



## Minutes of the Meeting of the Parish Council Tuesday 18 June 2024 at 7:30 pm

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

### **16 / 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 Pike  
Apologies for absence: Cllr Penney,  
Present: Louise Steele – (Locum Clerk) and Nikki Tomlinson (Deputy Clerk)

There was one member of the public present (an officer of the council).

### **17 / 24 Declaration of interest for items on the agenda**

There were no declarations of interest, in accordance with the adopted Code of Conduct, made at the beginning of the meeting. Declarations of interest were made towards the end of the meeting at agenda item 35 / 24 at which point Cllr Grover declared a personal interest in the renewal of the Village Hall lease because his wife is treasurer of the pre-school. Cllr Evans declared that she had been a trustee of the Village Hall Charity and Cllr Curtis that his wife had recently resigned from a role relating to the pre-school.

### **18 / 24 Approval of Minutes of Council 16 April and 14 May 20024**

**RESOLVED:** That the council approved minutes of the council meeting held on 16 April 2024 and the Annual Meeting of Council held on 14 May 2024. The Chairman to sign the minutes as accurate records of the meetings.

### **19 / 24 Announcements from the Chairman**

The Chairman welcomed everyone to the meeting and in particular welcomed Cllr Curtis and congratulated him on his recent election to the parish council.

The Chairman shared what he viewed as his priorities for the future of the council. He asked that Councillors give him feedback with a view to further discussion at the next meeting. The priorities identified by the Chairman were:

- First and overwhelming is to finalise the review and update of the Business Plan;
- To foster a spirit of collaboration between Councillors and between Councillors and officers; and
- To do more in how we manage projects (in line with the Business Plan)

### **20 / 24 Public Adjournment**

There was no public adjournment.

### **21 / 24 To receive an update from the Borough Councillors for Sunningdale**

There was no update from the Borough Councillors – the Locum Clerk apologised for neglecting to invite the Borough Councillors.

## 22 / 24 Councillors Questions and Business Motions

Council noted a report from the Chairman of the Planning Committee (Cllr Buxton) that was prepared for, but not delivered at, the Annual Parish Meeting. Cllr Morgan apologised for not inviting Cllr Buxton to deliver her report on that occasion. Cllr Buxton said that she had wanted to thank the Deputy Clerk and Cllrs Evans and Newman over the last year.

There was discussion of the council's budget and the mechanisms by which Council can review its budget during the year.

**RESOLVED:** That a budget of £50 be allocated for materials for the Parish Council stall at the Charters Fair.

## 23 / 24 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups

23 / 24 / 1 Finance Committee minutes 7 May 2024 – it was noted that these minutes were not yet available

23 / 24 / 2 Update from the Business Engagement Working Group – at the close of the questionnaire there were 453 responses which now require analysis. Headlines were that 193 responses were received on paper; 30% of respondents were over 65 years of age; and 272 individuals gave an email address. There will be a more detailed update at the next meeting of Council. Cllr Morgan thanked members of the working group and other councillors who delivered the questionnaires and to all officers who undertook inputting the paper responses.

23 / 24 / 3 Consideration of the terms of reference and membership of the CIL Working Group was deferred until such time as Cllrs Evans & Cllr Morgan have explored with Sunninghill & Ascot Parish Council its approach to CIL.

23 / 24 / 4 It was noted that the Recruitment Working Group would give an update in confidential session

## 24 / 24 Non-Playground User Seating Area at Broomhall Recreation Ground

A proposal to pilot the creation of a seating area where visitors to the recreation ground may access the café facilities and be seated without impinging on the children's play area was discussed. The Deputy Clerk read a statement from the Curly Wurly Café supporting the proposal

**RESOLVED:** To undertake a three month pilot project to create (at no cost) a seating area where visitors to the recreation ground may access the café facilities and be seated without impinging on the children's play area.

## 25 / 24 Dog Waste Bins

**RESOLVED:** That an additional two Dog Waste bins be provided at a cost in the first year of £755.66 (£115. to purchase each bin and £7.49 per week per bin for emptying) with the full year cost of emptying both bins being £778.96 at current prices.

## 26 / 24 Christmas at Chobham Road – proposal for professional support

A proposal, pursuant to the Council's request made on 19 March 2024 (minute 153-23 refers), for additional professional support to assemble the necessary information to enable Council to decide whether to hold a Christmas event at Chobham road was rejected. The matter was deferred pending the outcome of the Business Engagement Survey.

## **27 / 24          Gating of Recreation Ground Car Park**

Council considered a suggestion that a gate be provided for the Recreation Ground car park and that the car park be closed to vehicles overnight. It was indicated that the proposal should be further worked up for consideration by the Finance Committee in the first instance. The report to address the nature and frequency of anti-social behaviour that gives rise to the suggestion; the impact of this on the council's risk register; access for emergency services; the benefits of additional lighting and/or CCTV and to look at other local parks.

## **28 / 24          Additional Costs – Members' IT**

**RESOLVED:** To upgrade each Councillor laptop to Microsoft 365 Business Premium at a cost per user per month of £18.10 being a total additional cost of £936 on a full year.

## **29 / 24          Clerk's Exercise of Delegated Authority**

It was noted that on 21 May 2024 the Locum Clerk exercised delegated authority on grounds of urgency and in consultation with the Chairman of the Council and the lead member for Property & Facilities to instruct a new contractor to complete the groundworks required to complete the new footpath in the recreation ground and the play area known as the "teen scene". Additional costs (above those originally agreed) were incurred; these comprise £6,950 on unplanned groundworks – a stone sub-base for the mulch surface (the original contract envisaged that the mulch would be laid on grass) and £3,467 representing an increased price for the mulch surface for the playground and the footpath surface. The Locum Clerk was thanked for taking this action.

## **30 / 24          Information Sharing**

The information that some concrete appears to be missing behind Tennis Court 2 was shared.

## **31 / 24          Confidential Session**

**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.

## **32 / 24          Approval of Confidential Minutes of Council of 16 April 2024**

**RESOLVED:** That the council approved the confidential minutes of the council meeting held on 16 April 2024. The Chairman to sign the confidential minutes as an accurate record of the confidential session.

## **33 / 24          CCLA Mandate**

**RESOLVED:** That the RFO's recommendation concerning the mandate required for the Council to implement its decision to invest with the CCLA be accepted.

## **34 / 24          Update from the Recruitment Working Group**

It was noted that a candidate for the Clerk/RFO post is to be interviewed.

## **35 / 24          Renewal of the Village Hall Lease**

**RESOLVED:** That the Locum Clerk seek legal advice on questions specified in the meeting and seek quotes for a full building survey.

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

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