

**Minutes of The Annual Meeting of Sunninghill & Ascot Parish Council  
held on Tuesday, 10 May 2022 at 7.00pm  
in St Michael's Church Hall, Church Lane, Sunninghill SL5 7DD**

Members present: Councillors L Davison, P Deason, J Gripton, S Humphrey, M Lee, C Richardson, C Roberts, A Sharpe, B Story, S Verma and R Wood.

In attendance: Helen Goodwin, Clerk to the Council; Maryann Morgan, Admin Assistant.

**8195 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs R Ellison, C Herring and B Hilton. Cllrs P Carter and C Lester were absent.

**8196 DECLARATIONS OF INTEREST**

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

**8197 MINUTES**

The minutes of the meeting held on 11 January, the extraordinary meeting of 23 March and the extraordinary meeting of 26 April were approved as a correct record and signed as such.

**8198 APPOINTMENT OF CHAIRMAN OF THE COUNCIL**

Cllr A Sharpe was re-elected chairman of the parish council, proposed by Cllr P Deason, seconded by Cllr S Verma, agreed unanimously. Cllr A Sharpe declared acceptance of office.

**8199 APPOINTMENT OF THE VICE-CHAIRMAN OF THE COUNCIL**

Cllr B Hilton was re-elected vice-chairman of the parish council, proposed by Cllr B Story, seconded by Cllr A Sharpe, agreed unanimously. Cllr B Hilton will be requested to declare acceptance of office.

**8200 APPOINTMENT OF COMMITTEE CHAIRMEN AND VICE-CHAIRMEN**

- Planning Committee:
  - Cllr R Wood was elected chairman, proposed by Cllr B Story, seconded by Cllr L Davison, agreed unanimously. Cllr R Wood declared acceptance of office.
  - Cllr P Deason was elected vice-chairman, proposed by Cllr A Sharpe, seconded by Cllr C Richardson, agreed unanimously. Cllr P Deason declared acceptance of office.
- Leisure & Cultural Committee:
  - Cllr R Ellison was elected chairman, proposed by Cllr L Davison, seconded by Cllr S Humphrey, agreed unanimously. Cllr R Ellison will be requested to declare acceptance of office.
  - Cllr L Davison was elected vice-chairman, proposed by Cllr C Richardson, seconded by Cllr C Roberts, agreed unanimously. Cllr L Davison declared acceptance of office.
- Finance & Personnel Committee: It was agreed unanimously that Cllrs A Sharpe and B Hilton, being chairman and vice-chairman respectively of the parish council, should be automatically appointed chairman and vice-chairman of the Finance & Personnel Committee. Cllr A Sharpe declared acceptance of office and Cllr B Hilton will be requested to declare acceptance.
- Lead Member for Finance: Cllr R Wood was re-elected Lead Member for Finance, proposed by Cllr B Story, seconded by Cllr P Deason, agreed unanimously. Cllr R Wood declared acceptance of office.

#### **8201 APPOINTMENT OF COMMITTEE MEMBERS**

The chairman asked the Councillors present to state on which parish council committees and working groups they wished to serve. Councillors responded as follows:

- Planning Committee: Cllrs P Deason, J Gripton, S Humphrey, A Sharpe, R Wood, S Verma and B Story.
- Leisure & Cultural Committee: Cllrs M Lee, C Richardson, C Roberts, A Sharpe and L Davison.
- Platinum Party in the Park Working Group: Cllrs C Richardson, M Lee, L Davison, C Roberts and A Sharpe.
- Walking & Cycling Working Group: Cllrs P Deason, C Richardson and C Roberts.
- CIL Working Group: Cllrs R Wood, A Sharpe, L Davison, P Deason, C Richardson and C Roberts.

The clerk will ask the councillors not present to confirm on which committees and working groups they wish to stand.

#### **8202 DEEDS & TRUST DOCUMENTS**

The deeds and trust instruments in the custody of the council were laid out for inspection by the council. A question was asked regarding the trustees of Victory Field and the clerk will review and respond.

#### **8203 APPROVAL OF STANDING ORDERS, FINANCIAL REGULATIONS, COMMITTEE TERMS OF REFERENCE, RISK REVIEW AND INTERNAL AUDIT ARRANGEMENTS FOR THE YEAR 2022/23**

The Standing Orders 2022, Financial Regulations (NALC model) 2022, Committee Terms of Reference (2022), Risk Register 2022 and Internal Audit Arrangements for the year 2022/23 were all approved unanimously.

#### **8204 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**

The following appointments were noted or approved:

Cordes Hall Management Committee – Cllr B Story;

RBWM Rural Forum – Cllr B Story;

Parish Conference – Chairman & Clerk;

Ascot Rejuvenation Stakeholder Group –currently in abeyance;

Neighbourhood Action Group – Cllr L Davison & Clerk; minutes to be posted to the councillor portal.

The parish council nominated trustees on The Sunninghill Trust were noted as Mr Wayne Phelan & Mr Will Dalton.

The clerk agreed to contact RBWM to confirm any other committees/forum to which parish councillors should be appointed. The clerk also agreed to ensure the minutes of the monthly Neighbourhood Action Group (NAG) are posted to the website.

#### **8205 FORMAL ANNOUNCEMENTS**

The chairman made the following announcement:

- (a) The chairman, clerk and some borough councillors have been in conversation with RBWM regarding the central reservations on Ascot High Street. These were left by RBWM and not maintained for the last two years. Various officers from the borough have been involved but as yet nothing has been done, despite a quote being obtained by the clerk for the work at the request of the borough who have not responded. We are following up with the borough to try to move this forward.
- (b) The chairman attended an online meeting held by RBWM for all the parish council chairmen in the borough. There was discussion regarding their Code of Conduct training and also comments on their peer review which highlighted communications as an area requiring improvement. The borough has stated that they wish to improve on this. There was also talk on climate change and broadening their net zero aspirations. They reported that they are looking at reviewing the bus network and at providing extra funding from developers to support this.

#### **8206 PUBLIC ADJOURNMENT**

There was no public adjournment as there were no members of the public present.

## 8207 PRESENTATION OF COMMITTEE MINUTES

The minutes of the Planning Committee meetings held on 25 January, 15 February, 08 March, 29 March and 19 April were presented by Cllr R Wood.

The minutes of the L&C Committee held on 01 February and 26 April were presented by the clerk. It was noted that the committee is hoping to budget for work on refurbishing the Victory Field playpark next year. The issue with the contract with the Sunninghill Trust for the South Ascot recreation ground is ongoing and is currently sitting with the borough. Projects such as the parish map have more work to be done and this will be picked up after the Jubilee celebrations.

The minutes of the Finance & Personnel Committee meeting held on 22 February were presented by Cllr A Sharpe.

## 8208 FINANCIAL UPDATES

Cllr R Wood presented the summary position for the year to 31 March 2022. He explained that the major increase over budget was the extra staff member. £5,000 was spent to keep the library open; £2,500 on the ANPR camera, neither of which had been budgeted for. However, funds had been budgeted for an event in the year but this didn't go ahead. Overall, leisure costs were a little down as were capital projects. The majority underspend occurred where an allowance was made and no work took place such as footpath work and signage, some of which will happen in the current year. Income was as expected, the shortfalls being that the racecourse didn't make the contribution they have historically made towards the hanging baskets; the cemetery income was also below that budgeted.

In terms of reserves we finished the year with £319k, which is slightly higher than the expected £313k. There are earmarked reserves for Blythewood, Tom Green's Field and South Ascot recreation ground. In addition, there will be an election next year which has funds earmarked for it. We also have a "general free reserve" which can fund projects which may come up to £115k.

In addition the CIL reserve sits at £886k at year end. As a group we have been waiting for our borough colleagues to show a lead on any projects they are planning which we could collaborate on with them. We have potentially earmarked c.£400k as a starter for looking at kitting out the community centre which is part of the regeneration of the High Street. Other projects being looked at are: the possibility of purchasing land in South Ascot; purchasing more cemetery land; purchasing land adjacent to Tom Green's Field; installing an electric charging point in the car park near the banks on Ascot High Street; progressing with cycling and walking routes. More funds are expected, for example from the development of Heatherwood hospital. It was noted that Taylor Wimpey is not providing affordable housing on that site but, in lieu, is providing RBWM a cheque to the value of c.£6.35m to build affordable housing. It has been suggested the parish council should make representations to RBWM to ensure the funds are invested in affordable housing in our area.

## 8209 LONDON SQUARE CONSULTATION

Cllr P Deason presented a draft response on the London Square proposal for the development south of Ascot High Street. There was much discussion of the plans and the council agreed unanimously that the response should be submitted to London Square with a copy sent to the borough along with a request for a meeting to discuss this and future developments.

There being no further business the meeting closed at 21.00.

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Cllr A Sharpe, Chairman