



Wokingham Without Parish Council

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26 August 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 5th September 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 Acceptance of Apologies for absence

3 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.*

4 Minutes of council meetings

a) To **approve** and **adopt** the minutes of the meeting held on 1st August 2022 (*attached*)

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

b) Matters arising from the minutes of the 1st August 2022

5 Public questions

6 Borough Councillors' Briefing

7 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

- Request for storage space
- Electoral Commission consultation (due to commence 30th August 2022)

8 Reports from Outside / Other Meetings:

	Meeting	Date	Report
8A	Planning Enforcement training	02/08/2022	Verbal report
8B	Staffing Committee	02/08/2022	See minutes (appendix 8B)
8C	Footpaths meeting with Loddon Valley Ramblers	09/08/2022	See meeting notes (appendix 8C)
8D	Buildings and Facilities Working Group	10/08/2022	Verbal report
8E	Borough Parish Liaison Forum – Electoral Commission briefing	23/08/2022	Verbal report – also see Clerk's Report
8F	Pinewood Hall site valuation meeting	30/08/2022	Verbal report

- 9 Pinewood Hall project update**
- To **receive** a verbal update and presentation of images of the Pinewood Hall refurbishment project
- 10 Option to opt out of the SAAA central external auditor appointment arrangements**
- a) To consider a letter received from SAAA regarding the external audit appointment arrangement
Clerk recommends that the council does not opt out of the audit arrangements
- 11 Planning**
- a) To **receive** and **confirm** comments from members on current planning applications (circulated 5th, 16th and 25th August).
- b) To **note** comments submitted and updates received on planning applications - previously circulated via email to members on the date specified above (*see appendix 11B*)
- 12 Financial Information**
- a) To **receive** a report on outstanding balances (*see appendix 12A*)
- b) To **approve** payments both made and payments due (*see appendices 12B(i) and 12B(ii)*)
- c) To **receive** a detailed income and expenditure report and financial performance against budget report to 30th June 2022 (*see appendix 12C*).
- d) To **receive** a report of salary expenditure year to date (*see appendix 12D*)
- e) To **approve** a transfer of funds from the council's CIL account to the council's current account to reflect CIL spending 1st April to 31st July 2022 (*see appendix 12E*)
- 13 Staffing hours**
- To approve a recommendation from the Staffing Committee to increase the weekly working hours for the Deputy Clerk (Administration) from 24hrs to 30 hours per week with immediate effect (*See appendix 13*)
- 14 Chairman's Communications**
- 15 Date of Next Meeting – Monday 3rd October 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.