

## BRITWELL PARISH COUNCIL

### MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 21<sup>st</sup> MARCH 2018 AT 7.30 P.M. IN THE PARISH COMMUNITY CENTRE

**Present** Cllr. O.Isernia (in the Chair);  
Cllrs. P.Murphy and S.Wright;

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

#### **18/31/PC Apologies**

Apologies had been received from Cllrs. R Anderson , M Carter, J Finn and Mrs J Finn,

#### **18/32/PC Declaration of Interest**

Cllr Isernia declared an interest in respect of item 11.

#### **18/33/PC Public Forum**

There was none.

#### **18/34/PC Minutes of the meeting held on 21<sup>st</sup> February 2018**

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

#### **18/35/PC Matters Arising (not covered elsewhere on the agenda)**

35.1 *Sports Hire (item 17/137.7)* — Cllr Wright noted there had been a further instalment but a balance still to be paid. **Action: Cllr Wright**

35.2 *Baptist /Pre-School (item 18/3.1)* — The Locum Clerk noted that he had written to Slough BC on this.

35.3 *Police Incident (item 18/6.1)* — Mr Holder said that the police had advised that each such incident, and their response, is considered on a case by case basis.

35.4 *Insurance Fidelity Claim (item 17/112.2 )* – Mr Holder had been further in touch with insurers and awaiting to hear from them.

35.5 *Slough BC Planning website (item 18/23.2)* – Cllr Carter to update. **Action: Cllr Carter**

#### **35.6 Premises Repairs (item 18/25.1)**

- a) *Damaged Fencing* - Damaged by the Tenant's banner. Three quotes to be obtained to repair this.. **Action: Cllr Wright/ Locum Clerk**
- b) *Damaged Cladding* – To action **Action: Locum Clerk**
- c) *Jet Wash* – see below
- d) *2 Security Lights* - Cllr Wright had fixed
- e) *Pot Holes*- Cllr Wright had fixed
- f) *Perimeter Fencing* – Cllr Wright was obtaining quote **Action: Cllr Wright**
- 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**

35.7 *Memorial Garden Bench Damage (item 18/25.4)* – Mr Holder updated on his conversation with PCSO. It was **agreed** that as reparation the youth be asked to contact Cllr Wright at the Youth Club (Tuesday, Thursday or Friday evening) and arrange a time for him to do the jet wash under supervision. **Action: Cllr Wright/**

**Locum Clerk**

35.8 *Glad Tidings (item 18/26.2)* – Mr Holder had written to Glad Tidings requesting payment of outstanding sums which had now been made. The letter also dealt with storage, supervision of children and non availability of Hall over the Summer Fair weekend.

35.9 *Pensions (item 18/26.5)* – Mr Holder confirmed that both employees were now contributing and regular monthly payments now being implemented.

#### **18/36/PC NET & Neighbourhood Police Team**

36.1 There was no report. The Locum Clerk noted that he had written to request written reports if the Neighbourhood Police Team were unable to attend.

#### **18/37/PC Outside Bodies**

37.1 Cllr Murphy said the Youth Club would be open between 11am -3pm, as well as evenings, during the Easter holidays.

#### **18/38/PC Code of Conduct**

38.1 Mr Holder highlighted the revisions to the Code which had last been updated in 2013. The major change was to reflect clearly the incorporation of the Seven Principles of Public Life. He did note that areas for further consideration would include process for dealing with complaints as well as sanctions. In this regard, he understood a further Government review was pending. Following consideration, the revised Code of Conduct was **approved**.

#### **18/39/PC Planning**

39.1 There were no applications.

#### **18/40 /PC Strategic Review 2017 - 2023**

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

40.2 It was **agreed** to approve spend of £375 per day (total £750 for 2 days) to hire the 12m x 6m marquee for the Summer Fair. **Action: Cllr Murphy**

40.3 Cllr Wright would speak further to Brian Traynor to see if he would make contribution to the £1,000 sum that the Council planned to make for the fireworks. **Action: Cllr Wright**

40.4 The Activities Programme, drafted by Slough BC Leisure was reviewed; Mr Holder to advise revisions back to Slough BC. **Action: Locum Clerk**

40.5 It was **agreed** that Slough BC Leisure could place a banner on the fencing by the tennis court side to promote the Activity programme.

40.6 The proposal from Gareth Evans of Footiebugs to run soccer classes for young girls on Saturday mornings at no cost was agreed, provided that Footiebugs in turn did not charge the girls a fee, it being noted that the organisation was getting a grant. Dates and times of use to be confirmed. **Action: Locum Clerk**

**41/25/PC Community Centre and Sports Ground**

41.1 *Retained Deposit* – The Council considered the issues in respect of a booking for 17 March, the concerns expressed by the Bar tenant which included alcohol being brought onto the premises and a subsequent incident outside involving the police. Following discussion, it was confirmed that the full deposit should be retained for the booking. **Action: Locum Clerk**

**42/26/PC Finance**

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

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

- £1,320.00 (inc VAT) to Manorcott Legal & Business Services for Locum Clerk’s services;
- £150 to Annabel Oraa to reimburse Hall deposit for 24 February;

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

- £186.24 to Slough BC for Business Rates 2018-19 ( for £94.08 and £92.16);
- £761.28 (inc VAT) to Secom Plc for security annual monitoring;
- £72.00 (inc VAT) to Economic Hygiene Services for sanitary bins;
- £1,147.50 (inc VAT) to Manorcott Legal & Business Services for Locum Clerk’s services;
- £150 to Satya Josyula to reimburse Hall deposit for 10 March;
- £150 to Mark Romero to reimburse Hall deposit for 17 March;
- £150 to Annabel Oraa to return Hall deposit for cancelled 28 April hire.

**18/43 /PC Chicken Ranch Bar**

43.1 The Council noted that the Year 2 Rental had been confirmed with the Tenant and was in force.

43.2 The Council considered the Tenant’s concerns over the 17 March hall booking. Each booking varied in income raised and this was the risk for the Tenant.

**18/44/PC Next Meeting**

The next Full Council Meeting to be at 7.00 pm on Wednesday 18<sup>th</sup> April 2018.

The meeting closed at 8.50 pm.

Signed as a true record of the meeting

.....Chairman

Dated.....