



## **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 9<sup>th</sup> January 2020 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

**1.01 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**

**2.01 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).

**3.01 Applications for Dispensations**

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

**4.01 To receive the minutes of the last Parish Council meeting held on 14th November 2019**

**5.01 Clerks update**

**6.01 To receive a report from the Chairman on any events attended since the last meeting and other matters of interest to Members.**

**7.01 To receive an update of progress to date from the NDP Steering Committee and a budget & timescale estimate for completion of the overall document**

**8.01 Notice of motion received from Cllr Tim Ansell**

*For members to discuss whether the Parish council should continue to fund the NDP for the next 12 months*

**The motion is seconded by Cllr Chris Greaves**

**9.01 To receive a report from the Chairman on any events attended since the last meeting and other matters of interest to Members.**

**10.01 To receive a report from a District Councillor**

**11.01 To receive the report from the Village Hall Manager and the schedule of Village Hall payments for December 2019 & January 2020.**

**12.01 To receive the minutes of the meeting of the Infrastructure Committee held on 7 November and the draft minutes from 28 November 2019 approve the recommendations therein**

## BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris  
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- 13.01 To receive the minutes of the meeting of the Governance & Finance Committee held on 21 November 2019 and approve the recommendations relating to the estimates therein for financial year commencing 1st April 2020
- 14.01 To approve the revenue and capital estimates for the financial year commencing 1 April 2020
- 15.01 To resolve the amount of precept to be served on West Berkshire District Council for the financial year commencing 1st April 2020
- 16.01 To receive and approve the Standing Orders following review
- 17.01 To receive and approve the Financial Regulations following review
- 18.01 To give consideration to the recommendation from the Governance & Finance Committee for the formation of a Community Events Committee
- 19.01 To appoint members to sit upon the Community Events Committee
- 20.01 To appoint a Chairman of the Community Events Committee
- 21.01 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed
- 22.01 To consider any proposals or specific actions identified by the various committees serving upon the council in relation to environmental issues within the parish
- 23.01 **Financial Matters**
  - i) Bank Account Reconciliation Statement as at 31 December 2019
  - ii) Accounts for Payment
- 24.01 To receive an update regarding ASB or policing issues within the parish and determine any action required
- 25.01 **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)
- 26.01 **Clerks items for information**
- 27.01 **Close of meeting**