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**Minutes of the Full Council meeting of Sunninghill & Ascot Parish Council held at the Parish Council Office, The Courtyard, High Street, Ascot, SL5 7JF, held on Tuesday 21 August 2018 at 7.00pm**

**Councillors Present:** A Sharpe (Chairman), B Hilton (Vice-Chairman), P Deason, R Ellison, J Gripton, D Hilton (Parish and Royal Borough Windsor and Maidenhead (RBWM) Councillor), S Humphrey, B Humphreys, S Jones, C Lester, P Morris, A Nehra.

**In attendance:** Mr Dan Brunt (Architect), Mr Kevin Mist (RBWM), Pauline Williams (Committee Administrator), Elizabeth Yates (Clerk to the Council)

ITEM	DISCUSSION / ACTION	WHO	WHEN
	<p><b>WELCOME</b></p> <p>The Chairman welcomed Pauline Williams to her first meeting as Committee Administrator, responsible for supporting Chairs with agendas and taking minutes and assisting Elizabeth Yates (Clerk to the Council). The Chairman also welcomed Mr Kevin Mist (Community Project Lead, Community Services Directorate, RBWM) and Mr Dan Brunt (Partner, Re-Format Architects).</p>		
7132	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies were received from Councillors C Herring, B Story, R Wood and P Carter.</p>		
7133	<p><b>DECLARATIONS OF INTEREST</b></p> <p>The Chairman asked to receive any Declarations of Interest in accordance with the adopted Code of Conduct. There were none.</p>		
7134	<p><b>PRESENTATION ON OAKS LEISURE CENTRE (CHARTERS SCHOOL)</b></p> <p>Mr Mist and Mr Brunt gave a presentation regarding the current stage of development of the Oaks Leisure Centre. This was at stage 2 in design, so not yet ready for the Planning Application to be made, but currently at public consultation. Sport England, various national bodies of sport and Charters School (who requested the development within their site) had been involved over the last 2 years and also Cllr A Nehra via his Charters' Leisure Committee representative role. Public consultations in Sunninghill, Ascot and Sunningdale had been undertaken by the design team and Parish / Borough Council Members, as well as with parents at Charters School and feedback was good. A full needs-analysis had been done with a consultant and Pre-Application advice had been received from RBWM Planning.</p> <p>The Oaks Leisure Centre was envisaged to provide a pool, gym and sports hall to the public as well as the school from 6.30am – 10pm. The existing gym at Charters School (open to the public) would be retained as this was full during peak times. Mr Brunt gave an overview of the: site; access; detailed plan; aerial and road view photos; architects vision. The development would comprise: 2 distinct blocks containing a pool/café/dance and spinning studio/60 station gym and a sports hall. Increased parking to the front of the site allowed for another 107 spaces. The building was designed to enable a view into and out of the building to show the facilities and was designed with high quality materials.</p> <p>Cllr A Sharpe thanked Mr Mist and Mr Brunt for their presentation and invited Cllr A Nehra to comment on his knowledge through working on the project to date. He stated that the design was good, and he had participated in the public consultation at Sunningdale, which was very positive. The public had voiced concerns regarding how busy the site would become and how the public access would coordinate with that of the school students. He reported that there was a drop-off zone on the side road, thereby avoiding an impact on usual traffic flows.</p>		

ITEM	DISCUSSION / ACTION	WHO	WHEN
<p><b>7134</b> <b>(cont'd)</b></p>	<p>Mr Brunt invited questions and addressed the wide range from various Councillors as follows:</p> <p><b>Capacity to cope with a full-school event and leisure centre activities:</b> the scheduling of the school use vs public usage would be important. Private changing facilities and a separate access for the school had been included in the design.</p> <p><b>Sufficient and nearby parking provision:</b> 107 additional spaces had been provisioned at the front and back ends of the site, to service the new and existing facilities. Classes would be carefully scheduled to fit in with school events (which were usually known a year in advance). During daytime, the school would generally use the sports hall and the public would use the pool/gym, but a timetable would dictate provision for both. Car parks could be colour-coded for public and school usage.</p> <p><b>Classes:</b> The public consultation was assessing the interest in various classes e.g. Zumba, pilates, so a programme could be designed.</p> <p><b>Maximum capacity for the pool:</b> A 6 lane 25 metre pool was proposed, similar to Windsor Leisure Centre (as recommended by Sport England). Swimming lessons for children would definitely be provided and probably aqua aerobics for adults (to promote health and fitness).</p> <p><b>Reception areas for facilities:</b> It was envisaged that both reception areas would be retained to support each leisure facility as they were located at opposite ends of the school site.</p> <p><b>Facilities at each gym:</b> Each leisure facility, existing and new, would provide different activities and clubs. The new facility would have two netball courts and there was already demand for these from a National League.</p> <p><b>Specific purposes for school:</b> Charters required a space sufficiently large enough to cope with all students (2000) and also for exams, as their current halls were not large enough, so the new sports hall had been designed with this in mind. The pool was also a very important requirement.</p> <p><b>Ventilation:</b> Fresh air would be drawn into the hall via windows as no air conditioning had been provisioned (financial constraints).</p> <p><b>Spectator provision:</b> Space for the new leisure centre was delimited by its location next to the road, trees, football pitch, STEM (Science Technology Engineering, Maths) building and boiler house, so the architects had squeezed in as many facilities as possible. Specific spectator seating had not yet been provisioned by the school but there was standing space around all the courts and a gallery upstairs.</p> <p><b>Finance:</b> The leisure centre was entirely funded by RBWM and would be run by their contractor which runs all their sports facilities. Prices would be set by the Council and would be similar to Windsor Leisure Centre and the existing gym at Charters. Packages would be offered across the RBWM facilities or solely for Charters, and also for the various facilities used. Benefits for Advantage Card holders would apply.</p> <p><b>Timescale:</b> It was envisaged that a Planning Application would be submitted December 2018 / January 2019, and this would coincide with the adoption of the Borough Local Plan, with work starting possibly in April 2019.</p> <p>There were no further questions, so the Chairman thanked Mr Mist and Mr Brunt for their excellent and informative presentation.</p> <p><i>Mr Mist and Mr Brunt left the meeting 7.48pm.</i></p>		
<p><b>7135</b></p>	<p><b>MINUTES</b></p> <p>The minutes of the Annual Council Meeting, held on 12 June 2018, were approved as a correct record and signed by the Chair.</p>		
<p><b>7136</b></p>	<p><b>FORMAL ANNOUNCEMENTS</b></p> <p>The Chairman updated Councillors on recent issues:</p> <p>She had met with the Vicar and the Comrades Club regarding Remembrance Day 2018. They were keen to erect “Tommy” figures and the Borough Councillors for Sunninghill &amp; South Ascot had gifted their Discretionary Grants for the purchase of 3 “Tommys”. The Parish Council would act as the central coordination point.</p> <p>Books had been purchased for the library and Council from Susan Ellis, who had written about the history of all the names listed on the South Ascot War Memorial, in return for her assisting the Council with the Parish information board which had been purchased to</p>		

ITEM	DISCUSSION / ACTION	WHO	WHEN
7136 (cont'd)	go alongside the memorial bench and Tommy figure at Victory Field. She encouraged Councillors to read her book.		
7137	<p><b>PUBLIC ADJOURNMENT</b></p> <p>The meeting was not adjourned, to allow members of the public to address the Council about matters of local concern, as no members of the public were present.</p>		
7138	<p><b>PRESENTATION OF COMMITTEE MINUTES</b></p> <p>Prior to the meeting, the following minutes were circulated to all Councillors.</p> <p><b>PLANNING COMMITTEE MINUTES:</b> The Planning Committee minutes of 26 June and 17 July 2018 were presented by Cllr B Hilton.</p> <p><b>LEISURE COMMITTEE MINUTES:</b> The Leisure Committee minutes of 24 July 2018 were presented by Cllr R Ellison.</p> <p><b>FINANCE AND PERSONNEL COMMITTEE MINUTES:</b> The Finance and Personnel Committee minutes of 10 July 2018 were presented by Cllr A Sharpe.</p> <p><b>SUNNINGHILL VICTORIAN STREET FAYRE COMMITTEE MINUTES:</b> The Sunninghill Victorian Street Fayre Committee minutes of 9 July and 6 August 2018 were presented by Cllr B Hilton. All arrangements were progressing well.</p>		
7139	<p><b>QUARTERLY FINANCIAL REPORTS</b></p> <p>Prior to the meeting, the June 2018 Financial report and Quarter 1 Full Year 2019 Financial summary had been circulated to all Councillors. The Quarterly financial reports were presented by the Clerk on behalf of Cllr R Wood (Lead Member for Finance). She reported that the Council had now spent just under half of its capital budget (due to the completion of Victory Field play ground works). Recent expenditure on IT had been higher than envisaged due to required compliance with the new General Data Protection Regulation (GDPR). The first tranche of Community Infrastructure Levy (CIL had been received from RBWM and information about this had been presented by Cllr R Wood to the Finance Committee and would be circulated to all Councillors.</p> <p><b>Action 1: Elizabeth Yates (Clerk) to circulate the CIL fund presentation from Cllr R Wood to all Councillors and request their thoughts on suitable upcoming projects.</b></p>	Clerk	31/8/18
7140	<p><b>BOROUGH MATTERS</b></p> <p>A report from Cllr D Hilton was received regarding matters at RBWM:</p> <ul style="list-style-type: none"> <li>▪ The Oaks Leisure Centre was progressing</li> <li>▪ £1.7M extra spend had been provided for roads in the Borough, such as resurfacing works going ahead in Ascot. Roundabout works were conducted at night to avoid traffic congestion.</li> <li>▪ A "Find and Fix" team had been instigated for quicker repairs to roads.</li> <li>▪ 3 Parking Enforcement Officers would be employed across the Borough, with 1 working in Sunninghill, Ascot and Sunningdale. Their time allocation would be agreed between the two local Parish Councils.</li> </ul> <p><b>Action 2: Cllr D Hilton to update the next Full Council meeting regarding the provision of Parking Enforcement Officers within the Parish.</b></p> <ul style="list-style-type: none"> <li>▪ RBWM were now advertising for a new Chief Executive.</li> <li>▪ Footpath repairs at Victory Fields had been considered by RBWM and a proposal of works prepared. However, the Clerk informed Councillors that the Leisure Committee considered that these were not adequate for a long-term solution to the problem. As a consequence, she had engaged a contractor to provide a quotation for augmented works, which could be top-funded by the Parish Council.</li> </ul>	Cllr D Hilton	11/9/18

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7141	<p><b>ANY OTHER BUSINESS</b></p> <p><b>Bus provision:</b> Two buses no longer stopped in Ascot at all/as frequently, so the bus service had deteriorated within the area. Councillors were concerned that future building developers in the area could no longer viably claim that the bus service was good and therefore limit their parking provision, as dwellings would doubtless require more parking spaces. Cllr D Hilton agreed that bus passenger numbers had diminished by 3% in the last year, so bus companies were having to withdraw services.</p> <p><b>Recycling and waste collection centre provision:</b> Cllrs reported that residents were becoming concerned with the lack of local recycling and tip provision. Since Bracknell Forest introduced their resident-only access, fly-tipping in the area had increased so Councillors asked if RBWM would lobby Bracknell Forest to re-open a more local tip for residents. One resident was concerned about a recycling point being closed. Cllr D Hilton explained that this was being fenced off by RBWM for safety reasons and would be re-opened in due course.</p> <p><b>New hedge at Victory Field:</b> Despite constant watering, part of the new hedge at Victory Field had died in the hot summer and would need replacing.</p>		

There being no further business, the Chairman closed the meeting.

**MEETING END: 8.30pm**

**ACTIONS LIST**

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7139	<b>Action 1: Elizabeth Yates (Clerk) to circulate the CIL fund presentation from Cllr R Wood to all Councillors and request their thoughts on suitable upcoming projects.</b>	<b>Clerk</b>	<b>31/8/18</b>
7140	<b>Action 2: Cllr D Hilton to update the next Full Council meeting regarding the provision of Parking Enforcement Officers within the Parish.</b>	<b>Cllr D Hilton</b>	<b>11/9/18</b>