



SUNNINGDALE PARISH COUNCIL

Full Council Meeting Agenda

Date: Tuesday 29 September 2026 at 7:30 pm

Location: The Pavilion, Broomhall Lane, Sunningdale, SL5 0QS

Councillors:

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

You are hereby summoned to attend a Meeting of Sunningdale Parish Council on the date and location stated above.

Members of the public are welcome to attend.

38 / 26 Chair Welcome and Update

Chair to welcome those present to the meeting, reminding them that all mobile devices are switched to silent for the duration of the meeting. A reminder to all in attendance of the fire safety regulations for the venue of the meeting.

39 / 26 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.

40 / 26 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.

41 / 26 Minutes of Full Council Meeting 14 July 2026

DECISION: To approve the minutes of the Council meeting held on 14 July 2026.

42 / 26 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 preceding the meeting. This session to be conducted in accordance with standing order 6e-h.

43 / 26 External Audit

TO NOTE: To receive and note the report of the External auditor on the Council's 2025-26 accounts.

44 / 26 Business Debit Card

DECISION: To approve the introduction of Business Debit cards for use by the Clerk/RFO and authorised officers for day-to-day purchases.

- 45 / 26 Proposed Budget Timeline and Process**
- DECISION:** To approve the proposed budget timetable and process for setting the 2027/28 budget and precept and to require each committee to review its service areas and submit its priorities, projects, budget requirements and anticipated financial pressures for consideration by the Finance Committee.
- 46 / 26 National Pay Award to Staff**
- DECISION:** To note the National Joint Council pay award for 2026/27 as advised by NALC and to approve the payment of the pay award, back dated to 1 April 2026, to the Council's staff in accordance with employees' terms and conditions of employment with immediate effect.
- 47 / 26 Structural Inspection of Village Columns for Hanging Banners, Lights and Hanging Baskets.**
- DECISION:** To approve expenditure of £3,131.96 for the structural inspection of village columns used to support hanging baskets, banners and festival lighting.
- 48 / 26 Remembrance Banners and Christmas Lights**
- TO NOTE:** The remembrance banners will be installed at the end of October. Two weeks later they are taken down, and the Christmas lights are installed. The Christmas lights are switched off on the 5th January and then taken down, tested and put into storage.
- 49 / 26 Commemorative Bench and Plaque for Graeme Kennedy**
- DECISION:** To approve the contribution of £400 towards "Graeme's chat bench" in advance of a ceremony on 22 November 2026.
- 50 / 26 Policies Update**
- TO NOTE:** To receive an update from the Clerk about the review of policies.
- 51 / 26 Driving for Work Policy**
- DECISION:** To approve the Driving for Work Policy as recommended by the HR Committee.
- 52 / 26 Expenses Policy**
- DECISION:** To approve the Expenses policy as recommended by the HR Committee.
- 53 / 26 Committee Updates**
- TO NOTE:** 53/26a to receive the approved minutes of the HR Committee 9 June 2026.
- TO NOTE:** 53/26b to receive the approved minutes of the Facilities and Services Committee 16 June 2026.
- TO NOTE:** 53/26c to receive the draft minutes of the Cemetery Committee 9 July 2026.
- TO NOTE:** 53/26d to receive a financial update from the Finance Committee.
- 54 / 26 Clerk's Appraisal**
- DECISION:** To agree the arrangements for the Clerk's annual appraisal following a recommendation from the HR Committee.
- 55 / 26 CIL Policy**
- DECISION:** Upon the recommendation of the Finance Committee to consider the amendments to the CIL Policy.
- 56 / 26 Pavilion Building Conditions Survey**
- DECISION:** To approve the expenditure of £774 for a conditions survey to be carried out to the Pavilion building.
- 57 / 26 Outdoor Table Tennis**
- DECISION:** To approve the purchase of 1 x table tennis table at Broomhall Recreation Ground at a cost of £5,800 (including contingency) to be funded from CIL.

58 / 26 Allotment Gates

DECISION: To approve the replacement of entrance gates at Sunningdale allotments and select a preferred design and supplier.

59 / 26 Security gates at Broomhall Recreation Ground

DECISION: **59/26a** to approve the installation of a lockable security gate or barrier at the entrance to Broomhall Recreation Ground to be funded from CIL.

DECISION: **59/26b** Authorise officers to obtain three quotes for the supply and installation of a suitable gate/barrier.

DECISION: **59/26c** Request a further quote for contracting the operational management of the barriers at the weekends and evenings.

60 / 26 Perimeter Path around the Field

DECISION: Approve the expenditure of £36,000 (including approx. 15% contingency) + VAT for a walking/running track around the recreation ground field. (to be funded from CIL)

61 / 26 Café at Broomhall Recreation Ground

TO NOTE: To receive an oral update on the Café at the recreation ground.

62 / 26 Recreation Ground Projects: Multi Use Games Area (MUGA), Padel Courts and siting of padel on one of the tennis courts

DECISION: To select a preferred option for recreation ground projects from the options presented in the accompanying paper.

63 / 26 Clerks Report

TO NOTE: To receive a report from the Clerk.

64 / 26 Date of Future Meetings and Information Sharing

TO NOTE: Next Full Council Meeting: Tuesday 17 November at 7.30pm.

To note any additional updates or information shared by councillors.



Natalie Hayes, Clerk

24 September 2026