



COLNBROOK WITH POYLE PARISH COUNCIL

Parish Council Services Committee Meeting

Minutes

Minutes of the meeting of the Parish Council Services Committee held at the Village Hall, Colnbrook on Tuesday 17th September 2019 at 7:36pm

Members Present: Councillors (Cllr) Oakley (In the Chair), Bedi, Richardson and Babuta (Ex Officio)
 Officer Present: Ms N Williams – Interim Clerk
 Members of the Public: 3

REF:		ACTION POINTS
Ser/19/013	<p>Welcome</p> <p>The Chair welcomed all in attendance.</p>	
Ser/19/014	<p>Apologies for Absence</p> <p>Apologies were received from Cllrs Escott and Bennett</p>	
Ser/19/015	<p>Declaration of Interest</p> <p>None.</p>	
Ser/19/016	<p>Minutes of the meeting held on 16 July 2019</p> <p>a) Resolved – That the minutes of the meeting held on 16 July 2019 were approved as a true record and signed by the Chair.</p> <p>b) <u>Matters Arising</u></p> <p>CwPPC Engagement: Website – It was agreed and confirmed that Cllr Rana was leading on the upgrade of the Parish Council’s website, with support from Cllr Babuta.</p>	
SER/16/005		
Ser/19/017	<p>Website and Social Media</p> <p>Cllr Babuta provided an update on the progress of the Colnbrook with Poyle Parish Council website and social media</p>	All Cllrs

	<p>upgrade. A draft link had been sent to all Cllrs for feedback and comments to be sent to Cllr Babuta who would co-ordinate any changes received.</p> <p>Cllr Oakley advised that he had suggested among others for quick links to be included to incorporate environmental issues, such as green spaces.</p> <p>Cllr Babuta reported that ICT, the current service provider would be handing the project over in early October 2019. A demonstration of the new website would be presented at the next Parish Council meeting on 1 October 2019.</p> <p>Cllr Rana advised that additional features such as Cllr email boxes had been included on the website. Cllr Rana would be sending out an email requesting all Cllrs to provide their photograph with a white background to streamline and provide uniformity.</p> <p>Cllr Babuta advised that the social media aspect had yet to be worked on. However, it would be developed and once approved by The Parish Council would be then be publicised.</p> <p>The Committee discussed the type of contact information to include on business cards for Cllrs. It was acknowledged that the Westfield Community Centre address should be the main Council address and Cllrs email addresses should be included. Cllr Rana would send a draft template to all Cllrs for comments. He would also present a sample card at the next Parish Council meeting on 1 October 2019 for comments.</p> <p>Resolved – That the update be noted.</p>	<p>Cllrs Rana / Babuta</p> <p>Cllr Rana / All Cllrs</p> <p>Cllr Rana</p> <p>Cllr Rana / All Cllrs</p>
Ser/19/018	<p>Heathrow Expansion</p> <p><u>Local Focus Forum</u> - Cllr Bedi gave an update on the Forum's last meeting where it had been highlighted that the Heathrow expansion would have a detrimental impact on 9 boroughs. At the next meeting on 10 October 2019, discussion would be on how to apply for funding and what it could be used for to support communities affected.</p> <p>Cllr Bedi advised that Heathrow had agreed to fund additional large bins subject to Slough Borough Council (SBC) agreeing to empty them. Heathrow had also agreed to fund a planter as well as window boxes that could be replanted in conservation areas.</p> <p>Cllr Babuta enquired about the status of the contract with the contractors of the planters and Cllr Bedi advised that the</p>	<p>Cllr Bedi</p> <p>Cllr Bedi / Babuta</p> <p>Cllr Bedi</p>

	<p>contract with Window Flowers would be reviewed to include provision of planters.</p> <p><u>Colnbrook Community Partnership (CCP)</u> – It was noted that Cllr Bedi would request Raymond Jackson to support with the completing of the application for Green Flag on behalf of the Services Committee. Although Raymond Jackson was no longer with CwPPC, he was willing to provide help and support as a member of the community to the Services Committee.</p> <p>Cllr Oakley reported that he had attended a meeting with SBC regarding the Heathrow expansion where among other things, the following issues had been highlighted:</p> <ul style="list-style-type: none"> • The maps in the Heathrow brochure were not accurate • Traffic issues and increased risk of flooding had not been taken into account • Pippins Park would be particularly vulnerable. <p>Cllr Bedi pointed out that due to the age of the village, the issue of flooding had been highlighted for review by the Environmental Agency (EA). The EA had been requested to investigate dewatering in some areas.</p> <p>The Committee agreed that the Parish Council should draft a statement in relation to mitigating the adverse effects of the Heathrow Expansion on the Parish.</p> <p>Cllr Oakley would send details regarding Heathrow to Cllr Babuta for circulation to all Cllrs.</p> <p>Resolved – The Committee recommends the Parish Council drafts a statement of mitigation in respect of the adverse effects of the Heathrow expansion on Colnbrook with Poyle Parish Council.</p>	<p>Update pending</p> <p>Cllr Oakley</p> <p>All Cllrs – lead to be confirmed</p>
Ser/19/019	<p>Colnbrook Recreation Ground</p> <p>Cllr Bedi advised that the repair of equipment was still outstanding and needed to be addressed.</p> <p>Work on the rejuvenation project was still on-going and three quotations from contactors would be reported to the next Service Committee meeting. Meanwhile, research on playground companies would be undertaken and residents would be consulted to get feedback on how they would like the recreation ground to be developed.</p> <p>Resolved – That the update be noted.</p>	

Ser/19/020	<p>Colnbrook Recreation Ground</p> <p>It was reported that the toddler area in the recreation ground was in need of repair, particularly the zipwire. Cllr Bedi advised that there were health and safety concerns and recommended the zipwire be shut down and removed for safety reasons.</p> <p>Cllr Bedi advised that there were on-going discussions with various companies regarding the football area.</p> <p>Resolved – That the update be noted.</p>	
Ser/19/021	<p>Questions and Correspondence to Chair</p> <p>Cllr Bedi advised that the Christmas lights would be lit on 25 November 2019.</p> <p>An issue of unpaid invoice was raised by a contractor and it was noted that raising such issues at a Service Committee meeting was inappropriate.</p> <p>A member of the public expressed concerns about the way in which the meeting had been conducted.</p> <p>Resolved – That the update be noted.</p>	
	<p>Committee members noted that the next meeting would be on Tuesday 8 October 2019 following the meetings swap with the Finance and Policy Committee.</p>	

The meeting closed at 8.50pm.

Signed----- Chair Date:

Signed----- Clerk Date:

Signed----- Witness Date: