



## Colnbrook with Poyle Parish Council Services Committee

Minutes of meeting for the **Parish Services Committee** held at **Colnbrook Village Hall** on **25<sup>th</sup> June 2024** at 6:30pm.

**Minutes for the meeting of the Parish Committee members Present:** Councillors (Cllr) Buchanan (In the Chair), Bedi, Whitrod

Also Present: Cllr Gipps, Brenner, Smith

Officer Present: No officer was present at the meeting

Members of the Public: 0

**1. Welcome.**

Cllr Buchanan welcomed all present to the meeting.

**2. Apologies for absence.**

Apologies received from Rana and Raju

**3. To approve and sign the minutes of the Services Committee meeting of 28 May 2024.**

**DEFERRED:** This item was deferred as the minutes of the previous meeting were not available.

**RESOLVED:** Cllr Brenner to submit the minutes at the next meeting.

**4. Update on refurbishment of The Recreation Ground and new ground maintenance provider**

**a) Refurbishment of the Recreation Ground**

Cllr Whitrod advised that the order for the new equipment had been made and that they were anticipating delivery and installation in the early part of the Summer holidays.

Date to yet be confirmed when work anticipated to be completed.

Cllrs are looking to arrange an official "Open Day" once the equipment is installed - host a community lunch/relaunch of the "Rec" – Cllr Evans is working on coordinating this.

Company installing the equipment will provide goody bags for event.

Cllr Bedi to contact Tesco to request if they can provide fruit/vegies/snacks for children.

All Cllrs to assist with set up/attend day/breakdown.

## **b) Ground Maintenance – Ground Works**

Cllr Whitrod advised Ground Works will be starting on Monday 8<sup>th</sup> July 2024.

Cllr Buchanan confirmed that letter terminating contract with Matties had been sent giving one months' notice, last day 4<sup>th</sup> July 2024.

## **4. Update on Hanging Baskets and village planting.**

Cllr Buchanan updated all that he had been corresponding with Darren at Window Flowers with the lists of post number/brackets and those requiring new brackets plus confirming on which posts the hanging baskets are to go.

Cllr Buchanan advised its been 7 years since brackets were replaced so those needing doing will cost circa £1000 which takes overall cost of hanging baskets for 2024 to £10,300.00. Taking into account the £1000.00 allowance for plants plus the £250 donation from Grundons that's a total of £1250.00 less the £609.00 spent on planters around the village – leaving balance of £641.00 to go towards overspend on hanging baskets.

**RESOLVED:** It was noted that the current contract with Window Flowers is for 3 years, 2024 is the second year. Review the requirements in 2025.

Cllr Buchanan thanked Cllr Raju and Cllr Brenner for their assistance planting up the village “planters” and watering regularly.

## **6. Discussion of and allocation of Lead councillors for 2024-2025 Projects:**

### **i: Phase Two of the Recreation Ground Renovation**

- Cllr Whitrod and Evans had suggested the Ridge Rider was obsolete and perhaps a Trampoline could be installed in its place.
- Cllr Buchanan advised it was a pity that the Gym installed by SBC was located so far from the Rec .... Consider taking this up with the Council as it would see more use at the Rec.

**RESOLVED:** Cllrs to seek feedback from the local community/users to ask them what equipment they would like to see installed to get a better understanding of requirements and expectations.

### **ii: Noticeboard Refurbishment**

- There are 5 wooden ones needing refurbishing - Westfield, Crown Meadow, Recreation Ground, Chemist and Coleridge crescent.
- Cllr Raju mentioned her son maybe able to assist but he would need a cordless sander to do the job.

**RESOLVED:** Cllr Raju will ask her son if he could quote for the job including the purchase of the sander and if its less than Puja`s Contact he could do the job.

- Cllr Gipps mentioned about public liability insurance to cover the job and Alistair advised the Parish Council's own insurance would cover this.

### **iii: Updating of Hanging Basket Locations**

- See point 4.b) above

### **iv: Provision of an Over 50s Club in collaboration with Colnbrook Village Hall**

- Cllr Buchanan suggested funding for this club/similar could be funded with the assistance of Heathrow Community Fund

**RESOLVED:** Cllr Buchanan and Cllr Brenner to look at the Grants available to apply for.

**v: Investigation of the possibility of purchasing the former Special Needs School as a Village Hub.**

- Cllr Buchanan suggested looking at setting up a mini-hub at the Old School Building, purchase from SBC for the community/PC office space. There is money in the budget allocated to such provision

**RESOLVED:** Cllr Bedi to contact SBC Officers to make initial enquiries

**7. Any other business.**

- Cllr Whitrod advised that the fence around the football pitch needs fixing.
- No dogs allowed in this area - new signs needed.
- Football pitch needs sorting, large dips at goal posts and needs topping up with soil etc. Cllr Whitrod to obtain quotes for this.
- Michael raised ICT Vision item ref number of email addresses –the Council is paying for 25 user names, they have never been told to remove any, some are on suspension which can be seen but we are still paying for them. Cllr Buchanan advised the Council has a legal duty to maintain these corporate emails for required period of time so that we can check back if necessary.
- Alistair mentioned that ICT seems to be set up for American settings/time.

**8. The meeting closed at 6.55pm**