



# SUNNINGDALE PARISH COUNCIL

## Minutes of the Parish Council Tuesday 10 September 2019

50/19	<p><b>Attendance:</b> Cllr Buxton (Chairman); Cllr Jacklin (Vice-Chairman); Cllr Booth; Cllr Burn; Cllr Sayer; Cllr Brindle; Cllr Pike and Cllr Penney</p> <p><b>Apologies for absence:</b> No Apologies</p> <p><b>Present:</b> Ruth Davies (Clerk)</p>
51/19	There were no declarations of interest declared for items on the agenda for Part I
52/19	<p><b>Approval of Minutes of Council of 9 July 2019</b></p> <p>Council <b>resolved to approve</b> the minutes which were duly be signed by the Chairman as an accurate record of the meeting.</p> <p><b>Matters Arising</b></p> <ul style="list-style-type: none"><li>• The Chairman confirmed that the council still had not received notes on ascot place shaping workshop, and these were being requested from RBWM on an ongoing basis</li><li>• The Chairman confirmed that the notes received on the Blue / Green infrastructure workshop had initially been received however had subsequently been withdrawn by RBWM as they were deemed not to be an accurate reflection of the meeting</li><li>• Cllr Booth confirmed that the Village Hall AGM took place in August. This was attended by the 2 trustees, the minute clerk and 2 residents who had supported the charity over many years. The residents remained supportive of the plans to move the management of the Charitable Trust to the Council as detailed in the Annual General Meeting.</li><li>• Cllr Evans requested and was granted a carry forward action regarding contacting Network Rail as detailed in the minutes</li></ul>
53/19	<p><b>Announcements from the Chairman</b></p> <ul style="list-style-type: none"><li>• The Chairman and Cllr Booth attended the dedication ceremony held in the Recreation Ground on the 1<sup>st</sup> September in memory of Sir Julian Crofton. The ceremony placed a bench in the park in recognition of the support and dedication Sir Julian gave to the Sunningdale Scouts over many years. An article was published in the Villager Magazine regarding the event and the Chairman has requested a copy to put on the council website with council's permission. Council <b>unanimously resolved to approve</b> this request. Cllr Booth commented that it was nice to see Graeme Kennedy at the event and that he was keeping well.</li><li>• The Chairman updated council on the Allotment tea in honour of the William Pack Cup which she had attended with Cllr Sayer earlier that evening. She was pleased to see 28 allotment holders present along with Anne Ayres of Ascot Wildlife who gave a talk about using biodiversity in the allotment area. The event had a real community spirit and demonstrated co-operation between all the allotment holders and was a pleasure to attend. The winners of the William Pack Cup for 2019 are: 1<sup>st</sup> prize – Elena Farquhar; 2<sup>nd</sup> prize – Daphne Evans; 3<sup>rd</sup> prize – Elizabeth Roberts; Highly Commended – Alison Foster; Best Newcomer – Edith Tay nominated by her daughter-in-law to take the prize as they had brought the allotment plot back into good repair</li><li>• The Chairman updated council on an invitation from Kebbell Developments to a public consultation 2<sup>nd</sup> October in Community Room 5 – 8pm regarding Hill House. The Clerk was requested to forward the invitation to all councillors. It was confirmed that the use of the community room was on a commercial basis and not supported in any manner by the council and would therefore not be advertised by the council on the website.</li></ul>

	<p>Councillors were informed that they may attend, however should they comment in any manner at the public consultation they would be required to declare an interest in the planning committee meeting when the plans come forward for consideration.</p>
54/19	<p><b>Public Adjournment</b> As there were no members of the public present, the Chairman continued with the meeting.</p>
55/19	<p><b>Councillors Questions and Business Motions</b>  <b>Q:</b> Cllr Pike enquired whether council was aware of the Oaks Leisure planning application was called to panel on Wednesday 4<sup>th</sup> September 2019?  <b>A:</b> Cllr Burn confirmed he was informed by the Clerk as per the usual process and asked if he wished to attend as Sunninghill and Ascot Parish Council had expressed their interest in using the 2 minutes allocated to the Parish Council during the Panel hearing. On reviewing the application, Cllr Burn confirmed he saw no reason to attend as panel presentations by the co-chairmen of planning have been to object to an application at the request of the planning committee and not to attend to agree with an application. For this application the planning committee had agreed in principle with minor concerns regarding the location of a tree in the proposed car park plans.  <b>Q:</b> Cllr Pike enquired whether council was aware that the ward councillors had been requested by Mr Rob Stubbs, RBWM Deputy Director and Head of Finance to submit ideas for capital projects for the Ward of Sunningdale?  <b>A:</b> The Clerk confirmed that no contact had been made to her by the ward councillors regarding this. Cllr Evans suggested the councillors were invited to attend the next council meeting with capital projects ideas they may have. The council <b>unanimously resolved</b> this approach.</p>
56/19	<p><b>Business from previous meetings</b> The dates of councillor training courses as arranged were confirmed as:</p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> December – Councillor Training to be provided by Kim Bedford</li> <li>• Date to be confirmed from Roger Taylor (Wellers Law and expert in Charity management for councils) to provide a training course on charity management as trustees for the council members. No further Tuesday evenings were available and therefore council were requested to approve either Wednesdays or to book for the new year. Council <b>unanimously resolved to accept</b> either option as the need for training was evident.</li> </ul>
57/19	<p><b>Presentation of Committee Minutes, reports from Representatives and proposals from Working Groups</b></p> <ul style="list-style-type: none"> <li>• Council received the proposal from the Planning Committee regarding a tree planting scheme presented by Cllr Chester. The first phase of the project was confirmed as establishing an ongoing process to register our veteran trees on the Woodland Trust Ancient. Council <b>unanimously resolved</b> to take this action. Part of the initial phase was explained as publicising the project and explaining how residents could participate. The council was requested to approve a single page purchase in the Find it in magazine and then share this publication / page on the council website and social media outlets. Council <b>unanimously resolved</b> to take this action.</li> <li>• Council received the draft minutes of the Operations Committee as presented by Cllr Jacklin as the Chairman of the committee. An update was provided on the Library provision project and the actions as agreed in the meeting which unfortunately was not attended by RBWM representative Andy Jeffs who was ill and sent apologies. Avril Heaney RBWM Library Services did attend and provided additional information on the services available in the RBWM library provision. The committee resolved to provide a document which scoped the services required by Sunningdale Parish Council which could then be fully costed by Andy Jeffs. This action is ongoing. An update on the CIL was highlighted and after discussion council <b>resolved</b> to add an agenda item to the November council meeting should RBWM fail to meet the payment due date of 28<sup>th</sup> October to agree raising this matter in a more formal manner. In the meantime, it was agreed the approach adopted by the Clerk to work directly with RBWM Officers was showing signs of</li> </ul>

	<p>success. The Clerk confirmed the attendance of the CIL officer to the Clerk’s Forum on the 27<sup>th</sup> September so more information would be provided after that date.</p> <p>The Operations Chairman confirmed that the transition of Charity management for the Village Hall is still waiting confirmation from the Charities Commission via the solicitor and council would be updated once any further information had been received</p> <ul style="list-style-type: none"> <li>• Council received an update from Cllr Lilly Evans as council representative for Highways regarding the meeting which took place between Michael Clarke (Resident) Sunningdale Parish Council representatives and RBWM representatives chaired by Cllr Evans. The notes from the meeting had been provided for council review prior and Cllr Evans updated the council on an email received from The Project Centre on behalf of RBWM with actions as carried from the meeting. The update confirmed there had been no fatal accidents at the junction of the A30 and Broomhall Lane and only minor incidents which were reported to the police; however, he could not confirm that any of these were as a result of traffic infringements on the junction. An action taken in the meeting by Tony Carr to conduct a video survey of the junction and of Dry Arch Road would proceed in September.</li> </ul> <p>It was agreed that the Clerk would share the content of the email with council and Cllr Evans would continue to liaise on this matter with future meetings to be arranged with Thames Valley Police as only they can enforce moving traffic violations. An update on this would be provided to council in December</p>
58/19	<p><b>Financial Report</b></p> <ul style="list-style-type: none"> <li>• Council received the RFO’s financial report to Council with the following items highlighted: Cllr Pike questioned the payment for the flagpole. The Clerk confirmed as detailed this was an action due to Health and Safety requirements as the flagpole had become unstable. The work also provided the opportunity for a full service and replacement of the standard. Cllr Pike asked for clarification of the payment for holiday cover. The Clerk confirmed this was for the Park Keeper and Assistant Park Keeper holidays when the park still required bins emptying, litter picking and toilets cleaning. The Clerk highlighted the section in the report informing council of the objection to the council’s AGAR, the process that would be followed and the timeline that was involved in this. As per the report the Clerk confirmed the Clerk’s time spent to date on this matter was circa 40 hours and that should the external auditor deem that the objection required investigation, they would charge the council £355 per hour. This would be payable whether the objection was found to be false or was upheld.</li> <li>• Council <b>unanimously resolved to approve</b> the receipts and payments for July and August 2019.</li> </ul>
59/19	<p><b>Clerk’s Report</b></p> <ul style="list-style-type: none"> <li>• Council received the Clerk’s report for July and August 2019 with the following items highlighted: Had the Chobham road beds which were damaged been repaired? The Clerk confirmed that they were reported by the RBWM Community Warden who confirmed that RBWM were the owners and were affecting repairs. The planting at the edge of the parking scheme on Chobham Road was raised as a concern. The Clerk confirmed this was also the responsibility of RBWM as confirmed in the council meeting when Cllr Bateson and RBWM Ben Smith were present and had been reported to them on multiple occasions. Council expressed concern regarding the notification of the 40 hours of clerks’ time which had been spent over the period on responding to the request of one parishioner in relation to finance, AGAR and other requests. After discussion regarding this matter and the use of council resources by way of the Clerk’s time and use of the public funds to pay for this time, council <b>unanimously resolved</b> to task the Operations Committee with providing a process for handling continuous requests from a single resident.</li> </ul>

	<p>Council noted the information provided on the informal Park Survey and that none of the respondents to date were residents of Sunningdale. The Clerk confirmed this was an ongoing survey and that results at the end of the year would maybe provide further information on visitors.</p>
60/19	<p><b>Information Sharing</b></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"> <li>• Cllr Pike attended Leisure Centre Trust meeting where the question of the Finance for the project was raised. Cllr Luxton confirmed that the funding was not currently in the RBWM budget and subsequently RBWM Kevin Mist confirmed finance would be sought after the planning review</li> <li>• Cllr Pike attended NAG meeting in a personal capacity</li> <li>• Cllr Evans commented that the verges around the village are dirty and there is litter dropped around the village. Do we know what RBWM is doing about this, and do we have an up to date schedule for the cleaning of the streets? The Clerk confirmed a request had been made last week for an updated schedule from RBWM.</li> <li>• Cllr Burn commented that the bushes to right hand side of Ridgemount Road prevent walking on the pavement. The Clerk was requested to report this on the RBWM customer service system</li> </ul>

With no further items to discuss in Part I, the Chairman thanked all councillors and the Clerk for their attendance and participation during Part I of the council meeting which closed at 9:00 pm.