



Colnbrook with Poyle Parish Council

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Minutes of the Services Meeting held on the 16th April 2019 at the Colnbrook village hall.
Meeting started at 19:37pm.

Attendance: Chair- Cllr Buchanan
Cllr Babuta, Lever, Cllr Richardson

Cllr Smith also in attendance

Officer Present: Locum Clerk and Responsible Finance Officer: Mr Steven Gillingwater

Agenda Reference	Minute	Action Point
SER/18/186 <u>Received and Approved Apologies for Absence</u>	Cllr Bedi, Kinane	/
SER/18/187 <u>Declaration of Interests</u>	None	/
SER/18/188 <u>Minutes</u>	Minutes Approved of the Services Committee held on 19th March 2019.	/
SER/18/189 <u>Window flowers Contract</u>	The Clerk read out the reviewed contract between the Parish Council and Windowflowers. The Chair of Services asked Chair of Finance and Policy for his view. Chair of Finance and Policy Cllr Smith stated he is happy to support the Contract as there is money left in the budget to do so. Chair of Services thanks Chair of Finance and Policy for comments. All Councillors approved the reviewed contract	/
SER/18/190 <u>Work report 2018/2019</u>	The Clerk explains the work report and what is the purpose of a work report for continuity. Chair of Services reads through a draft in which the topics discussed were: <ul style="list-style-type: none"> - Tommies - Maintenance of the Recreation Ground - Splash Area/ Bench work at the Splash 	/

- Colnbrook Beautification discussed
- Clean up Colnbrook
- Westfield Estate update

Recommendations for work to be looked into:

- Website update
- Cavendish Road/London Road compliant about Parking. Moving forward the Chair of Services believes a small wooden palisade fence and posts could solve this issue.
- Land at Colnbrook Wines
- Bus Stops being raised around Colnbrook

Cllr Babuta believes some other points to add are:

- Christmas Lights and Christmas Trees
- Community Events and engagement
- School Awards

Cllr Smith also like to highlight regarding the Tommies, the wind blocker has had four metal poles which were bought as a donation by Vijay Prasha.

Cllr Buchanan also added further points:

- Tommie Location at Sutton Lane will need to be reviewed due to the Transport plan for Brands Hill.
- Benches need to be fitted and placed. Cllr Richardson suggested an idea moving forward is for memorial plaques and benches to be purchased by residents.
- Colnbrook Recreational Ground, the new committee need to do engagement with residents to find out what the Residents want.
- Operational Report to be reviewed by the new services committee in June for action points.

Cllr Smith raised some points through the Chair which that a Compost area agreed with the Contractor at Finance and Policy and a contract has been signed. As a green flag requirement for a compost area, it will support our status. Cllr Smith also stated that when the recreational ground was last revamped, Groundwork South East at the time, now called Groundwork Thames Valley organised funding, consultation and putting forward designs. It would be

	<p>beneficial to approach them again but that would be for the new services committee to review.</p> <p>Cllr Buchanan stated over working groups. There is confusion over working groups membership and duties. The committee felt that the working groups should be set up with a specific task and for a specific period. One example given is the Revamp of the Recreation Ground Working Group.</p> <p>The Current working group standing is there is no report due to how they were structured. Concerns stated that the Working groups decisions were not being discussed in a public format or record which raises issues over transparency.</p> <p>Cllr Buchanan stated this is not an attack on any individual or individuals but is a way of improving transparency.</p> <p>All Councillors agreed the work report and the recommendations.</p>	
<p>SER/18/191 <u>Correspondence to the Chair</u></p>	<p>Clerk declared that he was a supporter of the Scope Charity and is a member.</p> <p>The Scope charity was looking for locations to place a clothing collection bank. It was agreed to add to the Work Report. A suggestion also came that a possible location could be Westfield Hall or Brands Hill area.</p> <p>Cllr K Laxman Bench service has been advertised and posters had been printed by the Clerk to be displayed. The Clerk noted that one has been dropped into the Baptist Church.</p> <p>The Clerk explained the process for administration of the minutes regarding approval.</p> <p>Cllr Smith proposes a raise of thanks for Cllr Buchanan on the Services committee and his commitment to the Council and it is a real loss to the Parish Council. Cllr Babuta seconds all agreed.</p> <p>Cllr Babuta thanked the Clerk for stepping in and helping the Parish Council. All agreed.</p>	<p>/</p>

Meeting Closed at 20:20pm

Signed: Chair Date:

Signed: Clerk Date:

Signed: Witness Date: