



# Wokingham Without Parish Council

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1<sup>st</sup> February 2023

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 6<sup>th</sup> February 2023 in the Howard Palmer Room at St Sebastian's Memorial Hall, Nine Mile Ride.

Steve Milton  
Locum 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 9<sup>th</sup> January 2023 (attached)  
*Please contact the Clerk ahead of the meeting if there are inaccuracies.*
  - b) Matters arising from the minutes of the 9<sup>th</sup> January 2023
- 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
- 8 **Reports from Outside / Other Meetings:**

	Meeting	Date	Report
8A	Flying Start	24/01/23	Cllrs Foxwell and Jordan

- 9 **Policies and documentation to review**
  - a) To review and approve the council's risk register for 2022-23 (*see appendix 9A*)
  - b) To review and approve the council's reserves policy (*see appendix 9B*)
  - c) To review and approve the council's chairman and members expense policy (*see appendix 9C*)

- 10 Internal Audit**  
To receive the report of the Council's Internal Auditor, Paul Reynolds, regarding the recently completed audit (held 26<sup>th</sup> January 2023) (see *appendix 10*)
- 11 Cyber Insurance**  
To **approve** the quote received from BHIB to cover costs arising from the accidental or malicious disclosure of restricted data as recommended by our internal auditor. The policy details and the cover provided are explained in the supporting paper (see *appendix 11 and 11a*).
- 12 Planning**  
a) To **receive** and **confirm** comments from members on current planning applications (circulated 10<sup>th</sup>, 23<sup>rd</sup> and 31<sup>st</sup> Jan)  
b) To **note** comments submitted and updates received on planning applications - previously circulated via email to members on the date specified above (see *appendix 12B*)
- 13 Financial Information**  
a) To **receive** a report on outstanding balances (see *appendix 13A*)  
b) To **approve** payments both made and payments due (see *appendices 13B(i) and 13B(ii)*)  
c) To **receive** a detailed income and expenditure report and financial performance against budget report to 31<sup>st</sup> December 2022 (see *appendix 13C*).  
d) To **receive** a report of salary expenditure year to date (see *appendix 13D*)
- 14 Fly Tipping and Litter In The Parish**
- 15 Chairman's Communications**
- 16 Date of Next Meeting – Meeting of the Parish Council at 7.30pm on Monday 6<sup>th</sup> March 2023**  
*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.*