



Oversight and Strategy Committee Minutes Tuesday 2 May 2023

OS 50 / 2022 Attendance and Apologies

Attendance: Cllr Jacklin (Chairman), Cllr Buxton, Cllr Booth

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

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

There were no declarations of interest.

OS 51 / 2022 To approve the minutes of the meeting 14 February 2023.

RESOLVED: The minutes of the 14 February 2023 were approved as an accurate record of the meeting.

MATTERS ARISING:

- The committee agreed to defer work on the Neighbourhood Plan until the new council was in place post May 2023.
- The committee noted the Clerk was still waiting for confirmation from the legal advisor on conflicts of interest for the Village Hall working group membership.

OS 52 / 2022 Public Adjournment – Maximum 15 minutes – 5 minutes per speaker

No members of the public present wished to address the meeting.

OS 53 / 2022 Sunningdale Parish Council Business plan

OS 53 / 22 / 1 The committee received a verbal update from the Clerk on the business plan project SF4: Multi use games area, playground and pathways confirming the recommendations from the Ecology Survey to retain a 1m wide strip at the edge of the field by the brook for diversity, to plant 4 trees around the proposed footpath across the field, the comments from Sport England, ultimately approving the work with the pathway moved and that the planning submission would be made by the end of the week ending 12 May 2023.

OS 53 / 22 / 2 The committee received a verbal update from the Clerk on the business plan project COM 2: Open Space / Woodland Walk with the feedback received from the visit by RBWM Tree Officer Helen Leonard. Her recommendations will be included in the next update / report to council once received.

OS 53 / 22 / 3 The committee received and reviewed the list of actions which were approved by council (21 March 2023, item 102/22/2) and noted the costs and time associated. The list was revised and will be proposed to the finance committee for funding approval for the work involved.

OS 54 / 2022 Council Communications

OS 54 / 22 / 1 The committee received a verbal update from the Deputy Clerk on the website with the new introduction of a FAQ page which was being completed by JAIJO. The e-newsletters were ready awaiting content.

It was discussed and agreed that this information is available on the website and the newsletter will include 'update' and 'don't forget' links that can include this information. It was not deemed to be appropriate for the printed newsletter as it would create a lengthy article.

OS 54 / 22 / 2 The committee received an update from the Clerk regarding events resulting from the website survey and noted that costings and plans were being prepared by the Officers. The committee agreed in

principal that the council could look to part fund these events, however, would wait for more detail before making any decision on this.

OS 54 / 22 / 3 The committee received an update on the dog bins to be placed in the village in response to the website survey, Whitmore Lane and down the footpath from Onslow Road to the Golf course.

OS 55 / 2022 To review council action delegated to the committee.

OS 55 / 22 / 1 The committee reviewed the Terms of Reference for Committees and made recommendations on clarity of membership, to clearly show the voting members from the officers or other members.

The committee noted the ability to have non council members of working groups which allows for more engagement with residents who have specific interests of skills appropriate to the task and finish group.

OS 55 / 22 / 2 The committee received the feedback from the council meeting (18 April 2023, item 117/22) regarding the request for funding under the Stakeholder Grant. The council referred the CIL Grant policy for review back to the committee.

ACTION: Cllr Jacklin and the Clerk to bring forward a new process for grant applications above the nominal limit.

OS 56 / 2022 To receive a Project Management Documentation

The committee received and reviewed the draft consultation policy in line with the project management process.

ACTION: That the committee will provide the Clerk with comments and amendments for review.

OS 57 / 2022 Information Sharing

There were no points brought forward.

OS 58 / 2022 Date of the next meeting of the Committee

The date of the next meeting was confirmed as the 6 June 2023.

OS 59 / 2022 To resolve exclusion of members of the public and press in accordance with the applicable Legislation for the following PART II Agenda.

RESOLVED: That members of the public are excluded from the meeting at this point.

The member of the public left the meeting at this point.

Part I of the meeting closed at 10:30 am

Signed as a true record of the meeting:

Signed: _____

Dated: _____