



- a) **Committees:**
  - i. Staffing Committee (minimum 3 members)
  - ii. To approve Terms of Reference for the staffing committee (*See appendix 8a*)
- b) **Working Groups:**
  - i. Buildings and Facilities Working Group  
(including St Sebastian's Memorial Hall, Parish Office and tenanted buildings at Pinewood)
  - ii. Communications Working Group  
(Including website and newsletters)
  - iii. Finance Working Group  
(Including grants and all matters relating to Health and Safety)
  - iv. Honey Meadow Working Group
  - v. Wokingham Without Waste Action Group
- c) **Outside Appointments** (number of available spaces in brackets)
  - i. Wokingham Without & Crowthorne Parish Council Liaison Meetings (4)
  - ii. Borough Parish Liaison Forum (2)
  - iii. Wokingham Borough Sports Council (1)
  - iv. Friends of Heath Lake (5)
  - v. Circle Hill and Walters Recreation Ground Trust (4)
  - vi. Pinewood Heritage Group (1)
  - vii. Pinewood Orchard (1)
  - viii. Crowthorne Community Neighbourhood Action Group (2)
- d) **Other:**
  - i. Health and Safety and Safeguarding Champion (1)

**9 Review and adoption of policies for the 2024-25 civic year:**

In accordance with Wokingham Without Parish Council's Standing Orders 5(j) the following business will be transacted (*see appendix 9 for summary of recommended changes*):

- I. Standing Orders
- II. Financial Regulations
- III. Arrangements for reporting back following external meetings
- IV. Freedom of Information Policy and Publication Scheme
- V. Press and Media Policy

**10 Review of documentation for the 2024-25 civic year:**

In accordance with Wokingham Without Parish Council's Standing Orders 5(j) the following business will be transacted (*see appendix 10 for summary*)

- I. Inventory of land and assets
- II. Insurance Cover
- III. Council and staff subscriptions
- IV. Employment policies and procedures
- V. S137 expenditure

**11 Meeting dates**

To determine the time and place of ordinary meetings of the full council up to and including the next annual meeting of the full council (*see appendix 11*)

## 12 Planning

a) To **receive** and **confirm** comments from members on current planning applications.

No.	Site	Proposal
<a href="#">240834</a>	Barn at Redlake Lane, Wokingham, RG40 3NB	Full application for the retention of the barn and use of the barn for mixed agricultural use. Fisheries storage use in association with the adjoining fishing lakes and use of land for parking of vehicles of users of the fishing lake and associated storage (Retrospective).
<a href="#">240891</a>	26 Hatch Ride Crowthorne Wokingham RG45 6LB	Householder application for proposed single storey front extension to create a porch, two storey side extension single storey rear extension with changes to the fenestration following the demolition of the existing garage
<a href="#">240892</a>	Land at phase 2a of the South Wokingham SDL	Full planning application for a trunk road to connect Waterloo road with the Eastern Gateway roundabout within the South Wokingham Strategic Development location. Access to parcel R11 and a turning head to the South of the Eastern gateway.
<a href="#">240938</a>	Unit 4, Priors Farm Easthampstead Road Wokingham Without Wokingham RG40 3BQ	Full application for the erection of a Steel roofed extension of the main building to create a spray room for vehicles. This is open sided and will not be enclosed. Hardstanding is already in place. Retrospective
<a href="#">241073</a>	27a Greenwood Road, Crowthorne, Wokingham, RG45 6QX	Full application for the proposed conversion of the loft to create habitable accommodation along with a rear facing dormer and rooflights to the main front elevation. Installation of a wall mounted Air source heat pump to the external side wall under the eaves.
No.	Site	Appeal
232598	Holme Grange Fishery, Redlake Lane, Wokingham RG40 3BF	Full application for the permanent siting of a mobile unit, for use as an office, store, staff facilities and a bedroom for security and staff welfare purposes ancillary to Holme Grange Fishery.

b) To **note** planning decision received (see appendix 12b)

## 13 Financial Information

- To **receive** a report on outstanding balances (see appendix 13A)
- To **note** payments both made and still to be made (see appendices 13B(i) and 13B(ii))
- To **receive** a detailed income and expenditure report and financial performance against budget report to 31<sup>st</sup> March 2023 (see appendix 13C).
- To **receive** a report of salary expenditure year to date (see appendix 13D)

## 14 Clerk's Report

To **note** the Clerk's report included in the agenda pack (see appendix 14)

## 15 Reports from Outside / Other Meetings:

	Meeting	Date	Report
15A	Pinewood Hall – Creative Project Services	03/05/2024	Clerk and Ron Wakeford (Creative Project Services)
15B	Staffing Committee Meeting	09/05/2024	Clerk & Staffing Committee Members

- 16 Correspondence received**  
a) A resident has raised concerns about the storage of the new wheelie bin at their property (see Appendix 16a)
- 17 Chairman's Communications**
- 18 Date of Next Meeting – To confirm the date of the next council meeting (see item 11)**  
*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.*