



Scheme of Delegation Consultation in the format of an Oversight and Strategy Committee Minutes for the Meeting Tuesday 6 July 2021

Via Zoom commencing at 10 am, Cllr Jacklin read out the following statement:

“This meeting is convened under the Scheme of Delegation approved at the council meeting 4 May 2021 due to the restriction on virtual meetings post 7 May 2021.

As a consultation meeting, the Proper Officer has confirmed the format will follow that of a committee meeting and will be chaired by Yvonne Jacklin for the evening.

Due to this not being a committee meeting, there will be no resolutions made, however votes will be requested to inform the Proper Officer of the opinions of those present.

The standing orders of council will be followed to ensure due process is in place for the meeting and all committee members, as council representatives, remain bound by the adopted Code of Conduct.

For openness and transparency, these consultations are open to members of the public, and questions or comments will be accepted only at the invitation of the Chairman.”

OS 14 / 21 Attendance and Apologies

Attendance: Cllr Jacklin (Chairman), Cllr Buxton, Cllr Booth

In Attendance: R Davies (Clerk and RFO)

There were no members of the public present.

There were no declarations of interest.

Cllr Buxton requested additional items were added to the agenda. The committee approved and these are detailed prior to the Information Sharing item.

OS 15 / 2021 To approve the minutes of the meeting 25 May 2021.

DELEGATED DECISION: The minutes of the 25 May 2021 were approved as an accurate record of the meeting and there were no matters arising.

OS16 / 2021 Public Adjournment – Maximum 15 minutes – 5 minutes per speaker

There were no members of the public present, so the Chairman moved to the next item on the agenda.

OS17 / 2021 Business from previous meetings

The committee received a verbal update from the Clerk that HALC were still putting together training courses for the summer due to the delays in face-to-face meetings for COVID legislation. This would be provided as soon as it was received.

The Clerk provided a verbal update on the conversations that have taken place since notifying RBWM of the council decision to support the library provision. The expected date for the new pop-up library to commence is October time and the container library will remain in place until that time. Hours of opening are expected to be:

- Friday – 4 until 7pm
- Saturday – 10 until 1 and 2 until 5pm
- Sunday – 10 until 1

Totalling 12 hours for the week and a cost to the council of £12,000 per annum and expected to be circa £6,000 for the budget year 2021 2022.

The committee were updated that no comments had been received from Council members concerning the new Code of Conduct since the meeting on the 22 June 2021 and therefore this new code would be brought to the council meeting on the 27 July for approval.

DELEGATED DECISION: It was agreed that the following 3 resolutions would be included:

1. To resolve to adopt the LGA Model Code of Conduct in line with RBWM.
2. To resolve that all council members should sign a personal copy of the new code which is written in the first person.
3. To resolve that all signed codes of conduct are then placed on the council website.

OS 18 / 2021 Sunningdale Parish Council Business plan

The committee received an update from Cllr Jacklin on the progress made to date on assessing the business plan comments against the agreed categories:

1. Operational (and not really a business plan item)
2. Strategic Intent. An aspirational goal with immediate objectives.
3. A Committee Action which should be added to the remit of the specific committee.
4. A suggestion which requires further investigation as to its viability.
5. A clear project.
6. A comment for which no action is required.

The initial assessment has been done and distributed to the focus group for review.

Examples of the elements which currently sit in categories 4 and 5 are:

- Ensuring the Village Hall becomes self-funding.
- Multi-Use Games Arena
- Woodland and green space development
- Cycling and Walking infrastructure and communication
- Encouraging learning – the library provision
- The Environment – clean air and reducing pollution.
- Helping the most vulnerable

A further focus group meeting is to be held in the next 2 to 3 weeks to consolidate this data further and prepare a document for council review.

OS 19 / 2021 Summer Chalet provision

The Clerk confirmed the approval of the Scheme of Delegation proposal for the provision of the Chalet over the summer holidays based upon the responses received. The committee supported the proposal in full and welcomed the opportunity to gain real data on the operational outputs of the chalet.

DELEGATED DECISION: It was agreed that this proposal would be implemented.

OS 20 / 2021 CIL Project Request

The committee received the proposal for expenditure via CIL for a feasibility study for a MUGA, movement of the teen scene and adult equipment at Broomhall Park.

DELEGATED DECISION: It was agreed that the proposal for the feasibility study and the CIL funding should be brought to the council 27 July 2021 for review and approval.

ADDITIONAL ITEMS:

Cllr Buxton raised the Health and Safety issues regarding the relaxation of the regulations around COVID and meetings. The Clerk confirmed that it was her belief, but waiting for government legislation to confirm, that businesses were able to make their own policies on how they wished to conduct business post 19 July 2021.

It was agreed that an update would be provided once the legislation was announced.

Cllr Buxton and Cllr Jacklin brought forward the request/comment from residents of Larch Avenue that the Parish Council should hire a planning consultant to support the council in responding to the planning applications for Sunningdale Park. It was agreed that this was a matter for the planning committee to resolve and vote on should they feel this was necessary.

OS 21 / 2021 Information Sharing

There was no further business.

OS 22 / 2021 Date of the next meeting of the Committee

The date of the next meeting was confirmed as 10 August with a request from Cllr Buxton that this was also via zoom due to personal commitments.

OS 23 / 2021 To resolve exclusion of members of the public and press in accordance with the applicable Legislation for the following PART II Agenda.

There were no members of the public present for Part I of the meeting.