# Parish Council crest

# COLNBROOK WITH POYLE PARISH COUNCIL

# Parish Council Services Committee Meeting Minutes

Minutes of the meeting of the Parish Council Services Committee held via Zoom on Tuesday 18TH AUGUST 2020 at 7:30pm

Members Present: Councillors (Cllr) Bennett (In the Chair), Bedi, Oakley, Rana, Richardson

Officer Present: None

Members of the Public: 0

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| REF: |  | ACTION POINTS |
| Ser/20/007 | **Welcome**  The Chair welcomed all in attendance and noted that the meeting would be recorded for minuting purposes. |  |
| Ser/20/008 | **Apologies for Absence**  Cllr Virdi |  |
| Ser/20/009 | **Declaration of Interest**  None. |  |
| Ser/20/010 | **Minutes of the meeting held on 21st July 2020**  a) **Resolved** – That the minutes of the meeting held on  21st July 2020 were approved as a true record and would  be signed by the Chair.  b) **Matters Arising**:- None. |  |
| Ser/20/011 | **Conservation Area**  The Chair commented that residents had raised concerns about the Conservation Area not being looked after and felt the Parish Council should take more responsibility.  He was happy to do so and felt that this should be under the Services Committee.  Cllr Bedi commented that Cllr Smith had shown an interest in joining this group and she felt that as he had knowledge of the history of the village and was a member of the history society that this would been beneficial to feed into the working group.  He commented that there should be 3 members on the Conservation Area Working Group, and he asked Cllr Bedi and Cllr Richardson to join himself on this committee. Agreed.  Cllr Oakley commented that he was open to doing a litter pick with the Chair, Cllr Bedi advised that once agreement had been given a ‘Keep Britain Tidy/Clean up Colnbrook’ would be arranged.  The Chair had received comments about the need for lamp post repainting which he noted came under Services and should be carried out.  Cllr Bennett suggested that the Working Group meet and do a visit of the Village to see what needs doing.  Cllr Oakley commented that he had shared a link from Keep Britain Tidy which stated that the September litter picks could happen. Cllr Bedi advised that guidance for the Parish Council came from SBC and suggested that they be contacted as they provide the equipment.  **Resolved –** That the above be noted. |  |
| Ser/20/012 | **Notice Boards**  Move to later in the meeting |  |
| Ser/20/013 | **Colne Valley Path – Fallen Tree**  Cllr Oakley updated members in that with Cllr Escott they had been trying to find out who owns the land so the area could be opened up and access gained. Cllr Escott had found out who is the landowner and this would be followed up and reported back.  **Resolved –** That the update be noted. |  |
| Ser/20/014 | **Recreation Ground**  As previously advised repairs had taken place at the play area. One concern was the Ridge Rider as there is no bark around this and would look at getting quotes for the bark.  Cllr Bedi commented that the moss and weeds needs to be removed and the PC’s contractor could do this and that a membrane needs to go down before the bark. In her discussions with SBC she had been advised that 15 tonnes of bark was required.  The Chair to ask the Finance Assistant to get 2 quotes for the back and a quote for the membrane.  Cllr Bedi advised that Cllr Dexter is co-ordinating with the previous contractor to get the seat back for the zip wire.  **Resolved –** That the update be noted. | Cllr Bennett  J.Freeland  Cllr Smith |
| Ser/20/015 | **Colnbrook Museum**  The Chair commented that after speaking with a resident he felt that there should be a team from Services to look after the museum.  Cllr Bedi advised that there was already a committee, Colnbrook Village Hall Trust/Museum Trust, of which she is a and the Chair of the Council are members of and does not feel there is a need, at present, for any more members on the committee as the Trusts constitution only allows for 2 members from a any group on the Trust. Cllr Bedi feeds back updates on the Museum and Village Hall to the Council.  Following discussions the Chair suggested that Cllr Rana be the Services representative in which Cllr Bedi and the Chair report back to in relation to the Colnbrook Museum and for him to inform the Services Committee.  **Resolved –** Agreed and noted. |  |
| Ser/20/016 | **Notice Boards**  Comments have been received previously regarding the lack of information and updates on the notice boards, although the information is on the website.  The Chair suggests having one person responsible for the notice boards and dog poo bags in the Village. Currently a member of the public is refilling the dog bag bins.  Following discussions it was agreed to add these jobs to the job description for the Clerk.  Cllr Oakley commented that he had spoken with Cllr Babuta and talked about the addition of electronic notice boards which could be updated remotely, members felt that this was a good idea. He also commented that the village notice boards could be resident lead with clubs, events etc being advertised.  Cllr Bedi advised members that she had obtained a quote for the sanding down and re-varnish of the 6 notice boards in the Village and had forwarded this to the Chair of the Council.  **Resolved –** That the update be noted. | Cllr Bennett |
| Ser/20/017 | **Questions & Correspondence to the Chair**  Update on CCTV – The chair advised that he had been in touch with SBC and the Police, who were going to knock on doors and ask for residents opinions of where the cameras would be best placed, SBC would be happy to move the cameras to different locations.  Cllr Bedi asked that Cllr Kahlon be kept in the loop as he is on the Westfield Residents Association.  Cllr Oakley Cllr Bedi if one of the donation trees could be planted in remembrance of VJ Day, she agreed and requested that a plaque be installed by the tree. Agreed. Cllr Bedi to send contact details to Cllr Oakley re the plaque and possible coverage.  Cllr Oakley asked Cllr Bennett to send him a date for the litter pick and possibly meet with Cllr Bedi regarding planting the tree. He also advised that he had forwarded an email to all Cllrs regarding the second Wild Parish webinar.  Cllr Rana would like to make a recommendation that the groups/individuals who worked for the so hard for the community during the earlier Covid-19 pandemic be acknowledged. | Cllr Bennett  Cllr Bedi |
|  | The next meeting date would be agreed at the Annual Statutory Meeting in September 2020. |  |

The meeting closed at 8.35pm.

Signed--------------------------------------------------- Chair Date:

Signed--------------------------------------------------- Clerk Date:

Signed--------------------------------------------------- Witness Date: