# Parish Council crest

# COLNBROOK WITH POYLE PARISH COUNCIL

# Parish Council Meeting Minutes

Minutes of the meeting of the Extra Ordinary Meeting of the Parish Council held virtually by Zoom on Tuesday 2nd March 2021 at 7.30pm

Started 7.32pm

Cllr Small left 8.48pm

Cllr Babuta left 9.03pm

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

Officer Present: Mr R J Endacott – Locum Clerk

Members of the Public: 1 SBC: 1 Press: 0

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| REF: |  | ACTION POINTS |
| PC/20/078 | 1. **Chair’s Welcome / Intro by Locum Clerk**   The Chair welcomed those present. |  |
| PC/20/079 | 1. **Receive and Approve Apologies for Absence**   Cllr Kahlon. |  |
| PC/20/080 | **Declaration of Interest**  Cllr Dexter member of SBC Planing Committee  Cllr Babuta – member of museum |  |
| PC/20/081 | 1. **Public Session: Limited to 15 minutes**   **Peter Hood raised a few concerns surrounding the draft minutes from the extraordinary council meeting 26/1/2021 in relation to the budget holiday on precept as proposed by Cllr Smith.**  **The issues were raised with the clerk who said he would speak to Mr Hood and review procedures. Cllr Escott deferred her response until the relevant agenda item.** | Cllr Escott |
| PC/20/082 | 1. **Lee Gray (new Sergeant) TVP**   – Unable to attend, item deferred to April meeting ,  . |  |
| PC/20/083 | 1. **SBC – Rebecca Curley**   Provided information on the rapid flow covid testing site at Colnbrook Village Hal, 200 people over 3 days at Colnbrook Village Hall for Covid testing. Thanks extended to Cllr Rana, for providing lunch for the workers  Rapid flow testing – static sites until the end of March are available at:   * The Centre Farnham Road 8pm-8pm * Langley 8am-6pm * Arbour Park 8-6pm   Vaccine at Salt Hill and Langley Health Clinic  The stronger neighbourhoods survey has been delayed due to census and election purdah. Will be held up until after the elections including the PCC.  Poyle Busgate – to be in contact with SBC to ensure successful implementation |  |
| PC/20/084 | 1. **Minutes: -**     1. Approved as a correct record the minutes of the Parish Council meeting held on Tuesday 5th January Proposed by Cllr Escott, seconded by Cllr Oakley.    2. Approved as a correct record the minutes of the Extraordinary Parish Council meeting held on Tuesday 26th January. Proposed by Cllr Escott and seconded by Cllr Oakley. 2. **Matters Arising from the above minutes**   None arising |  |
| PC/20/085 | 1. **Planning: - To consider any new planning applications relating to the Parish of Colnbrook with Poyle.**   P/19096/001 for 9, Springfield Road, Slough, SL3 8QJ – no concerns  Cllr Smith – Dwelling at the back of the old George Inn – Grade II listed, didn’t return to Parish Council despite approval by SBC. Any developments in conservation areas have conversations with Slough Borough Council including listed wall are protected. |  |
| PC/20/086 | 1. **Freedom of Information Requests – General discussion – clarity around the law (RE)**   **Locum clerk explained the law surrounding the Freedom of Information, but would like further information about the requests submitted and their reasons. It is important that FoI requests are responded to within the 40 day limit. Cllr Escott explained that Parish Council obligations were different to borough council, locum clerk again to research and present at next meeting.** | Locum Clerk |
| PC/20/087 | 1. **CCTV update – business case exception (AE / RE)**   **Cllr Escott explained that Peter Webster – Officer of SBC has found a quote £28k PTZ back of shops for flytipping and back of park for anti social behaviour, which has to link in to SBC monitoring office, SBC only uses one contractor as proprietary parts only link int SBC system. Tendering process is therefore not possible.**  **Cllr Smith questioned if the parish council could influence the location of cameras?**  **Cllr Escott cited Peter Webster and Gary from TVP were mentioned in the presentation when the resolution was passed.**  **Cllr Smith sought an assurance that if CCTV was moved it would be brought back to council**  **Cllr Escott explained that cameras are quite high so may not be obvious, therefore signs should be installed.** |  |
| PC/20/088 | 1. **Recreation Ground Inspection Report - To review and pass required priority of works to Services Committee for action**   **Cllr Bennett to submit report to services committee.**  **Cllr Oakley the result of inspection Lower end of moderate risk 12 for Colnbrook recreation ground. Risk for the teenage shelter – Algae growth needs treating and broken glass.**  **Cllr Escott explained that 6 or 9 pieces of equipment which are of moderate risk, need to go to services ahead of Green Flag inspection. Needs to be of a high priority.**  **Cllr Babuta offered to work with Cllr Oakley to get a contractor in to look at immediate concerns such as trip hazards.** |  |
| PC/20/089 | 1. **Finance & Policy Committee**  * **Update from Chair of Finance**   **Accrual column was irrelevant, it is just not the important part as is a forecast.**  **Doctors spend was in last years council meeting no minutes recorded. Clinical standard of repair may need to**   * **Finance assistant – To discuss engaging a finance assistant (AE / RE)** * **Management committee has been used in emergency and has been audited.** * **Judith has agreed to work for an hour a month to ensure banking** * **Busgate – S106 agreement in quarry. Has been on agenda since 2015** * **Finance assistant as an employee – advertise on noticeboards, finance assistant. 3 hour a week contract. Richard to interview and recruit.** * **Richard to act as RFO, a finance assistant. Cllr Smith suggests a proposal to be brought to part two of the meeting.** * **To ratify payment sheet 13, approved by F&P, in the sum of £ 3,072.60 (Total)** * **Payments ratified. Cllr Escott Proposed, Cllr Babuta seconded.** |  |
|  | 1. **Services Committee**  * Update from Chair of Services Cllr Bennett ??? * Green Flag – SO / KB – Green Flag application was successful. * Ridge Rider – KB / AE * Update relating to memorial SO – Order placed for the memorials. PO placed on 24/2/21, plaques and reconstituted stone. Potential for wider set of works. * **Update from Conservation Area Sub-Committee, if applicable** |  |
| PC/20/090 | 1. **Areas of Responsibilities**     To receive an update, if applicable: -   * 1. Colnbrook Village Hall Trust – Cllr Bedi Colnbrook village hall trust, rapid testing may lead to more bookings. Maintenance of remedial works.   2. Berkshire Association of Local Councils/ HALC – Cllr Escott/Cllr Richardson – No update   3. Local Focus Forum: - Cllr Bennett/Cllr Bedi/Cllr Richardson – A meeting with John HK for the local focus forum for   4. Parish Forum – To be checked if still exists – to be removed   5. SBC Audit & Corporate Governance Committee – Cllr Escott – Thursday evening.   6. Local Access Forum – Cllr Richardson – No update   7. Colnbrook Residents Association – Cllr Babuta No update   8. Neighbourhood Action Group – Cllr Richardson – No live meetings due to covid restrictions.   9. Flood Action Group – Cllr Bedi – Floods still a problem and concerns shared and addressed by EA, SBC and Thames Water. Thank to Colnbrook residents and Cllr Bedi thanked by Cllr Smith.   10. Westfield Residents Association – Cllr Kahlon/Cllr Bennett/Cllr Virdi – Nothing to report   11. Museum Sub-Committee – Cllr Rana – no update   12. **Conservation Area Sub-Committee – Cllr Babuta/Cllr Bennett/Cllr Bedi – no update** |  |
| PC/20/091 | 1. **Chairman’s Questions and Correspondence** 2. Community Cup Award - nominations   Cllr Smith Colnbrook Cares?  Ray Angel nominated by 45 years community work, secretary of …. Residents association, May need full report from Navi. Cllr Escott and Cllr Bedi thanked Ray for his commitment to the community.   1. List of former Chairmen of Colnbrook Parish Council to be. Village Hall to put a board highlighting previous chairs. 2. Cllr Rana and Cllr Puja, mayor medal – Richard Endacott source a medal and present 3. Thanks for the flowers and regards when sister passed. 4. Thanks to James Swindlehurst and SBC staff for the vaccinations and lunch offered for volunteers at the Rapid Flow testing. Email as to whether Colnbrook could be a vaccination centre. 5. Cllr Oakley attended HALC meeting, new software Parish online. Officially recommended by NALC, Richard to explore |  |
| PC/20/092 | **Part II**   1. To approve minutes of the extraordinary minutes Part II from 26th January 2021   Locum clerk to look at systems of governance and ensure it falls within the legal framework  Propose Cllr Escott  Seconded Cllr Smith |  |

This Part of the meeting closed at 21.27pm.

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

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

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