



Oversight and Strategy Committee Minutes Tuesday 25 July 2023

OS 17 / 2023 Attendance and Apologies

Attendance: Cllr Biggs (Chairman), Cllr Grover, Cllr Buxton, Cllr Pike

Apologies: None

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

There were no members of the public present.

There were no declarations of interest in accordance with the Code of Conduct.

OS 18 / 2023 To approve the minutes of the meeting 6 June 2023.

RESOLVED: The minutes of the 2 May 2023 were approved as an accurate record of the meeting with the following clarifications:

OS 5 / 23 To include the visioning of the recreation ground would include the opportunity for feedback on the business plan.

To include the action for the Clerk to request access for council members to the NALC website.

Matters and carry forward actions as permitted by the Chairman:

OS 4 / 23 Cllr Grover to share the email as received after the last meeting.

Cllr Pike to put a proposal to the committee to record meetings.

OS 19 / 2023 Public Adjournment – Maximum 15 minutes – 5 minutes per speaker

There were no members of the public present and no questions or representations received.

OS 20 / 2023 Business from previous meetings

The committee received an update on the council training and costs associated, the paper was confirmed to be on the agenda for the council meeting that evening for approval. The committee discussed the options and had no amendments prior to the meeting.

RESOLVED: That the proposal moves forward at council.

For: Cllr Biggs; Cllr Grover; Cllr Buxton

Abstain: Cllr Pike

ACTION: A discussion took place on the process papers should follow, and an action was taken by the Clerk and Cllr Morgan to bring together a process paper for consideration.

The committee received a verbal update on the consultation policy from the Clerk informing them that due to the comments made after the last meeting by Cllr Pike, these needed reviewing prior to being brought back to committee. Time had not allowed for this work to be completed.

ACTION: For the Clerk to review the policy and bring back to the committee.

An update was provided to the committee on the responses received at Charters Festival and the full information would be brought to council that evening.

OS 21 / 2023 Sunningdale Parish Council Business plan

The committee received a verbal update on the business plan project SF4: Multi use games area, and pathways noting that this was still in the planning process. An onsite meeting with the planning officer took on place on 21 July 2023. There were no planning issues highlighted and determination is pending. With regards to comments made on legalities, these are an internal matter and confirmation of process will be provided to council at the point of planning permission as it is anticipated the budget will need to be reviewed due to the delay.

The committee received a verbal update on COM 2: Woodland Walk informing that the ecology report had shown no detriment to putting a walk through the woodland and therefore Toby Goodger, the council's consultant for this work, would proceed with pre-application advice. Work to remove non-native species was being carried out by the council team as identified in the ecology report.

ACTION: That the ecology report would be shared with council members.

ACTION: That a project area would be created where documents can be shared with council members.

The committee received a verbal update on the actions relating to L2: Community Space with no work having taken place due to time limitations of officers with the vacancy for a full-time project officer. The actions relating to this project are therefore carried forward.

RESOLVED: That a working group would be established with the remit of "how does the council do the engagement on the community space". The requirement for this working group would be brought to council in the evening.

The committee received and reviewed the feedback from council members for the business plan projects for 2023 2024 and any additional projects which may be included. It was proposed that a specific task and finish working group would be set up to make a recommendation to council on how the residents views could be collected and collated.

RESOLVED: That the requirement for this working group would be brought to council in the evening.

OS 22 / 2023 Council Communications

The committee receive a verbal update on events planned in response to the events survey with the bouncy castle days arranged and provided by the council whilst the cinema and summer picnic being hosted by the council and not requiring any resource or funding.

The committee received an update on council communication plans with the FAQ page on the website being updated as more questions are added, a new free village publication The Sunningdale Village News.

ACTION: That the Deputy Clerk would investigate how the posts on the community Facebook page can be responded to by the Council Communications.

OS 23 / 2023 To review the Risk Register

The committee received the Risk Register for review and approval, comments were received in the meeting and a request for further comments to the Clerk by the 28 July 2023.

ACTION: That the committee members send through amendments to the clerk by 28 July.

OS 24 / 2023 Information Sharing

The Clerk updated the committee that despite recent email outages for council members, the migration of the Officers IT to Office 365 for business had gone well and a proposal for the next phase to include council members laptops to comply with the DPA and ICO regulations would be brought forward to the next committee meeting.

OS 25 / 2023 Date of the next meeting of the Committee

To confirm the date of the next meeting as 3 October 2023

OS 26 / 2023 To resolve exclusion of members of the public and press in accordance with the applicable Legislation for the following PART II Agenda.

RESOLVED: That only the members of the committee remain in the meeting for Part II discussions.

Cllr Coxon and Cllr Morgan left the meeting.

Part I of the meeting concluded at 12:15pm.

Signed as a true record of the meeting:

Signed: _____

Dated: _____