Minutes of Council Meeting
Tuesday 29 September 2026 at 7:30 pm

held at Community Room, The Pavillion, Broomhall Lane, Sunningdale, SL5 0QS.

38 / 26 Welcome and update

The Chair opened the meeting and confirmed proceedings would be recorded to support accurate minute taking.

39 / 26 Attendance and Apologies for absence

PRESENT: Cllr Hilton (Chair), Cllr Buxton, Cllr Coxon, Cllr Curtis, Cllr Evans, Cllr Morgan, Cllr Newman, Cllr Penney and Cllr Pike.
APOLOGIES: Cllr Grover
IN ATTENDANCE: Natalie Hayes (Clerk/RFO), Nikki Tomlinson (Deputy Clerk)
PUBLIC: Three members of the public were present.

40 / 26 Disclosure of pecuniary interests and other registerable interests

TO NOTE: Cllr Coxon declared an interest to agenda item 58/26 as an allotment plot holder.

41 / 26 Approval of the minutes of the Full Council Meeting 14 July 2026

APPROVED: The minutes of the Full Council meeting held on 14 July 2026.

42 / 26 Public Adjournment

A resident raised a concern about the way the Parish Council is allocating CIL.
TO NOTE: The Chair advised that the council would come back to the resident with a response before the next Full Council meeting in November.

43/ 26 External Audit

TO NOTE: The Council received the External Auditor's Report and Certificate for 2025-2026 and noted that there were no comments raised.

44 / 26 Business Debit Card

APPROVED: Introduction of a business debit card for use by the Clerk/RFO and authorised officers for day-to-day purchases.
TO NOTE: Cllr Pike's comments were noted regarding cross referencing disciplinary procedures and the expenses policy.

45 / 26 Proposed Budget Timeline and Process

APPROVED: Council approved the budget timelines and process presented by Cllr Pike.

TO NOTE: Cllr Pike updated the council on the process of the budget and explained that the budget assumptions would be incorporated into the budget using Rialtas.
The draft budget assumptions would be presented to council on the 17 November 2026.

46 / 26 National Pay Award to Staff

APPROVED: Council approved to pay the National Joint Council (NJC) pay award for 2026/27 as advised by NALC, back dated to 1 April 2026.

47 / 26 Structural Inspection of Village Columns for hanging banners, Lights and Hanging banners.

DEFERRED: the expenditure of £3,131.96 for the structural inspection of village columns used to support hanging baskets, banners and festival lighting.

ACTION: Council requested that further information and clearer guidance be obtained from RBWM regarding the requirement for inspections.

48 / 26 Remembrance Banners and Christmas Lights

TO NOTE: Once further information has been received from RBWM more information will be made available (Min ref: 47/26)

49 / 26 Commemorative Bench and Plaque for Graeme Kennedy

APPROVED: Council approved the contribution of £400 to a memorial bench for Graeme Kennedy.

A member of the public left the meeting at 7.50 pm

50 / 26 Policies Update

TO NOTE: The Clerk updated the council on the revised format, referencing and version control arrangements.

ACTION: The Clerk will circulate this document with councillors.

51 / 26 Driving for work policy

APPROVED: council approved the driving for work policy.

52 / 26 Expenses policy

APPROVED: council approved the expenses policy.

53 / 26 Committee Updates

53/26a Council received an update from Cllr Evans about creating standardised policy guidance

53/26b Council received an update from Cllr Morgan about work approved by the Facilities and Services Committee: Woodland Management Plan, Tree works and review of contracts.

53/26c Council received an update from Cllr Buxton about the cemetery extension works.

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53/26d Council received an update from Cllr Pike in regard to an Investment Strategy to spread the risk of Council funds, General Reserves and Earmarked Reserves.

54 / 26 Clerks Appraisal

DEFERRED: This agenda item was deferred to the HR Committee.

55 / 26 CIL Policy

DEFERRED: Deferred to the Finance Committee for further review and recommendation.

56 / 26 Pavilion Building Conditions Survey

APPROVED: Council approved a survey to be carried out on the Pavilion building at a cost of £774.

57 / 26 Outdoor Table Tennis

APPROVED: Council approved the purchase of 1 x table tennis table at Broomhall Recreation Ground at a cost of £5,800 to be funded from CIL.

58 / 26 Allotment Gates

APPROVED: Council approved option 3 for the replacement gate at Sunningdale allotments, to be funded from property reserves.

TO NOTE: Council requested clearer guidance from RBWM regarding eligible CIL expenditure.

59 / 26 Security Gates at Broomhall Recreation Ground

DEFERRED: This agenda item was deferred to a future meeting.

60 / 26 Perimeter Path around the Field

APPROVED: Council approved the perimeter path around the field at an expenditure of £36,000 to be funded from CIL.

61 / 26 Café at Broomhall Recreation Ground

TO NOTE: The Clerk advised no report has been received and therefore the item was deferred to a future meeting.

62 / 26 Recreation Ground Projects:

APPROVED: Council agreed to investigate Options 1 and 3 further, including consideration of an appropriate playing surface for pickle ball, with a report to be presented to the November Council meeting.

TO NOTE: Cllr Morgan will be the lead on Padel and converting court 3 to padel.

A member of the public left the meeting at 8.57 pm

63 / 26 Date of Future Meetings and Information Sharing

TO NOTE: Next Full Council meeting: Tuesday 17 November 2026 at 7:30 pm

The meeting started promptly at 7:30pm. The meeting closed at 9:29 pm.

Signed as a true record of the meeting:

DRAFT

Signed: _____

Dated: _____

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