

COLNBROOK WITH POYLE PARISH COUNCIL

Minutes of the meeting of the Parish Council held at the Village Hall, Colnbrook on Tuesday 7th June 2016, commencing at 7.38pm. There were no public questions only a comment that the Queen's Birthday celebrations had been a marvellous event which the parish should be proud of.

Members Present: Chairman – Cllr S Bryant, Vice Chair – Cllr P. Bedi,
Cllrs Angell, Grewal, Kinane, Jackson, Laxman, Richardson and Smith.

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

Members of the Public: 3

PC/16/011 APOLOGIES FOR ABSENCE
Were received from Cllrs Brooks, Elum-Smith and Cllr Hood would be late as he had a prior engagement.

PC/16/012 ADDRESS BY NEW CHAIRMAN AND VICE-CHAIR
The Chairman together with the Vice-Chair had put together a Vision Statement for the future listing their expectations and lines of communication. A copy of which is attached.
Following discussions on this it was proposed by Cllr Jackson, seconded by Cllr Laxman and **RESOLVED** to change the name of 'Outside Bodies' to "Areas of Responsibilities"
In regard to the monthly Drop in Sessions it was agreed that a reminder would be sent out to those on duty and the onus would be on individuals to find a replacement if they could not make it. It was not acceptable for 1 councillor to run the session alone.
At the last session the issue of catapulting had been raised and it was felt that this was a serious issue and a letter should be written to TVP and SBC for them to act on. The letter was also to include the issue of a vulnerable young child that was known to be out wandering the streets on her. It was proposed by Cllr Bryant, seconded by Cllr Kinane that **RESOLVED** that the Clerk draft a letter for all to sign at the next Services Committee meeting 21st June.

PC/16/013 MINUTES
i) The minutes of the Annual Parish Meeting held on 26th April 2016 were confirmed as a true record and signed by the Chairman.
ii) The minutes of the Annual Statutory Meeting of the Parish Council held on 3rd May 2016 were confirmed as a true record and signed by the Chairman.
iii) The minutes of the ordinary Parish Council meeting held on 3rd May 2016 were confirmed as a true record and signed by the Chairman.

PC/16/014 DECLARATION OF INTEREST BY MEMBERS None

PC/16/015 SERVICES COMMITTEE
The minutes of the meeting held on Tuesday 17th May 2016 were submitted by the Chairman **RESOLVED**: - - that the minutes be received and approved, and the recommendations made be ratified.

PC/16/016 FINANCE & POLICY COMMITTEE

i) The minutes of the meeting held on Tuesday 17th May 2016 were submitted by the Chairman. **RESOLVED:** - that the minutes be received and approved, and the recommendations made be ratified.

ii) List of Payments;

The list of payments from 20th April to 17th May 2016 in the sum of £3,043.14 (inc. VAT) were received. **RESOLVED:** - that the list of payments be confirmed and approved.

PC/16/017 NOMINATIONS FOR THE COLNBROOK COMMUNITY CUP

Two nominations had been received and it was agreed that each nominator would write a resume of their candidates for circulation prior to the next Services Committee, where the decision would be made in order for the cup to be presented at the July meeting of the Council.

PC/16/018 CODE OF CONDUCT REVIEW

Cllr Jackson circulated a copy of the recommended changes to the council's code of conduct as prepared by the working group. The Chairman asked everybody to read this and it would be brought back to the July meeting for approval and adoption.

PC/16/019 END OF YEAR ACCOUNTS 2015-2016 & ANNUAL RETURN

The Clerk & Responsible Finance Officer referred to paperwork handed out to all members relating to the end of year accounts and the Annual Return. She advised that the Annual Accounts had been returned by the Internal Auditor together with his report stating the following;

- i) The council need to identify specifically what the Reserves are for.
- ii) That the council should set aside an Earmarked Reserve for future election costs.
- iii) The the council should review the SLA clerking agreement to ensure value for money.
- iv) That the council should consider competitive quotes for grounds maintenance.
- v) That the Chairman's allowance should be supported by VAT receipts where appropriate.

Subsequent to questions raised and answered it was **RESOLVED** that;

- a) The Internal Auditors comments be noted.
- b) That the Annual Governance statement for 2015/16 be accepted and approved.
- c) That the Accounting Statements for 2015/2016 be accepted and approved.
- d) The Annual Return be approved and signed off by the Responsible Finance Officer and the Chairman, and be submitted to the External Auditors.
- e)

The Chairman agreed to take the Outside Bodies report from Cllr Laxman next to allow him to leave the meeting on health grounds.

PC/16/020 OUTSIDE BODIES (NOW CALLED AREAS OF RESPONSIBILITIES)
Cllr Laxman reported that around 500 people had attended the Queen's 90th Birthday event and 200 had been inside the Church for the service. He thanked those councillors who had made a considerable contribution to making the day a great success. He proposed that a letter of thanks be written to the Lord luitenant and his wife, along with the Mayor of Slough and his wife for taking the time to come and spend the whole afternoon at the celebrations in Colnbrook. **All Agreed**, the clerk to draft.
The Apple Fair is planned for the 17th September and then there will be the Christmas lunch.
Cllr Smith proposed a vote of thanks to Cllr Laxman for all his hard work and effort put in to making the day a memorable event. **All Agreed**

PC/16/021 PLANNING
There was 1 new applications for consideration at the meeting:-
Planning Application Ref: **P/16472/001**
Main Location: **9, Sutton Place, Slough, SL3 8AA**
Proposal: Conversion of garage into habitable room.
Members had No Objection to this application
Members also noted the decisions made by the Borough Council as listed on the pink addendum sheet as read out by the clerk.

The Clerk advised of the email she had circulated to all members from SBC regarding the Review of the Local Plan for Slough- Consultation on Call for Sites and other potential Local Plan sites, 3rd June – 15th July
Around 130 site proposals had been received as part of the 'Call for Sites' exercise for various uses such as housing, employment, retail, community and green space. It was **AGREED** that clerk produce a large plan showing the sites in Colnbrook with their numbering for the next Services Committee so members could then look at these on the local plan link. Also to ask Paul Stimpson (SBC) if he would come to the next council meeting in July.

PC/16/022 PCSO CONTRACT
Further to discussions it was proposed by Cllr Kinane, seconded by Cllr Angell and **RESOLVED** Not to renew the contract with TVP for the provision of a dedicated PCSO for the parish.
The clerk to write to the Superintendent at Aylesbury in this regard, and refer to the failure of TVP to provide a contract for the parish despite meeting with the local Inspector on this matter.

PC/16/023 CHAIRMAN'S CORRESPONDENCE
The clerk referred to a request received from the Community Council for Berkshire for the parish to become a member at the fee of £30.00 per annum. Follow discussions it was **RESOLVED** not to join at the moment. The clerk to advise them.

PC/16/024 AREAS OF RESPONSIBILITIES – (formally OUTSIDE BODIES)
Cllr Smith- New leader and deputy leader of SBC
Cllr Bedi – FAG meeting planned for 28th June
Cllr Bryant – 6th May attended the opening of the Pippins Park Herb Garden
2nd June Mayors Reception

4th June Queens 90th Birthday event

14th June Community Meeting at the Ostrich with CCA re parking issues, especially outside the Recreation ground All welcome.

23rd June meeting DHL regarding the development in Poyle.

PC/16/025

PRESENTATION TO CLLR P.HOOD AND CLLR R. ANGELL

A vote of thanks was given to Councillor Peter Hood and Councillor Ray Angell for the wonderful work and commitment they have shown to the Parish Council over the last 21years. They have been key members of the Parish Council as well as the Community, with Councillor Hood's 12 years as the Chair-Person over 2 terms and Councillor Angell serving as the Vice-Chair for a consecutive 16 years. This in itself is an amazing feat and we wish to acknowledge their dedication and commitment not only for their efforts but more importantly for what they have achieved during this time.

With this in mind on behalf of the council the Chairman presented them both with a certificate and a small token of recognition of their commitment. He also acknowledge that behind them both were two amazing ladies supporting them and flowers were given to say thank you to them.

He look forward to continuing to working with them both as part of our Parish team.

The meeting closed at 9.15pm

SIGNED: DATE

ADDRESS BY NEW CHAIRMAN AND VICE CHAIR

After the initial shock of the nominations and the very kind words from everyone, both myself and Councillor Bedi would again like to thank Councillor Peter Hood and Councillor Ray Angell for the wonderful work and commitment they have shown to the Parish Council over the last 21 years. They have been key members of the Parish Council as well as the Community, with Councillor Hood's 12 years as the Chair-Person over 2 terms and Councillor Angell serving as the Vice-Chair for a consecutive 16 years.

This in itself is an amazing feat and we wish to acknowledge their dedication and commitment not only for their efforts but more importantly for what they have achieved during this time. With this in mind we would like to present you both with a small token of recognition of your commitment. We would also like to acknowledge that behind you both there were two amazing ladies supporting you and these flowers are to say thank you; they have been there for both of you over the years, and now will sadly have to put up with you seeing you a bit more!

Thank you again, we look forward to continuing to working with you both as part of our Parish team.

Following on from this, both myself and Councillor Bedi have had time to reflect and discuss what has happened in previous meetings, what our expectations are going forward and to go through any communications we have received from yourselves, residents and other's such as SBC, etc. We have made the decisions that we should meet every two weeks in order to review the vents of previous parish meetings and discuss upcoming topics...

These meeting are not a secret, and what comes from them we will share with you all in the meetings that follow.

From our initial meeting we have both have come up with a vision for how we would like the Parish to move forward. We welcome and would appreciate your feedback and relevant recommendations.

Firstly, to make meetings a more relaxing and comfortable environment, we are suggesting offering hot and cold drinks and biscuits to everyone, utilising the kitchen facilities that are available. The provision of these would be the responsibility of the Parish Council.

Secondly, we wish to gain more resident, community association, school and local\corporate company engagement and therefore that we send an invite requesting their attendance to the main Parish Council meetings held on the first Tuesday of every month.

The invite would be a similar format to what is currently being sent you.

Another challenge we wish to bring to your attention is how we make Colnbrook the "[Golden Gates](#)" into Slough and show everyone in Slough how pivotal Colnbrook is to the Borough.

To do this, we feel that we have to make Colnbrook more attractive;

- **protect our history and heritage** - *which we are trying to do by looking at options for a museum for our historic artefacts*
- **keeping our streets and parks clean** - *by working as community groups carrying out regular clean-up projects and with Slough Borough Council and reporting problem spots*
- **reduce\control delivery vehicles** – *working with businesses within the village and its surrounding areas, and Slough Borough Council to see how we can limit the number of deliveries they have or by having allocated time slots*

We would also like to receive regular monthly updates from the chair's\organisers from all of the community associations, so we can promote and support previous and upcoming events. Currently we have listed the following community groups;

- CRA
- CCP
- NAG
- Over 50's
- Flood Forum
- Scouts
- CCA
- CVHT
- Pippins School
- Colnbrook School
- St Thomas Church
- Colnbrook and Poyle United Reform Church
- Baptise Church
- CAST

We would also like to work with\alongside other local councils from other boroughs on ways to bring communities closer, working better together as well as trying to modernise the way we are as a Parish Council.

- For example, we would like to suggest a name change of **Outside Bodies** to **Areas of Responsibilities** as we both feel that this brings the role a more modern name to more modern times.

Transparency is a word that has been used a number of times in our meetings, and we are suggesting that this has to be the way forward. Both myself and Councillor Bedi wish to suggest the following;

- We both hold an "Open Door" policy, this means that we are both here to listen to everyone, listen to your concerns, issues and your ideas. We are not here to judge anyone, we will show respect and if any issues need further investigating or bringing to the Council table at the next meeting we will.
- No final decision is made unless we can all agree or there is a large majority win.
- We also suggest that we all display **all** meetings dates of the AOR's ("Outside Bodies") and venues which we all attend. This will show to everyone where we are and what meetings we are attending. Also this gives an opportunity for other Councillors to go along (if possible) for support or even as a replacement if the assigned Councillor is unable to attend.

We would also like to suggest that we invite Multi Agencies, such as;

- SBC
- Highways
 - Street & Park lighting
 - Planning
 - Environmental
 - Recycling
 - Bins Collections (Amey)
 - Pollution (Air & Noise)
- Thames Water
- Environmental Agency
- HAL
- Network Rail
- London United
- Thames Valley Police
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To regular Monthly\Quarterly\Bi-yearly meetings to discuss previous, current and forthcoming issues, local updates and what's in the pipeline for Colnbrook as well as Slough. This will hopefully build up a relationship between us and improve our communication and interaction with the Parish.

Personal Conduct is something that we are both in agreement on and feel passionate about, can we please remind all councillors of their personal conduct, both in meetings as well as at events with the community, it is not and will not be acceptable if our code of conduct is breached, and will be dealt with in a formal manner if that need arises.

Whilst in meetings we all need to respect each other, listen to one voice at a time and if any issues need more clarity do not be afraid to ask questions. The Chair (or Vice-Chair) will call for control of the meeting if they feel that the situation is getting out of control or too heated. Everyone is to speak through the "Chair"

Regarding attendance, we are all fully aware that this is a voluntary role and we all have busy lives but if you are unable to attend you **must** contact the clerk (as stated in the Code of Conduct) and not rely on others passing on messages. You are required to explain to the Clerk the reason, but this does not need to be disclosed to the other Councillors. Our attendance will be displayed on a monthly basis.

Whilst this all sounds formal, we do wish to continue in an open and honest way and so have set a status quo from the outset.

Scott Bryant Puja Bedi