



## Minutes of the Operations Committee Meeting Tuesday 6 October 2020

Via Zoom commencing at 11am

### OP15/20 Attendance and Apologies for Absence

**Attendance:** Cllr Jacklin (Chairman), Cllr Buxton, Cllr Booth

**In Attendance:** R Davies (Clerk and RFO)

### OP16/20 To approve the minutes of the 11 August 20

The committee reviewed and **resolved to approve** the minutes of the meeting 11 August 2020. These will be signed by the Chairman of the Committee in due course.

#### **Actions arising from the minutes were as follows:**

- Actions on LTN 22 from NALC will be completed by Cllr Jacklin with the amendment of the council procedures to comply with the LTN
- The Clerk is still following up quotations for the footpath across the recreation ground

### OP17/20 Public Adjournment

There were no members of the public present, therefore the Chairman moved onto the next agenda point.

### OP18/20 Business from Previous Meetings

The Clerk confirmed that all actions relating to WCAG 2.1 had been completed.

### OP19/20 Operation Bridges

The committee reviewed the protocol as prepared by the Clerk in relation to the Marking of a death of a Senior Royal. After discussion, the following actions were agreed:

- Cllr Jacklin and Cllr Buxton to meet and agree the elements of the protocol which would be suitable for Sunningdale Parish Council
- The Clerk to pull out the elements of the protocol which require council decisions into one sheet
- The Clerk to proceed to purchase the Book of Condolence, black arm bands, black tablecloth, and images of the senior royals

The committee **resolved** that the protocol would return to the Operations Committee before being presented to council for approval.

### OP20/20 Residents Survey

The committee received a proposal in relation to a resident's survey to be conducted and in line with previous discussions by the committee and the council in relation to this activity.

After review and discussion, the committee **resolved** to propose the survey to the council with the following:

- Full breakdown of budget costs

- Option of two dates to run the survey as detailed in the proposal

The committee supported the need for the survey especially in the current uncertain financial situation with RBWM.

## OP21/20 Information Sharing

Cllr Jacklin updated the committee on the new Town and Country Act – Part 20 in relation to permitted development of additional floors on existing apartment blocks. Sunningdale had 2 current applications which would be discussed in a resident's consultation to be arranged prior to the date of the next planning meeting.

## OP8/20 Date of the next meeting

The date of the next meeting was confirmed as 1 December 2020 which is an additional meeting to the existing schedule.

The Chairman closed PART I of the meeting at 12:05pm