



# COLNBROOK WITH POYLE PARISH COUNCIL

## Parish Council Meeting Minutes

Minutes of the meeting of the Parish Council held virtually by Zoom on Tuesday 4<sup>th</sup> August 2020 at 7:32pm

Members Present: Councillors (Cllr) Babuta (In the Chair), Bedi, Bennett, Escott, John, Kahlon, Oakley, Rana, Richardson, Small, Smith, Virdi

Officer Present: Mrs J Freeland – Finance Assistant

Members of the Public: 3

REF:		ACTION POINTS
PC/20/011	<b>Welcome</b> The Chair welcomed those present. It was noted that this meeting would be recorded for minuting purposes.	
PC/20/012	<b>Apologies for Absence</b> None.	
PC/20/013	<b>Declaration of Interest</b> Cllr Smith declared an interest in planning as he is a member of the Borough Council Planning Committee and would take no part in the determination of planning.	
PC/20/014	<b>Public Session:</b> The Chair introduced Billy Cousins from Slough Active. Mr Cousins advised members that on line programmes had been available during lockdown and a boot camp had been started at Pippins Park, which was well attended. He advised that there was a Community Cohesion project which had funds available for e.g. sports projects, the arts etc to bring people from different background together and would to talk about this when available. The Chair asked for this information in an email and he would forward to the Services committee to get involved.  Mr Hood read out a letter he had sent the Chair regarding his concerns with comments and suggestions for the Council. This would be covered under Chairman's Correspondence.	
PC/20/015	<b>Minutes of the meeting held on 14<sup>th</sup> July 2020</b>	

	<p><b>Resolved</b> – That the minutes of the meeting held on 14<sup>th</sup> July 2020 be agreed as a true record, subject to the amendment and will be signed by the Chair.</p> <p><b>PC/20/007</b> – At the end of the paragraph add ‘<i>Cllr Escott stated that the original advert was not lawful as applications were only accepted online and this excluded a section of individuals. The new advert should be available to all.</i></p> <p><b>Matters Arising</b></p> <p><b>PC/20/006</b> – Trantric Blue, Colnbrook Bypass – application – It was noted that the information available was not sufficient and that the Parish Council needed me information. Cllr Kahlon advised that it was now being used as vehicle storage, this should have had a change of use application. This to be advised to SBC planning and planning enforcement. He also raised concerns regarding any trees and foliage that may be removed and the possibility of them being protected. Cllr Kahlon to email information required to Cllr Richardson who would enquire in this regard.</p> <p><b>PC/20/008</b> –AGAR Return – It was advised that the Chair could not sign as the RFO and this would be signed by the finance assistant – Agreed.</p>	<p>Cllr Babuta</p> <p>Cllr Kahlon Richardson</p>
PC/20/016	<p><b>Consideration of New Planning Application relating to the Parish of Colnbrook with Poyle</b></p> <p><b>P/19023/000 – 36 Rodney Way, Colnbrook</b> – The approved application was for 3 townhouses, it was asked if the original application was for 4 houses, if so why was this rejected. There were concerns regarding the blocking and affect it would have of the street view. It was felt to object pending seeing the original application permission/objection and questions answered.</p> <p><b>P/17513/003 – 25 Coleridge Crescent, Colnbrook</b> – Members raised concerns that it could be converted to residential accommodation and expected the necessary conditions to be applied to prevent this and it was felt that more detailed information on the internal layout ie. toilet/shower etc was required to make a decision and feel fully satisfied.</p> <p><b>P/19013/001 – 17 Moreland Avenue, Colnbrook</b> – Members had no objections.</p> <p><b>Preliminary Inquiry- Poyle Road, Poyle, 5G</b> – Members expressed concern in relation to the exposure to electro magnetic fields and that 4G was sufficient and objected to this proposal.</p>	
PC/20/017	<p><b>Discuss &amp; set up Working Party for Conservation Area</b> Cllrs Babuta and Bennett had been to see the museum and had walk around the conservation area and would like this moved to the Services Committee. Cllr Smith &amp; Cllr Babuta expressed an interest in being on this committee. Cllr Smith had seen the</p>	

	<p>new SBC draft Conservation Area document and had given input in relation to Colnbrook. Cllr Bedi also expressed an interest in being on this committee.</p> <p>Cllr Smith commented on the previously agreed funds in relation to the Milestone restoration and advised that this would be able to proceed shortly.</p>	
PC/20/018	<p><b>Recommendations from Finance and Policy Committee</b></p> <p><b>Museum Donation</b> - Cllr Escott informed members that the previously agreed conditions of this had been discussed at the F&amp;P committee and questions had been raised, which were put to the Project Manager but no response had been received, but had now been answered by the Chair of CVHT, Ray Angell, who had been incredibly helpful through the whole process and she had met with him several times and has confidence in him to recommend the release of £20,000.</p> <p>Cllr Escott gave the following update:- The project is 80% complete, three phases, interior which should be complete by end of August, 2<sup>nd</sup> phase and final phase which would be complete by September. It was advised that the museum hoped to be open by 1<sup>st</sup> October with a full press opening by the end of October. It was noted that it had been agreed that any surplus funding would be used to support the initial operation of the museum and if any Councillors would like to see the CVHT accounts they could. Cllr Escott commented that the only condition not met is that there is no independent legal body running this but following conversations with Mr Ray Angell she is confident that the running of the museum by the CVHT is acceptable.</p> <p>It was proposed, seconded and unanimously agreed that the £20,000 be released to the museum committee.</p> <p><b>SSE Grant</b> – Cllr Escott reminded members of this grant that had been applied for by Cllr Bedi through the Parish Council. It was agreed in the F&amp;P Committee that there is a need for robust information so can say it has been used for the purpose and done in the form of a grant application.</p> <p>Cllr Bedi commented that there is a trail, they have a treasurer and accounts for the group and gave an update on the Colnbrook Cares situation and that they were now also helping families who had been furloughed or made redundant, a copy of their accounts had been sent to all members.</p> <p>Cllr Escott commented that there were conditions on what the money could be spent on i.e. self-isolating residents.</p> <p>Cllr Joyce felt that residents should be made aware that the Parish Council had received this grant and be advised of a ‘good news story’, Cllr Dexter seconded this.</p> <p>Cllr Escott commented that although accounts had been received from the group this was history expenditure and what was required is what the grant money would be used for.</p>	<p>Cllr Babuta</p> <p>Cllr Bedi</p>

	<p>Cllr Bedi replied that it would be difficult to plan what a shop would cost but can say what has happened and try to plan accordingly.</p> <p>Cllr Escott felt that there was a conflict of interest in that some Councillors were part of the Colnbrook Cares team and no declaration of interests had been declared.</p> <p>Following discussions, it was suggested that an email be sent to all members so they can suggest how Colnbrook Cares can plan use the monies.</p> <p>Cllr Bedi invited members to come along and be part of Colnbrook Cares, she felt very disappointed and disheartened that they could not deliver food parcels this week due to insufficient funds.</p> <p>Cllr Escott requested it be noted that she believe that had been muted by the host during the F&amp;P part of the meeting.</p> <p>Cllr Escott felt that more information was required as to how the money would be spent.</p> <p>Cllr Kahlon suggested a pragmatic approach going forward to enable funds to be released and offer help of spreadsheet.</p> <p>Cllr Escott noted that 'Chat' messages were coming in from the public and advised that the public session was at the beginning of the meeting and had now finished.</p> <p><b>Internal Auditor regarding strategy for minuting decisions made during lockdown</b> – Cllr Escott had asked a question of the Internal Auditor on the best way of minuting decisions made during the lockdown period, she was advised to consolidate a full list of proposals, voting and decisions and these be noted at a Council Meeting. She would get together with the Finance Assistant to produce this and planned to put this to the September meeting.</p> <p>The Chair asked to see confirmation of this advice but was advised that it was verbal advice and was discussed at the F&amp;P meeting and is in the minutes of this meeting. The Chair asked for these minutes to be shared with members</p> <p>Cllr Escott had also spoken to the Internal Auditor regarding an interim audit and he felt that this was not necessary and that the decisions be ratified at a Council meeting.</p> <p>Cllr Bedi commented that both the Services and Finance &amp; Policy meeting should happen on the same evening, as previously agreed and that if this had been the case it may have answered some of the questions. She felt it was necessary to go back to this agreement.</p> <p>Cllr Escott suggested that the Chair contact the Internal Auditor to clarify this.</p> <p><b>Storage of Parish Council's Fire Engine</b> – It was recommended that a thank you donation payment of £500 be given to the person who is providing storage and safe keeping of the Fire Engine. Agreed.</p>	
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	<p><b>Ostrich Donation</b> – It had been advised that the Parish Council holds £1,000 donation for the Museum from The Ostrich and it had been suggested that £500 inflation/interest be added to it. This donation needs to be verified and will be bought back to a future meeting.</p> <p><b>Signing of AGAR Forms</b> – As previously stated the Finance Assistant would sign for the RFO.</p>	
PC/20/019	<p><b>Recommendations from Services Committee</b></p> <p><b>Update</b> Cllr Bennett gave an update on the following: Due to recent events the Notice boards had not be updated or kept in a good condition. He was now awaiting quotations for the work required to bring them back into a good condition. Posters regarding Covid-19 had been put up around the Recreation Ground. Urgent work had been carried out in the recreation ground and more would be carried out. The bark for the Ridgeway would be chased up. He had been advised that SBC gifted the zip wire to the Council, and he would be in touch with the company to repair this. The Conservation Area working group will go to the Services Committee to discuss and will do their best to restore these areas. In relation to the fallen tree at Colne Valley Way SBC had been contacted but they had no access to the gates and were looking into this. He had been in touch with SBC regarding CCTV in the Westfield area and was due to meet them to review/identify problem locations within this area, he will chase this up. Cllr John commented there was a need for CCTV in Brands Hill, Cllr Bennett will also look at this and discuss. Cllr Babuta put himself forward for the Conservation Area working party and Cllr Bennett commented that this would be discussed at the Services committee whether to have a working party or for the services committee to deal with this.</p>	
PC/20/020	<p><b>Areas of Responsibility</b></p> <p>g) Westfield Residents Association – Cllr Kahlon had discussed with residents regarding numerous criminal and nuisance activities and proposed a motion to get a detailed assessment and costings for CCTV in 2 locations in Westfield, one of which to be Trent Road and another to be discussed with residents. He was advised that a motion could not be put forward as it had to be on the agenda.</p> <ul style="list-style-type: none"> <li>a) Colnbrook Village Hall Trust - None</li> <li>b) Colnbrook Community Partnership -None</li> <li>c) BALC/HALC – None. Cllr Escott advised she had attended 2 Audit and Governance meetings where social</li> </ul>	

	<p>distancing and PPE and meeting in person were discussed.</p> <p>d) Local Focus Forum - None</p> <p>e) Local Access Forum – None</p> <p>f) NAG – No meetings planned.</p>	
PC/20/021	<p><b>Chairman’s Correspondence</b></p> <p>The Chair reported that an email had been received from Tracy Ball, Head Teacher at Pippins School where she expressed her gratitude to Cllr John who had supported Pippins School during the lockdown period.</p> <p>The letter from a resident mentioned in public question time will be forwarded to all Councillors.</p> <p>It was proposed, seconded and unanimously agreed that a Annual Statutory Meeting &amp; Annual Parish Meeting be held in early September. Dates to be sent to all members.</p> <p>Cllr Smith commented on an email received from Heathrow Airport Ltd regarding quad bikes on the Colne Valley Heathrow biodiversity site used for walking and dog walking which was now becoming dangerous. It was requested that part of this email be shared on the website to advise residents to report these activities.</p> <p>Cllr Escott commented that the Parish Council need to consider if the public have access to ‘Chat’ during the meeting as it is very distracting.</p>	<p>Cllr Babuta</p> <p>Cllr Babuta</p> <p>Cllr Babuta</p>
	<p>Committee members to note that the next meeting would be in September – date to be advised.</p>	

The meeting closed at 21.37pm.

Signed----- Chair Date:

Signed----- Clerk Date:

Signed----- Witness Date: