

Sunningdale Parish Council

Minutes of the Parish Council Meeting Tuesday 3 February 2015 At 7.30 pm at the Pavilion, Broomhall Lane

17/15 **Attendance:** Cllrs Christine Gadd (chair), Robin Booth, Anne-Catherine Buxton, Nick Dawson, Lilly Evans, Mike Hanson, Rosemarie Nash, Kate Webb, Ian White.
In attendance: Anne Martin.
Apologies for absence: None

18/15 **Declaration of interest** for items on the agenda: There were none. Trustees of VH were present

19/15 **Approval of Minutes** of Council 6 January with minor corrections were approved and 20 January were duly approved and signed.

Matters arising: Christmas expenditure report is delayed until the next meeting. Regarding 16/15 Tennis/refreshment cabin drainage. The quotations had been considered by the Recreation Committee and the recommendation is to go with Over Properties which was less than the £15,000 approved by Council

20/15 **Finance: Finance Report** paper 20/15 was received.

Income and expenditure figures for January were approved.

21/15 **Councillor Training** Paper 10/15 brought from previous meeting. Discussion focused on the terms of reference for Committees and how this fits within the total structure and whether Council needs to revise its structure. Cllr Buxton has drafted an organisational chart. First step is to identify gaps or problems that Council is not adequately addressing. This matter to be properly written up to come back to Council in March. AM and all

Council **resolved to approve** the Grievance and Disciplinary Procedures. Councillors were asked to set up their new email addresses as soon as possible. All
Clerk to write up expenses procedure for Councillors.
Minutes of committees will be presented to Council at the next meeting whether draft or not. AM
Succession planning – Chairs of Committee can talk to Councillors about possible succession post the elections in May. Open dialogue on this matter is welcome and all are encouraged to come forward with their views on future roles they would wish to take up.

22/15 **Risk Register.**
Council **resolved to approve** the Risk Register and it was duly signed.

23/15 **Strategy Standing Committee.**
Cllr Booth reported that he had many questions on what this proposed Committee is required to do seen in relation to Council itself which would be involved in all major issues. What deficiencies in Council is this seeking to address? Would a standing committee be the answer or working groups on specific issues? As many questions were unanswered, he had not felt able to write the ToFR.

24/15 **Business Plan Working Group**

Cllr Evans set out the purpose of the Business Plan which was to set out in general terms the matters that Council should consider over next 5 years.

Council was pleased with the Vision statement, the strategic objectives and Five Year Project Plan. A change was suggested to one point. It was agreed that Council would review its mission statement at the next meeting and give approval to the Business Plan. This would be published on the website at that point.

25/15 **Devolution of Services – paper 25/15**

The key message: improved working relationship with the Borough and better communications. With that in mind Cllr Dawson asked whether the PC had been advised of new double yellow lines along Charters Road. Similarly, it was asked what the strategy is behind the parking changes along Chobham Road. The Clerk to take this up with Dave Perkins and to seek clarification about the new traffic lights to be installed at Chobham Road and Broomhall Lane which are part of the DERA Development agreement. This information should be brought back to Council

AM

26/15 **BEN Lynwood.**

Cllr Evans updated Council on several meetings that had taken place with NHS England, BEN Lynwood, the doctors at Magnolia House and with Cllr Coppinger, Head of Health Committee for RBWM. It would seem that the application for a new health centre is not to be anticipated in the near future but that much work still is required by all parties to agree on the application, the size, site for the Surgery and attendant pharmacy. A great deal had been done to bring the parties to a greater understanding of what is required and the Doctors are now taking the lead on the application. The role of the Parish Council had been appreciated.

27/15 **Project List – paper 27/15**

Council questioned the progress on a number of projects. There was discussion on the implementation of disabled bays along the Chobham Road and the failure to inform Council. The Clerk to follow this up.

AM

28/15 **Recording of Council meetings – paper 28/15.**

Cllr White spoke to the paper and noted the favourable commendation of the equipment. The implementation of recording would require a change of culture/style and manner of proceedings, and it is not mandatory. Following a discussion on this, Council **resolved not to proceed** with recording equipment at this time. Cllr White was thanked for his work on this.

29/15 **Website**

Cllr Evans spoke to new website having seen the construction site. It has a modern design, easy to update and is beginning to take shape as material is added. Council recorded its vote of thanks to Brian who has done so much work not just now but over the years in keeping Council's website refreshed and up to date. An appropriate gift was agreed. Council will see the new website before it goes live.

30/15 **Committees and Representatives**

Chairman. Cllr Gadd noted that the Annual Parish Meeting would take place on 25 March. She is revising the Footpaths leaflet and the Borough had agreed to pay for this from the Parish Paths Initiative in the 2015/16 budget.

Planning. The land at Hill House comes to RDCP on 4 February. Cllr Gadd will speak.

Silverdene revised application has been submitted. A site visit is planned and Cllrs Buxton, Nash and Gadd would join Cllr White on the visit.

The neighbour of 11 Highfield have complained that this has been approved.

Village Hall – background paper.

It was noted that the original agreement for governance of the Village Hall no longer stood, and the CMI was no longer involved in the operations of the VH and working from the church will cease to be a possibility. The number of trustees might be increased and this was being looked in to. The operations committee have looked at the police room and are interested in taking over the lease. Questions need to be addressed including the rent payable and the services they would require. The VH is currently paying £2,500 pa for its office space in the church. This has to be looked in to as a matter of priority and Council to decide.

Joint Parishes Liaison Group. The Minutes of the meetings in August and September 2014 were circulated. It was agreed that a letter should go to St Johns regarding land owned by them. It was noted that no further meetings are planned but would meet to discuss specific issues of joint interest to both Parishes. The Clerk to look again at the Terms of Reference.

CG

AM

Other representatives:

Charters School. Cllr Hanson spoke about the School being keen to move forward on working together on The Edge. It was noted that Charters Leisure Centre is now private, as a cost saving measure by RBWM.

The meeting ended at 9.50 pm