

# Sunningdale Parish Council

## Minutes of the Parish Council Meeting Tuesday 6 January 2015 At 7.00 pm at the Pavilion, Broomhall Lane

01/15 **Attendance:** Cllrs Christine Gadd (chair), Robin Booth, Anne-Catherine Buxton, Nick Dawson, Lilly Evans, Rosemarie Nash, Ian White.  
In attendance: Anne Martin.  
**Apologies** for absence: Cllrs Ray Coogan, Mike Hanson, Kate Webb

02/15 **Declaration of interest** for items on the agenda: There were none

03/15 **Approval of Minutes** of Council 2 December were approved with a number of minor amendments. The Confidential Minutes of 2 December were approved.

Matters arising: Christmas event. Cllr Buxton reported that the Police had requested that there should be no balloons and they would support the road closure in the future. They regarded the event as well handled. Issue about use of photos has been resolved. Press coverage was excellent.

Recording equipment: still awaiting a further recommendation on the equipment.

04/15 **Finance: Finance Report paper 04.**

Clerk to produce a breakdown of income and expenditure on Xmas event.

AM

Council approved the purchase of the new professional package to include email addresses. There was a discussion on the process of revamping of the website and ease and regularity of maintenance in the future. A group will discuss the specs for the new website – to include Cllrs Coogan, Evans and others working with BK. Cllr White agreed to look at customised software packages for Parish Council. Council approved that progress should start on developing the sunningdaleparish.org.uk website in Wordpress assisted by Brian King but with the close involvement of the PC in the style and content. It was agreed to go forward with the enhanced email package to add Councillors using [name.surname@sunningdaleparish.org.uk](mailto:name.surname@sunningdaleparish.org.uk)

AM to  
set up  
meeting

IW

**Risk Register.** Cllr Booth agreed to tidy up the document and this was accepted. Cllr Evans spoke about the risks and whether the titles are appropriate, plus adding IT risks to the form.

RB

There was a discussion on succession planning, the skills required and the rotation of jobs. With an election in four months, preparation for succession of key roles should ideally be addressed. Councillors must decide if they wish to seek re-election by 9 April but it was not mandatory for anyone to declare their intention in advance, desirable though that might be. The underlying call is for Councillors to take on more responsibility and to share the load amongst all Councillors and not overload a few. Regarding training for Councillors to ensure clear realisation of the expectation of Councillors for the job, the Clerk should prepare a package of material for new Councillors.

AM

There was a discussion of setting up a Strategy Standing Committee, involving as many Councillors in its work or in the sub groups that it might generate. It was agreed to write terms of reference for a Strategy Standing Committee to return to the next meeting and for members to be appointed. Council would also review how many Committees and WG it had and whether the work load was fairly spread.

RB

ACB

**Income and expenditure figures for December were approved.**

- 05/15 **Finance – Approval of the Budget 2015/16**  
 Council **resolved** unanimously to adopt the Budget 2015/16  
 The Finance Committee invited Council to put forward projects.  
 It was proposed that the allotment rent should go up from £15.50 to £16.00 average.  
 No changes to the burial costs are proposed. No change to community room rent.  
 Council approved the change to allotment rent.
- 06/15 **Village Hall – deferred to the next meeting**
- 07/14 **BEN Lynwood** update. Cllr Evans reported on the meeting with Magnolia House which revealed the lack of full understanding of what is required to support the new application. RBWM have suggested that Magnolia House should take the lead role and this has now been agreed with BEN. The size of the building is determined by NHS England and Cllr Buxton has now arranged a meeting on 15 January with NHS England Property Services to get their assistance in drawing up the plans with appropriate supporting documentation.
- 08/15 **Recreation Committee; Log Cabin proposal.** Paper 08/15  
 Cllr Nash talked through the range of quotations. The Creative Living quotation was recommended by the Committee for a bespoke building with two double doors and inside walls and windows to meet the dual use. Council asked to see the drawings. There was a major discussion on the process of Council and the acceptance of the recommendation of the Recreation Committee. This chalet was agreed in principle but it will be accompanied by drainage quotation with the approval of S106 funds No order will be placed until the cost of drainage is known. The full proposal will be brought to the next meeting.
- 09/15 **S106 Sums Available.** Paper 09/15  
 While the Clerk had been trying to gather more information to further explain the S106 sums available, this had not been forthcoming in time for the meeting. The Clerk to pursue this so that Council has greater understanding of what sums are available under Public Open Space and what influence it can have over Highways and other major headings. AM
- 10/15 **Councillor Training** paper 10/15.  
 Some elements of the paper were taken in the discussion above. There was a discussion on TofR for Committees and the Clerk should find out more about the Chairman chairing Committees. The discussion should return to next Council. AM
- 11/15 **Committee and Representatives reports**  
 Chairman’s report – The Chairman returned briefly to the point made earlier on commitment, team work and sharing the workload of Councillors.  
  
 DERA/Longcross Development. Cllr Evans spoke of the special conditions being imposed on the developers for the DERA Development, notably Condition 18 which covers the construction traffic route for the 3 phases over 10 years. Route 1 through Sunningdale had not been adequately challenged by RBWM but in a recent meeting with RBWM Planners, Cllr Bateson and Cllr Evans the importance of challenging this route was now being understood. Cllr Evans’ letter raises a whole number of issues, including lack of duty to cooperate, failure to mention the NP, lack of traffic study to cover options. She mentioned the Quiet Deliveries Scheme, a new piece of legislation to give local community some say in delivery timescale. Also the issue of dumping of earth excavation. LE is actively following this up with all concerned and the MP. Council approved the letter to Runnymede BC.

The meeting ended at 10.02pm

