



Wokingham Without Parish Council

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02 March 2022

To: All Parish Councillors

You are summoned to attend the meeting of the Parish Council which will be held at **7.30pm** on Monday the 7th March 2022 in the Howard Palmer Room at St Sebastian's Memorial Hall, Nine Mile Ride.

Katy Hughes
Clerk to the Council

AGENDA

1 Welcome and Introductions

2 Co-option of Mr James Perrin

To consider the co-option of Mr James Perrin to fill a vacancy on the parish council

3 Acceptance of Apologies for Absence

4 Declarations of Interest:

Members are asked to declare any Personal Interest or Disclosable Pecuniary Interest which they may have in any of the items under consideration at this meeting. **See notes at the end of the agenda.*

5 Minutes of council meetings

a) To **approve** and adopt the minutes of the meeting held on 7th February 2022
(attached)

Please contact the Clerk ahead of the meeting if there are inaccuracies.

b) Matters arising from the minutes of the 7th February 2022

6 Public questions

7 Borough Councillors' Briefing

8 Clerk's Report

To note the Clerk's report included in the agenda pack *(see appendix 7)*
To receive any updates or additional items since publication of the agenda

9 Reports from Outside / Other Meetings:

	Meeting	Date	Report
9A	Crowthorne Community Neighbourhood Action Group	10.02.22	Cllrs Foxwell, Jordan, Martin and The Clerk
9B	Platinum Jubilee Working Group	15.02.22	Cllrs Cannon, Jordan and Lancaster
	Pinewood Forum Meeting	16.02.22	Cllrs Foxwell, Martin, Plume and Rogers
	Building and Facilities Working Group (Pinewood Hall refurbishment project)	03.03.22	TBC

10 Policies and documentation for review

- a) To review and approve the council's High Consequence infectious Disease policy (*see appendix 10A*)
- b) To review and approve the council's Investment Strategy (*see appendix 10B*)

11 Platinum Jubilee events and activities

To consider a proposal from the Platinum Jubilee working group to approve and fund four activities to recognise Her Majesty the Queen's platinum jubilee:

Note: Please see further details in appendix 11

- a) To approve the purchase of Platinum Jubilee commemorative leather bookmarks to gift to children at primary schools within the parish
- b) To approve a financial contribution towards a platinum jubilee tea party event to be organised by the Pinewood Bar and Café and to be held in the Pinewood Car park during the Bank Holiday period
- c) To approve the purchase of prizes to award to those taking part in a free treasure hunt to be held over the half-term holiday around the Pinewood site
- d) To approve the purchase of materials and prizes for a decorative bunting design competition
- e) To approve the virement of funds from the council's general reserves to cover the cost of the above approved activities.

12 Accountancy and Internal Audit Services

- a) To approve the appointment of Claire Connell to undertake accountancy support for the council following the completion of the 2021-22 Annual Return
- b) To approve the appointment of David Weller as Internal Auditor for the council for the 2022-23 financial year (*see appendix 12*)

13 Annual Parish Meeting

To consider a proposal to amend the date of the Annual Parish Meeting (currently scheduled for 14 March) to May

14 CIL projects update

- To receive an update on CIL projects – (*to be circulated separately, prior to the meeting*)

15 Planning

- a) To receive and confirm comments from members on current planning applications (circulated 1st March 2022).
- b) To note comments submitted and updates received on planning applications - previously circulated via email to members on 11th, 18th February and 1st March 2022 (*see appendix 15B*)

16 Financial Information

- a) To receive a report on outstanding balances (*see appendix 16A*)
- b) To **approve** payments both made and still to be made (*see appendices 16B(i) and 16B(ii)*)
- c) To receive a detailed income and expenditure report and financial performance against budget report to 31st January 2022 (*see appendix 16C*).
- d) To receive a report of salary expenditure year to date (*see appendix 16D*)

17 Chairman's Communications

In accordance with the Public Bodies (Admission to Meeting) Act 1960 section 1:

18 Resolution to exclude the press and public

A body may, by resolution, exclude the public from a meeting where a meeting is open to the public, a body may, by resolution exclude the public from the meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a

resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

To resolve to exclude the public and press to allow the council to discuss a confidential matter

19 Staffing

To consider a paper on staff remuneration (*see appendices 19, 19A & 19B*)

20 Date of Next Meeting – Meeting of the Parish Council at 7.30pm on Monday 4th April 2022.

Please forward any items for information and discussion at future meetings to the Clerk

***Notes on Declaration of Interest**

Members with a Disclosable Pecuniary Interest, as listed in Appendix A of the Code of Conduct, or with an interest listed in Appendix B of the Code of Conduct, in any matter to be considered in this Agenda, should declare the interest at the start of the meeting, and withdraw from the meeting when the matter is under consideration. If Members have any questions about this process, they are requested to speak to the Clerk before the meeting, as it is not practical to give detailed advice at the meeting itself.