



Minutes of the Meeting of the Parish Council Tuesday 18 February 2025 at 7:30 pm

held at
The Community Room, Broomhall Recreation Ground.

131 / 24 Attendance and Apologies for absence

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

There was one member of the public in attendance.

132 / 24 Disclosable pecuniary interests and other registerable interests

Cllr Coxon declared a personal interest in agenda item 136/ 24 / 6 on the grounds that she was an allotment holder.

133 / 24 Approval of Minutes of Council 14 January 2025

RESOLVED: That the council approved minutes of the council meeting held on 14 January 2025.
The Chairman signed the minutes as an accurate record of the meeting.

134 / 24 Announcements from the Chairman

The Chairman asked that if any member of the council had any feedback or thoughts regarding the council and committee meetings structure for 2025/26, they should feedback to him or Cllr Hilton by the 25th February

135 / 24 Public Adjournment

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

136 / 24 To receive presentation of Committee Minutes, reports from Representatives and proposals from Working Groups

136 / 24 / 1 There was no update to receive from the Finance Committee

136 / 24 / 2 An update was received from Cllr Hilton on behalf of the Walking and Cycling Working Group

Cllr Hilton provided an update on the various items:

Sunningdale Bowls club have raised an issue regarding fly tipping outside the club, this is being followed up with RBWM.

An issue has been raised with parking on Whitmore Lane near the footpath, which RBWM is aware of and is looking into.

Kiln Lane overgrown hedges has been followed up with the RBWM.

Flooding on Whitmore Lane has been followed up with RBWM and they have responded to advise they have logged the issue and will be managing it.

Cllr Pike updated the council on resident feedback regarding the path by Park Drive located next to Sunningdale Park. The path has been closed, and the resident has asked if it can be reopened. A few residents would like to keep it closed. Cllr Pike is currently liaising with RBWM and the lease holders to discuss the issue.

The Cycling and walking group reported that they will be surveying all the cycle and walking footpaths using the local maps.

136 / 24 / 3 An update was received from Cllr Grover on behalf of the Recreation Ground working Group.

APPROVED: The safety works to be carried out in the stream were approved by the Council at a cost of £3,540 to be funded by CIL.

136 / 24 / 4 An update was received from Cllr Coxon on behalf of the Tennis Working Group.

A proposal for maintenance equipment will be put to council next month.

136 / 24 / 5 The minutes of the HR Sub-Committee meeting held on 4 February 2025 were received.

Cllr Hilton updated the Council on the HR report.

She highlighted some learnings that the Council could take from the report including Committee review, frequency of Full Council meetings, staffing considerations to support senior officers, scheme of delegation and delegated authority. As well as a review of job descriptions to be shared with the council to provide clarity and understanding.

Cllr Hilton suggested some ways in which the council could be strengthened, through knowledge, perspective, trust, engagement, communication and training to foster deeper understanding that enhances collaboration and effectiveness within the council.

She asked that if any of the councillors would like to spend some time with any of the officers to understand what their day-to-day job entails then she would be happy to support this in collaboration with the Clerk.

A further report from the HR Sub Committee would be taken forward to the confidential session of the Council meeting.

136 / 24 / 6 An update was received from Cllr Newman as lead for the Allotments.

APPROVED: The changes to the Tenancy Agreement and Terms and Conditions were approved by council. New agreements would be sent to plot holders in due course.

The increase in cost per pole was agreed effective from 1 March 2026. Plot holders would be notified in writing with the 2025 Tenancy Agreement.

The costs for installing a deer fence would be deferred to the next meeting to enable all the quotes to include the same information, such as an access gate.

The Locum Clerk advised that the fence would be paid for using the property maintenance reserves and not CIL.

136 / 24 / 7 An update was received from Cllr Hilton on behalf of the Cemetery Working Group.

Cllr Hilton advised that ongoing refurbishment of the benches within the cemetery were taking place.

APPROVED: The works to install fencing around the spoil area and bins were approved by the Council and can be carried out under delegated authority.

137 / 24 Clerks Report

An oral report was received by the council from the Clerk Designate. An update was provided about the opening of the Children's Book Exchange in Broomhall recreation ground, as well as a communication from the MAD Academy advising the council that with the support of the community grant from Sunningdale Parish Council, the 6-week pilot for the project was due to start, and it had been well received.

138 / 24 Events 2025

Cllr Curtis provided an update to council about the first meeting of the Events Working Group. He advised that they had been looking at feedback from the resident's survey and used the time to share ideas and start the process for planning for events.

Cllr Evans asked them to be aware of the available budget and to look to raise money to support any events. It was asked if the working group could look to work with Sunninghill and Ascot Parish Council to combine efforts.

Cllr Pike is looking at getting sponsorship from traders within the community.

139 / 24 Information sharing

Cllr Pike shared an update from the Foodshare project, advising that they are receiving donations, and it is going well so far.

Cllr Morgan shared a letter from the House of Commons and Jack Rankin MP, regarding defibrillators in the community. Through fundraising efforts, a sum of money to pay for the procurement of more defibrillators and they are looking for suitable sites.

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

Confidential Session

140 / 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.

At this point in the meeting Natalie Hayes and Louise Steele left the meeting. A member of the public who was in attendance also left the meeting.

Once the confidential session was concluded, Natalie Hayes and Louise Steele returned to the meeting at 9.40pm.

141 / 24 Appointment of Clerk Designate to proper officer

A confidential oral report was received from the Chair of the HR Sub-Committee.

It was proposed that the Clerk designate Natalie Hayes should become Proper Officer from the 10th of March and that the current locum clerk Louise Steele would continue to provide support and remain in the role of Responsible Financial Officer on 15 hours a week until the end of May; this would then reduce to 7.5 hours per week until the end of September

Cllr Pike requested a recorded vote.

In favour (7 votes): Cllr Coxon, Cllr Curtis, Cllr Evans, Cllr Grover, Cllr Hilton, Cllr Morgan and Cllr Newman

Against (0 Votes)

Abstained: Cllr Pike

RESOLVED: that the Clerk designate Natalie Hayes would become proper officer from the 10th of March; and Louise Steele would remain as Responsible Financial Officer on 15 hours a week until the end of May, reducing to 7.5 hours per week until the end of September.

The meeting concluded at 9.47pm

Signed: _____

Dated: _____