



Colnbrook with Poyle Parish Council

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Services Committee Meeting

Minutes

Minutes of meeting for the Services Committee meeting of Colnbrook with Poyle Parish Council held at Colnbrook Village Hall on Tuesday 22nd July 2025 at 7pm.

Present: Councillors Buchanan (Chairman), Whitrod (Vice Chairman), Bartlett, Raju, and Rana.

Members of the Public Present: 2

1. Representations from members of the public

A representative from the Taekwondo Club attended to inform councillors of the planned display for the Colnbrook Fun Day in August which they were giving to residents.

2. Apologies: To receive and approve apologies for absence

Apologies were received from Cllr Bedi and Evans. Locum Clerk Noted for the record.

3. Minutes: To approve and sign the minutes of the meeting held on 24th June 2025

Cllr Buchanan proposed that the minutes from 24th June 2025 were agreed. Seconded by Cllr Rana. Agreed unanimously. Noted for the record. Minutes were duly signed by Cllr Buchanan. Locum Clerk to receive when she is next in attendance and retain for the record.

a) Matters arising

None.

4. To note and update on the DHL Volunteering in the parish

Cllr Buchanan reported that he had been in touch with DHL in respect to volunteer time in the parish/community liaison. Several jobs have been listed as requiring attention, but it had been confirmed by DHL that they had committed volunteer time to Stanwell this year and would not be available in Colnbrook parish until next year. Cllr Buchanan noted that a request for Christmas tree sponsorship in the parish would also be put to DHL for consideration. Updates to follow.

5. To note and update on the Family Fun Day on 2nd August

Councillors noted progress on the Family Fun Day on 2nd August from 12pm – 5pm. Councillors had approached several village organisations and it was confirmed that Thames Valley Police, Colnbrook Scouts and the Fire Service would be present. The Locum Clerk noted that the insurance policy would cover the day, and party bag fillers had been ordered and the Risk Assessment for the day was being finalised. The Locum Clerk also confirmed that she had applied for a Temporary Events Notice and was now in place in advance of the day.

a) Taekwondo Club Display

It was confirmed in the public section of the meeting that the Taekwondo Club would be in attendance and providing a display. Two free trial lessons would be given to children for signing up to the club on the day. The Club had its own Public Liability insurance which would cover their club representatives on the day.

6. To update on progress for bin installation at the Recreation Grounds

Cllr Whitrod noted that the bins were installed and stickers would be put on the bins to confirm that they were for general waste and dog poo. London Heathrow Airport Limited had dimensions for their plaques which would be fitted by them in due course.

7. To receive an update on traffic measures in the parish

a) 20's Plenty

Cllr Brenner noted that Slough Borough Council would still not cover VAS signs in the proposed 20's Plenty zone.

b) VAS Signs

Cllr Whitrod noted that the Vehicle Activated Signs (VAS) would be kept running in the parish to remind drivers of their speed when travelling through the village.

8. To update on lamp post maintenance/repainting in the parish

Cllrs Buchanan and Whitrod noted that they had spoken to A2Z Property Maintenance with regards to the maintenance and painting of the village lamp posts. The summer flower hanging baskets had already been erected which would make maintenance and painting difficult; the maintenance company had confirmed a quote for the works and it was anticipated that the works would commence in early October. Updates to follow.

9. Countrywide retender for 2026/27

Cllr Buchanan noted that the tender for Countrywide Maintenance would need to be considered soon in advance of the 2026/27 maintenance year and requested that the Locum Clerk obtain quotes and report back at a future meeting.

10. Any other business and Chairman's correspondence

Cllr Buchanan also noted that the quote for the bark for the playpark would need to be confirmed (estimated around £1,000 to cover the area). DHL volunteering had been covered under a previous item.

11. Date of next meeting

- 23rd September 2025, 7pm.

Meeting closed : 19.24

Chairman's signature.....