



## Minutes of the Meeting of the Parish Council Tuesday 4 October 2022

### 36 / 22 Attendance and Apologies for absence.

**Attendance:** Cllr Buxton (Chairman); Cllr Booth; Cllr Bains; Cllr Grover; Cllr Penney and Cllr Pike  
**Apologies for absence:** Cllr Biggs; Cllr Burn; Cllr Evans; Cllr Jacklin  
**Present:** Ruth Davies (Clerk) Tina Reader (Project Officer)

There were no members of the public present.

**RESOLVED:** That the council grant a 6 month leave of absence for Cllr Burns.

### 37 / 22 Declaration of interest for items on the agenda

The following declarations of interest in accordance with the adopted Code of Conduct were received:

Agenda item 44/22/2 Cllr Grover

Agenda item 44/22/2 Clerk to the council – will remain in the meeting for procedural questions

### 38 / 22 Approval of Minutes of Council of 26 July 2022

**RESOLVED:** That the minutes of the 26 July 2022 were approved with the following amendments to grammar and for clarity:

- Amendment of the date of the meeting
- Addendum to the 32/22/1 to note that no planning is required for the tennis courts.

There were no updates on actions not covered in the agenda.

### 39 / 22 Announcements from the Chairman

The Chairman was happy to report that the period of mourning for the death of Her Majesty Queen Elizabeth II all went according to the approved protocols and passed her thanks to the Officers, and John Rose as Park Keeper for ensuring the formal flag protocol was followed correctly. The Chairman confirmed she had taken physical books of condolence to the local care homes and older peoples' residences who were pleased to be included in the period of mourning. The website also reflected the council's protocol during this time and thanks were passed to the Clerk and Deputy Clerk for the work needed to ensure this was done correctly.

Cllr Grover registered the thanks from the council for the work that the Chairman and the Clerk did to ensure all was done correctly.

The Chairman updated council on the departure of Julia Ratcliff as Assistant to the Clerk and thanked her for the 3 years she worked for the benefit of the village. The Chairman also welcomed Tina Reader as Projects Officer and Suzie Parker as Admin and Events Officer.

The Chairman took the opportunity to gain the council members views on a budget briefing meeting and agreed that a date for the budget 2023 2024 would be set.

Finally the Chairman updated council on a formal email from RBWM informing the Parish that they are removing 2 Oak Trees on Charters Way, which are public trees and are prominent in our local landscape. These had been damaged by local vehicles and one has a fungal infection. They will be replaced when a budget facility for RBWM trees is made available. The removal of these significant trees will be placed on the Council Website News.

#### **40 / 22 Update from RBWM Ward Councillors**

There is no update provided by the Ward Councillors for Sunningdale and Cheapside Ward.

#### **41 / 22 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.

#### **42 / 22 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.

#### **43 / 22 Business from previous meetings**

43 / 22 / 1 The council received a report on the Business Plan project SF4 for the MUGA project procurement from the Project Officer.

On 30 August 2022, contracts were awarded for Lot 1 – MUGA & Lot 5 - Tennis Court Refurbishment to Chiltern Sports Contractors and Lot 3 – Junior/Teen Playground was awarded to Sutcliffe Play.

Professionally drawn documents are required to be submitted with the planning application. A decision under the Scheme of Delegation for the drawings was approved on 8 September and the architects were appointed. Topographical Surveys were carried out on 12 September. The Design & Access Statement is in progress and the planning application will be submitted when all documentation is received.

Meetings have taken place with both contractors and amendments and clarifications are currently being sought.

The additional Lots for the Playground Surfacing and Pathways, which were not awarded in the original tender process, are currently in the process of quotations. These two Lots do not need to go through a further tender process as obligations have already been fulfilled with the original tender process.

43 / 22 / 2 The council received an update on the Christmas Event for 2022 from Cllr Buxton.

Cllr Buxton detailed the difficulties in arranging the event on Chobham Road and the informal consultation that took place with the Traders in September this year. Following this, the suggestion is to do a larger and more extensive event every other year, which can maximise the budget to deliver the event. This would be the wish of the majority of the traders. This year the council would put up the Christmas motifs on the A30 and Chobham Road and also hold a family event to light the Christmas Tree lights which would include Holy Trinity COFE Primary school choir to sing the lights on at the park in line with last year. This would be a small event which doesn't require the additional costs of first aid / health and safety etc. Suggestion was to start organising the larger event in March 2023 for Christmas 2023.

**RESOLVED:** That the council holds a smaller event at the park in 2022 with the intention of hosting a larger event in 2023.

43 / 22 / 3 Summer 2023 will likely see a coronation event.

No planning has taken place on this, and any ideas on how the council could celebrate this event would be welcomed by the Admin and Events Officer.

#### **44 / 22      Presentation of Committee Minutes, reports from Representatives and proposals from Working Groups.**

44 / 22 / 1      The council received the minutes of the Oversight and Strategy meeting 2 August 2022, the only point to note is the carry forward of the action to organise GDPR training. This had to be moved due to external factors.

44 / 22 / 2      The council received a grant application under the CIL Stakeholder fund from Holy Trinity CofE Primary School. The Chairman invited views from all council members prior to moving to vote as this request came with no recommendation from Committee or Lead Member.

The following comments were made:

- Confirmation from the Finance Committee that this grant comes within CIL.
- The additional space would be useful to use as overflow parking for the playground, however the council doesn't wish to commence a sequence of building additional car parks
- It is clear to see how busy pick up and drop off is at the school.
- The provision will help the residents on the main roads where staff are using the road from very early in the day which causes congestion.
- If it can be used as overflow for the park it would potentially prevent people circling the roads looking for car parking in the busy periods at the park.
- An overflow car park very important to keeping the park visitors safe.
- A question was posed as to whether it really does benefit the community and not just the school.
- The council's standing on climate change needs to be clarified.
- The alternative would be to use the London Road carpark which is half a mile away.
- The provision of the parking outside school hours should be a condition of the funding.

**RESOLVED:** That the grant of £20,000 was awarded conditional on the use of the car park being made available for all other users outside of school operation hours and to be clearly signposted to the local community.

For:              Cllr Buxton, Cllr Booth, Cllr Bains, Cllr Penney  
Against:        Cllr Pike

#### **45 / 22      To receive the Finance Report from the RFO**

45 / 22 / 1      The council received the receipts and payments for July and August 202.

**RESOLVED:** That the receipts and payment for July and August were approved.

45 / 22 / 2      The council received the RFO financial report with the decision not to move out of the SAAA audit provision to be confirmed by the Finance Committee of the 8 November 2022.

#### **46 / 22      Information Sharing.**

The following items were brought forward at the Chairman's discretion:

- Cllr Booth mentioned that the railings outside Pazzia had finally been replaced.
- Cllr Bain mentioned the condition of the roads and pavements after the utilities / broadband roll out in Sunningdale and enquired about the strategy from RBWM on when and how the roads are repaired. Cllr Buxton confirmed she would bring forward to Cllr Johnson, leader of RBWM and Cllr Grover confirmed that all scheduling for these works would be made by a company called Street Works who are tasked with repairing the roads.

The meeting closed at 8:50pm