

BRITWELL PARISH COUNCIL

MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 18th APRIL 2018 AT 7.15 P.M. IN THE PARISH COMMUNITY CENTRE

Present Cllr. O.Isernia (part only)
Cllrs. M. Carter, J. Finn, P.Murphy and S.Wright;

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

18/45/PC Apologies

Apologies had been received from Cllrs. R Anderson and Mrs J Finn. Cllr Isernia gave his apologies that for family reasons, he would have to leave early and it was **agreed** that Cllr Finn would then take over as chairman.

18/46/PC Declaration of Interest

Cllr Carter made a general declaration that he was a member of Slough B.C. Cllrs Carter (in respect of Haymill Computers) and Murphy declared an interest in certain payments under item 11.1.

18/47/PC Public Forum

There was none.

18/48/PC Minutes of the meeting held on 21st March 2018

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

18/49/PC Matters Arising (not covered elsewhere on the agenda)

49.1 *Sports Hire (item 17/137.7)* — Cllr Wright said the balance was expected to be made shortly. **Action: Cllr Wright**

49.2 *Slough BC Planning website (item 18/23.2)* – Cllr Carter said that there had been modifications to the Slough BC Planning website over the past 6 weeks and that a guide should be made available in the next few months. Referring to the complaint made by Mr Damer, he said that there had been no planning application made for the development he had expressed concern about and that in the absence of a planning application, nothing would appear on the Planning portal. There were however enforcement actions which could be taken against developments which by-passed planning procedures.

(Cllr Isernia left the meeting and Cllr Finn took the chair).

49.3 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 /Memorial Garden Bench Damage (item 18/25.4)* – Proposal being actioned **Action: Cllr Wright/ Locum Clerk**
- d) *Perimeter Fencing* – Cllr Wright was obtaining quote **Action: Cllr Wright**
- e) *Changing Room Heating Tubes (x6)* – to be replaced. **Action: Cllr Wright /Locum Clerk**
- f) *Car Park Bollard* – An engineer would be required to fix a damaged bollard. **Action: Cllr Wright/ Locum Clerk**

49.4 *Retained Deposit (item 18.41.1)* – Further to the appeal made by the hirer in respect of his booking on 10 March, Cllr Carter and the Locum Clerk had viewed CCTV taken of the event. Further to that, they were of the view that the concerns expressed by the Bar tenant had not been substantiated to their reasonable satisfaction and that the deposit should be returned. It was **agreed** to accept this recommendation and allow the deposit to be returned. It was noted that the balance was £120 as £30 of the £150 deposit had been allocated to an underpayment in the hire fee.

18/50/PC NET & Neighbourhood Police Team

50.1 It was noted that Gary Ryan had recently been promoted to sergeant and transferred to Langley. The Locum Clerk was requested to write to express their appreciation of Sgt. Ryan's work within and knowledge of the community over the years but also express disappointment that this had not been formally notified to the Council. It was further noted that again there had been no report. **Action: Locum Clerk**

18/51/PC Outside Bodies

51.1 Cllr Murphy said that over 30 young people had attended the Youth Club when open between 11am -3pm, as well as evenings, during the Easter holidays.

18/52/PC General Data Protection Regulation (GDPR)

52.1 Mr Holder would report further on this next month.

18/53/PC Planning

53.1 There were no applications.

18/54 /PC Strategic Review 2017 - 2023

54.1 The Notes of the previous Working Party meeting were confirmed and signed.

54.2 The Working Party meeting immediately prior to this meeting was noted. Further to this, the following financial contribution proposals to the Summer Carnival were **approved**:-

- a) *jBike Music*– Cost of £200;
- b) *Balloon Man*–a “circus” package ,with 2 people, from midday to close about 3.30pm on Sunday 24 June for £380 ;
- c) *Marquee* – the cost of a 12m x 6m marquee would be £375 , being £750 for the 2 days;
- d) *Marquee Security*- the costs to engage from 5pm on Saturday 23 June to 8 am on Sunday 24 June **Action : Cllr Isernia**
- e) *Bunting by road* –Budget of £100 .

18/55/PC Community Centre and Sports Ground

55.1 *Caretaker Fee Review* - Mr Holder noted that Gareth Evans of Footiebugs had written to state that he would now plan to charge the girls 50p per session to cover the Council's caretaker fee. The Council reviewed the issue of caretaker charges to open/close the premises and following discussion, it was **agreed** that for the financial year 2018- 2019, reviewable after 6 months no charge would be made for community or charitable usage. Further to this, Footiebugs and the Drama Group should be so advised. **Action: Locum Clerk**

55.2 *Footiebugs/Girls Soccer* – Footiebugs to be requested to provide monitoring and evaluation, similar to what they would provide to Slough BC, on uptake. **Action: Locum Clerk**

55.3 *Day Centre* – Cllr Murphy reported that due to declining numbers and no replacement for the organiser, this had now ceased. It would be necessary for their stored materials to be removed. The Clerk was requested to put details on the noticeboard and website to see if a new organiser could be found. **Action: Locum Clerk**

18/56/PC Finance

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

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

- £19.18 (inc VAT) to Cllr Murphy for reimbursement of toilet products
- £120.00 (inc VAT) to Haymill Computers for replacement PSU and computer repair;
- £810.00 (inc VAT) to Manorcott Legal & Business Services for Locum Clerk's services;
- £32.44 to Jonathan Holder to reimburse for stationery;
- £120 to Michael Tyndall to reimburse for balance of Hall deposit for 10 March;
- £150 to Nagendra Solankala to reimburse Hall deposit for 24 March;
- £150 to Kiran Ali to reimburse Hall deposit for 25 March.

56.3 *IT Resources* - Cllr Carter noted that the Clerk's IT equipment was out of date and not functioning well. A new computer to be sourced together with laser printer. Further a new line to be installed for phone and online with fast broadband. Cllr Carter to provide a specification and it was **agreed** that a budget of £1,000 be allocated to this update vired from the reserves. **Action: Cllr Carter/ Locum Clerk**

56.4 *Annual Governance and Accountability Return (AGAR) 2017 -18* – Mr Holder noted that the Annual Return was now an AGAR. There had also been a change in timescales with returns now required by 11 June and not 30 June as previously. He would be preparing papers for the Internal Auditor. **Action: Locum Clerk**

18/57/PC Chicken Ranch Bar

57.1 Nothing to report.

18/58/PC Annual Parish Meeting

58.1 It was agreed that this should follow after the Carnival Planning meeting and before the next Council meeting and be used as an opportunity to promote the carnival. **Action: Cllr Isernia/ Locum Clerk**

18/59/PC Any Other Business

59.1 Cllr Murphy expressed dissatisfaction at the service provided by Amey for rubbish removal and would be looking to replace. **Action: Cllr Murphy/ Locum Clerk**

18/60/PC Next Meeting

The next Full Council Meeting to be at 7.00 pm on Wednesday 16th May 2018.

The meeting closed at 8.30 pm.

Signed as a true record of the meeting

.....Chairman

Dated.....