



Colnbrook with Poyle Parish Council

Minutes of a meeting of the Parish Council 14th May 2024 Meeting Commenced at 1930hrs

Present: Councillors (Cllr) Rana (in the Chair), Bedi, Brenner, Buchanan, Evans, John, Smith, Whitrod

Officer Present – none, as the Council has not appointed Clerk, it was agreed that Cllr Brenner take the minutes

Members of the Public: 3

1. **Welcome** – Cllr Rana thanked everyone for attending.

To receive apologies for absence: Apology had been received from **Raju, Alfred, Gipps, Bartlett**

RESOLVED to note the apologies **Raju, Alfred, Gipps, Bartlett**

2. **MINUTES: To approve the minutes of the meeting held on the 9th April 2024.**

It was proposed by Cllr John and seconded by Cllr Smith and ...

RESOLVED that the minutes of the meeting held on the 12th March and 9th April were approved as a true record.

3. **Public Question Time**

Members of the Public raised the following items and concerns:

- Resident raised the issue regarding state of the High St, pot-holes, sunken road and uneven pavements. Cllr Smith advised the High St does not have a drainage system it has a soak away system, and its not possible for the council to put in a new drainage system due to age of surrounding buildings, limited foundations, etc. It was noted that the raised tables also in bad state of repair
NOTED: Cllr Smith to establish with SBC highways what remedial action may be possible or planned. .
- Question ref the planned Bus Gate and if it is going ahead? Cllr Smith explained that the road has been widened in preparation for the implementation of these gates – he understands from SBC that this work should commence in the next few weeks.
- **Community Cup** – question raised as to who and when this will be presented. Cllr Rana advised it would be deferred to item on agenda as detailed below.

5. Star & Garter update to arrange a separate meeting – Cllr Bedi

RESOLVED: Cllr Buchanan advised that he had seen workers on site and had visited the site earlier. He had been advised that they were digging the foundations for the new building. Cllr Bedi checked with Development and had confirmation that the complete development/construction does have the green light.

Regarding the Pub part of the property, the developer is finalising work required to make good which is delaying renovation plans for the old pub, but there will be a party wall going up.

ACTION: Cllr Rana requested that the Developer, Mr Emelio be invited to the next Full Parish Council meeting to update Cllrs and residents accordingly. Cllr Bedi to contact him.

6. Update for the Big Lunch 2024 in Colnbrook Village – Cllr Evans and Cllr Brenner

RESOLVED SUBSEQUENT TO MATTERS ARISING THE EVENT HAS BEEN POSTPONED UNTIL LATER IN THE YEAR.

7. 20 is Plenty : To receive an update from Cllr Brenner

Cllr Brenner advised that Alison Derrick, Senior Transport Planning Officer has confirmation from SBC procurement team with a recommendation to have x 12 traffic data counters (ATCs) approved. She is now writing a business case to get approval from Expenditure Control Panel.

For 12 x ATC for 1 week to capture speed and vehicle class, plus a report to guide us in terms of next actions based on current speeds is quoted as being circa £1,500.00 Plus VAT.

8. To receive an update from the Services Committee

a. To appoint a grounds maintenance contractor for the 2024/25 season effective from June 2024.

Cllr Evans advised need for a contract with GroundCare to be drafted/signed if they are to start in June 2024. Also need to ensure that Matties were advised of termination of their services as agreed with Clerk in March 20224.

ACTION: Cllr Rana to contact ex-clerk to establish if she wrote to them accordingly and advise Cllr Evans.

b. Playground Equipment at the Rec: Cllr Evans advised they had received tenders x 4 contractors ref replacement of x 3 items of playground equipment at the Rec - essential work to be carried out as items not fit for use. Cllr Evans/Whitlock/Buchanan had carefully reviewed and discussed the 4 proposed quotes and details received. They had shortlisted one company – Produlic Ltd who has a good track record with other Slough playgrounds, supplying and maintaining. They need an 8 week lead to get items ordered and delivered then a 3 week period to install, at which time the whole playground will be closed for use. Cllrs agreed that this company be appointed to carry out the work quoted and that it would ensure the playground ready for use in time for the summer holidays.

Cllr John proposed and Cllr Smith seconded to proceed with Produlic Ltd quote of £58,295.45 + VAT. All present Cllrs agreed.

ACTION: Cllr Whitrod to request the contract from Produlic Ltd to be sent, he will complete and send to Cllr Rana and then it will be returned to Area Manager.

Once signed it was agreed that advice regarding the Playground with details of work and items being replaced can be posted on Rec noticeboard.

Cllr John noted that it would be good to consider introducing sensory equipment in phase II of the re-development of the playground.

9 . To receive an update from the Finance and Policy Committee

- a. **For the council to approve the Financial Risk Register** (deferred from previous meeting)

- b. **To approve the Internal Controls Policy** - Deferred until next meeting

10. To approve the payment list:

- Cllr Naveed requested the balance of Chairs Allowance be paid. Cllr Smith to issue cheque for the sum of £729.50
- £200 to repay Pippins School for the book vouchers, invoice received and it was agreed cheque to be raised and sent to school to re-imburse accordingly.

It was noted by Cllr Brenner that the Parish Council was without a mailing address – still shows Westfield Hall address on the website/Google. Cllr Brenner suggested asking the Village Hall Trustees if they would agree for the Parish Council to use the VH address as the official postal address. Cllr Bedi who is also Chair of the CVHT advised that would be acceptable and would discuss/get this agreed officially at the next CVHT meeting.

Noted that if it was necessary to ensure the VH mailbox was secure, then the PC would need to cover cost to have lock fitted.

11. Search of Locum/RFO update – Cllr Bartlett and Cllr Smit

Cllr Bartlett had contacted same company and looked at posting an advertisement.

ACTION: Cllr Bedi advised that there is a Resident who may be interested in the position and she will be meeting with her on Friday 17th May.

There may be a couple of other local people too who may be willing to take on the role - Cllr Bedi/Cllr Rana will contact.

12. Update from Sub-committees:

The Colnbrook Village Hall Trust - Cllr Bedi advised new booking system/bookings going well
Conservation Area sub – nothing to report

Berks Association Local Councillors – no representative
Local Focus Forum Heathrow – Cllr Bedi reported new CEO, new project for Tweed Road, Westfield - barriers going up to beautify area with grass/wild flowers seeds.
Audit & Corporate Governance Committee - no
Local Access Forum – does not exist any longer
Colnbrook Residents Association - P Hood
N.A.G. – met with SBC, Cllr Bedi
Flood Action Group - walkabout first week June with residents at Coleridge, Albany Park
Westfield Residents' Association - Cllr Gipps not present

13. Update of the Annual Parish Meeting (APM) and presentation of the Colnbrook Cup to be held on 21 May 2024

RESOLVED: Barbara Underhill was universally nominated by Cllrs present to receive the Cup this year.

ACTION: Cllr Rana requested if Cllr John could write a synopsis of Barbara's long involvement with many clubs, associations, and organisations in the community over the past 30 years.

14 To confirm the date of the Annual General Meeting (AGM) 2024

RESOLVED: the AGM to be held on 28th May 2024, 7 – 8 pm AGM, which will be followed by the Services and Finance Committee meetings (8pm – 9pm)

15 Correspondence to the Chair

1. Cllr Rana noted that the minutes were missing from both Services and Finance Committees from February, March and April.

ACTION:

Cllr Rana to contact Kate who had been Clerk at the time to ask her if she has copy. it was noted that Cllr Bartlett had taken minutes at one of the committee meeting dates – request if he has copy to share.

Additional Questions that had been received from Residents:

a. What is latest regarding the Star & Garter building plans/progress?

See item 5.above

b. What is medium/long term plan for historic wall in Vicarage Way/ Richings Park Drive?

Bricks remain palletted at SBC, Conservation team - due to tree roots wall cannot be rebuilt as it was.

c. Is the Parish Council pressing for a reintroduction of a street cleaner?

Cllr Brenner and Cllr Bedi had been in contact with SBC to ensure different roads are litter picked by the team allocated to this now each week.

d. Can the Parish Council press to get Street Furniture repaired.

The bollards along Bath room and Park St will be repaired

e. Has the Parish Council Noticed the good work the Heathrow Rangers have done in Albany Park, repairing the path and signage.

Yes, this was noted and mention of thanks given in the previous full PC meeting.

f. Its good to see an Annual Meeting of the Parish being arranged after it was overlooked last year despite reminders being made to the PC.

Noted

- g. **Can I suggest the Parish council reintroduce Surgeries if they are to continue limiting question time in meetings.**

The Question time allocated in meetings is being extended to allow more time for residents to raise items for discussion.

- h. **Can I suggest the Parish Council press the District Councillors to have their own Surgeries.**

Noted but there are no plans to arrange this – the District Councillors are available to be contacted at any time.

16. Date of next meeting.

Tuesday, 11th June 2024

The meeting closed at 21.25hrs

Signed

Dated.....