



# SUNNINGDALE PARISH COUNCIL

## Minutes of the Parish Council Tuesday 16 September 2025 at 7:30 pm

held at  
Sunningdale Village Hall, Church Road, SL5 0NJ

### 39 / 25 Attendance and Apologies for absence

**ATTENDANCE:** Cllr Morgan (Chairman), Cllr Buxton, Cllr Coxon, Cllr Curtis, Cllr Evans, Cllr Grover, Cllr Hilton (Vice-Chair), Cllr Newman, Cllr Penney and Cllr Pike.

**PRESENT:** Natalie Hayes, Clerk and Louise Steele Locum RFO

Two members of the public present.

### 40 / 25 Disclosure of pecuniary interests and other registerable interests

Cllr Coxon declared personal interest in agenda item 49/25 as she is an allotment holder.

### 41 / 25 Approval of Minutes of Council 17 June 2025 and Extraordinary Meeting 14 August 2025

**RESOLVED:** That the council approved the minutes of the council meeting held on 17 June and the Extraordinary Meeting held on 14 August.

### 42 / 25 Announcements from the Chairman

Cllr Morgan made several announcements to be recorded in the minutes.

Appreciation and condolences for all the work carried out by Graeme Kennedy over the years, extended to his family and friends on behalf of Sunningdale Parish Council.

The passing of Peter O'Kill, a long-term resident and member of the allotments. The Council thanks him for his service to the community and the allotments.

A thank you to Louise Steele, who, after 18 months as the Locum Clerk and RFO, will be leaving at the end of the month. The Parish Council appreciates her hard work and guidance during this time.

### 43 / 25 Public Adjournment

The public session opened with Jack Rankin providing an update. (See minute 44/25).

A local resident asked the council to explain the rationale behind the cemetery rules regarding photographs on headstones.

Cllr Hilton invited the resident to visit the office to discuss the matter further.

### 44 / 25 Jack Rankin MP

Jack Rankin MP provided an update on various topics including Medical Centre at Lynwood, the Transforming Trinity project, and Strategic planning.

He answered questions from councillors on a range of subjects:

- Cllr Coxon asked a question about Healthcare and the NHS.
- Cllr Evans asked about local hospitals.
- Cllr Hilton raised concerns about 20mph speed limits across the Parish and communication with RBWM highways department.
- Cllr Pike asked about affordable and social housing and whether Jack could assist with ongoing issues in the area.
- Cllr Buxton requested that a clear distinction be made between affordable and social housing.
- Cllr Newman asked what Jack's opinion was regarding Charters School taking down the Union Flag.

**45 / 25      Community Grants Policy**

**RESOLVED:** That the council agreed and adopted the Community Grants Policy.

**46 / 25      CIL Policy update.**

Cllr Pike provided an update regarding the Finance Committee meeting held on 9 September, where amendments to the CIL Policy were discussed.

Councillors requested clarity and supporting papers to be shared before the next council meeting in November.

**UNRESOLVED:** The policy was not approved. Further information is to be shared with councillors in advance of approval at the next meeting.

**47 / 25      Company Phones for Clerk and Officers**

**RESOLVED:** Approval was given to purchase two company mobile phone contracts for the clerk and officers, and to set up a payment via direct debit. The cost will be £64 per month, for 24 months.

**48 / 26      Events Policy and Plan 2025/26**

**UNRESOLVED:** The Council requested a summary of the proposed changes be submitted to the next Full Council meeting for approval.  
Cllr Curtis will liaise with the Events Officer regarding the required amendments.

**49 / 25      Deer Fence for Allotments**

**RESOLVED:** The Council approved additional costs for the deer fence, totalling £9,323. The costs would be funded from CIL.

**50 / 25      Budget Monitoring Update**

**RESOLVED:** The Council approved the expenditure of £167.50 for hire of the Village Hall for the September Council meeting, with a virement of funds from the Annual Parish Meeting budget (code 102/4202) to cover the cost.

Cllr Penney questioned whether such a small amount should require Council approval. L. Steele advised that this should be noted in relation to the budget-setting process.

51 / 25

### **Standing Orders**

Councillors noted the amendment to Standing order 6v, which now includes an explanatory note clarifying the quorum for Full Council meetings.

#### **RESOLVED:**

Council approved amendments to Standing Orders (21a v) and Financial Regulations (5.7) to ensure consistency between the two documents, in response to the Internal Audit report. (minute reference FC 13/25).

52 / 25

### **National Pay Award for Staff**

The Council acknowledged that the RFO exercised delegated authority to implement the National Pay Award to staff in accordance with the financial regulation 6.93, due to the absence of a scheduled Full Council or the Finance Committee. The current RFO is a locum, she is not financially rewarded for making the payment.

It was noted that next year's pay award must be brought to Full Council for approval before payment is made.

53 / 25

### **Clerks Report**

It was noted that Events Officer Suzie Parker did an excellent job organising summer events, especially the outdoor cinema event earlier this month.

The Clerk acknowledged that Deputy Clerk Nikki Tomlinson successfully passed her CILCA qualification after 11 months of hard work and dedication.

54 / 25

### **Minutes of HR Committee 1 May and 17 June 2025**

The minutes of the HR Committee meetings held on 1 May and 17 June were received.

55 / 25

### **Minutes of Finance Committee 4 March and 15 July 20205**

The minutes of the Finance Committee meetings held on 4 March, and 15 July were received.

## **Part 2 – Confidential Session**

Even though the agenda items below were held in Confidential session, the minutes are not considered to be confidential.

#### **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.

56 / 25

### **Update from the Grievance Committee**

Cllr Morgan advised that the matter is now complete.

57 / 25

### **Village Hall Lease Update**

Cllr Morgan provided an update on the lease negotiations with the Trustees of the Village Hall.

**58 / 25      CCLA Mandate**

**RESOLVED:**      Council approved the appointment of councillors to be added to the CCLA Mandate.

**Information Sharing**

Cllr Pike raised concerns about speeding and car racing on local roads late at night.

The meeting closed at 9.20pm

Signed as a true record of the meeting:

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

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