

Minutes of Meeting of the Parish Council **Tuesday 10^h January 2017**

	<p>Agenda Item</p> <p>Council approved a change to the advertised minutes of: 13/17 should read Final Budget</p>
1/17	<p>Declaration of interest for items on the agenda – none were given.</p>
2/17	<p>Approval of Minutes of Council of 13th December 2016</p> <p>On the minutes, the clerk should be noted as present rather than in attendance, the minutes of 13th December should be changed to reflect this.</p> <p>Matters arising:</p> <p>The Clerk confirmed a donation of £100 was made to the Ascot Volunteer Bureau in recognition of the work to council from Brian King.</p>
3/17	<p>In Attendance: Anne-Catherine Buxton (Chair), Yvonne Jacklin, Robin Booth, Anne Brindle</p> <p>Present: Ruth Davies (Clerk)</p> <p>Apologies for absence: Jane Brett, Mary Sayer, Lilly Evans, Michael Burn, Valerie Pike</p> <p>Point of order: All apologies from councillors need to be made to the clerk, either by telephone or email, prior to the meeting.</p>
4/17	<p>Announcements from the Chairperson</p> <p>The Chairperson requested council approve inviting Borough Councillors to the next council meeting to discuss Magnolia House, Sunningdale Park, Long cross Village, Local Plan to update council on activities which pertain to the parish. It was suggested and agreed that a meeting with Jennifer Jackson (RBWM Planning) with Cllr Buxton, Cllr Jacklin and the clerk, will proceed this invitation and would be copied to the Borough Councillors.</p> <p>The Chairperson highlighted that the community room is in the process of being upgraded and will be completed by the end of January.</p> <p>A picnic table has been removed from the recreation ground, this will be brought up at the next Recreation and Property Committee and a report made to the Police of the theft.</p>
5/17	<p>To Receive Petitions – none received</p>
6/17	<p>Public Question Time</p> <p>To receive questions from the Public - none</p> <p>To update council on the responses to the questions of 13th December – None asked</p>
7/17	<p>Councillors Question Time</p> <p>To receive questions from Councillors – none received</p> <p>To update council on the responses to the questions of 13th December – None asked</p>
8/17	<p>Business from Previous Meetings</p> <p>Lorry Watch – update will be requested to be provided to council prior to the next meeting in the form of a report</p> <p>Parish Surgery – council received the paper and were pleased to note the ongoing attendance at the surgery by residents.</p>

	The Chairperson requested a councillor to cover the 17 th February meeting. The clerk was requested to circulate this in an email requesting councillor's availability to attend or not to cover the chairperson's absence.
9/17	Appointments to Committees and/or other bodies - None
10/17	Receive Recommendations from Committees / Working Groups - None
11/17	Parish Business Motions from Councillors - None
12/17	<p>Parish Communication Protocol</p> <p>Subject to the noted amends to Aiii; Bi; Dii this was agreed by council.</p> <p>It was resolved unanimously that this was adopted by council.</p> <p>The clerk was requested to send the approved protocol to all councillors, noting this has been approved and incorporated into the Standing Orders of council from this date.</p>
13/17	<p>To receive the Final Budget proposal for 2017 18</p> <p>Cllr Robin Booth, chairperson for the Finance Committee, presented the proposed budget to the council and answered questions as required. A conversation took place to confirm the amount per household that would be increased and how much this would be per week. After due consideration by council:</p> <p>Council unanimously approved the proposed budget.</p> <p>The council discussed the communication approach around this budget and the wish to ensure that all the actions were open. A communication strategy was agreed and the Clerk, Cllr Sayer and Cllr Brindle were tasked with formulating the article for the Find it in magazine and web information. This would then be copied to council for information. Based upon this:</p> <p>Council unanimously approved a communication strategy.</p>
14/17	<p>Finance</p> <p>Council received and noted the Clerk's Finance Report</p> <p>Council approved Income and Expenditure figures for December</p> <p>Council approved the Internal Auditors Report with a request that the finance committee agree handling of the petty cash in light of the comments made by the auditor again this year.</p>
15/17	<p>Information Sharing</p> <p>There were no items brought to council.</p>
16/17	<p>Planning</p> <p>See separate Agenda</p>

Council closed at 9:50pm

Ruth Davies, Clerk