

# BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

PO Box 7381, Reading RG1 9XP

Tel: 0118 983 1748

Email: [enquiries@burghfieldparishcouncil.gov.uk](mailto:enquiries@burghfieldparishcouncil.gov.uk)



## 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 Burghfield Parish Council. The meeting will be held on **Thursday 11th May 2023** for the transaction of business as set out in the Agenda below.

**Location: Burghfield Village Hall, Burghfield**

**Time: 8.00pm**

Cally Morris

Clerk to Burghfield Parish Council

- 1.0523 Election of Chairman of the Parish Council for the ensuing Municipal Year**
- 2.0523 Election of Vice Chairman of the Parish Council for the ensuing Municipal Year**
- 3.0523 Signing of Declaration of Acceptance of Office for the appointed Chairman and Vice chairman**
- 4.0523 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council**
- 5.0523 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).
- 6.0523 Applications for Dispensations** - To consider and grant any applications from members who have a personal/financial interest in a specific matter being discussed
- 7.0523 Councillors to confirm they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuring municipal year**
- 8.0523 To confirm the council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, and subsequently adopt the General Power of Competence for the current financial year.**
- 9.0523 To appoint members to serve upon the various committees upon the council for the ensuing year**
  - i) Asset Management Committee
  - ii) Communications
  - iii) Community
  - iv) Governance & Finance
  - v) Infrastructure

***Adjournment of Parish Council meeting to permit the above committees to elect a Chairman***

- 10.0523 To appoint members to represent the Parish Council on the following bodies:**

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- i) AWE Liaison
- ii) BMNAG
- iii) Burghfield Volunteer Bureau
- iv) Burghfield Charities
- v) Willink Joint Advisory Group
- vi) Wokefield Common Advisory

**11.0523 To receive the minutes of the last Parish Council meeting held on 13<sup>th</sup> April 2023 and the Extraordinary Parish Council meeting held on the 4<sup>th</sup> May 2023**

**12.0523 To receive a verbal report from the Chairman**

**13.0523 Questions to the chairman previously submitted in writing**

**14.0523 To receive a report from a District Councillor**

**15.0523 To receive the minutes of the meeting of the Community Committee held on 20 April 2023 and approve the recommendations there in**

**16.0523 To receive the minutes of the meeting of the Communications Committee held on 20 April 2023 and approve the recommendations there in**

**17.0523 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed**

**18.0523 Financial Matters**

- i) Parish Council Bank Account Reconciliation and accounts for payment as of 30 April 2023
- ii) Village Hall Bank Account Reconciliation and accounts for payment as of 30 April 2023
- iii) To approve the Insurance for the ensuing year

**19.0523 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)

**20.0523 Items for information**

**21.0523 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:

**Close of meeting**