

## BRITWELL PARISH COUNCIL

### MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 19<sup>th</sup> FEBRUARY 2020 AT 7.00 P.M. IN THE PARISH COMMUNITY CENTRE

**Present** Cllr P Brooker (in the chair)  
Cllrs. R Anderson , Mrs S Brooker, J Finn, P.Murphy and S Wright

**In Attendance** : Mr. J. Holder (Locum Clerk) ;  
Vinay Vyas & Lorraine Gibbons (item 5); Martin Carter (Item 9.1)

#### **20/16/PC Apologies**

Apologies for the meeting had been received from Cllr P K Mann, who was attending a Borough meeting.

#### **20/17PC Declaration of Interest**

17.1 Cllrs Anderson and P Brooker made a general declaration that each was a member of Slough BC.

17.2 Cllr Wright made a declaration in respect of agenda item 10.1 on Sports England grant.

#### **20/18/PC Minutes of the meeting held on 15<sup>th</sup> January 2020**

The minutes of the Council meeting held on 15<sup>th</sup> January were **approved** as an accurate record of the meeting and signed by the Chair.

#### **20/19/PC Matters Arising (not covered elsewhere on the agenda)**

19.1 *Parishioner Issues (item 19/138.7 & 154/6)* – The Locum Clerk said that he had received a response from the Head Teacher of Lynch Hill Primary School. She had noted requests made to parents parking near the school and would also inform parents of the Council's offer to permit parking on site during school drop off/pick up times.

#### **20/20/PC Neighbourhood Police**

20.1 The Locum Clerk had written again prior to the meeting and had hoped Sgt. Cerrig Shardlow would send a written report, if unable to attend.

#### **20/21/PC Summer Celebration -Saturday 20<sup>th</sup> June 2020**

21.1 Mr Vyas outlined those attending, including the Fire Service and the Bike Doctor, as well as others contacted. A key feature was the Dog Show and it was agreed this should be held between 1.00 -5.00pm. Ms Gibbons had been in contact with the RSPCA .Feedback from last year included a request that stalls should not be so close to the FunFair which was noisy and that there should also be more available for the children.

21.2 Following discussion, it was **agreed:-**

- a) As in the first year, there should be two marquees set up; the Locum Clerk was requested to get quotes: **Action: Locum Clerk**
- b) There should be a banner , to allow for change of dates, which could be used in future years; Cllr Wright to investigate; **Action: Cllr Wright**
- c) There should be a raffle, and provision of prizes be sought from local businesses; **Action: ALL**
- d) The Borough Mayor be invited to open the event: **Action: Locum Clerk**

- e) The Council to fund a budget of i) the costs of the marquees and ii) for other items up to £1,500.

*(Mr Vyas and Ms Gibbons left the meeting)*

## **20/22/PC Website**

22.1 The Council agreed to move forward this item on the agenda. Mr Carter circulated a mock handout of the proposed new website., which he had developed further to a meeting with Mr Holder. He said it was intended to be sturdy, pretty and functional and be mobile friendly. Following discussion, members *confirmed* they were happy with the approach set out for the website. Mr Carter said he would complete the new website in about one month.

22.2 Mr Holder noted that for the existing website, there was an outstanding payment claim which he had tried to resolve but which the supplier had not responded to. Mr Carter noted that as part of his development, he had gathered assets on the current site but would be using a new domain name – [britwellparishcouncil.org.ok](http://britwellparishcouncil.org.ok)

*(Mr Carter left the meeting)*

## **20/23/PC Updates from Outside Bodies**

23.1 Cllr Murphy reported that the Youth Club was open during half term, with a record number of 58 there today..

## **20/24/PC Planning**

24.1 There were no recent applications.

## **20/25/PC Site Vision & Building Works**

25.1 Cllr Murphy noted a few concerns:-

a) complaint from the Arts & Craft people that the heating was not holding the new times;

b) a request to fix the water heater in the small kitchen area off the stage;

c) plug sockets on stage making a sound.

It was agreed to get these checked.

**Action: Locum Clerk/ Cllr Murphy**

25.2 In respect of space used at back of stage by the Glad Tidings church for storage, the Clerk was requested to ask that this be moved but to offer use of room to left of stage to use for storage at £50 per month.

**Action: Locum Clerk**

25.3 Cllr Anderson raised the vision of having all weather sports pitches which members found attractive. Following discussion, including on the footprint of the building, it was agreed as a next step, advice should be sought from the Slough BC Regeneration team whom Cllr Anderson would contact. **Action: Cllr Anderson**

25.4 As any refurbishment/rebuild might be some time, it was **agreed** that the external damage in the outside fabric of the building should be repaired. **Action: Locum Clerk**

## **20/26/PC Post Community Governance Review Strategy**

### *New Website*

26.1 Discussed above.

### *Communications with Residents*

26.2. No update

### *Parishioner Issues*

26.3 There were no new ones.

## **20/27/PC Community Centre and Sports Ground**

### *Sports England Grant Shortfall*

27.1 Mr Holder noted the request from Frank Sugrue at Active Slough at Slough BC. He was involved in a project with Cllr Wright to relaunch the Britwell Boys & Girls Football Club. He had submitted a bid to Sports England for new goals, sockets and fittings at a cost of £3,200. Sports England would provide a grant of £2,400 but there was a shortfall of £800. It was **agreed** to fund the £800 shortfall with moneys to be vired from General Reserves.

**Action: Locum Clerk**

### *Health & Wellbeing*

27.2 nothing further to above.

### *Hire use*

27.3 Cllr Murphy expressed concern that Glad Tidings had put booking in hire book for New Years Eve but had not been through process. The Locum Clerk would write.

**Action: Locum Clerk/ Cllr Murphy**

## **20/28/PC Finance**

28.1 *Income & Expenditure* - The income and expenditure and bank reconciliation for January 2020 were **approved**. Mr Holder highlighted several items in the Cashbook and Bank Reconciliation. Cllr Murphy noted that Radio Wexham had folded and as the outstanding cheque had been issued over 6 months, this sum should be rewritten into the cashbook.

**Action: Locum Clerk**

28.2 In addition to bank payments and direct debits, it was **agreed** to approve the following payments) :-

- £1,020.00 (inc VAT) to Wellers Law Group for legal advice for Bar lease;(this being to replace the cheque for this amount issued at the previous meeting which was incorrectly dated and has been cancelled);

- £1,305.00 (inc VAT) to Manorcott Legal & Business Services for Locum Clerk's services;

- £144 to N Stow for plumbing work in Bar toilets;

- £672 (inc VAT) to Express Fire Protection for annual charge .

## **20/29/PC Chicken Ranch Bar**

29.1 The Locum Clerk noted the outstanding position on repayments and response to his invitation to the Tenants to attend this meeting. He further noted the Tenants' proposal going forward.

29.2 Following discussion, the Council requested a legal letter be sent making clear personal liability for non payment.

**Action: Locum Clerk**

**20/30/PC Any Other Business**

30.1 *Pensions* – The Locum Clerk noted there had been some delay in effecting recent payments but this had now been rectified.

**20/31/PC Next Meeting**

The next Full Council Meeting to be at 7.00 pm on Wednesday 18<sup>th</sup> March 2020.

The meeting closed at 9.05 pm.

Signed as a true record of the meeting

.....Chair

Dated.....