



# SUNNINGDALE PARISH COUNCIL

Minutes of Meeting of the Parish Council

Tuesday 13<sup>th</sup> December 2016

	Agenda Item
158/16	<b>Declaration of interest</b> None
159/16	<b>Approval of Minutes of council of 8<sup>th</sup> November 2016</b> No matters arising from these minutes The minutes were <b>approved</b> by council with no amendments.
160/16	<b>Present:</b> Anne-Catherine Buxton (Chair), Yvonne Jacklin, Michael Burn, Mary Sayer, Valerie Pike, Jane Brett Robin Booth <b>In Attendance:</b> Ruth Davies (Clerk) <b>Apologies for absence:</b> Lilly Evans, Anne Brindle
161/16	<b>Announcements from the Chairperson</b> Council wish to thank Brian King who retires from his role of Web and IT support for the Council at the end of December. In order to thank him for his many years of work, Council approved a guide budget of £100. The Council office will be closed from the 22 <sup>nd</sup> December to the 3 <sup>rd</sup> January as the clerk is on holiday, the groundsman is on holiday from the 28 <sup>th</sup> to 3 <sup>rd</sup> January. The Internal Audit completed by Auditing Solutions with no recommendations, councillors will be provided the opportunity to review this at the next council meeting. The Chairperson thanked the staff and the councillors for their hard work throughout the year.
162/16	<b>To Receive Petitions</b> No Petitions were received by the Clerk
163/16	<b>Public Question Time</b> No questions were received from the Public. No updates were outstanding to the questions of 8 <sup>th</sup> November
164/16	<b>Councillors Question Time</b> No questions were received from Councillors. No updates were outstanding to the questions of 8 <sup>th</sup> November
165/16	<b>Business from Previous Meetings</b> Lorry Watch – LE gave apologies for the meeting, and will bring an update to the next council meeting. Council request an update on the dates for the rolling campaign. RD to make a request for a written update prior to the next council meeting. Parish Surgery – Update provided by RD for the surgery and notes provided to Council.
166/16	<b>Appointments to/resignations Committees and/or other bodies</b> Michael Burn has agreed to be the representative for the Council response for the local plan. All comments as parish councillors must be made to Michael, copying in the Clerk. Councillors may respond as a private resident, in which case they should not use their parish email or title.
167/16	<b>Receive Recommendations from Committees / Working Groups</b>

	<p>Christmas Working Group: Thank you was recorded to the helpers and councillors who worked hard on the evening. A more complete update will come back to council after the wash up meeting with the committee and the businesses.</p>
168/16	<p><b>Parish Business Motions from Councillors</b></p> <p>MS presented a proposal to the council for the Christmas budget allowance for 2017. Council requested that the Christmas working group return to council with a fully costed and itemised budget proposal to be considered further.</p>
169/16	<p><b>Parish Communication Protocol</b></p> <p>Councillors are requested to read and make comments back to YJ as the procedure representative, please ensure you copy the Clerk on your emails.</p>
170/16	<p><b>To receive the initial budget proposal for 2017 18</b></p> <p>A robust conversation took place with regards to the principles of the budget setting and the Finance Committee were requested to produce a full budget proposal for the January meeting in line with the wishes of Council.</p>
171/16	<p><b>Finance</b></p> <p>Council <b>approved</b> the payments and receipts.</p> <p>Council <b>noted</b> the underspend on the capital projects to date against the agreed spend levels requested.</p>
172/16	<p><b>Information Sharing</b></p> <p>VP - Attended the Charters Leisure trust meeting, no decisions were made.</p>
173/16	<p><b>Planning</b> No planning items requiring attention.</p>

Meeting closed at 10pm

Ruth Davies, Clerk

15/12/2016