



WEXHAM COURT PARISH COUNCIL

Wexham Court Parish Council
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Minutes of the Wexham Court Parish Council Meeting held on Tuesday 10th September 2019 at Wexham Court Parish Hall, Norway Drive.

Meeting Started at 7:31pm.

Councillors Present:

Cllrs I. Ahmed, R. Aldridge, P. Aldridge, M. Hamilton, M. Paris, O Parris and K. Wright

Officers Present:

Mr Steven Gillingwater

Responsible Finance Officer

Members of the Public: 8

Agenda Item and Reference	Minutes	Resolution/ Action Point
Apologies FP/1920/001	Cllr Z. Ahmed, Cllr G. Hussain and Cllr S. Hussain gave apologies.	None
Declaration of Interests FP/1920/002	None	None
Consideration of Dispensation Applications relating to the Code of Conduct FP/1920/003	None	None
Approve Minutes FP/1920/004	Minutes of the meeting held on 9 th July 2019 were approved with motions to be attached to the minutes. The Chair than signed the minutes.	Motions to be attached to signed minutes.
Matters arising FP/1920/005	None	None.
Approval Minutes of meeting	Minutes of the meeting held on	None

held on 22 nd of July 2019 FP/1920/005	22 nd of July 2019 were approved and signed by the Chair.	
Matters Arising FP/1920/006	None	None
Approval of Finance and General Purposes Committee held on 10 th September 2019 FP/1920/007	The RFO explained that it is not possible to produce the minutes so will cover details in his report.	None
Matters Arising FP/1920/008	None	None
Police Liaison FP/1920/009	Not present	Clerk to email the Police Liaison officer to attend our meetings.
Public Question Time FP/1920/010	<p>Issues discussed were as follows:</p> <ul style="list-style-type: none"> • Planning matters relating to an address in the Parish. • Land of Norway Drive still in dispute with the Council. • Parking on Norway Drive • Issues with a resident's home and its safety. • Cherries had a fire • Turning Garages into housing. Affecting residents and concerns over access to their property. 	<ul style="list-style-type: none"> • RFO to discuss with Osborne work for a resident. • Ask Slough Borough Council for a bottlebank
Report From Members and Borough Councillors FP/1920/011	<p>Cllr Wright</p> <p>Issues with verges at Armstrong House currently working to resolve. Pathway from Knolton Way is overgrown. Church Lane alleyway.</p>	<p>Cllr Wright – No Action</p> <p>Cllr P. Aldridge – To ensure a parking survey is done regarding the Car safety limit to park on our land.</p> <p>Cllr M. Parris – RFO to discuss</p>

	<p>Cllr P. Aldridge</p> <p>Norway Drive residents complaining about Parking from hirers of the hall. Can we increase our parking facilities?</p> <p>Cllr M. Parris</p> <p>Cherries playing area a concern for residents. At times 5 to 10 vans parked there. This is used as a car park.</p> <p>Cllr I. Ahmed</p> <p>Concerned about the state of our parks and would like it addressed urgently.</p>	<p>with Police and Highway regarding the commercial vehicles parked on public road.</p> <p>Cllr I. Ahmed – RFO to discuss with caretakers ensuring litter is picked up.</p>
<p>Quotes for Furniture and Administration</p> <p>FP/1920/012</p>	<ol style="list-style-type: none"> 1. The RFO presented two quotes. The Parish went for option A which cost £330 including VAT. 2. Photocopier, Filing Cabinets and Office Furniture to be purchased to comply with disability regulations due to RFO condition. 3. Business cards and headed paper was discussed but council felt to wait until the photocopier is here 4. Three quotes were presented which were for two phone lines and internet connection. After discussion of the three quotes which were for £42.20, £52.70 and £72.20. The Parish Council agreed to go with B online for £42.20 	<ol style="list-style-type: none"> 1. RFO to arrange purchase of ID cards 2. It was agreed for the Finance and General Purposes Committee to agree what is required and for the decisions to be brought to the meeting in October. 3. No action 4. RFO to enter into contract with B online 5. Agreed to purchase a laptop up to £800 6. Agreed to enter into a subscription with NPLaw for £440 a year.

	<p>5. The RFO felt that a laptop for just financial matters was required for the RFO to complete the job. The RFO had search and found a computer reasonable for the task would cost £800.</p> <p>6. The Parish Council would require further legal advice and felt a subscription for NPLaw would be beneficial and serve the interests of the Parish Council.</p>	
<p>Allotments and Bookings FP/1920/013</p>	<p>Adjourned to Finance and General Purposes</p>	<p>None</p>
<p>Report of the Responsible Finance Officer FP/1920/014</p>	<p>a. RFO to investigate establishing a committee to deal with services to Parish Residents</p> <p>b. RFO was agreed to go on the Mandate. Proposed by Cllr I. Ahmed, seconded by Cllr R. Aldridge. All agreed</p> <p>c. Online Banking was discussed but felt Finance and General Purposes committee was to investigate the system to release payment</p> <p>d. RFO informed concerns around banking accounts and the issue with our account having all income which is an issue. Some money is business and other is public money which should be kept separate. The RFO</p>	<p>A. RFO to set up a Service Committee</p> <p>B. RFO agreed to go on to the Banking Mandate</p> <p>C. Refer to Finance and General Purposes Committee</p> <p>D. Agreed for the RFO to investigate establishing two more accounts for booking and a capital working account.</p> <p>E. Asset Register to be completed by November</p>

	<p>raised concerns we should never have more than £85,000 in one bank due to FCA protections.</p> <ul style="list-style-type: none">e. Assets register should be completed soon for protection of our property. The RFO will complete by November.f. The RFO believes weekly timesheets should be introduced to allow a record of work done by our maintenance, cleaners and caretaker.g. Income and Expenditure was presented and signed. Payment list presented to the Value of £12,194.47	
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Public Meeting Closed at 10:48pm.

Signed: (Chair of the Parish Council) Date: