



## Minutes of the meeting of the Parish Council Tuesday 26 April 2022 at 7.30 pm

### Part I

#### 130 / 21 Attendance and Apologies for absence.

**Attendance:** Cllr Buxton (Chairman); Cllr Jacklin (Vice-Chairman); Cllr Evans; Cllr Burn; Cllr Pike; Cllr Bains

**Apologies for absence:** Cllr Biggs; Cllr Booth; Cllr Grover; Cllr Penney  
Cllr Luxton(RBWM) and Cllr Bateson (RBWM)

**Present:** R Davies (Clerk)

There were no members of the public present.

#### 131 / 21 Declaration of Interest for items on the agenda

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

#### 132 / 21 Approval of Minutes of Council of 18 January 2022

**RESOLVED:** That the minutes of the 18 January 2022 were approved with minor typing amendments.

#### 133 / 21 Announcements from the Chairman

The Chairman thanked Fiona Barker for the parish clean up last Saturday 23 April 2022.

The Chairman also called for an Annual Parish Meeting in accordance with the Local Government Act 1972. The Chairman confirmed that the Annual Parish Meetings can be held from 1 March to 1st June and at the time of preparing for the meeting no one had requested one, however today the Chairman received one email from a resident. As this meeting is called by the Chairman, she confirmed she will put together an agenda and invite various residents and organisations who worked in partnership with the Parish Council to come and speak/ give the residents an insight to their work which has been aided by the Parish Council. The Chairman looked forward to seeing all the Councillors at this meeting supporting the work of the Parish Council and showing how we work together on behalf of all residents.

#### 134 / 21 Update from RBWM Ward Councillors

No update was received this month.

A written update was invited from both borough councillors prior to the meeting, none were received.

#### 135 / 21 Public Adjournment

The Chairman stood down the Standing Orders at the beginning of this agenda item and confirmed no questions had been received from residents prior to the meeting.

The Chairman confirmed therefore there were no questions to respond to and reconvened the Council Meeting and re-instated the Standing Orders.

#### 136 / 21 Councillors Questions and Business Motions

The Chairman confirmed that no questions had been received prior to the meeting and there were no councillor questions submitted for this meeting.

**136 / 21 / 1** The council received a proposal in conjunction with the Business Plan Objective E11 to commence phase 1 of the Woodland Walk project with a Quantitative Tree Risk Assessment.

**RESOLVED:** That the council approves the proposal for the work and costs relating to stage 1 of the feasibility of creating a woodland trail and improving the walkway from Broomhall Lane to the station to include development a walking, running, fitness, nature trail providing a budget facility of £8,155 to be funded from CIL.

For: Cllr Jacklin; Cllr Bains; Cllr Evans; Cllr Pike; Cllr Burns; Cllr Buxton  
Against:  
Abstain:

**136 / 21 / 2** The council received a proposal to plant a Tree in commemoration of the Queens Jubilee on Chobham Road.

**RESOLVED:** That the council approves the proposal costs estimated at £400 to allow for a matching cherry tree to be planted on Chobham Road.

Named vote called for by the Chairman

For: Cllr Jacklin; Cllr Bains; Cllr Evans; Cllr Pike; Cllr Burns; Cllr Buxton  
Against:  
Abstain:

**136 / 21 / 3** The council received a proposal to fund a defibrillator to be sited in the Old Village at the Nags Head from community requests.

**RESOLVED:** That the council approves the request for funding noting the funds raised so far by The Nags Head of 50% of the £2600 estimated cost. Budget facility of £1500 provided.

For: Cllr Jacklin; Cllr Bains; Cllr Evans; Cllr Pike; Cllr Burns; Cllr Buxton  
Against:  
Abstain:

## **137 / 21 Business from previous meetings**

The council received an update on the partnership Outreach service which commences on the 6<sup>th</sup> of May 2022 and communication and marketing is set to start at this time giving the outreach worker time to meet stakeholder organisations.

The council received an update on the library provision moving into the community room with the IT infrastructure and the kiosk being fitted Friday 29<sup>th</sup> April and the opening date planned for the 10<sup>th</sup> June 2022.

The council received an update on the Jubilee Big Lunch on the 5<sup>th</sup> June 2022.

**137 / 21 / 1** The council received a report on the Business Plan project SF4 for the MUGA project including the responses to the survey and the request to approve the next steps to be taken with this project.

**RESOLVED:** That the council approves the project moving to phase 2 procurement based on the recommendations made in this paper

For: Cllr Jacklin; Cllr Bains; Cllr Evans; Cllr Burns; Cllr Buxton  
Against: Cllr Pike

Abstain:

**RESOLVED:** That the council approves a budget facility of £4,500 exclusive of VAT for an external procurement consultancy service to fully manage the tender process to successful award of contracts and that this would be funded, as with all other elements of the project, from CIL funds.

For: Cllr Jacklin; Cllr Bains; Cllr Evans; Cllr Burns; Cllr Buxton

Against: Cllr Pike

Abstain:

## **138 / 21 Presentation of Committee Minutes, reports from Representatives and proposals from Working Groups.**

**138 / 21 / 1** Cllr Jacklin presented the minutes of the Oversight and Strategy Committee meeting 12 April 2022 and noted the:

- The committee on behalf of the council would make the request to RBWM for a Community Governance Review to increase the number of Council Members from May 2023.
- The committee on behalf of the council would bring forward new Terms of Reference for CIL Projects to the Annual Meeting of the Parish Council in May 2022 for approval
- The committee had a discussion regarding whether the existing decision by council not to record the meetings aurally or visually should be reviewed and/ or changed. The committee resolved that there was no current requirement to change the decision, and that any council member would be able to bring a business motion forward should they feel, this should be reviewed.
- The 'Hire Agreement' for the Chalet was in the final stages
- The business plan will roll forward to year 2022 2023 with the relevant updates to the plan and objectives
- The Parish Website is nearing the testing stage prior to going live

Cllr Jacklin updated the council on the revised risk register, comments gathered from O&S committee and then will be shared with council.

**138 / 21 / 2** The council received and reviewed the dates of the council meetings and committees for 2022 2023.

**138 / 21 / 3** The council received the minutes of the Finance Committee meeting 12 April 2022 and noted:

- The project updates in relation to the expenditure versus budget
- The pre year end position and the additional EMR transfers which were resolved by the committee

**RESOLVED:** That the council confirms the additional EMR transfers as detailed in the minutes of the Finance Committee 12 April 2022

**138 / 21 / 4** The council received an update from the Cycling and Walking group regarding the consultation on 20 is plenty.

An update was provided from Cllr Biggs, read out in his absence by Cllr Jacklin as a member of the working group. The Chairman thanked Cllr Biggs for the update and will request he circulates this to the council.

## **139 / 21 Finance Report**

**139 / 21 / 1** The Council received the FOI EXEMPT Responsible Financial Officer's Financial report up to 31 March 2022 with no questions or points to note.

**139 / 21 / 2** The Council received the Council Detail Report to 31 March 2022. There were no points to raise.

**139 / 21 / 3** The Council received the receipts and payments up to 31 March 2022.

**RESOLVED:** That the Receipts for January 2022, February 2022 and March 2022 are approved.

**RESOLVED:** That the Payments for January 2022, February 2022 and March 2022 are approved.

**140 / 21 Information Sharing.**

CLlr Pike brought forward the new road layout on London Road at the turning for Broomhall Lane and relayed the 2 positive comments she had received in relation to this. She noted however that the no entry sign by Dominos seems to be obscured travelling towards London.

CLlr Evans commented that the markings around the new road layout still show the old junction priorities. This was confirmed to be updated once all the road markings on that part of the road were updated.

CLlr Bains commented that there were a lot of positive actions, projects and work that the council was doing and that it would be useful to be able to communicate better to everyone. The Clerk confirmed that a Communications Project was in its initial stages which would include e-shots once the new website was completed.

**141 / 21 To resolve exclusion of members of the public and press in accordance with the applicable Legislation for the following PART II Agenda.**

**RESOLVED:** That the council approves the exclusion of members of the public from the PART II of the meeting. Part I of the meeting closed at 20:55 and the Chairman moved on to PART II

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_