



## Minutes of the Parish Council Tuesday 13<sup>th</sup> November 2018

	Agenda Item
64/18	<p><b>Attendance:</b> Cllr Buxton (Chair), Cllr Burn, Cllr Sayer, Cllr Penney, Cllr Pike Cllr Evans, Cllr Jacklin</p> <p><b>Apologies</b> for absence received from: Cllr Brindle, Cllr Booth</p> <p>There were 11 members of the public present, their details are recorded in accordance with the GDPRs.</p> <p>The Chairman requested permission from Council to make an additional item on the Agenda for the evening for the Presentation by Ben Smith. Council <b>unanimously approved</b> the additional agenda item.</p>
65/18	<p>There were <b>no declarations of interest</b> for items on the agenda.</p>
	<p>The Chairman welcomed Ben Smith and Cllr Bateson to the council meeting and reminded the councillors and the members of the public that Standing Orders were not being stood down during this update, so questions must be directed through the Chair.</p> <p><b>Presentation by Ben Smith – Head of Commissioning</b></p> <p>At the request of Cllr Bateson, Ben Smith provided an update on the approved parking renewal scheme for Chobham Road. At the time of presenting, the scheme had successfully passed the consultation process; consultation with the Parish Council; press releases on behalf of RBWM and the resulting 88% of consultee respondents in support of the parking area gave the go ahead to proceed with funding the scheme.</p> <p>The RBWM Council budget was agreed earlier in 2018 and the scheme is currently being processed by the Engineering team, which Huw Jones leads. The main work to date has been working with Utilities; Outlining the details for materials, practicalities, fit the environment; and passing Stage 1 safety audit. The audit did raise 2 issues, space behind bays and safer pedestrian crossing, both of which have been addressed.</p> <p>The work is programmed to start in January 2019, avoiding the busy Christmas period.</p> <p>The Chairman then accepted questions from the public who were present, these are recorded as:</p> <p><b>Q:</b> How long will it take to implement the new scheme  <b>A:</b> 6 to 8 weeks</p> <p><b>Q:</b> What is the approved budget  <b>A:</b> £240,000 to gain 12 parking bay and 1 disabled bay</p> <p><b>Q:</b> Is £48,000 appropriate for 5 incremental spaces  <b>A:</b> That is the cost of the total scheme and has been approved by RBWM</p> <p><b>Q:</b> Question the consultation process  <b>A:</b> A letter to residents within the consultation boundaries was sent by RBWM to vote on both options, zebra crossing and parking. There was a high percentage return on the consultation in favour of the parking and not the pedestrian crossing and support from the Parish Council. It is not the purpose of this evening to revisit the consultation, this is an update on the progress of the scheme delivery</p> <p><b>Q:</b> What sort of crossing is included in the scheme  <b>A:</b> The consultation did not find in favour of the zebra crossing with 65% of respondents against</p> <p><b>Q:</b> Would it be possible to have an update of the drawing and to put on website and on the Chobham Road notice board  <b>A:</b> Yes, once this is received by the Parish Council it will be shared</p> <p><b>Q:</b> Originally there were to be 16 or 18 spaces</p>

	<p><b>A:</b> The usual guide for parking space width is 2.5m wide, to ease parking and turning into the bays these are to be 2.7m's wide therefore may have reduced by one space</p> <p><b>Q:</b> Halfpenny lane and Northend Lane are currently no parking zones, is it possible to open back up prior to the work in January to let people use the local shops</p> <p><b>A:</b> The plan is to relax the residents parking during the day and re-instate on an evening</p> <p><b>Q:</b> During construction works for 6 to 8 weeks will there be traffic lights, 2- or 3-way lights</p> <p><b>A:</b> There will be temporary lights, however the engineering team will try to keep to 2 way</p> <p><b>Q:</b> Can the Parish Council be kept updated on the planting</p> <p><b>A:</b> Happy to discuss the planting with the Parish Council</p> <p><b>Q:</b> 3-way lights could cause issues with the traffic from A30</p> <p><b>A:</b> The highways permit will most likely be limited to off peak working unless otherwise necessary</p> <p><b>Q:</b> Is it possible to include information on the traffic management in letter to clerk</p> <p><b>A:</b> Yes</p> <p><b>Q:</b> With regards to the Pedestrian crossing, the road safety audit highlighted the alternative crossing facilities</p> <p><b>A:</b> The audit has approved a drop crossing with tactile paving and crossing point along the A30, Stage 2 of the safety audit will review this again and their findings will be raised, this is an independent assessment</p> <p>The Chairman, Vice-Chairman and Clerk expressed concerns that Cllr Pike had a conflict of interest on this matter as she was representing information which she had received as a resident only and had not shared with Council or the Clerk prior to the meeting. It was agreed that any further information received by Cllr Pike and Terence Pike would be represented only by Terence Pike from the Public Gallery.</p> <p><b>Q:</b> Would the results of the audit be included or added onto the 6 to 8 weeks</p> <p><b>A:</b> Included</p> <p><b>Q:</b> Will there be any consultation on Stage 2 safety review</p> <p><b>A:</b> No this is an internal, technical process</p> <p><b>Q:</b> There are issues in road safety audit re depth of buffer zone behind the parked vehicles</p> <p><b>A:</b> The engineering team has increased the buffer zone and making the demarcation of the buffer slightly further into Chobham Road which will indicate to motorists that there is parking and movement</p> <p><b>Q:</b> Would it be possible to reduced speed limit to 20 mph at this point on the Chobham Road</p> <p><b>A:</b> It could be incorporated, but other safety measures included in the scheme will have a similar effect as the road will be slightly narrower without centre markings will indicate slower area</p> <p><b>Q:</b> Would it be possible to make a provision for exit out of Broomfield Park, a box junction for example</p> <p><b>A:</b> Happy to take the point back to the Highways team</p> <p><b>Q:</b> Does everyone realise the parking will be perpendicular to Chobham Road</p> <p><b>A:</b> Yes</p> <p><b>Q:</b> During construction is it possible to use the German way of longer hours, more people and finish sooner</p> <p><b>A:</b> Can review this.</p> <p>The Chairman thanked Ben Smith and Cllr Bateson for the update and the residents and business owners who attended.</p>
66/18	<p>Council <b>approved</b> the minutes of Council of 9<sup>th</sup> October 2018</p> <p>61/18 – Cllr Pike asked for clarification to the minutes to reflect that she would place only on the notice board notices provided by the Clerk and was not responsible for generating the information.</p> <p>There were no updates</p>
67/18	<p><b>Announcements</b> from the Chairman</p> <p>– Pleased to confirm the new assistant to the clerk, Julia Ratcliff joined the council team on Monday 12<sup>th</sup></p>

	<ul style="list-style-type: none"> <li>– The parish office will be closed from 21<sup>st</sup> December to 2<sup>nd</sup> January and the clerk will be on holiday from the 14<sup>th</sup> December to the 7<sup>th</sup> January</li> <li>– The Chairman invited all councillors to drink and nibbles after the closed budget presentation before planning on the 11<sup>th</sup> December at 5:30pm</li> <li>– Drugs continue to be an issue in the park, selling and usage, and whilst the PCSO's are increasing their patrolling of the area this has not been eradicated. It is worth remembering that last year there were a series of assaults at this time of year. The Chairman requested council allocate the Clerk the power to spend £1,000 to make the recreation ground safer, patrols, lights.</li> </ul> <p>Council <b>approved unanimously</b> the request</p> <p>Ideas from councillors were for a Gate closed at dusk? CCTV? Better lighting. The Clerk will take all these into account when reviewing the safety</p>
68/18	<p><b>To Receive Petitions</b></p> <p>No petitions</p>
69/18	<p><b>Public Question Time</b></p> <p>No questions were received</p>
70/18	<p><b>Councillors Question Time</b></p> <p>No questions were received</p>
71/18	<p><b>Business from Previous Meetings</b></p> <ul style="list-style-type: none"> <li>– Council received an update on the Battle's Over event with very positive feedback from residents via cards, emails and social media. All commented that this was an excellent event. The Council wished to pay particular thanks to the Chairman and the Clerk for their time and energy to organise the event; Revd. John Hutchinson for his excellent delivery during the evening; to Parish Council employees for making a success; Philip, Robin, Michael and Andrew for their readings; Bagpiper and Trumpeter; the Scouts for the excellent Beacon; and the Cadets were excellent.</li> </ul> <p>VIP Guests enjoyed themselves, with Lord Lieutenant's representative Chris Bartlett making a specific positive comment regarding the evening. The turnout was excellent and higher than expected.</p> <ul style="list-style-type: none"> <li>– Council received an update on the Christmas event</li> </ul> <p>The Christmas lights were put up on Sunday 11<sup>th</sup> November with 27 on lamp posts and the trees and Christmas tree dressed. The Chairman and Clerk are working with the traders for participation on the evening, a new addition is Saville's filling mini car with balls. There is a team of volunteers needed for building the Christmas grotto. Cllr Evans agreed to lead the building of the grotto.</p> <p>The Chairman confirmed all councillors were required to clear at the end and be there from 4pm and please keep up to date with council emails in the run up as there may be last minute requests.</p>
72/18	<p><b>Receive Recommendations from Committees / Working Groups</b></p> <ul style="list-style-type: none"> <li>– Council received the proposal from Operations Working Group to adopt the NALC Model standing orders to include the points raised at council</li> </ul> <p>The standing orders are amended with the implementation date of 13<sup>th</sup> November and Council <b>approved</b> the proposal to adopt the NALC standing orders</p> <p>Operations Working Group will now review the other documents that the new standing orders have impacted upon and consider the Committee and Working Group structure.</p> <ul style="list-style-type: none"> <li>– The Council received the draft minutes from the Finance Committee 31<sup>st</sup> October, no comments were made</li> </ul>
73/18	<p><b>Presentation of the draft budget based upon the budget assumptions for the 2019 20 council budgets</b></p> <ul style="list-style-type: none"> <li>– Council received a presentation by the RFO in the absence of the Chairman of the Finance Committee detailing the budget costings associated with the budget assumptions for 2019 2020.</li> <li>– Council requested that the precept communication to the residents included the reasons for the assumptions and the resulting costings.</li> <li>– The RFO conveyed the Chairman of the Finance Committee's willingness to take any questions from councillors outside of the meeting prior to the end of November.</li> </ul>

	<p>Cllr Pike left the meeting at this point.</p>
74/18	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>– Council received the Responsible Financial Officer finance report for October 2018</li> <li>– Council <b>approved</b> the receipts and payments for October 2018</li> <li>– To receive and <b>unanimously approved the refusal to pay</b> the additional invoice for Christmas lights storage from RBWM</li> </ul>
75/18	<p><b>To receive the Clerk's Report</b></p> <p>Council received the Clerk's report and there were no subsequent questions.</p>
76/18	<p><b>Information Sharing</b></p> <p>Cllr Penney mentioned the Speed limiting sign on Rise Road. It was confirmed that there are two of these signs which rotate around the village and the adjoining parishes.</p> <p>Cllr Sayer requested an update on the security certificate for the intranet. The Clerk confirmed an SSL certificate had been purchased and would follow up with the hosting provider for an update.</p>

Part I of the meeting closed at 9:20 pm

**Reminder of upcoming events:**

Christmas Lights      November 30<sup>th</sup>      17:00 to 19:00      Chobham Road