



NOTICE OF MEETING

In accordance with the *Local Government Act (LGA) 1972, Schedule 12, paragraphs 10 (2) (b)* you are summoned to attend a virtual meeting of Burghfield Parish Council.

The meeting will be held on **Thursday 1st October 2020, at 7.45pm virtually** for the transaction of business as set out in the Agenda below.

This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 ("the Regulations").

Meeting ID: 859 6711 4750

Password: 627563

Cally Morris
Clerk to Burghfield Parish Council

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

2.10 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).

3.10 Applications for Dispensations

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

4.10 To receive the minutes of the last Parish Council meeting held on 3rd September 2020

5.10 Co-option

- i) Co-option to fill the casual vacancies upon the Council
- ii) To receive the signed Acceptance of Office from the newly co-opted Councillors

6.10 Clerks update

7.10 To receive a verbal report from the Chairman

8.10 Questions to the chairman previously submitted in writing

9.10 Committee Membership

- i) To review the current committee membership upon the council and reassign accordingly

10.10 To receive a report from a District Councillor

11.10 West Berkshire Council draft Cultural Heritage Strategy

12.10 To receive a report in relation to the Village Hall and the schedule of payments for October 2020.

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris
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- 13.10 To receive the minutes of the meeting of the Infrastructure Committee held on 3 September and the 24 September 2020 and approve the recommendations therein**
- 14.10 To receive the minutes of the meeting of the Community Committee held on the 10 September 2020 and approve the recommendations there in**
- 15.10 To receive the minutes of the meeting of the Asset Management Committee held 17 September on the 2020 and approve the recommendations there in**
- i) To receive an update in relation to the refurbishment works at the village hall
- 16.10 To receive the minutes of the meeting of the Communications Committee held 17 September on the 2020 and approve the recommendations there in**
- 17.10 To request items from the Committee Chairman requiring any action by the Communications Committee**
- 18.10 Financial Matters**
- i) Bank Account Reconciliation Statement as of 30 September 2020
- ii) Accounts for Payment
- iii) To give consideration to any capital schemes or projects for inclusion within the draft budget for financial year 2021/22
- 19.10 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)**
- 20.10 Items for information**
- 21.10 EXCLUSION OF PRESS AND PUBLIC:**
To resolve, pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following:
- i) To receive an update from the Staffing Committee

Close of meeting

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.