



Minutes of the Meeting of the Parish Council Tuesday 14 January 2025 at 7:30 pm

held at
The Community Room, Broomhall Recreation Ground.

120 / 24 Attendance and Apologies for absence

Attendance: Cllr Buxton, Cllr Coxon, Cllr Curtis, Cllr Evans, Cllr Grover, Cllr Hilton,
Cllr Morgan (Chairman) Cllr Newman, and Cllr Penney

Apologies for absence: Cllr Pike

Present: Louise Steele – Locum Clerk
Natalie Hayes – Clerk designate

121 / 24 Declaration of interest for items on the agenda

Cllr Coxon declared an interest during the meeting in relation to the allotments.

1212/ 24 Approval of Minutes of Council 17 December 2024

RESOLVED: That the council approved minutes of the council meeting held on 17 December 2024. The Chairman signed the minutes as an accurate record of the meeting.

123 / 24 Announcements from the Chairman

There was no announcement from the Chairman.

124 / 24 Public Adjournment

There were no questions received from any members of the public before the meeting or at this point of the agenda.

125 / 24 Council Budget and Precept 2025/26

To approve the budget as presented

Cllr Evans presented the draft budget for 2026/26 noting that the figures were only slightly changed from the budget considered at the last meeting of the council. The only amendment was to decrease the contribution to the playground reserves by £2,800 to reduce the budget requirement to a level compatible with a 5% increase in precept at band D.

Concerns was expressed at the absence of a forecast outturn for 2024/25. The Locum Clerk apologised for misunderstanding; she had updated the 2024/25 “actuals to date” figures within the budget and had not understood that. Councillors required an outturn forecast. She reported that the figures indicated an overspend of £10,000 adjustment budget in 2024/25.

The budget was referred back to the finance Committee and will be considered again at the March meeting of Council.

The Locum advised that exceptionally the council was able to set the precept and agree the budget at a future meeting.

RESOLVED: To set a precept of £260,811 for the financial year 2025/26

RESOLVED: that the Locum Clerk Louise Steele should request the precept of the collection authority (the Royal Borough of Windsor & Maidenhead) as soon as possible.

Fees and Charges

As part of the budget discussions for 2025/26 the following fees and charges were proposed and agreed:

APPROVED: Cemetery fees for non-residents would increase by 50% from 1 April 2025
Allotment fees would increase to £7.50 per pole from 1 April 2025
There would be no increase to Tennis fees for 2025/26
There would be no increase to the cost of hiring the field at Broomhall Park or the Community centre for 2025/26

Upon hearing of the Children's Funeral Fund, Cllr Penny proposed that responsibility should be given to the Clerk in consultation with the cemeteries working group to set children's fees for cemeteries. This was agreed by all councillors present at the meeting.

126 / 24 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups

126 / 24 / 1 There was no further update to receive from the Finance Committee

126 / 24 / 2 An update was received from Cllr Hilton on behalf of the Walking and Cycling Working Group

126 / 24 / 3 An update was received from Cllr Grover on behalf of the Recreation Ground working Group.

126 / 24 / 4 The Tennis Working Group were not able to bring a proposal to the Council for approval, it will be carried forward to the next meeting.

126 / 24 / 5 The update from the HR Sub Committee would be taken forward to Part 2 of the Council meeting agenda.

127 / 24 Dates of Full Council meetings and committees for 2025/26

Cllr Evans updated the council with the dates of the next 2 Finance Committee meetings. There would be no meeting in February. The next meeting would be Tuesday 4th March 2025.

After a brief discussion about future dates, the Locum Clerk updated the council on ways in which council meetings could be set up alongside committees as a way of working.

The Chair requested that councillors feedback any thoughts and proposals to himself and Cllr Hilton for consideration. The agenda item would come back to the council meeting in February for further discussion and agreement.

The Sunningdale Annual Parish meeting was confirmed as Tuesday 29th April 2025.

128 / 24 Information sharing

There was nothing shared by any of the councillors at the meeting.

Confidential Session

129 / 24

RESOLVED: To exclude members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 prior to consideration of the following items by reason of the confidential nature of the business to be transacted.

Note that while the matters below were considered in Confidential Session the resulting minutes need not be considered confidential.

130 / 24 Report of the HR Sub-Committee

RESOLVED: Cllr Hilton updated the committee on the proposal to officer hours and roles to make the parish council more effective and efficient.

It was agreed that the Deputy Clerk hours would increase by 5 hours per week
It was agreed that recruitment could start for a finance officer for 1 day per week

The meeting started promptly at 7.30pm. The meeting concluded at 9.22pm.

Signed: _____

Dated: _____