



# SUNNINGDALE PARISH COUNCIL

## Minutes of the Annual Parish Meeting

Held on Tuesday 24 May 2022 at Sunningdale Village Hall

Attendance: Cllr Anne-Catherine Buxton (Chairperson), Cllr Peter Grover, Cllr David Biggs, Cllr Rick Bains, Cllr Lilly Evans, and Cllr Valerie Pike

Apologies: Cllr Yvonne Jacklin, Cllr Robin Booth, Cllr Michael Burn, Cllr Martin Penney

In Attendance: Revd. Jon Hutchinson – Holy Trinity Church, Jeremy Sandell – Citizens Advice East Berkshire, John Fletcher – Headmaster Charters School, Angela Huisman – RBWM Library Service

Present: Ruth Davies, Clerk to the Council

There were 4 electors of the parish present their details are recording in accordance with GDPRs.

There were 2 members of the public present their details are recording in accordance with GDPRs.

### 1. Welcome

The meeting was opened by Anne-Catherine Buxton who welcomed all present.

### 2. Approval of the Minutes of 8 March 2018

The minutes of the Annual Parish Meeting of 8 March 2018 were approved and the Chairman signed the minutes at the end of the meeting.

### 3. Parish Council report

A presentation on behalf of the Parish Council was given by Cllr Buxton, Cllr Biggs, and Cllr Grover on behalf of the Parish Council detailing the main achievements of the Parish Council over the last year. The PowerPoint is available on the council website for reference.

### 4. Guest Speakers

[Cllr Buxton welcomed John Fletcher, Headmaster of Charters School](#)

John thanked the council for the funding provided in conjunction with the neighbouring parish which enabled the school to construct the outdoor canopy. This allows the school to create a positive environment and allow students to be outside to work and socialise as much as possible.

The meeting received an update on the work that had taken place within the school during lockdown, with murals in school corridors focusing on Science English and Maths. Also, the introduction of “Charters 7” which is embedded throughout the school to provide continuity across different subjects.

John explained the use of the old RBWM Youth Centre which is now a space for Emotional Literacy Support which has increased from 1 day per week of external support to 5 days per week of support. The impact of the pandemic has seen an increased emphasis on Emotional Resilience learning throughout the school and is an area of focus.

And finally, that the school would be using the trees donated under the Queen's Green Canopy would be used to plant around the new canopy.

[Cllr Buxton thanked John Fletcher for his time and attendance and introduced Angela Huisman from RBWM Library Service.](#)

Angela updated the meeting on the changes that have taken place in the delivery of service through the libraries and that now libraries include the customer service point of contact. The person you speak to one day about an issue can therefore be the person who finds you a book the next day.

As a part of this transformation of service, partnerships between RBWM and the Parish Councils have retained library provision at local levels and for Sunningdale the soft launch of the new library provision will take place on the 10 June at 4pm.

To run the library service, RBWM has effectively used volunteers who work alongside the librarians and provide services such as activities, events and support services. The opportunity for employment for age 16 and above was explained and the need for independent, trained, and skilled library employees who are now trained on Universal Credit applications and to liaise with other support organisations such as the Citizens Advice service.

Angela detailed the free to use online resources from RBWM Library service. (Full details of which are on the PowerPoint available on the council website).

[Cllr Buxton thanked Angela Huisman for her time and attendance and introduced Jeremy Sandell from Citizens Advice East Berkshire.](#)

Jeremy introduced Citizens Advice East Berkshire which was set up over 12 months ago when Bracknell & District and Maidenhead & Windsor CABs merged. At this point the Bureau was also dropped.

Over the last 12 months Citizens Advice has assisted over 9,600 individuals with the Big 4 – Benefits, Debt, Employment and Housing with over £4m in financial outcomes from this service.

For Sunningdale the last 12 months has seen support provided to 33 people with a financial outcome of over £33k and the Big 4 being: Benefits, Housing, Debt and Families and relationships.

Jeremy explained the difficulty of providing the service purely over the telephone or online when some applications for benefit are over 40 pages in length and phone or email support is not the preference of the individuals accessing the support services. Therefore, he is delighted to work in partnership with Sunningdale Parish Council to bring the Outreach Service to the Parish Office every Friday from 9am to 3pm, to provide support to the community on a face-to-face and local basis.

[Cllr Buxton thanked Jeremy Sandell for his time and attendance and introduced Valerie Pike from Windsor and Ascot Neighbourhood Watch.](#)

Valerie explained that the local scheme was part of the national neighbourhood watch movement with a local vision of knowing our neighbours to create a safer, stronger, and supportive community and a Mission to support residents to make communities stronger, more active, and overall safer.

Through the role they fulfil, Valerie commented that they see the loneliness of some residents which unfortunately makes them vulnerable to scams, especially on the doorstep.

The actions taken by the Neighbourhood Watch group are aimed at encouraging residents to know and support their neighbours. Working with Thames Valley Police, the RBWM Community Wardens and Trading Standards, the NW group use the Proceeds of Crime Act funds to provide home security devices free of charge to vulnerable residents along with scam prevention tools such as Call Blockers for telephones.

By holding community engagement evenings, the group encourages residents to protect themselves and their assets: Locking cars; marking personal property and installing vehicle tracking systems.

Valerie listed the 4 questions that the group ask:

- How can we help to make the community safer?
- How can we help to raise the spirit of the community, especially the vulnerable?
- How can we help the Police to reduce crime?
- How can we make our own home security better?

[Cllr Buxton thanked Valerie Pike for her time and attendance and introduced Revd. Jon Hutchinson from Holy Trinity Church.](#)

Revd. Jon explained to the meeting the legalities around the maintenance of a closed graveyard and the unfortunate circumstance of the lack of maintenance provided by the borough council. This led to a conversation between the Church and the parish council and the ultimate transfer of the maintenance of the closed graveyard in April 2021 to the parish council.

After a significant amount of work in the early period, and ongoing weekly maintenance the graveyard now looks as it should. It is commented upon by residents who walk through with their families, visitors to the Church, Church members and neighbours. The work that is being done by the parish council facilitated a community day last autumn when many other areas external to the church were tidied.

Revd. Jon highlighted the only remaining issue of the trees in the graveyard which are still under review between the borough and the parish, and he hopes this will be sorted out soon as there are some damaged trees in need of works.

Finally, Revd. Jon thanked the parish council for the work that has been done and hoped that the project of the garden of remembrance can be next on the list.

[Cllr Buxton thanked Revd. Jon Hutchinson and all the speakers.](#)

## 5. Questions from Residents of the Parish

No questions regarding the operation of the parish council were received, although a resident made representations welcoming the work of the parish council on the management of the tennis courts, the management of the Village Hall, the lack of attendees and the need to advertise the meeting with longer notice and also on the levels of precept rises over the last 6 years and the number of employees of the parish council. No question was posed.

One question was received regarding the acoustics of the village hall and whether this would be addressed as it is difficult to hear due to the echoes of the hall. Cllr Buxton confirmed this would be referred to Cllr Penney as Chairman of the Village Hall Committee.

With no further questions, Cllr Buxton, Chairman of Sunningdale Parish Council thanked all for attending.

The meeting closed at 7:25pm.

Signed as a true record of the meeting:

Name:

Date: