

## BRITWELL PARISH COUNCIL

### MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 21<sup>st</sup> FEBRUARY 2018 AT 7.40 P.M. IN THE PARISH COMMUNITY CENTRE

**Present** Cllr. O.Isernia (in the Chair);  
Cllrs.,R Anderson, J Finn, Mrs J Finn, P.Murphy and S.Wright;

**In Attendance** : Mr. J. Holder (Locum Clerk)

#### **18/15/PC Apologies**

Apologies had been received from Cllr.Carter.

#### **18/16/PC Declaration of Interest**

Cllr Isernia declared an interest in respect of items 12 and 15. Cllr. Anderson made a general declaration that he was a member of Slough B.C. Cllrs Mrs Finn and Murphy declared an interest in certain payments under item 11.1.

#### **18/17/PC Public Forum**

There was none.

#### **18/18/PC Minutes of the meeting held on 24<sup>th</sup> January 2018**

The minutes of the Full Council meeting were **approved** as an accurate record of the meeting and signed by the Chairman.

#### **18/19/PC Matters Arising (not covered elsewhere on the agenda)**

19.1 *Sports Hire (item 17/137.7)* — Cllr Wright to chase. **Action: Cllr Wright**

19.2 *Baptist/Pre-School (item 18/3.1)* — In hand. **Action: Locum Clerk**

19.3 *Police Incident (item 18/6.1)* — Mr Holder would update when advised.  
**Action: Locum Clerk**

19.4 *Insurance Fidelity Claim (item 17/112.2)* – Mr Holder updated members on latest position with insurance brokers but noted still under review by insurers . Cllr Wright noted that he had seen references obtained at the time; the Clerk to update insurers. **Action: Locum Clerk**

#### **18/20/PC NET & Neighbourhood Police Team**

20.1 There was no report. The Locum Clerk was asked to request written reports if the Neighbourhood Police Team were unable to attend. **Action: Locum Clerk**

#### **18/21/PC Outside Bodies**

21.1 Cllr Murphy said the Youth Club had been open between during the day at half term, with 30 attending one day time session and 60 on one of the evenings.

#### **18/22/PC Code of Conduct**

22.1 Mr Holder had circulated a revised Code in advance of the meeting but it was agreed to defer a review and approval of any revisions to the Code of Conduct until the next meeting, to give members an opportunity to consider **Action: ALL**

## **18/23/PC Planning**

23.1 There were no applications.

23.2 Cllr Murphy noted that the Slough BC Planning website was not user friendly and that current applications could not be located. Cllr Carter, wearing his Slough BC hat for Planning, was asked to look into.

**Action: Cllr Carter**

## **18/24 /PC Strategic Review 2017 - 2023**

24.1 The Working Party meeting immediately prior to this meeting was noted.

24.2 It was **agreed** to approve the recommendations put forward by Alison Hibbert and Kam Bhatti of Slough BC , namely:-

1. That the Council work in partnership with Slough BC to submit a bid to Sport England's 'Community Assets Fund' to seek funding towards improved sports facilities; to include floodlit, multi use hard court areas for netball and tennis ( 3 x netball courts and 4 x tennis), working with the LTA and England Netball to add strength to the bid.
2. If bid was successful – to develop the Council facilities as a local centre of excellence for netball, hosting local leagues and coaching activities.
3. Work with Berks and Bucks FA to secure Football Foundation funding to install a 3G pitch on the site for local use and commercial use, generating income to off-set initial investment.
4. That Britwell Parish facilities are excluded as an option for the relocation of the gymnastic club for a permanent facility.
5. That parish residents are offered the opportunity to take part in training programmes, equipping them with the skills to become community coaches in their local neighbourhood, offering activity programmes to local residents.
6. That Slough BC's Leisure team target the Get Active offer to parish residents offering them bespoke programmes of activity as detailed in their report and the proposed Easter programme for children and young people.
7. Applications for revenue funding are considered to look at longer term sustainability of sports and activity programmes that aim to get more Britwell residents, more active, more often.

24.3 Specifically in respect of Recommendation 6 above, although the Council approved this in principle, it would review the detail at its next meeting to ensure it did not clash with any other activities.

**Action: ALL/ Locum Clerk**

24.4 It was agreed that for such activities, there would be no fee charged for hall use but the Council should seek to cover any costs, with open/shut fee kept under review.

**Action: Cllr Murphy/ Locum Clerk**

24.5 Cllr Mrs J Finn said the extra activity would impact on Council personnel, particularly the caretaker; Cllr Murphy said she would keep this under review.

**Action: Cllr Murphy**

24.6 Members were impressed by and approved the logo produced by Cllr Carter for the Summer Fun Fair, but requested that it should include reference to Britwell Parish Council.

**Action: Cllr Carter**

## 18/25/PC Community Centre and Sports Ground

25.1 *Premises Working Group* – Cllr Isernia reported that the Premises Working Group had carried out a premises review on 31 January and noted:-

- a) *Damaged Fencing* - Damaged by the Tenant's banner. Three quotes to be obtained to repair this. The quotes to be both on a like for like basis and for the more robust material used elsewhere on the premises. . **Action: Cllr Wright/ Locum Clerk**
- b) *Damaged Cladding* – Noted that insurance moneys had been received and this should be actioned. **Action: Locum Clerk**
- c) *Jet Wash* – It was noted that the caretaker had agreed to use this once installed; Cllr Wright to obtain. **Action: Cllr Wright**
- d) *2 Security Lights* - Cllr Wright to obtain. **Action: Cllr Wright**
- e) *Pot Holes*- Posed a danger and needed filling in with sand. **Action: Cllr Wright**
- f) *Perimeter Fencing* – Needed repair but query if Council or Slough BC responsibility; to be reviewed. **Action: Cllr Wright**
- g) *Gent's Toilet cistern* – now repaired.
- h) *Hot Water in Bar Toilets* –now provided.
- i) *Bar Thermostat* – It was noted that some of the Pool players were adjusting their cues on this; to be noted to the Tenant.
- j) *Changing Room Heating Tubes (x6)* – to be replaced. **Action: Cllr Wright /Locum Clerk**
- k) *Car Park Bollard* – An engineer would be required to fix a damaged bollard. **Action: Cllr Wright/ Locum Clerk**

25.2. Cllr Isernia said that the next premises review by the Premises Working Group would be on a quarterly basis and be done late April. **Action: Cllrs Wright, Osernia and Finn**

25.3 *Slimming World* - Cllr Murphy said that from 6 April , the Slimming World session would move from Tuesday morning to Friday morning. The Tuesday evening session was unchanged.

25.4 *Memorial Garden Bench Damage* - The youth who had recently vandalised the bench would shortly be seen by the police; Mr Holder to liaise with both the Police and the insurers. Cllr Isernia noted that the youth had said he would pay for the damage. **Action: Locum Clerk**

## 18/26/PC Finance

26.1 *Income & Expenditure* - The income and expenditure and bank reconciliations for January 2018 was **approved**.

26.2 *Glad Tidings* - Mr Holder was asked to check what sums might be outstanding. Thereafter he and Cllr Murphy should meet with Glad Tidings to discuss not only financial matters but health and safety issues raised by storage behind the Hall stage. **Action: Cllr Murphy /Locum Clerk**

26.3 It was **agreed** to ratify the approval of the following cheques which had been issued since the last meeting but prior to this meeting:-

- £150 to Rosie Reardon to reimburse Hall deposit for 10 February;

26.4 In addition to bank payments and direct debits, it was **agreed** to approve the following cheques:-

- £41.46 (inc VAT) to Cllr Murphy for reimbursement of toilet products and cut keys;
- £320.00 to Mark Bowerman to repair Gent's toilet cistern and repair immersion heater in Bar toilets;
- £12.60 (inc VAT) to Cllr Janice Finn for reimbursement of toilet products.

Cllrs Murphy and Janet Finn declared an interest an interest in the payments due to each of them. It was further noted that the invoice for Manorcott Legal & Business Services for Locum Clerk's services would follow the meeting for approval.

26.5 *Pensions* – There were still teething issues setting up for payments for the first employee but these should shortly be resolved by Cllr Janet Finn ; the Locum Clerk noting that NEST had indicated that if further delayed, they would report this to the Regulator. He further noted that the second employee had now written to advise that she also wished to take up the pension provision; further details were required from her following which the Locum Clerk would set her up on the system and thereafter Cllr Janet Finn would arrange the monthly payments. One effect of this was that the employee would be moving from weekly to monthly salary payments.

**Action: Cllrs Murphy & Mrs J Finn / Locum Clerk**

**18/27 /PC      Chicken Ranch Bar**

27.1 The Council noted that it had received financial information from the Tenant which it would need to consider in Part 2 to confirm the Year 2 Rental.

**18/28/PC      Next Meeting**

The next Full Council Meeting to be at 7.00 pm on Wednesday 21<sup>st</sup> March 2018.

The meeting closed at 8.40 pm.

Signed as a true record of the meeting

.....Chairman

Dated.....