



Minutes of the Parish Council Tuesday 22 June 2021

19 / 21 Attendance and Apologies for absence.

Attendance: Cllr Buxton (Chairman); Cllr Biggs; Cllr Booth; Cllr Burn; Cllr Evans; Cllr Grover; Cllr Penney; Cllr Pike
Apologies for absence: Cllr Jacklin (Vice-Chairman) and Cllr Sayer; Cllr Bateson (RBWM)

RESOLVED: That the requested 6-month leave of absence for Cllr Sayer is approved.

Apologies were also presented on behalf of Cllr Bateson who has worked hard for residents and her actions will be carried over to the next meeting. The Council sends their deepest sympathy for her loss.

Present: Ruth Davies (Clerk)

There was 1 member of the public present who recorded the meeting. Their details are recorded in line with GDPRs.

20 / 21 Declaration of interest for items on the agenda

There were no Declarations of Interest in accordance with the adopted Code of Conduct.

21 / 21 Approval of Minutes of Council of 4 May 2021

RESOLVED: That the minutes of the 4 May 2021 were approved with no amendments.

Chairman's update on actions not covered in the agenda:

The policies covered by Croner HR are still awaiting a response and will return to the Oversight and Strategy Committee and then to council in due course.

22 / 21 Announcements from the Chairman

There were no announcements from the Chairman.

23 / 21 Public Adjournment

There were no questions received prior to the meeting and the Chairman acknowledged the request from the member of the public present to pose a question, however repeated that no questions would be received from this member of the public at the present time.

24 / 21 Councillors Questions and Business Motions

There were no questions previously notified to the Clerk or the Chairman.

Cllr Pike questioned if anyone attended the RBWM / CCG Health Hub seminar?

Council members responded in the affirmative. The Chairman directed that this was a planning matter and would be considered at the planning meeting on the 6 July 2021.

There were no business motions for council consideration and approval previously notified to the Chairman and the Clerk.

25 / 21 Business from previous meetings

Council received the report on the consultation for the Library Service retention in Sunningdale and resolved the action to be taken by the Parish Council.

Council noted the response from the residents over the mini consultation from Monday 7 June to Monday 21 June, which had 130 responses, 96 of whom are happy to pay an additional precept uplift of £2.62 per household per year and 94 who are happy to pay an additional precept uplift of £4.62 or more per year.

Of the 130 responses, 9 are known to be from outside the parish and therefore their responses on whether they will pay or not have been discounted.

RESOLVED: That SPC retain the library provision in conjunction with RBWM, running a 'pop up' library provision in the community.

RESOLVED: That the level of funding for this provision is no higher than £16,000 per annum and to gain confirmation of this when discussion has taken place with RBWM on the available hours for the library provision.

RESOLVED: That SPC accept the cost implication for the remaining period of the budget year 2021/22 from October to March of £8,000 and to task the finance committee with determining how these funds will be allocated.

RESOLVED: That SPC request RBWM place a separate line charge on the 2022/23 Council Tax Demand detailing the agreed library precept uplift.

Council received and **noted** the list of delegated decisions taken under the Extension to the Scheme of Delegation.

Council received for review the Investment Strategy presented under the Scheme of Delegation.

RESOLVED: That the Investment Strategy is approved and adopted by the council.

The Chairman thanked Cllr Booth for his work in bringing this policy to council.

26 / 21 Presentation of Committee Minutes, reports from Representatives and proposals from Working Groups.

Council received the minutes for the Oversight and Strategy Committee 25 May 2021. There were no comments or questions.

Council received for review the LGA Code of Conduct for review and proposed adoption at the council meeting on the 27 July 2021 and the following action was made:

ACTION: Questions regarding the new LGA Code of Conduct as it relates to Sunningdale Parish Council are to be sent to Cllr Jacklin prior by 29 June for review at the Oversight and Strategy Committee on the 6 July 2021.

27 / 21 Annual Governance and Accountability Return 2021.

Council received and **noted** the Annual Internal Audit Report 2020/21. There were no actions that required further attention from the council.

The council received and reviewed the AGAR, and the following questions were posed:

Cllr Pike asked a question regarding 19c of the Standing Orders which pertains to PART II information therefore no answer was given during PART I of the meeting.

RESOLVED: That Section 1 Annual Governance Statement 2020/21 was approved to be sent to the External Auditor.

Cllr Pike asked for an explanation of the difference Salaries costs for the 2 years, 2019/20 and 2020/21. The RFO confirmed this information in full was available in the Statement of Accounts as reviewed by the Finance Committee and directly related to the TUPE of the Village Hall employees.

RESOLVED: That Section 2 Accounting Statements 2020/21 was approved to be sent to the External Auditor.

RESOLVED: That the Statement of Accounts for year ended 31 March 2021 are approved and are to be placed on the council website.

ACTION: Council members are requested to provide any last edits or questions to the RFO no later than 10am Friday 25 June 2021. The information included in the Statement of Accounts has already been approved in its various formats.

28 / 21 Responsible Financial Officer Report

Council received the FOI EXEMPT Responsible Financial Officer's Financial report up to 31 May 2021. There were no questions or actions.

Council received the Council Detail Report to 31 May 2021 and the RFO detailed the anomaly in the report which does not account for the budgeted end of year EMR transfers and therefore shows a surplus budget rather than the in-year deficit budget which was set. There were no questions or actions.

Council received the receipts and payments for April and noted that these were not provided for the meeting on the 4 May 2021 due to the meetings proximity with the month end.

RESOLVED: That the Receipts for April 2021 are approved.

Cllr Biggs had sent in a question prior to the meeting to confirm a grounds maintenance payment made in May 2021, in relation to the maintenance of Holy Trinity Graveyard which appeared higher than expected.

The RFO confirmed that some initial work had taken place which required additional resource at the beginning of the season, however this was within the agreed budget.

Cllr Pike questioned if maintenance of Holy Trinity Graveyard had commenced. The Clerk confirmed this had commenced in April 2021 after being approved by council October 2020.

NOTE: The Clerk has confirmed the date of this approval after the meeting and this comment is now corrected to state the approval was at the council meeting, 8 December 2020, minute 62/20.

RESOLVED: That the Receipts for May 2021 are approved.

RESOLVED: That the Payments for April 2021 are approved.

RESOLVED: That the Payments for May 2021 are approved.

29 / 21 Information Sharing.

There were no points brought forward.

30 / 21 To resolve exclusion of members of the public and press in accordance with the applicable Legislation for the following PART II Agenda.

RESOLVED: To approve the exclusion of members of the public from PART II of the meeting.

The members of the public were removed from the meeting and Chairman closed PART I of the meeting at 8:21pm.

NOTE: The council meeting was suspended for 5 minutes from 8:03pm to 8:08pm by the Chairman due to persistent behaviour of the member of the public refusing to remain silent whilst the council meeting was in progress.

Signed as a true record of the meeting:

Chairman