

BRITWELL PARISH COUNCIL

MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 20th APRIL 2022 AT 7.00 P.M., IN THE PARISH COMMUNITY CENTRE

Present Cllr P K Mann (in the chair)
Cllrs. K. Barry, P Brooker, Mrs S Brooker, P Murphy and S Wright

In Attendance : Mr. J. Holder (Locum Clerk) ;
Mr Nazar Lodhi

22/60/PC Apologies

60.1 Cllr. R Anderson had given his apologies, as unwell, Cllr P K Mann gave her apologies, as she would need to leave at 7.45pm.

22/61/PC Declaration of Interest

61.1 Cllr. Mann made a general declaration for herself and Cllr P Brooker that each was a member of Slough BC, with Cllr Mann making a further declaration that she was a Cabinet member of Slough BC (for Planning) specifically in respect of agenda item 9. Cllr Brooker made a specific declaration in respect of Foodbank (agenda item 12 a).

61.2 Cllrs Wright and Murphy declared an interest in respect of a payment to be made to Cllr Wright under agenda item 14.2.

22/62/PC Minutes of the meeting held on 16th March 2022

62.1 The minutes of the Council meeting held on 16th March were **approved** as an accurate record of the meeting and signed by the Chair.

22/63/PC Public Forum

63.1 There was none.

22/64/PC Matters Arising (not covered elsewhere on the agenda)

64.1 *Slough Electoral Review (minute 22/48.2)* – Mr Holder had submitted the Council's comments to the Local Government Boundary Commission. Cllr Mann said that the Borough supported the request that the parish should remain in a single ward.

64.2 *Vinay Vyas (minute 22/49.3)* - Mr Holder confirmed that Mr Vyas was still in post and was assisting on the Council's Jubilee Working Party.

64.3 *Water Supplier (minute 22/54.1)* - Mr Holder confirmed that Black Sheep Utilities was the new supplier from mid April.

64.4 *Fu Jau (minute 22/54.4; 58.1; 58.2)* - Mr Holder had written to Fu Jau but had received no response.

64.5 *Rubbish Outside Building (minute 22/49.3)* – Cllr Brooker said that he had spoken to Mr Lodhi. Cllr Wright stated that other users had been seen depositing rubbish outside and expressed concern both that it was unsightly to residents but that it might create a fire hazard. Helium gas containers had also been left outside the Hall after events and there was a cost to dispose of these. Following discussion, it was **agreed** that:-

- a) a note be sent to all regular users that they must take away their rubbish;

Action: Locum Clerk

b) as part of the Caretaker's inspection after an occasional event, he should also check for rubbish/helium gas containers outside the building and that this should be incorporated into his check list.

Action: Locum Clerk

22/65/PC Neighbourhood Police

65.1 There was no report.

65.2 Cllr Mann suggested that a 15 minute slot be given to the Police at the Annual Meeting. She would provide the name for the Neighbourhood Police inspector. **Action: Locum Clerk**

65.3 Cllrs Murphy and Wright noted that that there was currently a lot of anti-social behaviour in Britwell. Three young males had been throwing stones on the Bank Holiday . There was also CCTV footage of the same three males and others damaging three windows at the Youth Club. Two of the youths were recognised and the parents of one were upset and had offered to pay for the damage. Cllr Wright was concerned that Youth Club members were involved and that only 12 or 13 years old, if the Police did not effectively respond, these youths could be the the next generation of gangs.

22/66/PC Updates from Outside Bodies

66.1 *Youth Club* - Cllr Murphy said that it had been a successful Easter holiday period with over 30 present in the day time doing various activities, and evenings were also well attended. There had been one new member. Funding had been obtained for Free School Meals but only nine applied.

22/67/PC Community Development

Community Development Proposal

67.1 Mr Holder said that he had not received the Survey Findings and this was now unlikely to be received as Mr Akram's Development team had been disbanded at the end of March. Following discussion, it was **agreed** that even though a formal Findings report was now unlikely , it would be useful to seek a "data dump" of Survey responses. **Action: Locum Clerk**

(Mr Lodhi joined the meeting)

22/68/PC HM The Queen's Platinum Jubilee

68.1 The Locum Clerk had previously circulated Notes of the meetings of the Working Party held on 30 March and 8 April and said there had been another meeting earlier that day. He requested Members to notify him if they had any issues with any matters in any of the Notes.

68.2 Members were pleased with the leaflet designed for the event ,which was due for delivery tomorrow. Cllr Barry said he would map out distribution routes for house delivery of the leaflets and would look for Members support. **Action: Cllr Barry / ALL**

68.3 The Locum Clerk noted that there were a number of items for which the Working Party were seeking financial support from the Council , with the following currently identified – leaflets; banner; prizes for Dog Show (estimated at £150); prizes for best prince & princess and best dressed house; bunting; bouncy castle; marquee; tables and chairs to seat 200. Following discussion, it was **agreed** to provide funding for the Jubilee event , up to £3,000, such spend to be made from the Strategic Community Fund.

68.4 It was **agreed** to approve use of a bouncy castle subject to the necessary insurance being in place, cost to be met by the Council with free use by children attending.

68.5 Following discussion, it was **agreed** that a) the Council would not seek any profit share from sales for the event ; b) Café Brew Hut should be responsible for sub-contracting food vendors for the event, in respect of food which it would not itself be providing, subject to Mr Lodhi ensuring that all such vendors had both the necessary insurance and food hygiene certification, copies of which he should provide to the Council. **Action: Mr Lodhi**

68.6 Mr Holder noted that a meeting was planned for he and Mrs Siddiqi at Beechwood School and one activity to consider would be the making of an audio-visual record of Britwell over the last 60 plus years. Cllr Mann said the cultural team at Slough BC might be able to lend equipment to use and she would provide details. **Action: Cllr Mann**

68.9 Mr Holder said it was intended to have a free raffle and within GDPR requirements, seek contact details for parishioners which might be used to promote and involve people in future events. It was noted that such data should be held by the Council rather than a third party. She also had contacts at Seagrove who might sponsor prizes. **Action: Cllr Mann**

22/69/PC Coronavirus

69.1 *Slough Covid Outbreak group* - Cllr Mann said that vaccinations were still continuing.

22/70/PC Planning

70.1 Further to the last meeting where it was agreed to delegate further comments to Cllr Anderson following his site inspections, the Council *ratified* his subsequent comments which were provided ,as described below, to Slough BC Planning.

<u>Application Number</u>	<u>Location</u>	<u>Proposal</u>	<u>Council Comment</u>
P/19750/000	14, Hawkshill Road, Slough, SL2 2BH	Construction of a detached rear outbuilding.	No Objection
P/17286/003	Kennedy House, Long Furlong Drive, Slough, SL2 2BF	Change of use of the ground floor accommodation from Class E to proposed Class C3 to create a total of 7no. apartments, with a mix of 5 x 1 beds and 2 x 2 beds. External changes to fenestration at ground floor only and the construction of a plant room, cycle store and bin store to accommodate additional residents to the existing building.	Have previously commented but repeat Objection – This land was park land and was originally only given up for use as a doctor’s surgery, which could be regarded as a community asset. When that proposed use fell, it should have reverted back but was sold by Slough BC for use as a nursery/creche (also of community benefit), with some flats above. The Application now simply for it to be used just for flats is contrary to the community asset usage and indeed goes against the spirit of regeneration in Britwell. Attention is also drawn to the recent damage done to three oak trees on the site which are the subject of Preservation Orders

			.Further damage likely to be done to these trees with bricks placed on tree roots. To the extent that any flats are permitted , they should not be available for any Buy to Let.
P/17533/004	1, Rokesby Road, Slough, SL2 2EB	Conversion of existing garden out building into residential (C3) - Ancillary to 1 Rokesby Road Slough SL2 2EB	No Objection
P/19740/000	70, Goodwin Road, Slough, SL2 2EU	Construction of a double storey side and rear extension	No Objection
P/19765/000	181, Wentworth Avenue, Slough, SL2 2AW	Construction of 1no new dwelling on the land of 181 Wentworth Avenue	Objection - on the grounds of Over-Development, lack of amenity space and parking problems. -It is the end of the terrace block on the path that leads to Rokesby Road. As it is on the Path, the current properties have no parking so park 4 wheels up on the pavement and opposite on the corner of Doddsfield. Any new build would make this worse ; even if they could squeeze parking on the site, it would lose one road parking space for access. - the Building and sight lines would be compromised by building out the terrace further; the new houses behind on the old Library and petrol station site were set back to respect that line and this would ruin it. -Further, the plot would not give enough garden space for 2 dwellings.
P/19147/001	74, Hetherington Close, Slough, SL2 2HT	Construction of a part first floor rear extension.	No Objection
P/17114/001	17, Umberville Way, Slough, SL2 2HD	Construction of a front infill extension	No Objection
P/19885/000	1, Cecil Way, Slough, SL2 2QP	Construction of a single storey front and rear extension and a part first floor rear extension	No Objection

P/19718/001	83, Long Readings Lane, Slough, SL2 1RG	Construction of a single storey rear and part two storey rear extension	No Objection
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70.2 There were no new applications for consideration.

70.3 Cllr Wright expressed concern at a recent planning application in Kedermister, which Cllr Mann said she would check.
Action: Cllr Mann

21/71/PC Site Vision & Building Works

71.1 Noting that the suggestion of a review to formulate a vision for the site had been a long time pending, Cllr Mann proposed and it was **agreed** that this action would not now happen.

71.2 Mr Holder said that he was still to obtain further quotes for the flat roof work.

Action: Locum Clerk

22/72/PC Parish Communications

72.1 *Parish Annual booklet* – Following discussion, it was **agreed** that :-

- a) It should go out in late June , after the Jubilee Celebration; Cllr Mann to arrange printing
Action: Cllr Mann/Locum Clerk
- b) It should include copy relating to the Jubilee but still be 8 pages in length;
- c) Mr Lodhi to provide his copy by end May;
Action: Mr Lodhi
- d) Cllr Mann to update by this .Friday
Action: Cllr Mann

(Cllr Mann left the meeting and Cllr Brooker took the chair)

72.2 A parishioner had written to the Clerk to express concern over the number of heavy trucks going through the estate; Cllr Anderson had in turn had been in contact with the relevant Slough BC team. Members expressed the view that these trucks might be related to gravel extraction near Burnham Beeches hotel and as such, operating outside the Borough.

22/73/PC Community Centre and Sports Ground

73.1 The Locum Clerk highlighted a table of Hall and Ground Regular users, previously circulated. Following re-opening after the Covid lockdown, there had been an increase in regular bookings, helped in turn by the current closure of the Hub, but occasional hire had still to pick up.

Hall & Grounds Hiring Rates for 2022 -2023

73.2 Following discussion, the rates agreed for the previous year, were in turn **approved** for the year 2022 - 2023, namely:-

- a) as a general policy, the rate for non- residents should be the base line, with a differential for residents;
- b) the hourly rate i) for non-residents was £25 and ii) for residents was £15;
- c) those organisations which currently were not charged, to continue on the same basis;
- d) the Council would consider in respect of community & charitable organisations whether to allow without charge or at a discounted rate, on a case by case basis; including also any caretaker charge for opening/closing;
- e) that Glad Tidings should continue to move to a hourly rate which was mid way between the resident and non resident (being £20 as mid way between £15 and £25), being a discount from the non resident fee as they are regular users. The increase from the current

rates to be incremental, being a £1 annual increase from 1st April until they reached the said mid point ,so that from 1 April 2022 to increase to £19 per hour;

f) that the Slimming World hourly rate should also be mid way between the resident and non resident and so should remain unchanged at the £20 per hour rate;

g) that caretaker fees stay at £15 (being waived for bookings of 4 hours or more) and the deposit remain at £150;

h) that staff are entitled to one hire of the Hall each year without charge;

i) that FunFair remain at £600 per week rate plus utility recharge;

j) that football field hire for the August 2022 -May 2023 season should remain at £850.

The Locum Clerk to make the necessary notifications.

Action: Locum Clerk

73.3 *Slough Foodbank* - The Members further **agreed** that the no charge for Slough Foodbank, set last year, should continue and no longer be subject to annual review.

73.4 *Café Brew Hut Use* – Following consideration, Members **agreed** that any use by Café Brew Hut of the Hall should be charged at the resident rather than the non-resident rate.

73.5 *Fu Jau*– Mr Holder had written back on the container proposal and in turn had yet to receive a response. He had not heard back on numbers of local people using this club. He did draw attention from his note on users of hire income generated from this. Cllr Wright expressed concern of the safety risk from the volume of cars coming into the car park for such sessions and the risk of an accident as all were using the exit. It was **agreed** that ,unless there was a specific risk of trespassed uses of the fields, then during the week, the entrance access should be re-opened and the bollards raised.

Action: Cllr Wright/ Locum Clerk

73.6 *Appeal on Deposit Forfeit* – The Locum Clerk read out the written grounds made from the 12 March hirer for appeal against the deposit forfeit. Having heard these and considered, the members **agreed** to uphold their decision.

Action: Locum Clerk

73.7. *Election Poll Station use : Thursday 5 May 2022* - The commercial hire terms with the Elections Officer for Slough BC had been agreed on the same basis as for 2021. Fu Jau had been advised that the Hall was not available that day. As previously agreed for 2021 use, as the venue was in use from 6am -11pm , staff to be paid at time and a half and charge for taxi.

22/74/PC Annual Governance & Audit Return 2021 -2022

74.1 The Locum Clerk was preparing papers to provide to the Internal auditor in advance of the next meeting. He noted that each year, the external Auditor selected 5% sample for which there was an intermediate review and that the Council this year fell in such sample.

74.2 *Asset Register* – The Locum Clerk would be reviewing the Asset Register as at 31 March 2022 with the Internal Auditor, prior to Members consideration.

22/75/PC Finance

75.1 *Income & Expenditure* - Mr Holder highlighted several items in the Cashbook. He noted that most outstanding hire fees had been received. He further noted that the February staff salaries had not been paid until the start of March. The income and expenditure and bank reconciliation for March were **approved**.

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

a) by BACS:--

- £85.69 (inc VAT) to Donovan Bros Ltd – toilet products;

- £97.80 to Slough BC – for Business Rates;
- £48.17 to Slough BC – for further Business Rates;
- £181.85 to reimburse Together We Thrive for Jubilee fliers from Vistaprint;
- £2,010.00 to S Wright– grounds maintenance (December 2021 – March 2022) ;
- £65.46 (inc VAT to Slough BC – for April waste;
- £1,747 .50 (inc VAT) to Manorcott Legal & Business Services LLP for locum clerk work;
- £9.98 to Mr Holder to reimburse him for stationery.

by cheque :-

- £150.00 to P Maniyar for return of £150 deposit from 2 April hire;
- £150.00 to A Kaushik for return of £150 deposit from 9 April hire.

75.4 It was noted that Mrs Magdalas had not proceeded with a subsequent hire and that her deposit due from 19 February hire had been returned (see minute 22/55.4) .

22/76PC Café Brew Hut/ Chicken Ranch Bar

76.1 Mr Lodhi said that trading had improved slightly for the bar but not for the café. He noted the difficulties recruiting staff. Following discussion, it was **agreed** that:-

- a) Cllr Wright to liaise with Mr Runham in respect of the thermostat for the hall;

Action: Cllr Wright

b) Mr Lodhi should be reimbursed by the Council for the baby nappy changing platform he had installed for the bar, upon receipt of invoice; **Action: Mr Lodhi/ Locum Clerk**

76.2 Mr Lodhi had circulated earlier that day management accounts for trading for the first nine months. Members agreed to defer consideration of these until the next meeting, when they could also review the rental for the next trading year starting June. **Action: Locum Clerk**

22/77/PC Annual Parish Meeting

77.1 There were no special requirements.

22/78/PC Agenda items for Next Meeting

78.1 There were none specific.

22/79/PC Any Other Business

79.1 There was none.

22/80/PC Next Meeting

80.1 The Annual Parish Meeting to be at 7.00 pm on Wednesday 20th April 2022 in the Community Centre to be immediately followed by the next Full Council Meeting.

The meeting closed at 8.25 pm.

Signed as a true record of the meeting

.....Chair

Dated