



SUNNINGDALE PARISH COUNCIL

Minutes of the Parish Council

Tuesday 5th March 2019

111/18	<p>Attendance: Cllr Buxton (Chair), Cllr Burn, Cllr Sayer, Cllr Brindle, Cllr Jacklin, Cllr Evans</p> <p>Apologies for absence received from: Cllr Booth, Cllr Penney, Cllr Pike</p> <p>Clerk: Ruth Davies</p> <p>Guest: Cllr Samantha Rayner, Cllr Christine Bateson, Andy Jeffs, Angela Gallacher, Samantha Davidson</p> <p>There was 1 member of the public present, their details are recorded in accordance with the GDPRs.</p>
112/18	<p>Declaration of interest for items on the agenda</p> <p>The Chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were received</p>
113/18	<p>Approval of Minutes of Council of 5th February 2019</p> <p>The minutes were signed by the Chairman as an accurate record of the meeting and the following updates to actions arising from previous meeting were given</p> <ul style="list-style-type: none">• Code of Conduct – due to agenda pressures the code of conduct is shared to be reviewed and approved at the May meeting <p>Matters arising were highlighted as:</p> <ul style="list-style-type: none">• RBWM budget for 2019 20 was passed• Meeting with Duncan Sharkey, MD of RBWM is confirmed as for Wednesday 6th March with Cllr Buxton and the Clerk attending along with Cllr Bateson and Cllr Luxton• Advertising banners from RBWM are still on the lamp-posts at the time of the meeting• Sunningdale Parish Council Code of Conduct is to be reviewed by council, and the proposed revision is based upon RBWM members code of conduct. A NALC new model coming soon and Sunningdale Parish Council will assess and adopt as appropriate any changes. Paper copies of the proposed amended code of conduct are distributed this meeting to be approved in the May meeting with all governance documents. <p>If councillors have any comments, please inform Cllr Jacklin and the Clerk prior to the April meeting. Please be aware the code is adopted directly from RBWM source document so limited changes can be made.</p>
114/18	<p>Presentation from RBWM regarding the proposed library provision for Sunningdale</p> <p>Angela Gallacher presented to council the proposal for a static library provision within the recreation ground which would extend opening hours to everyday apart from Wednesday. The services provided by this would extend to include: Advantage Cards; council tax payments; customer services and others.</p> <p>Council approved in principle the scheme, however requested clarification on the cost of the initial building and fit out; the ongoing costs of running the approved scheme and the suggested donation level that was being requested from Sunningdale Parish Council.</p> <ul style="list-style-type: none">• The Clerk was requested to confirm these details with RBWM Executive Director, Andy Jeffs and report back to the next meeting
115/18	<p>Announcements from the Chairperson</p> <p>To receive announcements which the Chairman considers appropriate to be made at this meeting.</p> <ul style="list-style-type: none">• Scouts Petra Harding, 1st Sunningdale Scout group made a request to place a permanent memorial to Sir Julian Crofton who passed away July 2018. They are seeking permission to place a park bench with short inscription with Julian's name.

	<p>The proposal to put a bench in the park which complies with H&S and is in keeping with the benches in the park was approved by council.</p> <ul style="list-style-type: none"> • Chobham Road – consultation update from Ben Smith via email. The proposal to install speed bump at end of each parking area was passed with circa 37 responses 24 in support 13 in opposition and therefore the road humps are installed. Parking is being well used and most comments are positive. A resident of Onslow Rd commented that it was the best project in Sunningdale for a long time. With other comments being sent to the council and the borough councillors with “Well done for successful project”. As this was an RBMW project, all comments received by the council have been forwarded to the Borough Councillors. There is a formal opening on the 9th March 11am organised by Traders, and parish councillors are invited. Feedback from the traders is very positive, with the new planting, painting to finish. Disabled parking space has moved into the correct spot nearer the pharmacy. • Borough Councillors spent their £750 on the cameras for the Chobham Road bridge. Cameras are due.
116/18	<p>Public Adjournment</p> <p>The meeting will be adjourned for a maximum of 15 minutes to allow members of the public, if present, to make representations, ask questions and address the Council about matters of local concern.</p> <p>The council may choose not to provide answers within the meeting to ensure all information is accurate. Responses to previous questions posed at council meetings will be provided and recorded into the minutes.</p> <ul style="list-style-type: none"> • Questions received at the meeting on the 5th February 2019 <p>Q: Is it possible that the information regarding the Chobham road could be moved to top of news cycle on the website?</p> <p>A: An update was placed as the top item after the meeting.</p> <p>Q: The communication channels of the council need spring clean. There is different community information on the notice boards and not all boards display Chobham Road design plan. Why were the boards not updated with this information?</p> <p>A: After the last meeting a review of the notice boards was undertaken, other than the agendas, outside organisations dates were out of date however they had current contact information. Some boards are large, some quite difficult to keep up to date regularly. The council is looking into how the boards can be updated to work better for council and will return to council in June.</p> <p>Q: The council uses the Find it in magazine, but this has not been received recently. Also why not include meeting dates?</p> <p>A: Meeting dates are put in at the beginning of the year when agreed by council and there is no reason to put a list of all the council dates in the June brochure of Find it in. The council is in conversation with Find it in with areas that are not being delivered to and are meeting with the publisher to solve this issue.</p> <p>Q: The Find it in links on the website are out of date and there is mention of HSBC under volunteering?</p> <p>A: Links from Find it in are being updated and the website is constantly being reviewed, please send emails to the Clerk if there are any areas where you notice out of date information.</p> <p>Q: When an additional meeting such as this evening is called is it possible to increase the notice of council meeting to be 7 days rather than the 3 statutory meeting?</p> <p>A: We can try, but the agenda is not always possible to set a long time in advance.</p> <p>Q: Why is council discussion regarding council assets classed as a confidential discussion?</p> <p>A: This includes personnel information and all staff matters will be confidential.</p>

	<p>Questions:</p> <p>Q: As a method for timely communication a council newsletter like the Parochial Parish Church, would the council look to use that?</p> <p>Q: Does the council agree the agenda that the draft minutes can be added to the website at the same time?</p> <p>A: As a council over £25,000 we do not publish the minutes on a website in draft format</p> <p>Q: Are traders commandeering a public space by taking control of public space?</p> <p>A: This is an agreement between the Traders and RBWM councillors, therefore the question would best be directed to the two councillors for Sunningdale.</p>
117/18	<p>Councillors Question Time</p> <p>To receive any questions from councillors including business motions for council consideration and approval.</p> <ul style="list-style-type: none"> • Cllr Sayer confirmed she did not expect a direct answer to her question from the February meeting.
118/18	<p>Business from Previous Meetings</p> <ul style="list-style-type: none"> • Council reviewed the paper including councillor roles within the format and requirements of councillors for the Annual Parish Council Meeting on the 20th March 2019. The following points were noted: <ul style="list-style-type: none"> ○ Cllr Evans tendered her apologies for the meeting ○ The Clerk was requested to invite Cllr Yong to attend to discuss the Oaks Leisure Centre ○ The APM invitation is being widely circulated. Cllr Buxton asked council if they wished to add a leaflet drop to areas where it has been confirmed the Find it in brochure will not deliver to for March. Council did not approve this. • Council received a presentation on the election process from the 21st March 2019 for the May 2019 local council elections and received hard copies of the nomination forms. • Council received an update on the consultation in relation to the funding request from the Clerk for a set of gates at the recreation ground to significantly reduce the antisocial behaviour occurring in the carpark. As no definitive response had been received it was agreed to extend this to the APM and have voting boxes for the 3 options. • Council received the Parish Charter as proposed by the Parish Conference for RBWM councils and DALC (District Association of Local Council Clerks). It was agreed that councillors would send any questions to the Clerk to be reviewed by the working group and returned to council in May.
119/18	<p>Receive Recommendations from Committees / Working Groups / Clerk</p> <p>None to receive</p>
120/18	<p>Finance</p> <ul style="list-style-type: none"> • Council received the Responsible Financial Officer finance report for Feb 2019 • Council approved the receipts and payments for Feb 2019 • Internal audit received and thanked the Clerk for the yet again getting a clean audit
121/18	<p>To receive the Clerk's Report for Feb 2019</p>
122/18	<p>Planning</p> <p>No planning applications were reviewed.</p>
123/18	<p>Information Sharing</p> <p>To bring forward any item which is relevant to council but does not require a decision</p> <ul style="list-style-type: none"> • Cllr Burn brought to council that the Tailors shop front door smashed in. Would it possible that RBWM could consider CCTV funding • Cllr Burn brought to council that the travellers were in Chobham common and have moved on • Cllr Burn asked if the parish council had any view on the flight path changes for Heathrow. This was in response to a question he had received from a resident

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| | <ul style="list-style-type: none">• Cllr Evans informed council that a 5-day hearing regarding the complaint made by the 5 boroughs in relation to the Heathrow Flight path starts on the 11th March – put the press release from RBWM on the SPC website• Cllr Evans informed council that the consultations were still ongoing with the developers from Longcross and the local groups and are affecting regulation 21 for Runnymede council. Transport and Highways are one of the main areas of concern, Highways England may approve entrance and exit onto the M3. |
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Meeting closed at 9:40pm

Cllr Buxton asked for approval to extend the meeting past 9:30pm to include the Part II Confidential meeting. Council **approved** this request