



**SUNNINGHILL & ASCOT  
PARISH COUNCIL**

**The Courtyard (Ascot Racecourse)  
High Street, Ascot, Berkshire SL5 7JF**

**Tel: 01344 630141**

**Email: [enquiries@s-a-pc.com](mailto:enquiries@s-a-pc.com)**

**Website: [www.sunninghillandascotparishcouncil.co.uk](http://www.sunninghillandascotparishcouncil.co.uk)**

**Minutes of a meeting of Sunninghill & Ascot Parish Council held at the Parish Council Office, The Courtyard, High Street, Ascot, SL5 7JF, on Tuesday 6 December 2016 at 7.00pm.**

Members Present: Councillors A Sharpe (Chairman), B Hilton (Vice-Chairman), P Carter, P Deason, R Ellison, D Hilton, S Jones, C Lester, P Morris, S Humphrey, B Humphreys, A Nehra, B Story, R Wood.

In attendance: Elizabeth Yates, Clerk to the Council

**6589 TO NOTE APOLOGIES FOR ABSENCE**

Councillor Duncan McKay.

**6590 DECLARATIONS OF INTEREST**

The Chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. None were given.

**6591 MINUTES**

The Minutes of the Parish Council Meeting, held on 25 October, were agreed as a correct record and signed as such.

**6592 FORMAL ANNOUNCEMENTS**

The Chairman announced that the casual vacancy for a Parish Councillor for the Sunninghill and South Ascot Ward was to be filled following a by-election. She also informed Members that Mr Alastair Warwick, the Chief Operating Officer of Ascot Racecourse Ltd was due to attend the Parish Council meeting, to be held on 7 February, and asked Members to send the Clerk details of any topics they would like to raise with him.

**6593 PUBLIC ADJOURNMENT**

The meeting was not adjourned for a maximum of 15 minutes to allow Members of the Public, if present, to address the Council about matters of local concern as no Members of the Public were present.

**6594 PRESENTATION OF COMMITTEE MINUTES**

The Planning Committee minutes of 1 and 22 November were presented by Councillor Barbara Hilton. Councillor Peter Deason, in his capacity as Vice-Chairman of the Planning Committee, informed Members that he and Councillor B Hilton were to meet on 7 December to consider how the Parish Council should approach its response to the Borough's Local Plan and the major Planning Applications and developments within the Parish.

The Finance and Personnel Committee minutes of 8 November were presented by the Chairman.

The Leisure Committee minutes of 8 November were presented by Councillor Robert Ellison. Councillor Ellison informed Members that the Borough had identified a grant to the value of £13,873.96 which could be allocated to the approved skate park extension project at Victory Field (minute 6575.) It was agreed that this fund should be drawn down and the remaining project costs be met out of the budgeted reserve.

The Victorian Street Fayre Committee minutes of 24 October and 14 November were presented by Councillor B Hilton.

**6595 THE VICTORIAN STREET FAYRE**

Councillor Barbara Hilton, in her capacity as Chairman of the Street Fayre Committee, reported on the success of the Fayre, despite the weather forecast, and the Chairman thanked all those involved. Just over £9,000 had been raised so far for distribution to local charities and good causes, with more donations due, such as from the Waitrose Community Scheme. A 'wash up' committee meeting would be held in January 2017 to review the Fayre and decide on the allocation of grants. The Chairman reminded Members of the next Parish Council event, the Summer Party 2017, which was to be held on the first or second Sunday in July. All those present were asked to keep these weekends free and to assist with the event. The Chairman encouraged Members to join the event committee and to help with the Sunningdale Carnival in September 2017.

## **6596 THE BUDGET 2016/17**

Councillor Peter Deason, in his capacity as lead Member for Finance, presented the previously circulated draft budget. He stated that the budget proposed was informed by the expenditure to date and that the operational and maintenance cost centres had been marginally tweaked accordingly. The main alteration was the inclusion of funds for a Community Infrastructure Levy (CIL) Project Officer and a Communications Officer. These roles had been considered by the Finance and Personnel Committee (minute 6561) as key in delivering the CIL agenda and improving the professionalism of the Parish Council in terms of service delivery and community engagement. A series of capital projects had also been included within the draft budget, as agreed by the Leisure Committee, which would be funded from reserves (minute 6577.) The Clerk added that the budget proposals would not result in an increase in the Parish Council Band D charge. Furthermore, due to a constant Tax Base Band D equivalent for 2017/18, as well as the forecasted receipt of the Compensating Grant, the precept would not increase. The Chairman called for a show of hands to approve the budget for 2017/18 and it was unanimously approved.

Councillor Deason went on to detail the Section 106 funds available for use within the Parish Council maintained sites and reported back on a meeting he, the Clerk and David Norman (Parish Council Project Adviser) had attended with the Borough regarding the use of these funds, with particular reference to South Ascot Recreation Ground. The Borough Officers had stated that they would draft a letter to the Sunninghill Trust, in consultation with the Borough lawyers, setting out the issues regarding the Lease Term stating that the S106 funds could be released if the proposed seven year lease was renewable and the Trust had no plans to use the site for another purpose other than recreation in the foreseeable future. Councillor Deason also updated Members on the Pavilion Project, stating that he and David Norman had met with the architects and were awaiting a revised price based upon a modified specification, which would involve the removal of the kiosk and an alteration in the spectator room layout. An up to date price for the modular build option was also being obtained. Councillor Pat Morris asked if the option to reconfigure and/or extend the existing building was also being considered. Councillor Deason replied that it was and that a detailed and costed project review report was being drawn up for committee consideration.

Councillor David Hilton asked if the loss of the Compensating Grant would be detrimental to the Parish Council and the Chairman thought it would be more so than Councillor Deason did.

## **6597 CHARITABLE DONATIONS**

Three applications for a grant were considered, in accordance with the Local Government Act, 1972, Section 137, and it was agreed that:

£250 was awarded to the South East Berks Gang Show.

£1000 was awarded to the Citizens Advice Bureau Bracknell and District Branch.

It was also agreed that Councillor Phil Carter would draft a letter to Youthline Ltd asking if their request could be resubmitted based upon the possibility of their service being extended to local parish schools and shared as good practice. It was further agreed that the Clerk would write to the CAB and advise them, that subject to available funds, a grant of £1000 would be also be awarded in the next financial year, as this longer term funding guarantee would be useful for the CAB and had been included as a specific cost code within next year's budget.

The Chairman asked Members to encourage local charities to write to the Clerk regarding donations by the end of the financial year.

## **6598 THE VICTORY FIELD PAVILION PROJECT**

Councillor Peter Deason had no further comments beyond those stated within the budget discussion (minute 6596.)

## **6599 SECTION 106 AND CIL FUNDS**

The Clerk stated that she too had no further comments beyond the budget discussion, but Councillor Peter Deason suggested that the Parish Council could usefully give further thought at the meeting as to how to approach CIL, having agreed to engage with a CIL Officer in the next financial year. The Clerk replied that this consideration could begin with her circulating to Members the list of CIL requirements as drafted by the Neighbourhood Plan Delivery Group, based upon the emerging Borough Local Plan. This was agreed to and Councillor David Hilton added that he would send the Clerk his interpretation of this list. The Clerk added that she could start to track CIL documentation as identified within the planning process. Councillor Deason asked Councillor D Hilton how the Parish Council could engage with the Borough on the identification of CIL projects and the use of the funds. Councillor D Hilton replied that the Borough were in the process of drawing up governance arrangements that would cover Parish Councils, an Infrastructure Delivery Plan and Investment Plan. He stated that he would send the Clerk a timeline for the drafting of these documents. These documents would help inform the role of the proposed CIL Officer and the Clerk added that she was looking for CIL training courses for Clerks and Councillors.

**6600 BOROUGH COUNCIL MATTERS**

Councillor David Hilton updated Members on the Borough Local Plan consultation and informed them that he would be present at the public event to be held on 15 December at Ascot Library. The Borough did not have the resource to present the Local Plan to Parish Councils and so all Parish Councillors were encouraged to attend the public session, should they have questions or concerns, as Borough Planning Officers would be present. Councillor Peter Deason stated that he would send the Clerk the link to the Local Plan for circulation to Parish Councillors. A general discussion followed regarding the weight given to the Neighbourhood Plan, predicted housing numbers and the impact on the Green Belt. The Chairman stated how important it was for the Parish Councils, individual Parish Councillors and residents to respond to the consultation and Councillor D Hilton stated that he would welcome Members contacting him directly with their concerns or questions.

**6601 OTHER BUSINESS**

Councillor Barbara Story reported on the latest meeting of the Cordes Hall Management Committee, whose AGM was to be held on 19 December. The toilet refurbishment was being implemented and a variety of works had been identified following a Health and Safety Survey. The committee had expressed a desire to hold an event at the proposed Victorian Street Fayre in 2018. Councillor Story also reported back on her attendance at the Borough’s Rural Forum where the general status of the rural economy had been discussed, as had the Local Plan, the need for HGV regulation and the activities of the Berkshire Agricultural College.

Councillor Ajay Nehra reported back on his attendance at the Charters Leisure Committee and informed Members that the Borough was drawing up a Leisure Strategy which would include the facilities at Charters, which were highly used.

Councillor Spike Humphrey expressed concern that the Parish Council had not considered the Ascot Rejuvenation proposals in more detail at a meeting and Members expressed concern about the proposals following the Ascot Centre Drop in Session held on 1 December. Councillor Humphrey went on to ask how the Parish Council should respond so that individual Members of the Parish Council’s Planning Committee were not be responding on behalf of the Parish Council. The Chairman explained that Councillors Barbara Hilton and Peter Deason were meeting to consider how the Parish Council should approach the need to respond to a variety of planning matters and they alone would not be formulating the Parish Council’s responses, without consultation with Members. Councillor Deason added that the timescales were tight and that many of the development details were only now emerging. Councillor David Hilton stated that he would also be able to raise the views of the Parish Council at Borough level.

Councillor Humphrey went on to inform Members that Charters School was to be going out to consultation on its plans for expansion.

Councillor Pat Morris reported on progress at Tom Green’s Field.

The Clerk informed Members that she had attended a meeting of the Berkshire Branch of the Society of Local Council Clerks and that many of the issues and concerns regarding development were widespread within Berkshire.

There being no further business, the Chairman closed the meeting at 8.15pm.

-----  
Councillor Allison Sharpe, Chairman