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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 8th October 2019 at 7:36pm

Members Present: Councillors (Cllr) Bennett (In the Chair), Rana, Richardson and Babuta (Ex Officio),
 Officer Present: Mrs J. Freeland – Finance Assistant
 Members of the Public: 0

REF:		ACTION POINTS
Ser/19/022	<p>Welcome</p> <p>The Chair welcomed all in attendance.</p>	
Ser/19/023	<p>Apologies for Absence</p> <p>Apologies were received from Cllrs Bedi & Oakley.</p>	
Ser/19/024	<p>Declaration of Interest</p> <p>None.</p>	
Ser/19/025	<p>Minutes of the meeting held on 17 September 2019</p> <p>a) Resolved – That the minutes of the meeting held on 17 September 2019 were approved as a true record and signed by the Chair.</p> <p>b) <u>Matters Arising</u> None.</p>	
Ser/19/026	<p>Website and Social Media</p> <p>Cllr Rana gave an update on the website, there had been a redesign of the layout following Vision ICT's suggestions, the website should be ready to go live next week. It was suggested that a past Chair of the Parish Council, along with Cllr Rana, inaugurate the new website.</p>	Cllr Babuta

	<p>Information to go onto the website to be sent via email to the Clerk, where approval from the Chair of the Parish Council or the Chair of Services Committee will need to be obtained prior to adding it to the website.</p> <p>Cllr Bennett advised that he is still waiting for photos from some Councillors. These Councillors to be chased up.</p> <p>The format and cost of ID cards and business cards are currently being looked into, again waiting for photos.</p> <p>Social media - Cllr Babuta has sent idea to the Chair and will also send the ID required to set this up.</p> <p>Resolved – That the update be noted.</p>	<p>Cllr Rana</p> <p>Cllrs Rana/ Babuta</p> <p>Cllr Babuta</p>
Ser/19/027	<p>Colnbrook Recreation Ground</p> <p>Cllr Bedi had sent an update via email. The contractors quoting for the fencing had not attend site due to the weather conditions, these will be available at the next meeting.</p> <p>It was requested that full information on the companies quoting for the play area be given to Cllr Bennett/Cllr Babuta. Cllr Babuta suggested that in the absence of a Clerk/RFO these quotations should go through the finance assistant.</p> <p>Cllr Bennett commented on trying to work for the youth of the village in relation to providing facilities in the football pitch location. He asked if there were companies who could help, Cllr Babuta to send information to Cllr Bennett.</p> <p>Crown Meadow</p> <p>Cllr Bennett had met with residents and discussed the possibility of a 'peace garden' within this location.</p> <p>It was noted that the Memorial Garden would be ready for Remembrance Sunday, 10th November, Cllr Babuta commented that they were working with Heathrow on this project. Cllrs to be invited to attend along with community groups and scouts.</p> <p>Members were reminded that articles for the newsletter were required by next Friday.</p> <p>Resolved – That the update be noted.</p>	<p>Cllr Bedi</p> <p>Cllr Bennett/ Bedi</p> <p>Cllr Bennett</p> <p>All Cllrs</p>

SER/19/0	<p>Christmas Tree & Lights</p> <p>The use of SBC lamp posts in Westfield and Sovereign Heights for Christmas decorations had been secured.</p> <p>It was requested that 2 further Christmas trees be purchased, making a total of 5. The trees would be sponsored by companies so would only be the cost of decorating the trees at £490 per tree.</p> <p>It was proposed, seconded and agreed that this be put to the Finance Committee and Full Council for approval.</p>	Cllr Bennett
Ser/19/0	<p>Questions and Correspondence to Chair</p> <p>Cllr Rana asked that all minutes/agendas etc.be printed in black and white and double sided.</p> <p>Cllr Babuta reminded members about monthly surgeries, dates had been sent to all Councillors.</p> <p>Cllr Bennett referred to the grounds report regarding urgent repairs to the zipwire, he asked Cllr Babuta to help arrange a meeting with the contractor.</p>	Cllrs Bennett/ Babuta
	<p>Committee members noted that the next meeting would be on Tuesday 12 November 2019.</p>	

The meeting closed at 8.24pm.

Signed----- Chair Date:

Signed----- Clerk Date:

Signed----- Witness Date: