

Minutes of a meeting of Sunninghill & Ascot Parish Council
held at The Parish Council Office, The Courtyard, High Street, Ascot, SL5 7JF
on Tuesday 17 September 2019 at 7.00pm.

Members present: Councillors A Sharpe (Chairman), B Story (Vice-Chairman), P Deason, R Ellison, M Finch, J Gripton, C Herring, B Hilton, A Jezard, S Jones, I Steers, S Verma, R Wood.

In attendance: Helen Goodwin, Clerk to the Council; RBWM Councillor D Hilton

7456 APOLOGIES FOR ABSENCE

Apologies received from Councillors S Humphrey and C Lester. Councillor P Carter was absent.

7457 DECLARATIONS OF INTEREST

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

7458 MINUTES

The Minutes of the Council Meeting held on 25 June 2019 were approved as a correct record and signed as such. The Chairman reminded the Council of the proper procedure for amending Minutes.

7459 APPOINTMENT OF PARISH CLERK

The appointment as Parish Clerk of Mrs Helen Goodwin was ratified by unanimous consent.

7460 FORMAL ANNOUNCEMENTS

- i) The Chairman announced that Councillor B Hilton was elected at the recent by-election and she welcomed Councillor Hilton to the Parish Council.
- ii) The Chairman advised that the Borough will be having a meeting to discuss the Belsen Boys memorial on November 27th and Councillor B Story will update the Chairman on the decisions made.
- iii) The Chairman reported that she recently represented the Council at both the Riding of the Marches in Edinburgh, with which we have links through the War Horse Memorial, and at the Sunninghill Comrades Club 100th anniversary celebration.
- iv) The Chairman drew the Council's attention to the Parish Charter, reminding them that councillors acting individually must not present themselves as representing the Council; in addition, all correspondence with the Borough must go through the Clerk.

7461 PUBLIC ADJOURNMENT

The meeting was not adjourned as no member of the public was present.

7462 PRESENTATION OF COMMITTEE MINUTES

- i) The Planning Committee minutes of 2 July, 23 July and 13 August were presented by Councillor R Wood.
- ii) The Planning Committee minutes of 3 September were presented by Councillor A Sharpe .
- iii) The Leisure Committee minutes of 27 August were presented by Councillor R Ellison who reported that a student came along to the last meeting with the idea of organising a music festival. The committee was receptive and felt the idea was a positive one. Some suggestions were made such as possibly tagging this onto one of the existing events, and he will work to incorporate these suggestions into his proposal and come back again in the future to explore the idea further. There has been an issue with the tennis courts, in particular the hole which the Council had cut in the fence for the retrieval of balls from the adjoining basketball court. As a result the Committee has agreed to install a gate in place of the hole, with a notice stating its restricted use. The committee is also looking into the possibility of having a water fountain & bottle filler at the top of the hill at Victory Fields, near the fitness equipment. The date set for the Victorian Fayre in 2020 is 15th November. The committee is working on putting

together a policy for commercial users of the parks. The committee is also considering emergency situation procedures and the possibility of relocating to the Cordes Hall in such an event. It was commented that the Borough's emergency procedures should also be consulted. Further investigations were requested into whether the Council can be more environmentally friendly in terms of energy use; electricity is supplied by the Racecourse. The Chairman advised that those undertaking the Green Corridor project will be reporting to the Council at the October meeting. It was requested that the works scheduled at Tom Green's Field and at Blythewood be reported on at the next meeting.

- iv) The Finance & Personnel Committee minutes of 6 August were presented by Councillor A Sharpe.

7463 QUARTERLY FINANCIAL REPORT

Councillor R Wood presented the Quarterly Financial Report as Lead Member for Finance. He stated that there are no items of expenditure that are of concern as being ahead of, or in excess of, budget. There are a few items of income below budget – burial fees for instance – but overall the income levels are acceptable and reserves have temporarily increased. The expectation is that, at the end of the year, there will be unallocated reserves in the region of £127,000 available for projects. Although the quarterly report only covers the period to the end of June, there appears to have been nothing untoward after that date.

7464 THE COMMUNITY INFRASTRUCTURE LEVY (CIL) FUND

Councillor R Wood presented a report on the Community Infrastructure Levy fund. He reported that, as at end June, the Council had received £58,080. Of this £14,675 has been committed to St Michael's School outdoor classroom and £22,000 to the Green Corridor survey. With £86,045 of new funds to come at the end of September it is expected there will be £107,450 unallocated funds. These funds will need to be spent within five years and the Council should consider how it might want to allocate the funds because the leisure projects planned so far will not be enough to use them all. One suggestion is that the Council may want to liaise with the Borough regarding infrastructure projects, for instance schools, roads, pathways and general improvements. That way some of the funds could be used to expedite projects that the Borough has in the pipeline. The Council may also want to work with other local parishes/schools. The Clerk was requested to contact the Borough CIL officer and invite him/her to come to speak with the Council.

7465 PARISH PLAN

Councillor M Finch presented a report on the Parish Plan. A copy of the report will be circulated to councillors with a request that they respond with comments.

7466 PARISH COUNCIL WEBSITE

Councillor A Jezard presented a report on the Parish Council website. He expressed concern about the current website and explained he had approached another parish Council, Hook, whose website he feels is very good and has the type of layout we may wish to aim for. The Clerk reported that she had been in touch with the current website designer but that he works on a template basis and, while he is prepared to 'tweak' what we have, he would not be willing to completely redesign the website. The suggestion was made to employ a community engagement officer to deal with the website and take responsibility for social media, etc. The Clerk was requested to contact HALC for advice and information on a model website and a quote for designing a new website. All councillors agreed to take some time before the next meeting to look in detail at the current website and send their comments to Councillor M Finch who will collate them along with comments on the Parish Plan.

7467 BOROUGH COUNCIL MATTERS

Borough Councillor D Hilton presented a report, focussing on three Borough matters:

- i) Parking enforcement –the Borough has agreed that a parking enforcement officer will be assigned to cover the area within the Parish for half a day each week. In addition, the Council was made aware of the fact that the Borough now has the facility on its website for members of the public to report parking offences through the "Report It" page. Councillor P Deason reminded the Council of the New Parking Warden Guidance Notes that were drawn up previously – these will be recirculated by email for comments.
- ii) Ascot Placemaking – this will go into the Borough local plan as part of the decision making process. There is to be a workshop and a public consultation on the changes to the Borough local plan this year and Councillor Hilton offered to come and discuss Ascot Placemaking and the Borough plan with Parish Councillors if they wish to set up a meeting. Councillor Hilton also reported that last year the Borough looked at the sequential impact of flooding so that this can be taken into account in order of those areas which would be the most flooded.
- iii) The Oaks – this project was unanimously approved at the recent planning meeting, at which Councillor B Hilton spoke for the Parish Council in favour of the plan. While the plan has yet to go to the Secretary of State for

approval, other school swimming pools locally have not been refused. Finance is the next issue, the cost being in the region of £15m, and the timeline will depend on funding availability. Councillor D Hilton advised that he sees this as one of his priorities and is keen to avoid delay resulting in increased costs.

Concern was expressed to Councillor D Hilton regarding the reduced refuse tip facilities locally, which it is felt may result in increased fly-tipping. Councillor Hilton pointed out that the new Borough's new kerbside refuse collection contractors will collect small electrical equipment, in addition to the existing collections of recycling, garden refuse and food waste. The contractors will have a fleet of new vehicles which are more energy efficient and quieter than the old ones and the old workforce will move across to the new contractor. The Borough is spending £100,000 on letting people know what and when is happening.

Concern was expressed that Sunninghill High Street is due to be closed completely for five days at the end of the month while a gas connection is fitted for some flats. Councillor Hilton was urged to appeal to the Borough not to close the High Street completely but to shut just half the road at a time to enable access and mitigate the detrimental effect on local businesses.

The Climate and Environmental Emergency recently declared by the Borough was discussed. Councillor Hilton advised that the electricity supply to Borough offices will be from renewable sources, at a slightly higher cost than previously. The Borough has appointed a cabinet member to take responsibility for biodiversity, blue and green infrastructure planning. There will need to be a robust, well thought-through plan which must be able to technically and financially deliver what needs to be delivered as it will affect everything the Borough does. Councillor Hilton advised he will report back to the Council with any updates.

7468 ANY OTHER BUSINESS

- i) Councillor B Story enquired as to whether the Clerk has contacted the Berkshire Record Office regarding putting some of the Council records into archive. The Clerk will report on this at the next meeting.
- ii) Councillor A Jezard requested that the Council take time at the end of each meeting to consider what it has done for the community. The Chairman responded that the Annual Assembly covers this by reporting what the Parish Council has done for the community throughout the previous year.
- iii) Councillor R Wood advised the Council that he will soon be preparing the budget for next year. He requested that councillors let him know by 8th November details of any extra expenditure that might be incurred next year. The budget is to be ratified at the December meeting and formalised in January. Councillor R Ellison asked that any project ideas for the Leisure & Cultural Committee be submitted to him before the next Leisure meeting on 8th October.

There being no further business the meeting closed at 9pm.

Councillor Allison Sharpe, Chairman