



## Minutes of the Meeting of the Parish Council Tuesday 15 October 2024 at 7:30 pm

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

### 77 / 24 Attendance and Apologies for absence

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

### 78 / 24 Declaration of interest for items on the agenda

No members declared a personal interest in items on the agenda

### 79 / 24 Approval of Minutes of Council 12 September 2024

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

### 80 / 24 Announcements from the Chairman

The Chairman made some remarks about reordering the agenda in order to prioritise certain items. *Note the minutes are recorded in the same order as the published agenda but the order was different and where this was significant it is identified below.*

### 81 / 24 Public Adjournment

There were no members of the public present and no public adjournment.

### 82 / 24 To receive an update from the Borough Councillors for Sunningdale

There was no update from the Borough Councillors.

### 83 / 24 Councillors Questions and Business Motions

Receiving feedback from Cllr Curtis was deferred until the next meeting of Council.

### 84 / 24 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups

84 / 24 / 1 The Minutes of the Finance Committee meeting held on 10 September 2024 were noted.

84 / 24 / 2 The Minutes of the HR Sub-Committee meeting held on 4 October 2024 were noted.

**RESOLVED:** (upon the recommendation of the HR Sub Committee) to approve the new draft contract of employment (based on the new NALC template published February 2024). The contract, with appropriate specific amendments, to be applied to all staff appointed after the contract is approved.

*Note: at this point in the meeting, there being no members of the public present, the meeting moved into confidential session in order to discuss the remaining HR matters immediately. See minutes 89 / 24 and 90 / 24.*

*At the conclusion of HR matters the meeting moved back into open session.*

**84 / 24 / 3** The update from the Walking & Cycling Working Group was deferred until the next meeting of Council.

**84 / 24 / 4** The update from the Recreation Ground Working Group was deferred until the next meeting of Council.

**84 / 24 / 5** The Clerk's Report was deferred until the next meeting of Council.

**85 / 24 CIL Policy**

**RESOLVED:** Further to minute 69 /24 and subject to an amendment substituting the words "due diligence" for "scrutiny" the CIL Policy was agreed

**86 / 24 Financial Reports**

**86 / 24 / 1** The bank reconciliation as at 30 September was received. The Locum Clerk explained that the role of (normally) the Finance Committee was to receive reassurance that the bank reconciliation had been carried out and verified by a Councillor who was not a signatory to the bank account (currently Councillor Evans).

**86 / 24 / 2 Council budget reports**

The budget reports for the period ended 30<sup>th</sup> September and the balance sheet as at 30 September 2024 were received.

**86 / 24 / 3 Receipts & Payments.**

**RESOLVED:** That the setting up of two variable direct debits (one for water supply to the Pavilion/Recreation Ground and one for water supply to the Allotments) in favour of Castle Water be approved..

**86 / 24 / 4 Variable Direct Debit – Castle Water**

**RESOLVED:** That the receipts and payments to 30 September 2024 be approved.

**87 / 24 Formal Request from Naan & Sizzle**

**RESOLVED:** that, the request be declined on the grounds that on week days the pressure on car parking at the recreation ground means that the space cannot be spared.

**88 /24 Information Sharing**

There was a short period of information sharing. The Clerk was asked to bring forward and agenda item about appointing substitutes to the Council's committees.

**89 / 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.

**90 / 24 Report of the HR Sub-Committee**

**RESOLVED:** To ratify the offer of employment to Candidate A on the terms set out in the contract agreed at minute 84 / 24 / 2 and with five additional requirements set out in the HR Sub- Committee's confidential recommendation. Further, that during the six-month probation period the Locum Clerk may remain Proper Officer & RFO working 15 hours a week (this will be regularly reviewed). The additional cost of this arrangement to be funded by use of the General Reserve. The Deputy Clerk will be paid for an additional five hours a week until the end of November.

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

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