



Oversight and Strategy Committee under Scheme of Delegation

Minutes Tuesday 2 August 2022

“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.

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 15 / 2022 Attendance and Apologies

Attendance: Cllr Jacklin (Chairman), Cllr Booth, Cllr Buxton – Virtual via Zoom

In Attendance: R Davies (Clerk and RFO), N Tomlinson (Deputy Clerk)

There were no members of the public present.

There were no declarations of interest.

OS 16 / 2022 To approve the minutes of the 7 June 2022.

RECOMMENDED RESOLUTION: The minutes of the 7 June 2022 were approved as an accurate record of the meeting.

OS17 / 2022 Public Adjournment – Maximum 15 minutes – 5 minutes per speaker

There were no members of the public present therefore the chairman proceeded with the meeting.

OS 18 / 2022 Business from previous meetings

18 / 22 / 1 The committee received the information provided by the Clerk on the costs associated with providing and maintaining IT devices for each council member in line with the ICO advice on controlling data within the GDPRs.

ACTION: The committee confirmed that this information should be brought forward to council as a resolution and if approved, built into the budget for 2023 2024.

18 / 22 / 2 The committee received the PowerPoint presentation prepared by the Clerk on the GDPR / ICO guidance and confirmed this training should be delivered to all council members prior to the resolution.

ACTION: The Clerk to set 30-minute training session prior to the council meeting on the 20 September 2022.

18 / 22 / 3 The committee received an update on the process for requesting a governance review and agree the next actions and timelines and noted the response from RBWM with the timeline and implications of 2 elections in a four-year period along with the associated costs.

RECOMMENDED RESOLUTION: To cancel the meeting and void the request until at least 2024 / 2025 when there would be sufficient time to conduct a CGR for the 2027 elections.

RECOMMENDED RESOLUTION: To review the terms and conditions for committees and working groups to encourage bringing in additional local 'consultants' who collaborate with the council and bring knowledge to specific areas.

18 / 22 / 4 The committee were updated on the work that had taken place by Cllr Jacklin and the Clerk on updating the council communications policy.

ACTION: Cllr Jacklin and the Clerk to complete this and bring back to the next Oversight and Strategy meeting.

OS 19 / 2022 Sunningdale Parish Council Business plan

19 / 22 / 1 Cllr Jacklin updated the committee on the CIL working group and the work that will take place in that group. She noted the active projects as:

- Cycling and Walking which is aiming for consultation September on the 20mph and is working with Coworth Park to review and amend, if possible, the PROW linking Sunningdale to the entrance to Virginia Water and the Great Park.
- MUGA which has completed its ITT and whilst not receiving the number of interested bids expected has been confirmed as complying with the statutory requirements for public procurement.
- Woodland Walk which is still in the survey stage.

Cllr Jacklin brought forward the funding request from Holy Trinity School for the extension of the carpark and the challenge of deciding if this was an effective use of CIL for the community. The CIL working group were unable to come to a clear decision, and their recommendation was that this is brought to council for an open vote (without recommendation) in September. Concerns were raised that this was not an ideal course of action.

ACTION: Cllr Jacklin to put together a Pro's and Con's list on the funding request to be shared with council members prior to the meeting for comments and questions prior to the meeting.

19 / 22 / 2 L:2 **Community Space**

The Committee received a paper outlining the proposed project stages for the commencement of this project in line with the business plan. Concerns were raised that this was pre-empting a set of actions which would need to be conducted prior to these stages to expand upon the simple objective in the business plan.

ACTION: Cllr Jacklin and the Officer to put together a proposal which expands upon the information in the business plan, and gains council member feedback on the uses of the community space and comments on it in general.

19 / 22 / 3 H:1 **Neighbourhood Plan update**

Cllr Jacklin provided the committee with a document regarding the online seminar attended by her and the Deputy Clerk and the areas which prompted the project 'to review the updating of the NP' to commence. She confirmed that a £10,000 grant was still available for the council to apply for to undergo this process.

One area which was discussed was monitoring planning applications to log where the NP was effective against the BLP and where it failed to carry weight in the planning process.

ACTION: Deputy Clerk and Clerk to review the Officer time available to commence this project and to review the planning decisions since the BLP was implemented.

ACTION: Contact to be made with Sunninghill and Ascot Parish Council to ascertain their availability and view on whether a project to update the plan should be undertaken at this time and who should be involved in this process.

OS 20 / 2022 CIL Grant Request

Cllr Jacklin confirmed that a review of the CIL policy and stakeholder grant procedures had taken place and it states clearly the 2 areas that council would allocate CIL funding:

1. Business plan identified projects
2. Stakeholder reserve to fund projects which sit alongside the business plan and benefit all residents

ACTION: The Clerk to update the Stakeholder application form to ensure the business plan objectives are clearly identified at the point of application.

OS 21 / 2022 Council Communications

The Deputy Clerk confirmed the new website went live on Friday 29 July with a quick survey included to gain feedback from web visitors. This has been promoted on social media and will be expanded through other communication channels throughout the coming month.

The Deputy Clerk updated the committee on the next stage of the overall project which is to commence sending out council news via email and the challenge of getting the eshot in the correct format. This is currently being worked on with a view to send out quarterly.

The Clerk and Deputy Clerk brought forward the communications support which had been structured and confirmed this was under review. More information would be provided after this process had completed.

OS 22 / 2022 Information Sharing

Cllr Buxton thanked the Deputy Clerk for the Facebook post on the new website and commented on how popular this 15-minute video was.

Cllr Buxton updated the committee that Duncan Sharkey, MD RBWM leaves at the end of September.

Cllr Buxton enquired whether it was the view of the committee that Sunningdale Parish Council should comment on the planning on Ascot High Street. This was confirmed as a planning matter.

Cllr Jacklin commented on the move of the chemist and how this had not been notified previously.

OS 23 / 2022 Date of the next meeting of the Committee

The date of the next meeting was set for 4 October 2022 which is now no longer convenient.

ACTION: The Clerk to circulate potential replacement dates.

With no further business to discuss the Chairman closed the meeting at 12:25pm.