



## Minutes of the meeting of the Parish Council Tuesday 19 March 2024 at 7:30 pm

held at  
**The Community Room, Broomhall Recreation Ground.**

### **145 / 23 Attendance and Apologies for absence**

Attendance: Cllr Buxton (Chairman); Cllr Biggs; Cllr Coxon; Cllr Evans; Cllr Hilton; Cllr Morgan; Cllr Newman; and Cllr Pike  
Apologies for absence: Cllr Grover & Cllr Penney,  
Present: Louise Steele – (Locum Clerk)

There was one member of the public present. Their details are retained in line with the GDPRs.

### **146 / 23 Declaration of interest for items on the agenda**

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

### **147 / 23 Approval of Minutes of Council of 20 February 2024**

**RESOLVED:** That the council approved the minutes of 20 February 2024 as an accurate record of the meeting and the minutes were signed as such by the Chairman. There were no matters arising.

### **148 / 23 Announcements from the Chairman**

The Chairman had no announcements to make.

### **149 / 23 Public Adjournment**

There was no adjournment.

### **150 / 23 To receive an update from the Borough Councillors for Sunningdale**

There was no update from Borough Councillors. The Chairman and the Locum Clerk undertook to reiterate an invitation to the next meeting of the parish council. It was suggested that the Borough Councillors be asked specifically to update the council on the RBWM budget and its implications for Sunningdale residents.

### **151 / 23 Councillors Questions and Business Motions**

There were no questions from councillors which relate to matters on the council agenda, the Chairman therefore moved to business motions brought forward in accordance with the Standing Orders.

151 / 23 / 1 The council received an oral update from Cllr Buxton about the telephone box book exchange, informing council that the volunteer who had undertaken responsibility for the book exchange was now stepping back. New volunteers to take on this role needed to be sought and Councillors were asked to consider the matter and forward suggestions to the Clerk. Cllr Buxton proposed a vote of thanks for the volunteer who was retiring and councillors were pleased to agree.

The Chairman also initiated a discussion on a second red telephone box owned by the council but outside the parish boundary. Cllr Newman suggested that the box be moved to the

Recreation Ground and be used as a children's book exchange; the Locum Clerk was asked to research the practicalities and costs of implementing this suggestion and to bring the matter back to council at a future date.

151 / 23 / 2 The council considered a request for additional funding of £1,159 towards agreed funding for an additional ANPR camera in conjunction with Thames Valley Police

**RESOLVED:** To approve additional funding of £1,159 for an additional ANPR camera in conjunction with Thames Valley Police.

**152 / 23 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups.**

152 / 23 / 1 Consequent upon the resignation of Cllr Hilton from the Finance Committee council received nominations and elected a new member of the committee.

**RESOLVED:** To elect Cllr Coxon to the Finance Committee for the remainder of the local government year 2023/24.

152 / 23 / 2 The council agreed a date for the Annual Parish Meeting.

**RESOLVED:** That the Annual Parish Meeting should take place on Tuesday 21 May 2024.

152 / 23 / 3 The council considered the venue and format for the Annual Parish Meeting – a number of ideas were discussed, and the Locum Clerk was asked to research available venues and Cllr Buxton undertook to develop the idea of a community champion award and to invite the Borough Councillors. Details to be finalised at the next meeting of council.

152 / 23 / 4 Cllr Morgan presented the Business Plan Engagement Working Group's detailed proposal for step 1 & 2 of the strategy for engagement. There was detailed discussion of the of the content of the questionnaire and the timetable for piloting the questionnaire and subsequently disseminating the final version.

**RESOLVED:** That the survey be updated to reflect the information discussed at the meeting; that a short print run for pilot take place and that the Business Plan Engagement Working Group should report back, in writing, to the next meeting of council before the full print run and survey proceeds. That a budget of £2,313 was agreed. That the Locum Clerk should proceed to procure the free postage licence as soon as possible.

**153 / 23 To receive details of Council Events 2024/25**

The council received an update report on the Council Events planned for the local government year 2024/25 and considered the question of whether the council should be represented, and by whom, at the Charters Festival 2024.

Councillors observed that that in 2023 the council agreed to revisit, for 2024, where the Christmas Event should be held. It was suggested that professional advice be sought about the highways management and crowd management issues pertaining to holding the event at Chobham Road. A further report on the Christmas event to be brought forward to a future meeting of council.

**RESOLVED:** That the council should be represented by Cllrs Coxon, Newman and Pike at the Charters Festival on 29 June 2024.

**154 / 23 To consider requests for the erection of Memorials**

154 / 23 Council considered two separate requests for memorials where the proposed memorial is not compliant with the Council's regulations.

**RESOLVED:** That a working group consisting of Cllrs Buxton, Evans and Hilton be established to review the cemetery regulations and the two requests be deferred until the working group has reported to council.

**155 / 23 To agree a change of date for the next meeting of Council.**

**RESOLVED:** That the next meeting of Council will be held on 16 April 2024 (previously scheduled for 23 April 2024).

**156 / 23 To receive and approve the Review of the Effectiveness of Internal Controls.**

**RESOLVED:** To approve the Review of the Effectiveness of Internal Controls and the resulting action plan.

**157 / 23 To receive the Finance Report from the RFO**

157 / 23 / 1

**RESOLVED:** That the council approved the receipts for the month to 29 February 2024, totalling £43,377.05

**RESOLVED:** That the council approved the payments for the month to 29 February 2024, totalling £25,100.94

157 / 23 / 2 The council received and noted the council budget detail report, there were no questions.

157 / 23 / 3 The council noted that there was no RFO financial report.

**158 / 23 Information Sharing.**

Cllr Biggs announced that, owing to a change in personal circumstances, he was no longer able to fulfil his duties as a parish councillor and that, with regret, he was resigning with immediate effect. The Chairman thanked Cllr Biggs for his hard work and dedication to the Council over the years and particularly the extraordinary work he did getting the Cycling & Walking Group to the point it is now. She thanked him especially for the "20's Plenty" campaign and his commitment to bringing forward ideas to benefit the community. He will be very much missed.

The meeting concluded at 9:14pm.

Signed as a true record of the meeting:

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_