



NOTICE OF MEETING

In accordance with the *Local Government Act (LGA) 1972, Schedule 12, paragraphs 10 (2) (b)* you are summoned to attend a meeting of the Burghfield Parish Council. The meeting will be held on **Thursday 14th November 2019 at 7.45pm at Burghfield Village Hall**, Recreation Road, Burghfield RG7 3EN for the transaction of business as set out in the Agenda below.

Cally Morris
Clerk to Burghfield Parish Council

- 1.11 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**
- 2.11 Declaration of any personal or financial interests**
In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).
- 3.11 Applications for Dispensations**
To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.
- 4.11 To receive a presentation and verbal update from West Berkshire Council regarding the usage of Burghfield Library**
- 5.11 To receive the minutes of the last Parish Council meeting held on 10th October 2019**
- 6.11 Clerks update**
- 7.11 To receive a report from the Chairman on any events attended since the last meeting and other matters of interest to Members.**
(This is also an opportunity for members to question the Chairman, but it is not a decision-making item).
- 8.11 To receive a report from a District Councillor**
- 9.11 To receive the report from the Village Hall Manager and the schedule of Village Hall payments for October 2019**
- 10.11 To receive the minutes of the meeting of the Infrastructure Committee held on 10 October and the draft minutes from 7 November 2019 approve the recommendations therein**
- 11.11 To receive the minutes of the meeting of the Community Committee held on 17 October 2019 and approve the recommendations therein**
- 12.11 To receive the minutes of the meeting of the Communications Committee held on 7 November 2019 and approve the recommendations therein**
- 13.11 Notice of motion received from Cllr Graham Harris:**

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris
PO Box 7381, Reading RG1 9XP
Tel: 0118 983 1748
Email: clerk@burghfieldparishcouncil.gov.uk



To give consideration to Council and committee meetings held in the main hall of the village hall, the seating style is changed from a horseshoe to a square.

The motion is seconded by Cllr Andrea Hales

14.11 Notice of motion received from Cllr Graham Harris:

The seating arrangement for the top table being Vice Chairman, Chairman, Clerk and Assistant Clerk. All other Councillors and the Village Hall Manager to sit on the remaining 3 sides.

The motion is seconded by Cllr Andrea Hales

15.11 Notice of motion received from Cllr Alison May:

Burghfield Parish Council agree a Three-Year Strategic Plan which clearly defines Burghfield Parish Council's vision for the Parish, its purpose, values, objectives and key priorities.

The Strategic Plan will be a comprehensive document that sets out what Burghfield Parish Council (BPC) can achieve, either directly or by trying to increase its influence on the relevant delivery body, such as West Berkshire District Council and other public services.

The aim of the Strategic Plan is to provide Burghfield's residents with an understanding of what the Parish Council is aiming to achieve and how it intends to deliver. The Plan will be a 'live' document which the Parish Council will review and update regularly, enabling it to track and monitor its progress against the key agreed priorities.

The motion is seconded by Cllr Andrea Hales

16.10 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

17.10 To give consideration to any proposals or specific actions identified by the various committees serving upon the council in relation to environmental issues within the parish

18.10 Financial Matters

- i) Bank Account Reconciliation Statement as at 31 October 2019
- ii) Accounts for Payment
- iii) To request & give consideration to any capital schemes or projects for inclusion within the draft budget for financial year 2020/2021

19.10 To receive an update regarding ASB or policing issues within the parish and determine any action required

20.10 Matters for Future Discussion - To consider any matters accepted by the Chairman for discussion and/or inclusion on a future Council/Committee agenda. (Discussions will not be minuted)

21.10 Clerks items for information

Close of meeting