



Meeting of the Parish Council Tuesday 17 June 2025 at 7:30 pm

This meeting will be held at
The Community Room, Broomhall Recreation Ground.

Agenda Part 1

Summoned to Attend:

Cllr Buxton; Cllr Coxon; Cllr. Curtis; Cllr Evans; Cllr Grover; Cllr Hilton; Cllr Morgan (Chairman); Cllr Newman; Cllr Penney; and Cllr Pike

Members of the Public are welcome to attend the meeting.

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15 / 25 Attendance and Apologies for absence

To receive for approval any apologies for absence and if appropriate any requests to defer receiving an acceptance of office to a later meeting.

16 / 25 Disclosable pecuniary interests and other registerable interests

To receive from members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Sunningdale members' Code of Conduct.

17 / 25 Approval of Minutes of Council of 22 April 2025 and the Minutes of the Annual Meeting of the Council 20 May 2025

DECISION: The minutes are to be signed by the Chairman as an accurate record of the meeting.

18 / 25 Announcements from the Chairman

Announcements which the Chairman wishes to bring to the attention of the council members.

19 / 24 Public Adjournment

The meeting will be adjourned for a maximum of 15 minutes, 5 minutes per speaker, to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. Anyone wishing to address the council or ask questions is requested to inform the Clerk prior to attending the meeting, no later than 10am on the Monday proceeding the meeting. This session to be conducted in accordance with standing order 6e-h.

20 / 25 Internal Auditor's report

To receive the report of the Internal Auditor on the 2024-2025 accounts.

21 / 25 Annual Governance Statement

To consider and agree the Annual Governance Statement (AGAR part 1) for the financial year 2024-2025.

22 / 25 Accounting Statements 2024-2025

To consider and agree the Accounting Statements 2024-2025 (AGAR part 2)

23 / 25 Dates for Public Inspection of Accounts

To consider and agree the dates for the public inspection of accounts.

24 / 25 Asset register

DECISION: To consider and approve the Council's asset register.

25 / 25 Community Grants Policy

DECISION: To consider and approve the Council's Community Grants Policy.

26 / 25 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups.

26 / 25 / 1 **TO NOTE:** To receive the minutes of Finance Committee meetings held on 4 March and 1 April.

27 / 25 Clerks Report

To receive a written report from the clerk.

28 / 25 Health and Safety works to trees

DECISION: To consider the Clerk's report on immediate works required to two trees in the car park, along Broomhall Road.

29 / 25 Confirmation of members for Working Groups

DECISION: To confirm the nominated members for each of the working groups: Business Plan and Engagement Strategy; Cycling and walking; Recreation Ground; Tennis and Events.

30 / 25 Risk Register

TO NOTE: To receive an update on the risk register.

Agenda Part 2 – Confidential

31 / 25 To resolve to exclude of members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 prior to consideration of the following item by reason of the confidential nature (detail of the Council's banking arrangements) of the business to be transacted.

32 / 25 Report of the HR Committee

To receive the minutes of the HR Sub-Committee from the 13 March and 1 May 2025

TO NOTE: To receive an oral update from the Chair of the HR Committee.

33 / 25 **Sunningdale Village Hall Lease**

DISCUSSION: To consider and approve the proposed changes to the lease with Sunningdale Village Hall Trust.



Natalie Hayes, Clerk

09 June 2025



Minutes of the Annual Meeting of the Parish Council Tuesday 20 May 2025 at 7:30 pm

held at
The Community Room, Broomhall Recreation Ground.

1 / 25 Election of the Chair of the Council

Nominations for the office of Chair of the Council were requested and received for Cllr Morgan and Cllr Pike. Cllr Evans requested a recorded vote.

Cllr Buxton – Cllr Morgan
Cllr Coxon - Cllr Pike
Cllr Curtis - Cllr Morgan
Cllr Evans - Abstained
Cllr Hilton - Cllr Morgan
Cllr Morgan - Cllr Morgan
Cllr Newman – Cllr Pike
Cllr Penney – Cllr Morgan
Cllr Pike – Cllr Pike

RESOLVED: That Cllr Morgan is elected Chairman of the Council for the local government year 2025/26. Cllr Morgan duly signed the Declaration of Office for Chairman of the Council and commenced the meeting.

2 / 25 Attendance and Apologies for absence

Attendance: Cllr Buxton; Cllr Coxon; Cllr Curtis; Cllr Evans; Cllr Hilton; Cllr Morgan (Chairman); Cllr Newman; Cllr Penney and Cllr Pike
Apologies for absence: Cllr Grover,
Present: Natalie Hayes, Clerk and Louise Steele Locum RFO

There were no members of the public present.

3 / 25 Declaration of interest for items on the agenda

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

4 / 25 Election of Vice-Chair of the Council

RESOLVED: That Cllr Hilton be elected Vice Chair of the Council for the local government year 2025/26.

5 / 25 Approval of the Committee Members to committees and focus area as per the approved structure

RESOLVED: That committee members and leads for focus areas be appointed for the council year May 2025 to April 2026 as shown below:

Finance Committee

Facilities and Services Committee

Cllr Morgan
Cllr Newman
Cllr Pike

Cllr Coxon
Cllr Curtis
Cllr Pike

Human Resources Committee

Cllr Buxton
Cllr Evans
Cllr Hilton
Cllr Morgan
Cllr Penney

Planning Committee

Cllr Buxton
Cllr Evans
Cllr Grover
Cllr Newman

Focus Areas

Allotments – Cllr Newman
Cemeteries – Cllr Hilton

TO NOTE: That the council will send an expression of interest to each of the existing working groups to the Clerk before the council meeting in June.

The working groups are Cemeteries, Business Plan and Engagement Strategy, Cycling and Walking, Recreation Ground, Tennis and Events

6 / 25 Appointment of Chairs of Standing Committees

RESOLVED: That Chairs of standing committees for the council year May 2025 to April 2026 are:

Finance Committee

Cllr Pike

Facilities and Services Committee

Cllr Coxon

Human Resources Committee

Cllr Hilton

Planning Committee

Cllr Buxton

7 / 25 To review representatives to external organisations

RESOLVED: That representatives to external organisations be appointed for the council year May 2025 to April 2026 as shown below:

Traders - Cllr Pike

Village Hall Charity - Cllr Penny

Holy Trinity School - Cllr Buxton

Charters School - Cllr Evans

It was noted that District Association for Local Councils (DALC) had been disbanded. Cllr Pike would investigate the running of the Local Neighbour Action Group (NAG) and report back to council.

8 / 25 To accept the Governing Documents of Council

RESOLVED: That the Standing Orders, Code of Conduct and Financial Regulations were approved.

TO NOTE: The standing orders would be reviewed again at Full Council in September.

9 / 25 To approve the council meetings and committee dates for 2025-2026.

RESOLVED: That the calendar of council meetings and committee dates for 2025-2026 be approved.

10 / 25 **Appointment of Internal Auditor 2025-2026**

RESOLVED: To appoint Auditing Solutions Ltd as the Council's internal auditor for the financial year 2025/26.

ACTION: The Council is to start the process of looking to appoint new internal auditors from the financial year 2026/27. This is due to the existing auditor advising of his retirement after the current financial year.

11 / 26 **Approval of bank reconciliation (Financial Regulations November 2024 206)**

RESOLVED: To appoint Cllr Hilton to check and sign the monthly bank reconciliations as prepared by the RFO.

12 / 25 **Events Working Group Update**

RESOLVED: That the council agreed to an amendment to the proposal for the Summer Event 2025 in the recreation ground; the event goes ahead as last year with no additional financial support.

RESOLVED: That the council agreed to the proposal for the bouncy Fun days in the recreation ground for Summer 2025. The dates of these are: Friday 25th July, Monday 11th and Friday 20th August 2025.

Signed as a true record of the meeting:

Signed: _____

Dated: _____



Minutes of the Meeting of the Parish Council Tuesday 22 April 2025 at 7:30 pm

held at
The Community Room, Broomhall Recreation Ground.

157 / 24 Attendance and Apologies for absence

Attendance: Cllr Buxton, Cllr Curtis, Cllr Grover, Cllr Hilton,
Cllr Morgan (Chairman) Cllr Newman, Cllr Penney and Cllr Pike
Apologies for absence: Cllr Coxon and Cllr Evans
Present: Natalie Hayes – Clerk and Louise Steel (Locum RFO)

There were three members of the public in attendance.

158 / 24 Disclosable pecuniary interests and other registerable interests

Cllr Grover declared a personal interest in agenda item 164/ 2/ c on the grounds that his wife is treasurer of Holy Trinity Church.

159 / 24 Approval of Minutes of Council 18 March 2025

RESOLVED: That the council approved minutes of the council meeting held on 18 March 2025.
The Chairman signed the minutes as an accurate record of the meeting.

160 / 24 Announcements from the Chairman

The Chairman reminded the Council and members of the public in attendance, that the Annual Parish meeting will be held at Sunningdale Village Hall on Tuesday 29th April at 7pm.

161 / 24 Public Adjournment

The members of the public in attendance were all given 5 minutes to speak to the Council regarding their relevant CIL applications for agenda item 164 / 24.

At this point the Chairman changed the order of the agenda so that the Grant applications (item 164 /24) could be discussed whilst members of public were in attendance.

162 / 24 Review of effectiveness of Internal Controls

RESOLVED: that the review of Internal Controls was approved. One amendment is to be made in respect of the rotation of the member of the Council signing off the bank reconciliation. The Cllr would be chosen on an annual basis.

It was noted that this person would be chosen by the Full Council, and that this job is a monthly task.

163 / 24 Proposed Scheme of Delegation for Committees and Council meetings

RESOLVED: that the proposed scheme of delegation was approved with no amendments received.

TO NOTE: There is another document that is called a scheme of delegation, that was created during Covid. This document is to be reviewed and amended so it more accurately reflects its purpose. The suggested name would be Business Continuity Plan.

164 / 24 Grant Applications

An oral report was received by Council outlining the availability of CIL funding, and the eligibility of each application.

RESOLVED: Application for £100,000 CIL funding for The Picture House was approved for lighting, subject to the conditions outlined.

DEFER: Application for £30,000 CIL funding for Sunningdale Bowling Club was deferred until more information could be provided.

RESOLVED: Application for £84,697 CIL funding for Holy Trinity Church was approved, subject to the conditions outlined.

165 / 24 To receive and approve the Council Risk Register.

DEFER: This item was deferred to the next Full Council Meeting in June.

166 / 24 Recreation Ground Working Group Update

RESOLVED: The Council approved to stop all work on the Woodland Walk. In order to free up CIL funds for other recreation ground projects such as adult fitness equipment, walkways, and car park extension, the recreation ground working group proposes ending all work (including officers' time) on the Woodland Walk and all related alternative ideas.

RESOLVED: The Council approved a cost of £2,950 to appoint a chartered surveyor to investigate the provision of additional parking spaces at Broomhall Recreation Ground.

RESOLVED: The Council approved to further investigation taking place for the drainage of the recreation Ground.

RESOLVED: The Council approved a cost of £33,689 for the installation of Outdoor Fitness Equipment at Broomhall Recreation Ground.

The Chairman proposed that the meeting be extended by a further 15 minutes and this was agreed.

167 / 24 Events Working Group Update

DEFER: This item was deferred to the next Full meeting of council in June.

168 / 24 Review of standing Orders

DEFER: This item was deferred to the next Full meeting of council in June.

169 / 24 Clerks Report

DEFER: This item was deferred to the next Full meeting of council in June.

170 / 24 Information sharing

DEFER: This item was deferred to the next Full meeting of council in June.

The meeting closed at 9.45pm

Signed: _____

Dated: _____

Part 2: Confidential Session

171 / 24 To resolve to exclude of members of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 prior to consideration of the following item by reason of the confidential nature (staffing matters) of the business to be transacted.

172 / 24 Report from the HR-Sub Committee

The Council received an oral report from Cllr Hilton, the Chair of the HR-Sub Committee.



Community Grant Policy

Version control:

1.0 Policy created. *June 2025 [to be updated upon approval]*

To note:

Sunningdale Parish Council will be shortened to SPC within this document

Introduction

Sunningdale Parish Council (SPC) allocates a portion of its budget each year to provide support to local groups and organisations. This is discretionary grant funding and may be made under statutory provisions or through s 137 Local Government Act 1972 (S.137 LGA 1972).

The Local Government Act 1972 allows Parish Councils various powers to incur expenditure for that, which in the opinion of the Parish Council is in the interests of and will bring direct benefit to, the Parish or any part of it or all or some of its inhabitants.

This document advises those wishing to apply for a grant or support for a project or an event, how to make an application, how the application is considered and the process once a decision has been made. This document needs to be considered alongside the application form.

The total grant fund is agreed by the council every year as part of the annual budget process. The period for each allocation is from April to March of the next year.

Policy

- (1) The contribution made by organisations and individuals to the wellbeing of the local community is recognised by Sunningdale Parish Council (SPC) as important to our society.
- (2) This policy has been prepared to explain the main details of the grant, project and event schemes, so please read it carefully before you complete the application form.
- (3) The administration of and accounting for any monies granted shall be the responsibility of the recipient.

- (4) There is a limited budget for any grants sought. It is important that all questions on the application form are answered in full and that any additional information which supports the application is provided.
- (5) Any one organisation will not be granted more than the following:
 - (a) **Grants** – up to £1,000 in any one financial year, however consideration will be given to larger amounts depending on merit and a clear benefit to the community. SPC has the discretion to consider and approve additional sums.
 - (b) **Projects** – *[amount to be provided]* This will be looked at on a case-by-case basis with SPC considering the scope of the work and whatever funding the party seeking support has available or has raised via third parties.
 - (c) **Events** – *[amount to be provided]* This will also be considered on a case-by-case basis with SPC considering the scope of the work and whatever funding the party seeking support has available or has raised via third parties.
- (6) It is expected that groups and organisations will access other sources of funding for their projects alongside any application to SPC. For larger awards, SPC will expect that parties requesting grants have match funding from other sources. This will enable SPC to use its available funds to support as many applications as possible.
- (7) The amount of the award (whole or in part) will be at the discretion of Sunningdale Parish Council following a review by the Finance Committee and approval at Full Council.

Conditions of funding

- 1) Grants may support a project, community event, festival or special event which improves activities such as the following for the local community:
 - a) Societal value and inclusion
 - b) Cultural
 - c) Environmental
 - d) Recreational
 - e) Sporting
- 2) The following are examples of funding opportunities:
 - a) A project that makes the local community a better place in which to live, work or visit

- b) A project which is in the interests of and directly benefits people who live in the area which is defined by the boundaries of SPC benefits
 - c) A project which benefits local biodiversity by sustaining healthy ecosystems
 - d) A project which helps to create community resilience to climate change.
- 3) Presented evidence that local people support the project and are involved in carrying it out.
 - 4) Events that are for and benefit residents that live within the area as defined by the boundaries of SPC.
 - 5) Groups from outside the boundaries of SPC who can demonstrate direct benefit to the area are eligible to apply.
 - 6) Applications will be considered from organisations for, but not limited to, capital funding for equipment, revenue grants to pay the running costs for a particular project, funding for events or projects.
 - 7) Applications should be submitted with sufficient time for an officer and the Finance Committee review. *This would be done prior to one of the three Full Council meetings in September, November and January [amend as required] when grant applications are considered.*
 - 8) Applications will not be considered for:
 - a) Support for commercial ventures for private gain
 - b) Retrospective applications where expenditure has been made, the project has been carried out or the event has taken place.
 - c) Support for political or religious activity. This does not include regional, cultural and national events which are “widely” observed.
 - d) “Upward funders”, i.e. local groups where funds raised are sent to their central HQ for redistribution.
 - 9) Projects that are the prime responsibility of other statutory authorities, regional or national charities will only be considered for support if it can be demonstrated that the financial support of SPC is necessary to draw in larger sums of funding and there is benefit to the SPC Community.
 - 10) Preference will be given to applicants who are local groups, organisations, voluntary groups, societies, clubs and not-for-profit organisations operating in the SPC area where the benefit will be for this area.
 - 11) The organisation will normally be expected to have clearly written aims and objectives, membership rules and preferably a written constitution, copies of which should be submitted as part of the application. In addition, an organisation must demonstrate that it is properly managed and able to run its affairs responsibly.
 - 12) All applications must demonstrate clearly how a grant or subsidy will be of benefit to the local community within the area.
 - 13) All applications must clearly set out how alternative or additional funding is being raised and provide details of what other parties are or will be providing to enable SPC to evaluate how the sum requested aligns with the total cost.

- 14) An organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a detailed budget.
- 15) An organisation is required to have a bank account in its own name and demonstrate appropriate financial control (e.g. two authorised representatives required to sign each cheque or bank payment)
- 16) Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each time/year.
- 17) Each application will be assessed on its own merits and will be considered along with other applications at SPC Finance Meeting followed by a Full Council meeting in *September, November and January [Amend as required]* To ensure as fair a distribution as possible, the Council will consider the amount and frequency of previous awards.
- 18) Once granted there must be no change to the intended use of the grant without express written authority of the council.
- 19) Funding must only be used for the purpose agreed with SPC and if all the monies are not spent on the items agreed, the balance must be returned, except where, by agreement of the council, the monies may be carried over to the following financial year.
- 20) Funding must be spent within one year, for the purpose awarded and cannot be added wholly or partly to the organisation's reserves.
- 21) If project costs are more than anticipated on application, any shortfall must be met by the group/applicant.
- 22) To fully understand your project or activity, SPC councillors may wish to seek additional information and / or to visit the project or activity prior to the project or activity commencing.
- 23) Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
- 24) The Council may make the award of any grant as it considers appropriate in the event of any unforeseen urgent event.
- 25) Nothing contained herein shall prevent the Council from exercising, at any time, its existing duty or power in respect of providing financial assistance or grants to local or national organisations under the provisions of the Local Government Act 1972, Section 137.

The Grant Application Process

- 1) Sunningdale Parish Council will consider grant applications in *two 6-month windows per year with decisions made at Full council meetings in XX, XX and XXX of each year. [amend as required]* Upon receipt, the applications will be reviewed by SPC officers who may contact you to clarify points and can assist with any questions you have regarding the application.
- 2) Applicants are required to complete a grant application form, available from the Parish Clerk (*insert email*) or from the SPC website (*insert link*) All questions on the application form should be fully answered. In addition to the application form, the following supporting information would be provided:

- a) Full details of the project or activity which the grant is for
 - b) Explanation of how the grant will be of benefit in the local community and the number or proportion of beneficiaries living in the electoral area
 - c) Demonstration of a clear need for the funding, advising other sources of funding obtained or sought
 - d) Advise how the organisation will acknowledge any grant awarded by SPC in branding and or advertising
 - e) A copy of the previous year's examined accounts and for larger projects or events, a detailed budget
- 3) Once reviewed by the officers, grant applications will be first considered by the Finance Committee which will make recommendations to the Full Council. Applications should be submitted in good time for the officer and Finance Committee review prior to the *March or November or January Full Council [to be amended]*. Applicants like any other members of the public, can attend the committee or council meeting when the grant applications will be considered.
- 4) SPC will aim to ensure open, transparent and fair awarding of grants. SPC reserves the right to refuse any grant application which is inappropriate or against the objectives of the SPC. The Council's decision will be final. The conditions of funding are described in the conditions of funding section.
- 5) SPC may make the award of any grant subject to such additional conditions and requirements, as it considers appropriate.
- 6) When a decision has been made by SPC, you will be informed as soon as possible as to the outcome. This will generally be by email. Should your grant be approved then we aim to send electronic payment to the organisation as soon as practicable and in the instances of an "Event" within the Financial Year of the actual event itself.
- 7) Regardless of the purpose of any grant, SPC cannot be held responsible or liable in any capacity for claims that may arise against the organisation awarded the grant.
- 8) Grant payment will only be made to an appropriate bank account in the name of the organisation which has applied for the grant.
- 9) Only one application for a grant will be considered from each applicant organisation in any one financial year.

Eligibility Criteria

Applications will be accepted from organisations that are:

1. Not for profit such as, but not limited to:
 - a) Registered Charities (registered with the Charity Commission and that have a charity number)
 - b) Unincorporated Associations (includes small volunteer led community groups, sports/hobbies groups, residents' groups, playgroups, youth clubs etc.) that have a simple constitution such as Terms of Reference

- c) Community Interest Companies (CIC)
 - d) Charitable Incorporated Organisations (CIO)
 - e) Schools/Academies (providing the activity is beyond their statutory responsibilities)
 - f) Social Enterprises
 - g) Faith based organisations (where the application is for something that demonstrates wider community benefit)
- 2) For the avoidance of doubt, applications will not be considered from:
 - a) Bodies which are companies limited by shares or limited liability partnerships
 - b) Local authorities and bodies owned or controlled by them
 - c) Political, lobbying or pressure groups/organisations
 - d) Individuals seeking financial backing
 - 3) The applicant should be able to demonstrate that their application benefits the local or wider community by:
 - a) Providing a service
 - b) Enhancing the quality of life
 - c) Improving recreation and/or sports
 - d) Improving the environment
 - e) Promoting the Parish of Sunningdale in a positive way

Applicants should be aware that the Local Government Transparency Code 2014 requires the council to publish details of all grant awards made including the name of the beneficiary, the value of the award and its purpose. This data is published annually.

Acknowledgement of Sunningdale Parish Council Financial Support

Acknowledgments of financial support received from SPC will be required on documentation and any promotional material literature or other media. Successful applicants should agree to:

- 1) Acknowledge Sunningdale Parish Council (SPC) as a funder/partner in all forms of media, with the inclusion of SPC's logo where appropriate.
- 2) Include SPC in any PR as a funder / partner, in an agreed format.
- 3) Agree to any reasonable joint publicity SPC may require.
- 4) Agree and allow SPC to have suitable presence (actual or via marketing, in addition to the above) as part of any event or project. This should be agreed between the parties as part of the grant process.
- 5) Give permission for use of photographs, audio and video in the media and SPC publicity material.
- 6) SPC would request that any party receiving funds as part of this process shares with the SPC Clerk (*insert email*) any marketing material, proposed public relations and

such like before it be issued and used to ensure SPC is being represented in the correct manner.

Grant Review

All grant recipients are required to provide SPC with the following, within two months of completion of the project:

- 1) A brief report regarding grant utilisation and the impact of the project on the SPC area, including photographs where appropriate.
- 2) How the monies assisted the purpose specified in the grant application.
- 3) Evidence of expenditure (receipted invoices) to the Clerk of the Council (*insert email*) on completion of project, demonstrating expenditure equal to, or more than, the total of the amount of the grant detailed on application. This should include detail of how all the final funds for the grant, event or project were raised.

Sunningdale Parish Council reserves the right to recover the grant and/or moveable equipment, or product purchased with grant money if the organisation ceases to operate or if the grant is not used for the purposes specified in the application or if the conditions of the above are not fulfilled.

Responsibility

- The finance committee will oversee the budget and grant awarding policy, on behalf of the council, they may also set priorities for grand awarding.
- The budget for grant funding will be set by full council as part of the budget and precept setting processing for the new financial year.
- There will be separate processes and timescales for grants awarded under statutory provisions and for those made under s.137 LGA 1972.

Summary

Asset Group	Original cost	Current value	Insurance value
Buildings & Land	£ 364,881.82	£ 701,645.82	£ 1,410,924.77
Office Equipment	£ 13,990.85	£ 13,990.85	£ -
Flat Equipment	£ 813.96	£ 813.96	£ -
Community Room	£ 6,424.03	£ 6,424.03	£ -
Playground Equipment	£ 202,371.89	£ 202,371.89	£ -
Recreation Ground incl Tennis	£ 56,264.44	£ 102,974.39	£ -
Cemetery	£ 2,450.00	£ 14,000.00	£ 10,050.00
Allotments	£ -	£ -	£ -
Street Furniture	£ 25,958.82	£ 52,281.00	£ 49,371.06
Benches	£ 11,840.62	£ 12,666.87	£ -
Grounds Maintenance	£ 39,279.80	£ 59,523.30	£ 11,145.54
Event Equipment	£ 18,917.89	£ 34,385.89	£ -
	£ 743,194.12	£ 1,201,078.00	#REF!

Buildings and Land

Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
Village Hall	Buildings		Gifted	£ 291,320.00	£ 990,043.00	Village Hall		
Village Hall toilets & refurbishment	Buildings		£ 41,120.62	£ 41,120.62		Village Hall		
Professional charges for transfer	Buildings		£ 609.00	£ 609.00		Village Hall		Mar-20
Pavilion	Buildings		£ 280,000.00	£ 297,282.00	£389,556.79	Pavilion		
Pavilion refurbishment	Buildings		£ 3,804.21	£ 3,804.21		Pavilion		Mar-19
Pavilion refurbishment carpet	Buildings		£ 955.32	£ 955.32		Pavilion		Mar-19
Resurfacing Pav Flat Roof	Buildings		£ 2,900.00	£ 2,900.00		Pavilion		Sep-14
Refreshment Tennis Chalet	Buildings		£ 10,820.00	£ 11,119.00	£15,046.31	Recreation Ground		Mar-15
Carport	Buildings		£ 4,079.00	£ 4,079.00	£ 16,278.67	Recreation Ground		Jun-16
Garage and new canopy	Buildings		£ 9,586.67	£ 9,586.67	incl above	Recreation Ground		Feb-16
Recreation Ground Drainage Works	Buildings			£ 10,323.00		Recreation Ground		
Cemetery	Land			1		Kiln Lane		
Allotments	Land			1		Church Road		
Recreation Ground	Land			1		Recreation Ground		
Path across field (Jay Gregory)	Land			£ 6,250.00		Recreation Ground		Mar-16
Chairman's Badge of Office	Buildings			£ 580.00				
Community Garden	Land			£ 8,527.00				
Demolition & asbestos survey	Buildings			£ 2,180.00		Recreation Ground		Mar-16
Disabled toilets	Buildings		£ 11,007.00	£ 11,007.00				
			£ 364,881.82	£ 701,645.82	£ 1,410,924.77			

Office Equipment

Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
VHM Desk	Office Equipment			£ -			Back office	Existing
VHO Desk	Office Equipment			£ -			Back office	Existing
VH Yealink phone	Office Equipment			£ -			Back office	Leased
Notice boards (2) –VH	Office Equipment			£ -			Back office	May-20
VH Lockable cupboard	Office Equipment			£ -			Back office	
VH Printer	Office Equipment			£ -			Back office	
3 Office Chairs	Office Equipment		£ 283.96	£ 283.96			Main / Clerk office	May-17
AtoC Desk	Office Equipment			£ -			Main office	Existing
Facilities Desk	Office Equipment			£ -			Main office	May-17
DC Desk	Office Equipment		£ 126.00	£ 126.00			Main office	May-17
Lockable File Cupboard	Office Equipment			£ -			Main office	2018?
Stationary Bookcase	Office Equipment		£ 92.00	£ 92.00			Main office	Mar-19
COVID-19 Screens	Office Equipment			£ -			Main office	2020
DC Plinth Drawers	Office Equipment		£ 92.00	£ 92.00			Main office	May-17
Facilities Plinth Drawers	Office Equipment			£ -			Main office	pre 2016
AtoC Plinth Drawers	Office Equipment			£ -			Main office	2020?
AtoC Yealink phone	Office Equipment		Leased	Leased			Main office	Leased
DC Yealink phone	Office Equipment		Leased	Leased			Main office	Leased
Fridge	Office Equipment		£ 74.14	£ 74.14			Main office	Mar-19
Water Cooler	Office Equipment			£ -			Main office	
Kettle	Office Equipment			£ -			Main office	Feb-19
Kitchen cupboard	Office Equipment			£ -			Main office	May-20
Shredder	Office Equipment		£ 130.98	£ 130.98			Main office	Dec-18
Printer/scanner	Office Equipment			£ -			Main office	Nov-19
Key box	Office Equipment		£ 14.71	£ 14.71			Main office	Mar-19
Notice boards (3) - office	Office Equipment			£ -			Main office	Feb-19
HP Laptop computer (given to charity)	Office Equipment		£ 775.00	£ 775.00			Main office	2014
C Desk	Office Equipment			£ -			Side office	May-20
C Yealink phone	Office Equipment		Leased	Leased			Side office	Leased
C Bookcase	Office Equipment		Donated	Donated			Side office	Donated
C Plinth Drawers	Office Equipment			£ -			Side office	May-20
Notice board - Clerk	Office Equipment			£ -			Side office	
Tall Filing cabinet	Office Equipment		?	?			Storage Room	2018?
Steel Filing Cabinet	Office Equipment		£ 249.00	£ 249.00			Store Room	Mar-19
Fire Hydrants x 4	Office Equipment			£ -			Various	
Answer phone (given to charity)	Office Equipment		39.99	£ 39.99			Main office	2017
Laptops x 5	Office Equipment		£ 2,204.17	£ 2,204.17			Main office	Oct-20
Office Chairs	Office Equipment		£ 179.98	£ 179.98			Main Office	Nov-20
Storage Boxes	Office Equipment		£ 33.33	£ 33.33			Main Office	Mar-19
Laptop	Office Equipment		£ 291.64	£ 291.64			Main office	Mar-18
BT Cordless phone (given to charity)	Office Equipment		38.99	£ 38.99			Main Office	42856

Office Equipment

Acer Laptop	Office Equipment	£ 308.32	£ 308.32	Main Office	Nov-16
Boiler	Office Equipment	£ 7,729.20	£ 7,729.20	Main office	Oct-16
Supply n fix handrail	Office Equipment	£ 200.00	£ 200.00	Courtyard	Mar-16
Courtyard repair. Guttering	Office Equipment	£ 550.00	£ 550.00	Courtyard	Mar-16
Courtyard restoration	Office Equipment	£ 191.50	£ 191.50	Courtyard	Mar-16
PC screens	Office Equipment		£ -		
Total as per DCK Fixed Assets 31.03.20	Office Equipment			All	
SUNNINGDALE PARISH COUNCIL sign	Office Equipment			outside office building	
Gate Sign - parish council/park users	Office Equipment	£ 10.94	£ 10.94	black entrance gate	
Please do not park in front of the gates - sign	Office Equipment		£ -	Black entrance gate	
Henry Hoover	Office Equipment	£ 160.00	£ 160.00	Main Office	Jan-22
Office Chair (Julia)	Office Equipment	160	£ 160.00	Main office	44562
Thermometer (Legionella testing)	Office Equipment	£ 55.00	£ 55.00	Main Office	Oct-22
		£ 13,990.85	£ 13,990.85		£ -

Flat Equipment

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
	Dishwasher	Landlord equipment			£ 620.83				
	Washing Machine	Landlord equipment		£ 620.83	£ -				Jun-18
	Fridge Freezer	Landlord equipment			£ -				
	Blinds for Velux	Landlord equipment		£ 193.13	£ 193.13				Jun-18
	Wasing machine	Landlord equipment			£ -				Apr-25
				£ 813.96	£ 813.96	£ -			

Community Room

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
	New Kitchen / Cupboards	Community Room			0				
	Blue/Metal Chairs (20)	Office Equipment		£720.00	720		Communi		Jul-20
	Blue/Wood Chairs (4)	Office Equipment		500	500		Garage		
	Semi-circle table (2)	Office Equipment			0		Communi		Jul-20
	Rectangular table (3)	Office Equipment			0		Communi		Jul-20
	Fridge	Office Equipment		£ 533.00	533		Communi		Mar-19
	Dishwasher	Office Equipment			0		Communi		Mar-19
	Bi-Fold Doors	Property		£4,660.00	4660		Communi		Jul-20
	Blinds	Property			0		Communi		
	Curtains	Property			0		Communi		
	Community room at the pavilion sign	Community Room		£11.03	11.03			community room door	
				6424.03	6424.03	0			

Playground Equipment

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
1	Flower	Play Equipment			£0			Under 11's	Feb-24
2	Connect 3	Play Equipment			£0			Under 11's	Feb-24
3	Noughts & Crosses	Play Equipment			£0			Under 11's	Feb-24
4	Rocking Equipment - standard See Saw	Play Equipment		£3,825	£3,825			Playground	
5	Activity Equipment - Climbing Frame (tyres)	Play Equipment		£7,321	£7,321			Playground	
6	Swings 2 Bay 4 seats (flat)	Play Equipment		£7,478	£7,478			Playground	
7	Net pyramid	Play Equipment		£6,570	£6,570			Playground	Jun-14
8	Trampoline	Play Equipment		£4,115	£4,115			Playground	
9	Activity Trail Equipment	Play Equipment		£7,103	£7,103			Playground	
10	Standing red sea saw / rocker	Play Equipment			£0				
11	Green spinning disc bowl	Play Equipment			£0				
12	Activity Equipment - Multi Play (junior)	Play Equipment		£17,156	£17,156			Playground	
13	ProLudic Speed gyro (roundabout Under 11's)	Play Equipment		£3,145	£3,145			Playground	Jun-14
14	Activity Equipment Multi Play (Toddler)	Play Equipment		£9,035	£9,035			Playground	
15	Helter Skelter Slide	Play Equipment		£5,805	£5,805			Playground	
16	Rocking Equipment - Rocking Horse	Play Equipment		£4,781	£4,781			Playground	Apr-22
17	Rocking Equipment - Spring Ark	Play Equipment		£1,082	£1,082			Playground	
18	Rocking pirate ship	Play Equipment			£0			Under 11's	Feb-24
19	Toddler swings x 2	Play Equipment			£0				
20	Sandpit, Talking Flowers, Mushrooms,	Play Equipment		£24,120	£24,120			Playground	Nov-15
21	Dilly Dragon	Play Equipment		£7,321	£7,321			Playground	Jan-16
22	Mulch (Under 11's play area)	Play Equipment			£0			Under 11's	Feb-24
23	Hand over hand (monkey bars) (new junior play area)	Play Equipment		£1,960	£1,960		Sutcliffe Play	Junior play area	May-24
24	Mountain Climber Unit (Steel enclosed slide with climbing wall) (Play Equipment		£28,400	£28,400		Sutcliffe Play	Junior play area	May-24
25	Wipe Out (Balance disc) (new Junior play area)	Play Equipment		£1,990	£1,990		Sutcliffe Play	Junior play area	May-24
26	8" Rubber Nest Swing (new junior play area)	Play Equipment		£3,940	£3,940		Sutcliffe Play	Junior play area	May-24
27	Cableway 20m long ramp type (zip line) (new Junior play area)	Play Equipment		£9,660	£9,660		Sutcliffe Play	Junior play area	May-24
28	Cobra Swing (long log) (new junior play area)	Play Equipment		£7,370	£7,370		Sutcliffe Play	Junior play area	May-24
29	Rock Spinner (Spinner long tall handles) (new junior play area)	Play Equipment		£1,990	£1,990		Sutcliffe Play	Junior play area	May-24
30	Goal Area - Goal End & basketball hoop	Play Equipment		£17,156	£17,156			Playground	
31	Mulch (new junior/teen play area)	Play Equipment			£0			Junior play area	May-24
32	Gazebo with roof	Play Equipment		£9,306	£9,306			Playground	
33	Drainage Work	Play Equipment		£7,697	£7,697			Playground	Feb-15
34	Fence installation	Play Equipment		£532	£532			Playground	Oct-15
35	Swings Barrier	Play Equipment		£515	£515			Playground	
36	Soakaway	Play Equipment		£3,000	£3,000			Playground	May-13

Playground Equipment

£202,372	£202,372	£0
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Recreation Ground incl Tennis

Asset description	Asset Group	Original cost	Current value	Where the asset is located	The date the asset was acquired
Cricket Nets	Play Equipment	£ 1,322.00	£ ————		
Football Goals x 2	Play Equipment	£250	£250		Apr-23
Rugby Goals	Play Equipment	£ 441.65	0		Jul-16
Tennis Court Surface Repaint	Tennis	3084.9		Tennis Courts	41395
Tennis Court Surface Install	Tennis	20865.6		Tennis Courts	41334
Tennis Nets	Tennis		£0	Tennis Courts	
Tennis Lights 6 single poles	Tennis	£ 29,635.00	£ 56,863.00	Tennis Courts	Mar-13
Tennis Lights 6 double poles	Tennis			Tennis Courts	Mar-13
Replace capacitors tennis lights	Tennis	£ 232.00	£ 232.00	Tennis Courts	Dec-15
Tennis sweeper machine for Tiger Turf	Recreation Ground	241.66	241.66	Recreation Ground	May-24
Tennis sweeper machine extra batteries	Recreation Ground	166.64	166.64	Recreation Ground	May-24
Tennis sweeper machine battery charger	Recreation Ground	24.99	24.99	Recreation Ground	May-24
Tiger turf surface					Oct-23
Fence					Oct-23
Tennis nets					Oct-23
Tennis smart gate					Oct-23
Tennis accesible gate					
Seaston Tick Holders sign					Dec-23
Tennis Gate Lock	Tennis			Tennis Courts	
Tennis Fencing	Tennis			Tennis Courts	Jan-13
Tennis Lights token box	Tennis	1678.23		Tennis Courts	Jan-13
Disabled Gate	Tennis	864		Tennis Courts	Jan-13
Flood lights	Tennis	£ 27.91	27.91	Tennis Courts	Aug-13
Disabled pack and baby changing	Recreation Ground	£ 244.30	£ 244.30	Disabled Toilet	Mar-19
Defibrillator	Recreation Ground	£ 1,775.00	£ 1,775.00	Disabled Toilet	Apr-15
Park light	Recreation Ground		£ -	Footpath to Waitrose	
Dog bins x 3	Recreation Ground	£ 336.00	£ 336.00		Apr-15
Council Notice Board	Recreation Ground		£ -	Facing Broomhall Lane	
Council Walks Notice Board	Recreation Ground	£ 300.00	£ 300.00	Facing Chalet	

Recreation Ground incl Tennis

Notice Board	Recreation Ground	£	-	Community Garden Fence	
Field Gazebo (no roof)	Recreation Ground		£	Recreation Ground	
Storage box (outside on decking)	Chalet	£0	£	Recreation Ground	May-22
Drinks fridge	Chalet		£	Recreation Ground	
Chalet	Chalet	£ 12,984.00	£ 12,984.00	Recreation Ground	Mar-15
Water Heater	Chalet	£ 76.66	£ 76.66	Recreation Ground	Nov-16
Sink Unit	Chalet	£ 222.01	£ 222.01	Recreation Ground	Nov-16
Nespresso and cash drawer	Chalet	£ 111.50	£	Recreation Ground	Jul-21
Urns x 2	Chalet	£ 88.32	£ 88.32	Recreation Ground	Jul-21
Waste and water pipe	Chalet	£ 2,800.00	£ 2,800.00	Recreation Ground	Dec-16
Wood Lean to garage	Pavillion		£	Recreation Ground	
Wooden garage	Pavillion	£ 6,582.50	£ 6,582.50	Recreation Ground	Dec-15
Metal canopy (car port)	Pavillion	£ 4,079.63	£	Recreation Ground	Jun-15
Railings	Recreation Ground		£	Recreation Ground	
Path to train station	Recreation Ground		£	Recreation Ground	May-24
Concrete / Wood Picnic Benches	Recreation Ground	Remove	Remove	Recreation Ground	
Wooden picnic benches x 7	Recreation Ground		£	Recreation Ground	
Round wooden picnic benches x 2 (under g)	Recreation Ground	£ 1,614.60	£ 1,614.60	Recreation Ground	
Wood and Metal picnic benches x 2 SPC (ur	Recreation Ground	£ 1,000.00	£ 1,000.00	Recreation Ground	Mar-17
3 x picnic table & benches (Theo)	Recreation Ground	£ 3,000.00	£ 3,000.00	Recreation Ground	Sep-21
Green Waste Bins x 3 under 11's	Recreation Ground		£	Recreation Ground	
Recycling Bins x 2 under 11's	Recreation Ground	£ 1,036.00	£ 1,036.00	Recreation Ground	
Green Waste Bins x 4 field	Recreation Ground		£	-	
1 wooden bench (field) Scouts	Recreation Ground		£	-	
1 wooden bench (field) SPC	Recreation Ground		£	-	
Flower planters on railings x 10	Recreation Ground		£	-	Recreation Ground
2 picnic bench wooden (field)	Recreation Ground		£	-	
Flower planters x 2	Recreation Ground		£	-	Recreation Ground
Drinking Fountain	Recreation Ground		£	12,500.00	Recreation Ground
Flag Pole	Recreation Ground	£ 1,243.00	£	Recreation Ground	Recreation Ground
Grit Bins x 2	Recreation Ground				Recreation Ground
Rutland picnic benches x 2	Recreation Ground	£ 434.00	£ 434.00	Recreation Ground	
Bike block (stand) (entrance to teen scene)	Recreation Ground				Recreation Ground

Recreation Ground incl Tennis

"Other side gents ladies disabled" sign	Recreation Ground			Recreation Ground
Benches tables and chairs total DCK list 31	Recreation Ground	£18,505.00		
NO DOGS sign black entrance gate	Recreation Ground			Recreation Ground
Toilet sign	Recreation Ground	£13.13	£13.13	Recreation Ground
Strictly no dogs in this playground sign	Recreation Ground	£55.15	£55.15	Recreation Ground
no liability for injury sign	Recreation Ground	£24.94	£24.94	Recreation Ground
Age appropriate / smoking / rubbish sign (1	Recreation Ground	£24.94	£24.94	Recreation Ground
Age appropriate / smoking / rubbish sign (2	Recreation Ground	£24.94	£24.94	Recreation Ground
SUNNINGDALE CONTAINER LIBRARY sign	Recreation Ground		£0.00	Recreation Ground
Tennis opening hours sign	Recreation Ground		£0.00	Recreation Ground
tennis enquiries tel number	Recreation Ground	£15.85	£15.85	Recreation Ground
Tennis court attire sign	Recreation Ground	£15.85	£15.85	Recreation Ground
Car Park no liability sign	Recreation Ground			Recreation Ground
Welcome to the park (stop shop sign) x 2	Recreation Ground			Recreation Ground
Book exchange phone box	Recreation Ground	£1.00	£6,500.00	Recreation Ground
		£ 56,264.44	£ 102,974.39	

Cemetery

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
	Gates DCK list 31.03.31	Cemetery			£ 1,500.00			Cemetery	
	Paths	Cemetery		£ 2,450.00	£ 12,500.00	£ 10,050.00		Cemetery	Sep-17
	Spoil fencing	Cemetery						Cemetery	Apr-25
				2450	14000	10050			

Allotments

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
	Gates	Allotment						Allotment	
	Car Park no liability sign	Allotment						Allotment	

Street furniture

Unique identification number	Asset description	Original cost	Current value	Insurance value	Where the asset is located	The date the asset was acquired
	Bus Stop				A30 / Broomhall Lane	
	Bus Stop				A30 (outside The Ambassador)	
	Bus Stop				Rise Road/ Park Drive	
	Bus Stop and shelter	£ 2,129.00			Rise Road / Beech Hill Road	Dec-15
	Council Notice Board – Parish Walks (asset removed)		£0		Broomhall Lane	
	Council Notice Board (Wavy Line Stores)	£ 300.00			Rise Road / Beech Hill Road	
	Salt Bin				Rise Road	
	Salt Bin				Park Crescent X 1 or 2?	
	Salt Bin				Church Road / Sidbury Close	
	Council Notice Board (Village Hall)	£ 1,006.00			Church Road (Village hall)	Aug-11
	War Memorial		1	£ 11,498.46	Church Road	
	Planter x 8	£ 2,095.00			London Road (Centre of A30)	
	Brick Planter				London (Majestic Wine)	
	Brick Planter				London Road / Chobham Road Corner	
	Council Notice Board (asset gifted to Charter's Leisure)			£0	Charters School (Car park)	
	Recycle Bin x 3		£ 1,036.00		1 x Charters School (Car park)	By RBWM
	Salt Bin				Charters School (Charters Way)	
	Salt Bin				Dale Lodge Road	
	Council Notice Board (by Waitrose)	£ 3,146.00			London Road	
	Jubilee Clock				Chobham Road	
	Rebuild Jubilee Wall	£ 650.00			Chobham Road	Apr-16
	Jubilee Wall Bricks	£ 90.00			Chobham Road	Apr-16
	Raised Beds (Farrow and Ball)				Chobham Road	
	Council Notice Board (Farrow and Ball)	£ 3,100.00			Chobham Road	
	Telephone Box book exchange (from BT)				Chobham Road	
	telephone box sheves	£ 210.00			Chobham Road	
	Repaint phone box	£ 370.00			Blacknest	Jun-13

Street furniture			
Red paint phone box	£ 57.98		Blacknest Apr-15
Telephone Box (Blacknest)(from BT)			Blacknest
Painting phone box	£ 240.00		Chobham Road May-15
Bike rack	£ -		Chobham Road Aug-21
Bridge across Brook		£ 4,182.00	Recreation Ground
Timber for bridge	945.85		Recreation Ground May-16
Repair of bridge	£ 3,200.00		Recreation Ground May-16
Wood for bridge repairs	£ 36.00		Recreation Ground Jun-16
Planters x 5	£ 1,875.00	£ 3,070.00	
Bollards	£ 840.00		Sep-15
Cement Macadam Bollards	£ 225.31		Jan-15
Equipment hire Bollard install	£ 42.68		Sep-15
In Bloom Flower Furniture DCK list 31.03.31		£ 1,299.00	
Total Street Furniture			£ 37,872.60
Gates and fences DCK list 31.03.21		£ 5,455.00	
Total notice boards and bus shelter DCK list 31.03.31		£ 16,914.00	
Bricks walls and gate piers		£ 15,064.00	
			Chobham Road (Lewis Butchers / Costa)
Defibrillator	£ 2,350.00	£ 2,350.00	Oct-22
Defibrillator	£ 2,350.00	£ 2,350.00	The Nags Head Nov-22
Dog bin (Sunning Ave)	£ 140.00	£ 140.00	Nov-24
Dog Bins (Chobham Road)		£ -	
Dog Bins (Wood vias Cedar Dr)	£ 140.00	£ 140.00	Nov-24
Dog Bin (HT Church)	£ 140.00	£ 140.00	Nov-24
Dog Bin (Bowling Club)	£ 140.00	£ 140.00	Nov-24
Dog Bin (Onslow Road)	£ 140.00	£ 140.00	Nov-24
Dog Bin (Church Road)		£ -	
Dog Bin (High street)		£ -	
Dog Bin (Kiln Lane)		£ -	
Book Exchange phone box (Chobham Road)		£ -	
	£ 25,958.82	£ 52,281.00	£ 49,371.06

Benches

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
	Green Bench in open space	Street Furniture						Bedford Lane	
	Bench	Street Furniture						High Street / Whitmore Lane	
	Bench	Street Furniture						Rise Road / Station Road	
	Jubilee Bench	Street Furniture		£ 3,800.00	£ 4,626.25			Chobham Road	Jan-14
	Bench timbers	Street Furniture		£ 291.00	£ 291.00				Mar-14
	Planter Benches	Street Furniture		£ 6,708.00	£ 6,708.00			Chobham Road - Outside Costa	Aug-21
	Bench	Street Furniture			£ -			London Road / Layby	
	Bench	Street Furniture			£ -			Rise Road / Ben Lynwood	
	Bench with plaque	Street Furniture		441.62	£ 441.62				
	Concrete base Jubilee Bench	Street Furniture		600	£ 600.00				Oct-13
				11840.62	12666.87	0			

Grounds Maintenance

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value Sept 2017	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired	Comments
	Piaggio Van NX08 ARU	Garage		£ 6,887.25	£ 5,800.00			Garage	Feb-08	
	Torro Time Master Lawn Mower	Garage		£ 695.00	£ 975.00			Garage	Jul-16	
	Torro Time Master Lawn Mower	Garage		£ 1,400.00	£ 1,400.00			Garage	Apr-25	
	Honda Mower 16"	Garage		£ 354.17	£ 354.17		Winchester	Garage	Jan-23	
	Massport Lawn Mower	Garage			£ 500.00			Garage	Jul-14	Needs replacing
	Stihl Strimmer	Garage						Garage	Nov-16	
	Stihl Blower	Garage		£ 920.00				Garage	Nov-16	
	Stihl Multi-tool engine	Garage						Garage		
	Brush Attachment	Garage			£ 150.00			Garage		
	Chainsaw Attachment	Garage		£ 920.00	£ 150.00			Garage	Nov-16	
	Strimmer Attachment	Garage			£ 150.00			Garage		
	Karcher Wet and Dry Hoover	Garage			£ 500.00			Garage		
	Henry Hoover	Garage			£ 120.00			Garage		
	Variety of Hand Tools	Garage			£ 250.00			Garage		
	Drill	Garage			£ 250.00			Garage		Written off Failed PAT test
	Variety of Gardening Tools	Garage			£ 250.00			Garage		
	Insurance total					£ 11,145.54				
	Total as per DCK Fixed Assets 31.03.20				£ 9,899.00					
	John Deere Ride on Lawn Mower	Garage		£ 7,800.00	£ 7,800.00			Garage	Aug-12	
	Arc Welder	Garage								
	Chainsaw Stihl									
	Makita Angle Grinder									
	Jigsaw									Written off Failed PAT test
	Chainsaw safety equipment				£200					
	Rolling tractor chair									
	Step Ladders				£ 100.00					
	Ladder				£ 100.00					
	Screw boxes x 2									
	Steam cleaner small				£ 150.00					
	Portable heater x 2									
	Bike holder									
	Extension lead			£50.00	£50.00				2022	
	Sockets and spanners			£50.00	£50.00					
	Painting utensils			£10.00	£10.00					
	Dry Kiln sand			£10.00	£10.00					
	Spray bottles x 3			£40.00	£40.00					
	Hose and hose reel			£100.00	£100.00					
	Waders			£100.00	£100.00					
	Belt sander									Written off Failed PAT test
	Generator	Garage		£ 199.99	£199.99			Garage	Jan-22	
	Circular Saw			£49	£49			Garage	May-22	
	Staple Gun			16.99	16.99				Jun-23	
	Extension pole	Garage		£75	75				Jul-24	
				£ 19,602.40	£ 29,724.15					
				£ 39,279.80	£ 59,523.30	£ 11,145.54				

Event Equipment

Unique identification number	Asset description	Asset Group	Asset serial number	Original cost	Current value	Insurance value	Detail of who supplied the asset	Where the asset is located	The date the asset was acquired
								Store at Recreation	
	Crowd Barriers - 75	Event Equipment		£ 1,619.20	£ 1,619.20			Ground	Nov-17
	6 x 3 Branded Gazebo	Event Equipment		£ 670.00	£ 670.00			Garage	Nov-17
	3 x 3 Branded Gazebo	Event Equipment			£ -				
	3 x 3 Blue Gazebo	Event Equipment		£ 165.00	£ 165.00				Nov-19
	3 x 3 White Gazebo (Santa Grotto)	Event Equipment			£ -				
	Steel weights for gazebo	Event Equipment			£ -				
	Stage	Event Equipment		Donated	Donated				
	Lollipop x 4	Event Equipment			£ -				
	Steps for Stage	Event Equipment		Donated	Donated				
	Lights for Stage	Event Equipment			£ -				
	Christmas Tree for Stage	Event Equipment		Donated	Donated				
	Rubber matting for stage x 40	Event Equipment		£ 39.96	£ 39.96				Oct-17
	Christmas Lights (streets)	Event Equipment		£ 7,740.00	£ 27,208.00				Sep-15
	Christmas light repair	Event Equipment		£ 4,550.67	£ 4,550.67				Jan-20
	Litter Project Equipement	Event Equipment		£ 109.40	£ 109.40				Jan-21
	Litter Project High Viz vest	Event Equipment		£ 2.67	£ 2.67				Feb-21
	Litter Project High Viz vest	Event Equipment		£ 20.99	£ 20.99				Feb-21
	Big Tree Lights	Event Equipment		£ 4,000.00	£ 4,000.00				Oct-24
				£ 18,917.89	£ 34,385.89	£ -			



Minutes of the Finance Committee Meeting Tuesday 1 April 2025

The meeting started at 16:05

FC 52 / 24 Attendance and apologies.

Attendance: Cllr Coxon; Cllr Evans (Chairman); Cllr Newman; Cllr Pike

Present: N Hayes (Clerk) and L Steele (Locum RFO)
Cllr Morgan (Chair of the Parish Council)

FC 53 / 24 Public Adjournment.

There were 3 members of the public present at the meeting.

FC 54 / 24 CIL Applications

Representatives from Holy Trinity Church and The Picture House Theatre each presented to the council and answered questions from the councillors regarding their CIL applications.

To note: Having considered each of the three proposals it was agreed that RFO will produce a report for the Council summarising the findings regarding financial position of each application.

54 / 24 / a Application for £200,00 CIL funding for the Novello Theatre,

Comment: a proposal from the Finance Committee for £100,000 in 2025/26 with the possibility of returning for up to £100,000 in 2026/27.

[The Novello Theatre will be renamed as The Picture House Theatre]

54 / 24 / b Application for £30,000 CIL funding for Sunningdale Bowls Club

Comment: The committee had some questions regarding the use of the Bowling club to residents of Sunningdale and the costs of the works required.

[Subsequent to the meeting the Clerk submitted a list of questions to the applicant]

54 / 24 / a Application for £84,697 CIL funding for Holy Trinity Church

The meeting closed at 16.58

Signed as a true record of the meeting:

Signed: _____

Dated: _____



Minutes of the Finance Committee Meeting Tuesday 4 March 2025

The meeting started at 15:03

FC 41 / 24 Attendance and apologies.

Attendance: Cllr Coxon; Cllr Evans (Chairman); Cllr Newman; Cllr Pike

Present: Cllr R Morgan (Council Chairman), L Steele (Locum Clerk and RFO) & N Hayes (Clerk Designate)

There were no members of the public present.

FC 42 / 24 To review minutes of the meeting of 13 January 2025

RESOLVED: That the minutes of the meetings were signed by the Chair as an accurate record of the meeting.

FC 43 / 24 Public Adjournment.

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

FC 44 / 24 Council Budget 2025/26

An extensive discussion was held in relation to setting the council budget for 2025/26

The Locum Clerk advised that the way in which the budget is prepared is different to how it has been done last year.

APPROVED: The budget presented was agreed to be put to Full Council.

[Subsequent to the meeting, Full Council gave an action on the 18th March for the Finance Committee to review the budget setting process]

FC 45 / 24 To receive and approve the Council Risk Register

The Locum Clerk advised that the finance committee only see the risks associated with finance. All the other risks would go to Full Council for discussion.

ACTION: The Clerk would action the following amendments to the risk register:

Remove references to covid, F18 needs rewording, F19 to be removed, F7 – adjust the severity, F3 adjust likelihood score to 1

[Subsequent to the meeting, it was agreed that a working group be established to discuss the Council Risk Register in full and bring it back to Full Council in April]

FC 46 / 24 Tennis Maintenance Costs

Cllr Evans asked if there were any interests to declare. Cllr Coxon and Cllr Morgan advised that they were both season ticket holders of Broomhall Park Tennis.

APPROVED: for these costs to go forward to Full Council. It was noted that Cllr Coxon will provide three quotes for the tractor mower and drag brush, as well as costs to hire the equipment to be included in her paper for council. It was asked that the proposal should be the full costs.

TO NOTE: costs for this equipment can be funded from the non-earmarked reserves for tennis. The Clerk can use delegated authority to approve any costs below £500.

FC 47 / 24 Payment by Direct Debit for E-On and HMRC

APPROVED: the setting up of direct debits for E-On and HMRC.

The Locum Clerk left the meeting.

FC 49 / 24 Receipts and payments

Cllr Evans advised the committee that if they had any questions regarding the receipts and payments up to the 31st January, they should email her, and she will forward to the Clerk for confirmation.

FC 50 / 24 Bank reconciliation as at 31st January

RECEIVED: The councillors had no comments regarding the bank reconciliation.

The Locum Clerk rejoined the meeting.

FC 51 / 24 To receive questions from committee members

Cllr Newman asked for clarification around the allotments budget.

ACTION: The Clerk to share the budget information and associated costs for allotments with Cllr Newman

TO NOTE: Cllr Coxon asked if clarification could be provided over the responsibilities of the council and the plot holders for the maintenance of the allotments.

The meeting closed at 17.00

Signed as a true record of the meeting:

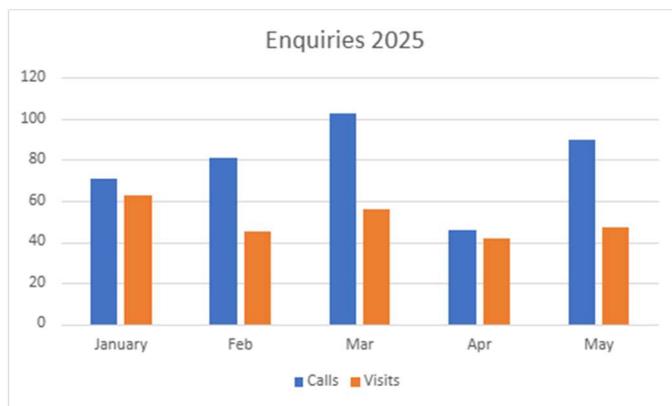
Signed: _____

Dated: _____

Clerks Report – June 2025

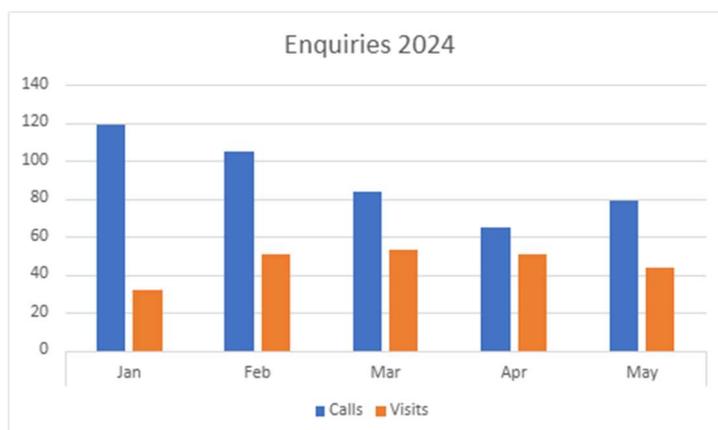
Enquiries 2025

Month	Calls	Visitors
January	71	63
February	81	45
March	103	56
April	46	42
May	90	47
June (As of 10 June)	30	15



Enquiries 2024

Month	Calls	Visitors
January	119	32
February	105	51
March	84	53
April	65	51
May	79	44



Village Life communication

We currently supply copy to the Village Life publication monthly. This information we will start to send to residents via email along with any other relevant parish updates.

We will be building a mailing list with relevant permissions and will share this on relevant communications with residents.

Book Exchange on Chobham Road

The book exchange on the Chobham Road is looking for additional volunteers to help. If you or anyone else, you know would be interested then please contact Suzie or the Clerk.

Anti-social behaviour at recreation ground

Any anti-social behaviour that occurs is reported to the officers as well as to the PCSO for Thames Valley Police who patrols Ascot, Sunninghill and Sunningdale.

In the past 12 months there have been 9 incidents reported.

There has been a fire in the woods and in one of the dog waste bins. Other incidents involving smashing and removing signage and fencing in the woods, fireworks being set off from the car park, taking drugs in plain sight and abuse at officers.

Items removed from the park and playground whilst carrying out daily checks of the recreation ground include drugs, gas canisters, glass bottles.

There have also been gas canisters found in Kiln Lane cemetery.

Next Steps: We have been exploring CCTV options with the RBWM who visited the office last week, and we will share all our findings with council in due course.

Bookings Training on Rialtas

The Clerk and finance officer have completed training on Rialtas so that bookings are implemented as part of the finance software. This allows for clearer transparency, and professional invoices to be issued as well as helping to simplify processes.

Events

Feedback has been received from residents regarding the Parish Council not supporting VE Celebrations on the 8th May. VE day was discussed at the Events Working Group meeting on the 10th March.

Facebook Comments

Please be mindful of comments you make on Facebook, please advise if you are making a comment from a personal perspective. If you aren't sure, then please contact the Deputy Clerk who can comment on behalf of the council.

Allotments update

Suzie has been working on reducing the waiting list. At the end of 2024 we had 29 people on the list, this now sits at 20. Of this 6 are Sunningdale residents and 4 of these joined the wait list in 2025. There have been 14 new tenants in the past 12 months.

There is now only 1 vacant plot, which is something that another tenant is working with officers to tidy up and make available.

New aco drains at the entrance to the allotments have now been fitted.

Tennis Member feedback

We have had feedback from one member asking about a change in opening hours of the tennis courts.

We have had positive feedback from coaches and players since the new tractor drug brush has been used for maintenance.

Christmas Lights Switch on Event date

Confirmed as Friday 28th November.

Outdoor Fitness Equipment

The date for works to start is Monday 30th June. The officers are working with the contractor to agree all the details. We will then work with them to set up an official opening day that we can publicise on Facebook, the website and around the community.

In anticipation for the installation, we would like to tidy up the surrounding area, such as the community garden and the roofless gazebo – Thoughts please?

Key actions from Full Council Meetings

The table below shows the key actions from previous meetings dating back to Sept' 2024.

It is colour coded to show progress:

Green – complete. Orange – in progress. Red – not started.

Date of Meeting	Action	Outcome
Sept 2024	CIL Policy updated	Updated version added to the website
Oct 2024	Direct Debit for Castle Water	The Direct Debit has been set up which helps with payment processes.
Nov 2024	Grate for stream in the brook	The grate was fitted on the 9 th May
	Tree works in the Woodlands	The health and Safety works have now been completed
	Councillor training	Training sessions have been implemented before each council meeting since January
January 2025	A process for ensuring that contractor quotes are like for like	A form has been created which will be implemented by the officers for any new requests. The form is being used by officers.
	Increase fees for allotments and cemeteries.	Implemented from the start of the new financial year
February 2025	Tidying up of spoil area at the cemetery	The area has been tidied up with additional fencing in place.
	Book Exchange	Successful opening of book exchange with donations from the community
March 2025	Deer fence in allotment	Cllr Newman and Grover working together on requirements.
	CAEB outreach services stopped	Cllr Buxton and the officers are looking at alternatives. The website has been updated offering a range of information for anyone searching for the service.
	Tennis Maintenance Equipment – purchase of tractor and drag brush	Being used as part of the weekly maintenance schedule.
April 2025	Scheme of delegation document final version from Chair	Circulate to all Cllr and share on website

	Council and Committee dates document added to website and shared	Added to website
	Update Grants tracker with details and email all applicants	Completed
	Risk Register	Updated using feedback and list of actions created. Gong to June Council mtg to share update on progress.
	Woodland Walk	The Clerk has liaised with Toby regarding Council decision on the project
	Tree survey for health and Safety – to include all trees	Discussed at Recreation Ground WG (10/06) and officers prioritising obtaining quotes for survey to be carried out, as well as confirmation from RBWM that surveys have been carried out in the wider community.
	Car Park Survey	Survey carried out on 29 th May. Awaiting further details and costs. Clerk to follow up end of June.
	Drainage of recreation ground	The Recreation Ground WG are investigating.
	Outdoor Fitness Equipment	Working with contractors to confirm a date for installation.

Health and Safety Tree report – Broomhall Lane

In the car park along Broomhall Lane there are two trees, a willow and an Ash that require some maintenance due to their size, and location over hanging the road, car park and footpath. (See image below for location)

No one has reported any issues; however, there was a large branch that fell off onto the edge of the car park last month. It is also creating debris that blows onto the tennis courts.



The lower hanging branches were trimmed a couple of weeks ago; however, the trees have not had any proper maintenance in the past 5 years.

We have had one quote from a preferred supplier to carry out the following works:

Preferred supplier quote:

Willow – Pollard to contain and reduce overhang over the road and car park

Ash - Crown raise away from footpath and sign. Climb to remove deadwood

Total: £840

Please can you approve for the works to be carried out.

Risk Register Summary for June Council Meeting

The Risk Register working group have met a couple of times since the council meeting in March (agenda item 147/24)

Feedback was provided by the members, and a list of actions has been created.

In total there are 72 actions that have been identified, from simple admin to updating and creating policies. The clerk will be in contact with the various committees to seek guidance on some of these.

The priority for actions will be on those with a severe to moderate risk rating.

For information the risk register covers the following areas:

- Financial
- Property and Assets
- Reputational
- Council Management
- Project Management
- Legal and Statutory
- Staff Management
- IT

For reference: The risk register is a working document and will be updated and maintained throughout the year.