINUTE 391 MATTERS ARISING FROM THE MEETING HELD ON 6 SEPTEMBER 2022
- 1 Min 370.1 - Drainage work Wellington Road to Lower Broadmoor Road
No further updates.
 - 2 Min 370.2 and 370.5 - Post Covid High Street, retail and employment regeneration in Crowthorne
The Clerk has been liaising with BFC regarding the planning and delivery of the late night shopping event on Friday 2 December, including plans for a road closure and the traders' requests for this and the reinstatement of the old lamppost column flags. The Clerk and Mr Mansfield from BFC met on 4 October to discuss this further. BFC have confirmed a financial contribution to the cost of the road closure as has WWPC.
 - 3 Min 370.3 - Millennium Garden
The Clerk and Wellington College are finalising the delivery plans for the refurbishment of the mural by Art Scholars from Wellington College. Advice is being sought from BFC on a suitable paint for the mural.

MINUTE 391 (cont)

4 Min 370.4 - Crowthorne Policing

CPC's bid to the PCC's Community Safety Fund for detached youth work provision in Crowthorne Parish's parks and open spaces has been successful in passing the first round of scrutiny and has been put forward to the next stage to be reviewed by the Community Safety Partnership in October. It is understood that there are no other bids on the fund. Further updates will be brought to CPC in due course.

Regarding the issue of complaints from Silva Homes tenants on Coleridge Close, the Clerk has chased Silva Homes for a decision concerning whether they will agree to close the access route and gate from the Morgan Rec. into Coleridge Close to avoid youths congregating in the area.

5 Min 370.6 - High Street road marking and bollards

The resurfacing and re-marking of the road lines on Crowthorne High Street has now been completed by BFC following a series of planned overnight road closures.

The final CIL funded parking restriction bollard on Wellington Road has been undertaken by BFC's contractors. Unfortunately, the parking problem persists but vehicles are now parking further up Wellington Road, closer to Cambridge Coachworks and the Morgan Centre. Photographs of the ongoing issue have been submitted to BFC. Some of the vehicles are parked on the double yellow lines by local businesses who have been asked not to park there as it is in contravention of the line markings and also poses a danger to pedestrians who are forced into the road to pass the parked vehicles.

6 Min 370.7 - CROW – repair café and planned activities

The minutes from the CROW meeting on 20 September had been circulated by email on 26 September to all CPC Cllrs. The minutes and accompanying email included a full update on all CROW activities including the Repair Café. A combined CROW and Scouts litter pick from Crowthorne market has been scheduled for Sunday 16 October. Crowthorne Trails are scheduled for the October half term week.

7 Min 370.8 - Community Platinum jubilee events

The Jubilee benches have arrived and Bracknell Town Council have been engaged to install these. CPC will be informed when the new benches are in situ.

8 Min 370.10 - Tree root ingress and drain damage

CPC's groundstaff report that they believe the tree stump which was impacting CPC's surface water drainage near to the dentist has now been removed.

9 Min 370.12 and 359 - Verbal update on projects

- EV charging – a response from Instavolt on the outcome of their viability survey, both internally and with the Grid is awaited.
- Solar panels – The Project Officer and Cllr Sever have a meeting planned to follow up initial investigations with suppliers and a working group meeting solely for this project will be convened in due course. Cllr Sever, the Clerk and Project Officer propose to engage a specialist contractor at a fixed cost of £500 to draft the tender proposal for the solar panel installation, including any battery requirement, as the project is extremely technical.
- Eco-rewards – the roll out of the collaborative project with CPC, BFC, Ringmead Surgery, BFC and GWR is progressing well. New QR codes have been installed on further walking/cycling routes to Edgbarrow and

MINUTE 391 (cont)

Crowthorne train station. Edgbarrow has signed up to the scheme and it has also been offered to Wildmoor Heath and Crowthorne C of E schools (pupils and staff) and to Wellington College (staff).

- Regeneration of the ball court area and new play equipment at the Morgan Recreation Ground was further discussed under minute number 403.

10 Min 370.13 - LESG Stakeholder's Meeting

No further update.

11 Min 370.14 - Market footfall

In addition to the regular social media and Crowthorne Eye adverts for the market, leaflets promoting the market were distributed at the Silver Sunday event.

12 Min 370.15 - Leasehold update for Social Club

CPC/CEC's solicitor is working through the leasehold amendments requested and a revised lease is awaited.

13 Min 370.16 - Crowthorne Community Neighbourhood Action Group meeting – 19 October 2022, 5pm Bigshotte Park and 5.45pm Morgan Recreation Ground

Details of the above 'roadshow' style outdoor meetings have been circulated to all Cllrs, and all those on the NAG email distribution list. The event has also been promoted on social media and both parish council websites.

Both CPC and WWPC need to review the administration of the CCNAG as WWPC's Clerk is leaving at the start of November and the role has not been filled. It has also become increasingly difficult to schedule meetings at a time when all parish and borough Cllrs are free, the police are available and there are admin staff to coordinate and minute the meetings.

14 Min 370.17 - Buckler's Park

CVAGs' notes from the Buckler's Park stakeholder's meeting on 7 September were circulated to all Cllrs following the meeting. CALA's formal minutes have not yet been received.

BFC has advised that a new Community Hubs Project Manager, will be starting on 27 September with a priority to finalise the drafted procurement documentation with BFC colleagues and manage the procurement process.

The Clerk has emailed BFC Members (Cllrs Harrison and Barnard) and Officers raising concerns about the continued advertising of the commercial opportunity at Buckler's Park with a nursery/early years provision due to the potential detrimental impact on the two existing maintained Pre-Schools in the village (The Ark and the Village Pre-School) if another setting is opened, as both pre-schools currently have extremely low numbers attending.

15 Min 370.18 - Demolition of Napier Road toilets

Cllr Butterworth reported that demolition work appears to have started at this site.

16 Min 370.20 - Crowthorne Community Awards 2022

A great number of nominations for the Crowthorne Community Awards have been received and will now be reviewed by a small panel of representatives from both CPC and WWPC and the winners and their nominators invited to the awards event on Tuesday 22 November.

MINUTE 391 (cont)

17 Min 370.21 - Accounting software

The Clerk, Finance Officer and Assistant Clerk visited Warfield Parish Council to see 'Rialtus – Omega' in operation on 23 September. Preliminary observations about the package have been noted by the Finance Officer and shared with CPC's Finance Champion. Full analysis of the Rialtus Omega system versus the SAGE Cloud and Outlook booking calendar, from a functionality, reporting and cost basis will be presented to CPC with any ensuing recommendations in due course.

18 Min 370.22 - Bank reconciliation

Cllr B McKenzie-Boyle had undertaken the bank reconciliation review for August and confirmed that everything was in good order. The documents reviewed are available from the parish office should any other Cllr wish to inspect them.

19 Min 370.23 - Councillor surgery

No reports from the Cllr surgery at the start of September were received by the Parish Office. Cllrs B and Mrs T McKenzie-Boyle hosted the surgery on Saturday 1 October and were pleased to welcome several newcomers to the village who wanted to know more about what was happening in Crowthorne.

20 Min 370.24 - Year 7 Edgbarrow lecture/assembly

The Head of Year 7 at Edgbarrow and Youthline have agreed the time, date and content of the CPC sponsored Youthline assembly which will be delivered on 21 October. The Clerk has not sought invitations for Cllrs due to the potentially sensitive nature of content - having strangers in the assembly may inhibit frank discussions and/or students coming forward to seek help. Youthline and Edgbarrow are grateful for the £100 sponsorship from CPC for the assembly.

21 Min 370.25 - Staff leave and rota

Members were notified of annual leave booked by staff and also updated on the work from home rota. From week commencing 10 October the Clerk will be formalising her Time Off in Lieu (TOIL) arrangements and working her weekly contracted hours Monday to Thursday in line with statutory flexible working provisions. This arrangement is in line with the flexibility offered to clerks in neighbouring parishes of similar sizes with comparable officer teams. The Clerk will still work on Fridays if the need arises e.g. where meetings are scheduled for Fridays or to cover the Parish Office if other staff are not available.

22 Min 370.26 - NJC Pay increases

The outcome of the union ballots on the recent NJC pay proposals for 2022/23 is awaited and any further updates will be brought to CPC in due course.

23 Min 370.27 - Vandalism, arson and anti-social behaviour – Circle Hill Woods

No further updates.

24 Min 370.28 - Pinehill Road pedestrian crossing

Further proposals and diagrams for an Edgbarrow School pedestrian crossing were covered under minute number 395.1.

25 Min 370.29 - Addition of Clerk and Finance Officer to HSBC mandate

The work to action this is underway.

26 Min 371.2 - Replacement of Storage Container

In line with the update to CPC last month, and the request to source a second hand shipping container in good condition in order to remain within the budget for this item, an order was placed with PPC in Eversley and the swap over for the old container and installation of the new one successfully took place on 4 October.

MINUTE 391 (cont)

27 Min 371.2 - Walter Rec. footpath

The new footpath at Walter Rec., funded by the Lottery and Involve (BFC), has been installed and a full update and photos shared with the trustees appointed to the charity.

28 Min 371.3 - Non CPC parks/play areas

Pinefields Close: BFC's ASB team has suggested a meeting of CPC officers, BFC and Silva Homes to discuss the historic issues with grease being smeared on play equipment in this park and the gate chained and locked shut by a nearby resident.

Chaucer Woods play area: Cllr Mrs McKenzie-Boyle reported that she had held discussions with the Rangers regarding the need to make the play area more robust and less attractive to vandalism. The option of making a play trail within the woods is also being considered. Local residents will be consulted before any final decision is made.

29 Min 376 - Delegation of authorisation of payments for the period 3 August to 6 September 2022

A list of payments which had been duly authorised by 2 Cllrs and the Clerk in line with the delegation approved by CPC at its September meeting were circulated and have been paid. These payments were also included in the payment listing report for payments made between 7 September and 4 October.

30 Min 377 - Outcome of audit

Further to the report on the outcome of audit at the September CPC meeting, the Notice of Conclusion of Audit has been posted on the CPC notice board and website – all statutory and JPAG requirements have been met.

31 Min 378 - Community Governance Review

The Clerk formally submitted CPC's second stage response to the CGR following the September meeting and a further response from BFC has been received and shared with all Cllrs. CPC has been successful in obtaining most of what was requested both at Borough and Parish, with the exception of the one CPC ward. The BFC working group has proceeded with its recommendation that Crowthorne Parish should be split into 2 wards; east and west (instead of the current north and south) with 5 Cllrs representing each ward. This is not viewed as a major setback and is unlikely to be changed. The proposal to change the external parish boundary to include Derby Field and Edgbarrow Cottage cannot be enacted solely by BFC however and will now progress to the Local Government Boundary Commission as it also impacts borough ward boundaries.

32 Min 379 - Silver Sunday Event

Following the resolution of CPC to fund and host a Silver Sunday cream tea and live music event to celebrate Silver Sunday, information about the event was shared with various organisations in the community and on CPC's website and social media resulting in 78 out of 80 available places being booked. Two Sisters café supplied the cream teas and Emma Baldwin provided singing and music. Various local groups were invited to advertise their activities in the afternoon tea parcels and various CPC staff, and volunteers from the WI, recruited to 'serve'. Table linen and cutlery were loaned by Wellington College. CPC staff were thanked for their input into this successful event.

33 Min 380 - Photography Policy

The Clerk is customising and finalising the CPC/NSPCC Photography Policy in line with the resolution from CPC at its meeting in September.

34 Min 381 - Warm Hubs initiative

In line with CPC's resolution in September 2022, the Clerk wrote to various local community and church building owners and managers and cafes in Crowthorne to invite them to express an interest in participating in a Warm Hubs initiative. To date three organisations have expressed an interest in participating, subject to certain queries and provisions being agreed – no plans have been formalised or advertised as all stakeholders await the outcome of the talk by Heema Shukla, given at the start of this meeting, and understanding any centralised borough provision before progressing further.

35 Min 386 - Welcome/social event for Ukrainian refugees

The Clerk contacted BFC concerning this potential initiative and BFC have offered to translate any invitations and send them to their register of Ukrainian families in the borough if CPC proceeds with an event. Crowthorne Baptist Church has also offered to promote such an event with the Ukrainian families who attend the weekly coffee morning at church.

MINUTE 392

CLERK'S REPORT

1 Council matters

- Operation London Bridge: Following the death of HM Queen Elizabeth II CPC followed its approved Operation London Bridge protocol - some elements were delivered in conjunction with other community stakeholders (St. John's Church, BFC and Crowthorne library). Condolence books and a floral tribute area were opened by the Vicar Designate, Laura Wheatly Downs. Various representatives of CPC attended the proclamation event at Bond Square in Bracknell, the memorial services at St Michael's Easthampstead and St. Johns in Crowthorne and a letter of condolence has been sent by the Chairman to the Queen's former Private Secretary in accordance with protocol. CPC's Union Jack flag was also raised and lowered in line with protocol and the proclamation of King Charles III posted on CPC's notice board and websites. Various elements of the OLB protocol had to be amended as events developed and the document will now be updated to reflect the new King.
- Coronation event planning: CPC's Finance Officer will be requested to include some event funding provisions for a coronation event in the village in next year's budget. It was clear from the feedback from the community about the Queen's Platinum Jubilee that some residents would have welcomed a community based event at the Morgan Rec. and visible decorations in the village (bunting/flags). Some local councils nearby held community picnics and beacon lighting events and CPC may wish to look at a simple event along these lines, possibly with other stakeholders, for the coronation.
- BFC Parks and Public Realms meeting 21 September 2022: The Clerk and Cllr Mrs McKenzie-Boyle attended the BFC Parks and Public Realms meeting on 21 September. The minutes of the meeting were circulated with papers for the meeting.
- Budget planning 2023/24: Work has commenced on the budget estimate process for 2023/24 and CPC's contractors/suppliers have been requested to provide quotes for their services for the next financial year. National forums are projecting and budgeting for a 10% increase in local council budgets.

CPC's appraisal dates have been set to review staff attainment against objectives with a view to making any pay recommendations to the Staffing Committee.

MINUTE 392 (cont)

CPC's Staffing Committee and Property Working Groups are requested to convene meetings in the next few weeks to look at their budget requirements for the next year.

- Summer of Fun Event: The six parish and town Clerks/Executive Officer met on 13 September to review the SOF events this year and begin the planning for the 2023 series of events. The date for the CPC SOF event in 2023 has provisionally been set for 15 August 2023. All Clerks agreed that the events were well received by the communities but that an annual budget of £5,000 per event was required now to meet the increased cost of bringing in activity providers. All councils had exceeded the historic budget which had been around £4,000 per event. The Finance Officer has been asked to include £5,000 in the budget for this event next year.

2 Council buildings and facilities

- Unauthorised encampments: Local unauthorised encampments have occurred 4 times in the past fortnight, twice at Sandhurst Memorial Park, once in Yateley and once in Darby Green. The Clerk's network has responded quickly to ensure that all council grounds staff and local organisations were alerted so all outdoor spaces were secured.
- Parish Christmas tree: RBFRS have once again offered to host the Parish Christmas tree. They have consented to a new tree pit being sunk into the raised bed to make it easier to source and remove a Christmas tree each year. The logistics have proved tricky in recent years as a tall tree with a root ball has had to be dug in by a digger and then removed manually in January. The Clerk has ordered a tree and RBFRS have agreed to supply and install the lights.

3 Community matters

- CVAG AGM: All Cllrs have received an invitation to the CVAG AGM where James Sunderland MP will be the guest speaker at 7pm on 11 November 2022 at the Morgan Centre.
- CPC Carnival Committee representative: Mr Loudon advised that Cllr Mrs Robertson had stood down from her role on the committee and invited the appointment of a new CPC representative to the carnival committee. Cllr Wade advised that Cllr Kilvert would be the new CPC representative and the Clerk has written to Mr Loudon, a Committee Chairman, to advise of the new appointment.
- Appointment of new Vicar – St. John's Church Crowthorne: The collation and induction of Rev. Laura Wheatly Downs is taking place on Thursday 13 October at 7pm at St. John's Church.
- Beavers group litter pick: Sandhurst Beavers undertook a community litterpick, with adult help and supervision on 27 September at the Morgan Recreation ground.
- Remembrance parade planning: The Clerk has liaised with BFC, St. John's Church and the local RBL branch to ensure the road closure applications are submitted for this year's Remembrance Service and parade. A poppy wreath has been ordered for CPC and the market traders will host a poppy collection again on behalf of CPC/RBL.

CPC has been asked to take on the event delivery for the Remembrance Day parade as the head office of the RBL has issued instructions to all branches that they are not to organise, insure and be part of the delivery of this event any longer. The Clerk has made contact with the RBL to discuss how CPC can

work on the delivery of this event at such short notice, plus the cost implications of doing so.

4 Professional Bodies/Organisations/Training/Networking Updates

- NALC and BALC Newsletters: The regular newsletters and HR updates have been emailed to all CPC Cllrs.
- NALC Chief Executive's Bulletin: The regular NALC bulletins and updates have been emailed to all CPC Cllrs.
- SLCC: A further SLCC branch meeting was held on 8 September.
- Involve charity newsletter: The regular Involve charity newsletter has been emailed to all Cllrs.

MINUTE 393 FIFTEEN MINUTE QUESTION TIME
No questions were asked.

PLANNING MATTERS

MINUTE 394 PLANNING MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2022
There were none.

MINUTE 395 TO RECEIVE AND NOTE PLANNING INFORMATION ITEMS

1 Edgbarrow School Crossing

BFC have notified of the proposed works to construct a new puffin crossing along Sandhurst Road near the entrance to Edgbarrow School, Crowthorne. The works were intended to be built during this year's programme however, once the design plans were finalised it was clear that the works would not be able to be carried out without shutting the footways to the school and there would be no suitable alternative. Therefore, the decision has been taken to carry over the budget for this scheme to the 2023/2024 financial year and undertake the works during the school summer holidays. Clarification is being sought from Highways, BFC as to whether this is an additional proposed crossing or instead of the proposed crossing on Pinehill Rd. A response is awaited.

2 Information tables circulated:

- Planning applications for Crowthorne pending a decision by BFC.
- Tree Preservation Orders (TPO) applications for Crowthorne.
- List of other planning applications received by BFC which do not require comment by CPC
- CIL Liabilities for Crowthorne.

MINUTE 396 TO REVIEW AND COMMENT ON PLANNING APPLICATIONS RECEIVED AND ANY APPEALS

Council noted that Cllr Mrs McKenzie-Boyle, who is also a Borough Councillor and member of the Planning Committee, may be present when any of the following applications are considered by BFC. Although giving an opinion at the Parish Council meeting based on the information currently available, Cllr Mrs McKenzie-Boyle will reconsider any applications at the BFC Planning Committee meeting with an open mind, taking into account any additional information presented at this time.

The following planning applications were studied and commented on:

- 22/00702/A – Birch Place Dukes Ride

Recommend: Approval is recommended with a condition that the signs are reviewed in 6 months' time.

- 22/00709/FUL – 2 Lower Broadmoor Rd
Recommend: Approval is recommended subject to clarification regarding the legal access to rear of property and subject to approval from Highways, Environmental/public Health and the Education Department.
- 22/00731/FUL – 11 Alderbrook Close
Recommend: Refusal is recommended based on the loss of a car parking space and thereby the proposed development not meeting BFC Parking Standards.

An asterisk (*) is shown where further/full comments are available to view on the BFC Planning Portal under the relevant planning application.

FINANCIAL MATTERS

MINUTE 397 AUTHORISATION OF PAYMENTS FROM 7 SEPTEMBER TO 4 OCTOBER 2022

A list of payments for the period 7 September to 4 October, totalling £37,370.35 + £6,352.45* = £43,722.80 was presented to Council and unanimously RESOLVED.

* The listing included a manual/handwritten correction following a request, dated 4.10.22, from BFC to repay an overpayment of CIL of £6,352.45.

MINUTE 398 TO DETERMINE THE PROVISION OF EXTERNAL AUDIT FUNCTIONS FOR CPC

PKF Littlejohn LLP are the external auditors appointed by Berkshire ALC and have carried out the external audit for CPC since April 2017.

Advice has been sought from CPC's appointed internal auditor (Claire Connell), CPC's Finance Champion, and both the Clerk/RFO and CPC's Finance Officer on the ongoing external audit provision and all advise that CPC should resolve to appoint PKF Littlejohn LLP as external auditors for the 5 year period from 1 April 2022.

It was therefore unanimously RESOLVED to continue with annual external audit provision by PKF Littlejohn for the 5 year period commencing 1 April 2022 for audit year 2022-23.

MINUTE 399 TO RECEIVE AND NOTE THE COMMUNITY INFRASTRUCTURE LEVY (CIL) TABLE WITH EXPENDITURE DEADLINES

Members noted the CIL spreadsheet as presented showing a summary of current CIL funding available and deadlines for expenditure.

MINUTE 400 TO DELEGATE AUTHORITY TO THE CLERK TO INCUR EXPENDITURE OF UP TO £3,000 FOR DELIVERING ALL ASPECTS OF THE LATE NIGHT CHRISTMAS SHOPPING EVENT

In recent years there have been increasing concerns from the public, traders and CPC and BFC Officers that a road closure is necessary to ensure the safety of pedestrians at this annual event. Feedback was also received from Churches

Together in Crowthorne about this issue after the 2021 late night shopping event.

The cost of a road closure and all the associated application fees, legal notices, road closure personnel and signage are expected to cost circa £2,700 - £3,000. CPC has £1,500 in budget for this event and the installation of lamppost banner flags which could be used to defray the costs of the road closure and BFC have indicated they could potentially offer up to £2,000 towards the cost of the late night shopping road closure and reinstatement of the lamppost banner flags. The Clerk has also contacted WWPC and Churches Together in Crowthorne to see if they could assist with the cost of the road closure.

CPC must 'own' the road closure application and agree to meet the cost of this, which will exceed the £1,500 in CPC's budget, hence the request for delegated authority to incur up to £3,000, in the knowledge CPC will have to 'upfront' these costs but is expecting external funding to help defray the total cost of the road closure and any event First Aid provision.

It was therefore unanimously RESOLVED to delegate authority to the Clerk to incur expenditure of up to £3,000 for delivering all aspects of the late night Christmas shopping event – to be jointly funded from CPC's budget (Budget 2022/23 - High Street Flags and Christmas event £1,500) and BFC/UK Shared Prosperity Fund (funding offer of £2,000 towards late night shopping and new lamppost banner flags) less any other contributions sourced from Churches Together Crowthorne and Wokingham Without Parish Council.

Any contributions to be applied to the road closure costs in the following order: Churches Together Crowthorne, Wokingham Without Parish Council, Bracknell Forest Council, Crowthorne Parish Council. The rationale for applying funds in this order is that the remainder of any funds not called on from BFC and CPC's contributions is that these monies can then be earmarked for the delivery of the banner flags projects which sit within the same budget line and are also part of the BFC/CPC UK Shared Prosperity Fund bid.

COUNCIL MATTERS

MINUTE 401

TO RECEIVE AND NOTE THE MONTHLY WRITTEN REPORT FROM CPC'S PROJECT OFFICER ON PROJECT STATUS, PROGRESS AND ANTICIPATED DELIVERY/COMPLETION

Members received and noted the written report from the Project Officer with an update on project status, progress and anticipated delivery/completion.

- Circle Hill and Walter Recreation Ground Trust:
 - Path works are now complete. A surfaced path now runs between Pinewood Avenue, New Road and Larkwood Drive. It enables walkers and cyclists to safely enter the village via the pedestrian crossings. Feedback has been positive.
 - The Berkshire Conservation Volunteers are doing a great job and have now completed more than 50 hours of laurel clearing in order that native flora can thrive.
 - Now starting the woodland management plan and preparing for Local Nature Reserve declaration.

- Crowthorne Village Awards: the deadline has now passed and judging will take place shortly. The celebratory awards evening will take place on 22 November with the Lord Lieutenant of Berkshire in attendance.
- Morgan Recreation Ground: the consultation period has ended. A very good response was received with nearly 450 residents completing the survey.
- Solar Panels - information is being gathered regarding the tendering process and exact specifications required.
- Electric Vehicle Chargers: waiting for CPCs preferred partner, InstaVolt, to complete their feasibility study which is expected mid October.
- Other projects: working with the Clerk on Silver Sunday, High Street improvements and the late night Christmas shopping event and forthcoming coronation.

MINUTE 402

TO DETERMINE CPC’S RESPONSE TO THE BFC CONSULTATION ON THE PROVISION OF AFFORDABLE HOUSING IN THE BOROUGH

CPC have been invited to participate in the Housing Strategy Consultation for BFC. The housing strategy outlines BFC’s vision and priorities for housing in the borough over the next 5 years. BFC’s vision is for all Bracknell Forest residents to be able to live in good quality, safe, and affordable homes, where they can be independent and financially secure, and can access the right support when needed.

BFC has set four priorities to help achieve this:

- 1 Provide a range of housing and support options to prevent homelessness
- 2 Deliver new homes in sustainable communities that meet the needs of local residents
- 3 Make the best use of existing homes and improve housing quality
- 4 Provide a range of housing options for people with care and support needs.

The provision of affordable housing is one of the matters that is specifically referred to in the Crowthorne Neighbourhood Plan consultation feedback and members felt it important that CPC inputs into this as this is something that was clearly of importance to the electorate.

It was unanimously RESOLVED to respond to the BFC consultation on the provision of affordable housing in the borough. Following some discussion Cllr Butterworth agreed to further review the responses to questions and to circulate those to Cllrs by email for approval before responding to the consultation.

MINUTE 403

TO RESOLVE TO DELIVERY CPC’S COMMITMENTS UNDER THE CROWTHORNE NEIGHBOURHOOD PLAN AND THREE YEAR STRATEGY PLAN TO UPGRADE AND IMPROVE THE BASKETBALL COURT AND SURROUNDING AREA AT THE MORGAN RECREATION GROUND

Crowthorne’s Neighbourhood Plan (CNP) is a legally binding planning document with the Local Authority, adopted by referendum in May 2021. The CNP states:

‘During the process of preparing the Neighbourhood Plan, there have been many ideas for improving or addressing current problems in the Parish that lie outside the scope of the land use planning system to control. The Parish

Council has noted these issues and will take them forward through its day-to-day business and in partnership with the local community and relevant parties. These matters include: i. Community Facilities, and ii. Recreation and Play.'

Crowthorne Parish Council's recently adopted Three Year Strategic Plan states:

'Recreation - Crowthorne Parish Council will continue to maintain and improve the Morgan Recreation Ground.....This includes improvements to the facilities at the Morgan Recreation Ground to serve both the community's leisure and community needs. This will include the upgrade of the games area.'

Improving the basketball area will increase the use of this area of the park, which is currently under used due to the age and condition of the facilities. Previously this area has held tennis courts, skate ramps and now has two basketball hoops – one of which is broken. Other than the basketball hoop, the CPC sports facilities include the football pitch and the adult exercise equipment at the Morgan Recreation Ground.

CPC would like to support the move to a healthier population. Residents are supportive of a greener, healthier parish council.

A public consultation which ran July-September 2022 online, in the Morgan Rec. and Crowthorne Library was well received. Nine suggestions for equipment/games were provided for residents to suggest whether their household would use them. Nearly 450 local people responded, with over 99% of overall consultation participants in favour of the improvements to the existing provisions and addition of more recreation equipment, and only 3 households said they would not use any new facilities installed at the Morgan Rec. On average, households would use 4 of the suggestions. The responses indicated that a ninja trail (assault course) with timer, gym/calisthenic bars, table tennis and ball games area would be very well received.

The Project Officer gave more details in her slide presentation.

A recorded vote was requested prior to members voting unanimously in favour of upgrading and making improvements to the basketball court and surrounding area at the Morgan Recreation Ground. The Property WG was tasked with taking this project forward to ensure its progress.

Recorded voting - Members in favour of the above: Cllrs Butterworth, Kilvert, Mr McKenzie-Boyle, Mrs McKenzie-Boyle, Price, Mrs Robertson, Dr Robertson.

MINUTE 404 TO RECEIVE A VERBAL UPDATE ON THE 3 YEAR STRATEGY PLAN
Most items had been updated/covered earlier in the meeting under minute numbers 391.9 and 401.

MINUTE 405 BUCKLER'S PARK – STAKEHOLDERS' UPDATE
An update on this item had been provided under minute number 391.14.

MINUTE 406 REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

None.

MINUTE 407 REVIEW AND NOTE INFORMATION ITEMS PREVIOUSLY CIRCULATED

1 The information on the Community Governance Review circulated prior to the meeting had been covered under minute number 391.31.

MINUTE 408 MEMBERS INFORMATION ITEMS

1 Cllr Mrs McKenzie-Boyle thanked office staff for their efforts in putting on the Silver Sunday event held on Sunday 2 October 2022.

MINUTE 409 ITEMS FOR INCLUSION ON FUTURE AGENDAS

None.

Meeting closed: 9.12pm

Signed

Dated