

# Sunningdale Parish Council

## Minutes of the Meeting of Council held on Wednesday 10 November 2010 at the Pavilion, Broomhall Lane, Sunningdale

- 94/10 **Attendance:** Christine Gadd (Chair), Jamie McCaul, Paul Diluce Brown, Rose Adams, Nick Dawson, Rodney Stubblefield, Jon Read, Neil Collin, Kate Webb, Robin Booth. There were no apologies
- 95/10 **Declaration of interest** in items on the agenda – there were none
- 96/10 **Minutes of the meeting 12<sup>th</sup> October**  
The Minute of 91/10 were amended to separate out the Official Guide and the Carnival. With that change Council approved the Minutes of the 12<sup>th</sup> October Matters arising:  
Community Garden – the meeting with Gary Mumford on the on-going educational purpose had taken place, but further motivation was required to ensure deliverance on this.  
92/10 Chobham Common/Longcross development is dormant at the moment.  
93/10a Fungi walk had taken place and about 12 people had participated.  
Councillors expressed their thanks to Christine for the excellent party at Coworth Park on 14<sup>th</sup> October.
- 97/10 **Finance**
- a) Council received the Clerk's Financial Report 97a. Regarding the recovery of VAT, RB believed HMRC would expect payment on all sums invoiced. RB noted that the new NI rate payable on the Clerk's salary amounts to an increase of £600 in the year.  
  
Council **agreed** the Receipts and Payments for October.
- b) Receipts and Payments Summary (97b) was noted
- c) Receipts and Payments detailed (annotated) (97c). RB noted the major items of variance which had been scrutinised by the Finance Committee to assess likely reserve at year end.
- d) Finance Committee report – paper 97d. RB informed Council of the requirement to hold a minimum of 3 months of normal expenditure as reserve and how the figure of £21,000 had been arrived at. The current forecast is for reserve of £18,337 which is below that and may result in an adverse comment from the External Auditor. The year end figure may improve, taking into account the VAT paid in April 2010. The reserve should rise in 2011 and be reflected in the budget.  
Council **agreed:**
- \* Village Hall request for a grant of £2,000 to cover the asbestos and drain surveys should be paid.
  - \* A Grants policy that for any grant over £250 full accounts will have to be submitted, in line with the practice of most Councils.
  - \* Cemetery prices should rise by 3% in line with RPI  
Single plot £465, Double burial plot £875, Child £85, Cremation £130  
Interment fee £170 and ashes £58. All outside the Parish remain double

- \* Allotment prices should rise from £11 for an average plot to £14. The Clerk should try to establish the true cost to Council of maintaining the allotments.
  - \* Grant of £100 to be made to the British Legion
- e) **Draft Budget for 2011/12** - Paper 97e was tabled. There was extensive discussion on the level of Precept that Council to be set now that major works had been completed. The figure of £81,500 was mooted, this being £10,000 down on this year. Council accepted the recommendation of Finance Committee on the figure of £80,000 for the routine business of Council, and the draft figure of £9,000 in reserve and £13,500 on projects, subject to a close look at the projects at the next meeting. The 2011/12 budget must be agreed at the December, or possibly January, meeting.
- f) **Proposal for street furniture.** PDB spoke to paper 97f for new notice boards. Sponsorship can be sought for notice boards, including partnership with RBWM. Council would look more closely at this proposal at the next meeting to decide which notice boards they wished to replace in the coming financial year.

#### 98/10 **Strategy for future plans – Paper 98**

CG talked Council through the Strategy paper with advances on the five objectives Council has established. The Big Society workshop on a Planning Strategy will take place on 22<sup>nd</sup> November and invitations had been issued to a limited number of people in this Parish and Sunninghill and Ascot Parish. This is the start of setting the local agenda on Planning.

Council were shown the Big Society presentation prepared by the Borough and noted that a public meeting is planned for the 4<sup>th</sup> December to which all are invited.

Anne presented the case for ASCENT – Ascot Community Environment Network, which is part of the growing movement of Transition Initiatives. Council **agreed** to support ASCENT and would continue to develop its understanding of what was emerging as Parish Councils and local communities across the country develop local plans and build resilience for a very different, low carbon future.

The draft Outline Policy for future Official Guide was tabled. Council agreed that the next Guide should come out in 2012, to be worked on by a core committee. Comments on the draft outline were called for so that the paper could be revised and represented to the January Council.

#### 99/10 **Reports and Representatives**

- a) **Chairman**  
Planting of 100 alder saplings took place this Saturday at 10.30 am with a long term view to ensure the continuation of the existing alder woodland. Photographs should be taken. The liquid amber is being planted on the 11<sup>th</sup> November at the Recreation Ground.
- b) **Christmas Celebration 3<sup>rd</sup> December.** Aladdin from the Quince Players will be turning on the lights – collaboration of two community organisations. Christine has managed to get Chancellors to postpone the start of the work to the shop front for a week. She asked for help with stewards etc. including on 6<sup>th</sup> December.
- c) **Recreation** – proposal from Charters Tennis paper 99c. ND spoke to the paper. Council applauded the idea but heads of terms should be defined, looking carefully at issues of exclusivity and the rent payable.

d) **Village Hall Trustees**

RS as Chairman of the VH Trustees reported briefly from the Trustees meeting on 23<sup>rd</sup> September. JMC had agreed to stay on as a Trustee. Figures had been provided to the Trustees for the income to the end of September and trading continues to be satisfactory. RS agreed to supply the Chairman with Minutes and the figures. RS wished to clarify some points on Council's August 2010 minutes 74/10.

His comment reported in the minutes that the accounts to date "were not bad" was a figure of speech and should not be interpreted as implying a negative view. The accounts reported a loss of £335, but this was against a budgeted loss for the agreed due period of £900, and was therefore a significant step in the right direction. The profit projected at this time for the year end was £1,000, with which the Trustees were content.

With regard to the budgeted amount of £1,000 for marketing costs this was foreseen in the five-year projection figure of £1300 for marketing costs, presented to the PC by KS in 2009. It is therefore a notional positive variance of £300 and was approved by trustees.

With regard to financial risk to the Parish Council it should be noted that all risks relating to running costs are borne by the Village Hall charity (and by the trustees to the charity in their personal capacity but only in the case of gross negligence or malpractice on their part).

The DDA audit, which raised 57 points (rather than 67 as reported) confirmed the presence of asbestos in the wall covering of the corridors and toilets of the main hall. It is sealed by paint and so is a small risk as long as the covering remains intact. When this material is eventually removed it will need to be done professionally and there needs to be a management plan in place to ensure this is done safely.

He said the Trustees had confidence that the relatively new Operations team was carrying out its responsibilities with care and transparency. The Treasurer vacancy had now been filled by the appointment of a qualified person. He made this clarification because of concerns raised, but also as part of his commitment in the same minutes to "seek regular accuracy of reporting".

Council noted and accepted the clarification. On behalf of Council CG thanked RS for his clarification. She expressed confidence that things are moving forward and the operations team are doing a good job.

- e) **Car park Survey** – Cllrs Bateson and Luxton are meeting with Borough officers regarding the proposed parking restrictions in the car park. The issue of parking for shop and business staff has been highlighted. Council will be involved in this issue with the Councillors and try to find a way forward for parking in Sunningdale. This will return to the December meeting.
- f) **Highways** – PDB has contacted the Highways Dept regarding decluttering, and landscaping. RB is working on a list of roads needing to be resurfaced.

**Part 2** – this was deferred to the next meeting.

The meeting closed at 9.45pm