

## COLNBROOK WITH POYLE PARISH COUNCIL

Minutes of the FINANCE & POLICY COMMITTEE meeting held at the Village Hall, Colnbrook on Tuesday 16<sup>th</sup> May 2017, commencing at 8.09pm.

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MEMBERS PRESENT: Cllrs Puja Bedi, Jackson, Bryant, Hood, Elum-Smith, Brooks, Richardson, Smith and Kinane

Officer Present: Mrs K. J. Jones - Clerk & Finance Officer

Members of the Public: 0

FP/17/01 APOLOGIES FOR ABSENCE

Received from Cllrs Laxman, Angell and Grewal.

FP/17/02 TO ELECT A CHAIRMAN, & ACCEPTANCE OF OFFICE FOR 2017/18

The Clerk asked for nominations for the position of Chairman for the forthcoming year.

Cllr Bryant was nominated by Cllr Puja Bedi and seconded by Cllr Elum-Smith

There were no other nominations.

Upon being put to the vote Cllr Bryant was elected as Chairman with **ALL IN FAVOUR, BAR 1 ABSTENTION**, and duly accepted the Office.

FP/17/03 ELECTION OF VICE-CHAIRMAN, & ACCEPTANCE OF OFFICE 2017/2018

The Clerk asked for nominations for the position of Vice-Chairman for the forthcoming year.

Cllr. Elum-Smith was nominated by Cllr Richardson and seconded by Cllr Kinane.

Cllr Brooks was nominated by Cllr Hood and seconded by Cllr Bryant

Upon being put to the vote the results were as follows:-

Cllr Elum-Smith - 4

Cllr Brooks - 5

Cllr Brooks was elected as Vice-Chairman, and duly accepted the Office.

FP/17/04 MINUTES

The minutes of the Finance and Policy Committee meeting held on Tuesday 18<sup>th</sup> April 2017 were confirmed as a true record and signed by the Chairman.

FP/17/05 DECLARATION OF INTEREST

None.

FP/17/06 LIST OF PAYMENTS

The list of payments from 19<sup>th</sup> April to 16<sup>th</sup> May 2017 in the sum of £11,037.93 (inc VAT) was circulated and, subject to questions answered, **APPROVED.**

FP/17/07 CLERK VACANCY

The Chairman advised that three applications had been received for the position of Clerk but two did not have the right qualifications or background to take forward. Another person had shown an interest but had not applied yet. He would speak to BALC for advice on taking this forward and to see if a locum could be bought in for the June meeting.

He asked council to agree to keep the closing date open rather than to re-advertise the position. **AGREED – ALL IN FAVOUR.**

The Clerk to write to the two unsuccessful applicants and send an acknowledgement to the third.

The Chairman advised that he had looked at equipment for the new Clerk which comprised of a laptop, mouse, holdall, software, printer, laminator, projector and voice recorder. In total this came to around £1,176.55.

The problem is that at present all payments have to be by order and cheque. He asked the council to consider a pre-loaded debit card to a maximum of £1,500 which could be used for such purchases. It was proposed by Cllr Bryant, seconded by Cllr Jackson and **AGREED** to proceed with setting this up with the proviso that 2 signatures would be required on the voucher before a payment is made.

FP/17/08

### PARISH PLAN

Members were asked to update where appropriate.

Cllr Hood – Green Flag Judging went very well the results will be announced in June. Cllr Puja Bedi thanked all involved for their hard work and Cllr's Hood and Angell for continuing to do the Green Flag application.

Cllr Bryant – Recreation Ground is much improved, but important to carry on with the Environmental Working Group. Cllr Kinane had fixed the fence by the Queens Arms and it was suggested that a working party meet in the park to do odd jobs.

Cllr Kinane – A working party needs to go round and help secure the holes/fixings for the Christmas trees.

Cllr Bryant – Reminded members of the question and answer session on the proposed new medical centre being held in the Village hall on 19<sup>th</sup> May at 7:30pm. He asked for items for the Parish Newsletter ASAP to show what the council as a whole is doing for the community.

Cllr Elum-Smith – Updated members regarding the proposals for a new War Memorial. He had been gathering information by going house to house and had drawings of types of memorials proposed which were circulated. He had met with Stonecraft to look at the proposed site outside Budgens, and they would need to do a study to see what underground services there are.

Item 1 – a plinth type of memorial, about 7 feet tall, was favoured but the shelf would have to be eliminated so it could not be used to stand on. Cost between £10,000 - £18,000

Item 2 – formed of 2 engraved sides with a statue in-between was seen as less suitable for the location. Cost around £25,000

The Chairman asked if he had spoken to the relatives of those on the memorial inside the Church and Cllr Elum-Smith said that the church warden had agreed to help him get in touch. He also asked for a copy of the questionnaire to go in the newsletter and on the web site.

Cllr Elum-Smith – Updated members regarding the proposals for the M4 Smart Motorway and circulated maps of routes for construction HGV's as produced by Highways England.

He also handed out a leaflet about producing a Neighbourhood Plan and said it was the best time to go ahead. He recommended writing to Slough B.C. to ask them to enable the Neighbourhood Plan, as this would then allow a steering group to be set up comprising of local community groups, business and residents.

FP/17/09      QUESTIONS TO CHAIRMAN ARISING FROM THE COUNCIL  
MEETING ON 02/05/2017  
None

The meeting closed at 9.05pm.

SIGNED.....

DATE.....