



SUNNINGDALE PARISH COUNCIL

Minutes of the Parish Council Meeting

Held on Tuesday 14 June 2016

At 7.30 pm at the Pavilion, Broomhall Lane

70/16	<p>Attendance: Anne- Catherine Buxton, Robin Booth, Yvonne Jacklin, Michael Burn, Lilly Evans, Anne Brindle; Mary Sayer</p> <p>Apologies for absence: Valerie Pike, Julian Goringe</p> <p>Guest: Jane Brett</p> <p>Council wished to note the loss of Nick Dawson as a previous Councillor and recognise his contribution to Council as Vice-Chairperson for many years.</p> <p>The Chairperson requested an additional Item agenda for Co-option as point 81/16, Council approved this addition.</p>	
71/16	<p>Declaration of interest were made by Anne-Catherine Buxton and Mary Sayer in regard to the Planning section of the Meeting. Details are recorded in the Planning Minutes.</p>	
72/16	<p>Approval of Minutes of Council of 17 May 2016 - approved</p> <p>Matters arising:</p> <p>Council requested the Clerk circulate the list of committees; Council agreed to review the standing orders in order to look membership on all committees in light of the Risk Register and therefore the risk of being able to bring undue influence to Council decisions.</p> <p>The Clerk was requested to review with this at the next Projects Committee.</p>	RD RD
73/16	<p>Finance:</p> <p>Due to late submission by the Accountants, Council had not previously had chance to review the accounts prior to the meeting. In order to comply with Auditors dates for Submission, the Annual Report was fully reviewed in Council by Robin Booth, Chairperson of Finance. RB explained the process required to reflect an accurate set of accounts and reported there were no changes to accounting policies, remaining as previous years; Receipts and Payments were as Council had been previously informed; S106 funds are the key elements of increases in the reserves of which £19,598.84 are still held against this fund; the financial policy of holding 3 to 4 months of net revenue for normal reserves is still in place and Council are currently running in excess of that.</p> <p>MS questioned the £1575 in the last year's accounts in relation to the Official Guide. RB explained that these were payments made before the 31.3.16. RB highlighted that the figures represented for Fixed Assets are historical and need reviewing in the Asset Register for Insurance purposes. MS enquired what constitutes Public Art and a request was made by council for the Clerk to follow up.</p> <p>YJ enquired why the S106 fund is not recorded as a separate entry – under Capital Expenditure, Notes at the bottom of the page Open Space – Council agreed it would be</p>	Paper 64

	<p>relevant to record this as a separate line item in the Account Statement. The Clerk was requested to contact DCK Beavers the Accountant for this note to be added.</p> <p>Council approved the Accounts and Annual Statement unanimously.</p> <p>Governance Statement – in accordance to the Auditors regulations the Governance Statement, the Council answered in the affirmative to all governance questions.</p> <p>Clerk’s Finance Report – this was approved by Council</p> <p>To approve Income and Expenditure figures for May – RB welcomed the new approach to forecasting payments and receipts and informed Council of updates to the financial reports which were being worked upon by the Clerk.</p> <p>Insurance Report – The report was accepted by Council with note from the Chairperson that personal information should not be shared on Council emails especially as these are included in the FOI.</p>	
74/16	<p>Draft Finance Committee Meeting Minutes</p> <p>Council requested Item 8 was requested to be moved to Confidential Minutes – Part 2. No other comments were made.</p>	RD
75/16	<p>Christmas Report</p> <p>Postponed to July</p> <p>The Chairperson requested preparatory work is started prior to the review from the Traders of 2015 lights being brought to the next Council Meeting, all council approved this request.</p>	
76/16	<p>Review Queen’s Birthday Party</p> <p>The Chairperson reviewed the event, noting attendance by ACB, YJ, AB, LE also supported by Sayonara Luxton in her capacity as mayor and Cllr Christine Bateson. Council particularly requested to note that Graeme did a spectacular job at making the grounds look excellent and safe. Council noted the many contributions: Sunningdale School donated a cake; AB noted the assistance of one of the parents; Donation of a cake, brought by Mrs Sue Pinder-Scott; Special Mention for P Buxton who provided assistance and took Photographs which will be added to the Website in due course. Funds are still be divided between the Parish Council and Holy Trinity with an additional donation from the Baptist Church. Council were pleased to see how many stopped and sang the National Anthem.</p>	
77/16	<p>Official Guide Update</p> <p>Mary Sayer updated Council. The Final amendments from councillors were sent to Jai jo on 06.06.16 and the Final cost was confirmed as £6,193.50 + £70 for CG map against £6,000 advertising revenue collected. Delivery to the Parish Council is expected 21.06.16 when delivery arrangements to the Parish will need to be made. Scouts have been approached to see if they were able to delivery any, no confirmation on this by the meeting.</p>	
78/16	<p>Traffic Lights update Covered in Planning</p>	
79/16	<p>Lorry Watch</p> <p>LE updated council. The list of volunteers needs to be followed up. It was suggested that Council ensure the weight limit is corrected on the latest update of the road limits, which includes Trucks and Sat Navs. Trading Standards confirmed that contact may only be made if they are on the bridge. YJ made reference to decision by Runnymede to grant</p>	RD

	<p>the removal of condition 32 (requirement to improve junction at A30 London Road/Broomhall Lane/Chobham Road). Ref Paragraph 6.10 on Planning application RU16/0584</p> <p>Action – put on the Website for volunteers, MS will make local contact for Heather Drive.</p>	
80/16	<p>Outstanding Minutes Actions</p> <p>PROW – Recreation path from Broomhall to the Station – this has been refused by St John’s Cambridge</p> <p>Library – Meeting to be arranged with Mark Taylor with the Projects Committee</p> <p>Sunnings Event Committee – David Uffindel is leaving therefore no Councillor was requested until the status of the committee is confirmed.</p> <p>Tony Hope and signs – Council noted there was no further correspondence from Tony and therefore were unable to follow this any further.</p> <p>CIL meeting – Sunninghill and Ascot joint committee – to be held 22nd July 10:30am – 1pm in the Community Room at Broomhall, Attendees by invitation only.</p>	
81/16	<p>Co-option to Council</p> <p>Council approved the document and agreed that ACB and YJ will meet candidates who are interested in joining council.</p>	
82/16	<p>Planning Meeting – Commenced at 8:50 – See Separate Minutes</p> <p>See Separate Agenda</p>	
83/16	<p>Information Sharing</p> <p>AB – Valerie asked to contact Charters School follow up to invitation to attend a meeting with all the options – Mrs Reed Smith has confirmed dates inviting YJ and VP for an update on other projects.</p> <p>RB – Sunningdale Village Hall Trustees have agreed constitution, confirmed with Charities commission and will come to Parish Council and Parochial Church Council for review prior to the AGM. Trustees are seeking comments. RB will send a background draft.</p> <p>LE – Large advertising hoarding in Sunningdale, after referring to Planning, if it is on Private land and related to the elections, you are able to put up the hoarding without planning as long as it is removed within 10 days of the Election. Clerk to email St John’s College re the advertising hoarding on their land for comment.</p>	RD

The Meeting finished at 10:30pm.