



**Minutes of a Meeting of the
PARISH COUNCIL**
held on
Tuesday 09 May 2023 at 8:00pm

PRESENT: Cllrs: Steve Collett, Hilary Doyle, David Ellis, Mark Feazey, Andrew Fish, Katherine Giles and Ian Leake,
Also Present: Ceri Rance, Clerk; Amanda Sculley, Deputy Clerk; Purveen Hira, Amenity Officer
Three members of the public

1 ELECTION OF CHAIR

It was proposed by Cllr Collett, seconded by Cllr Giles and **RESOLVED** that Cllr Doyle be elected Chair of Binfield Parish Council for 2023-24.

2 ELECTION OF DEPUTY CHAIR

It was proposed by Cllr Doyle, seconded by Cllr Giles and **RESOLVED** that Cllr Leake be elected Deputy Chair of Binfield Parish Council for 2023-24.

3 DECLARATION OF ACCEPTANCE OF OFFICE - CHAIR

The Chair signed the Declaration of Acceptance of Office.

4 CHAIR'S ADDRESS

Cllr Doyle thanked Councillors for standing and putting themselves forward for election. She stated that she was honoured to serve Binfield Parish Council and was grateful to Councillors for their support.

5 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr Furber.

6 DECLARATIONS OF ACCEPTANCE OF OFFICE - MEMBERS

6.1 The Chairman accepted all signed Declarations of Acceptance of Office from the Councillors present and confirmed that these had been witnessed and counter signed by the Clerk.

7 DECLARATIONS OF INTEREST

7.1 Registers of Interest

Responses have been received from the following Councillors: Cllr Collett, Cllr Doyle, Cllr Furber and Cllr Giles.

7.2 Declarations of Interest for this meeting

None.

8 PUBLIC PARTICIPATION

A resident addressed the Council about the Binfield Welfare Charities. Cllr Doyle agreed to a separate meeting with the resident.

[20.20 – Two residents left the meeting]

9 ELECTION OF COMMITTEE REPRESENTATION

The following appointments were **AGREED:**

9.1 Amenity Committee – Cllrs Doyle, Ellis, Fish, Furber, Giles and Leake.

9.2 Planning & Transportation Committee – Cllrs Collett, Doyle, Feazey, Fish and Leake.

9.3 Staffing Committee – Cllrs, Collett, Ellis, Giles and Leake.

Meeting adjourned at 8.32pm for the committees to meet to elect a Chair and Deputy Chair.

The Council meeting reconvened at 8.37pm

It was noted that the following appointments had been made:

- (i) Meeting of the Amenity Committee
Cllr Hilary Doyle, Chair, and Cllr Katherine Giles, Deputy Chair
- (ii) Meeting of the Planning Committee
Cllr Steve Collett, Chair, and Cllr Ian Leake, Deputy Chair
- (iii) Meeting of the Staffing Committee
Cllr Ian Leake, Chair, and Cllr Dave Ellis, Deputy Chair

10 **ELECTION OF REPRESENTATION – URGENCY COMMITTEE**

The following Councillors were appointed to the Urgency Committee.
Cllrs Collett, Doyle, Ellis, Giles and Leake.

11 **COUNCILLOR INTERNAL CONTROLLER**

It was proposed by Cllr Leake, seconded by Cllr Doyle and **RESOLVED** to appoint Cllr Furber as the Internal Controller for the next year.

12 **APPOINTMENT OF INTERNAL AUDITOR**

It was proposed by Cllr Leake, seconded by Cllr Doyle and **RESOLVED** to appoint April Skies as the council's Internal Auditor for another year.

13 **APPOINTMENTS OF REPRESENTATIVES FOR 2023-24**

The Clerk was asked to review the list of working groups and look at partnering some of the groups together. As the Council does not have a full complement of Councillors, this approach will provide a more effective use of time for members.

The Clerk suggested that the following working groups and outside bodies should be appointed without delay.

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to make the following representative appointments:

13.1 Working Groups

Binfield Community Hub – Cllrs Collett, Doyle and Leake
Blue Mountain Allotments – Cllrs Collett, Doyle and Furber
Risk Review – Cllr Doyle and Leake

13.2 Outside Bodies

Parish & Town Council Liaison – Cllrs Doyle and Collett

14 **MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 APRIL 2023**

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** that the Minutes of the Parish Council meeting held on 11 April 2023 be approved and signed as a correct record.

15 **MATTERS ARISING FROM THE PARISH COUNCIL MEETING HELD ON 11 APRIL 2023**

None.

16 **COMMITTEE MINUTES**

- 16.1 Planning & Transportation Committee held on 25 April 2023 - It was proposed by Cllr Collett seconded by Cllr Doyle and **RESOLVED** that the minutes of the Planning and Transportation Committee held on 25 April 2023 should be approved and signed as a correct record.

[20.50 – Councillor Mark Feazey joined the meeting]

17 RECOMMENDATIONS FROM COMMITTEE MINUTES**17.1 Recommendations from the Planning Committee held on 25 April 2023**

None.

18 ACCOUNTS 2022-23

The Chairman thanked the Deputy Clerk for her hard work and professionalism in preparing the accounts.

18.1 Internal Auditor's Report

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to receive and adopt the Internal Controller's report covering 2022-23. There were no recommendations to consider on his report.

18.2 Annual Governance Statement 2022-23

The Deputy Clerk referred to the documentation in the pack and the Council answered the questions in the governance statement. It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** to adopt the completed Statement and approve it for signature by the Chairman of the Council and the Clerk so that these can be submitted to the External Auditor. The document was signed.

18.3 Signature of Accounts 2022/23

It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** to accept the Statement and approve it for signature by the Chairman of the Council. The document was signed by the Chairman.

19 ACCOUNTS 2023-24**19.1 Approved Budget**

Councillors considered the report proposing those budget lines that can be designated as approved budgets. These budgets can be spent without further recourse to the council or Amenity Committee. It was proposed by Cllr Doyle, seconded by Cllr Leake and **RESOLVED** to adopt the Approved budget lines as proposed for 2022-23.

19.2 Subscriptions

The list of subscriptions was reviewed, and it was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to adopt the list.

19.3 Direct Debits

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to adopt the list of direct debits.

19.4 Payment Signatories

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to reconfirm the signatories as Cllrs Collett, Doyle and Feazey.

19.5 Payment Approvals

It was proposed by Cllr Doyle, seconded by Cllr Collett and **RESOLVED** to accept the payment list totalling £37,843.70 and these be approved for payment.

Items to add to the asset register: None.

19.6 Projected Spend

The projected spend spreadsheet was **NOTED**.

20 REPORTS FOR DECISION

20.1 Local Government Award Scheme & Civility & Respect Pledge

Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

The National Association of Local Councils (NALC), One Voice Wales, the Society of Local Council Clerks (SLCC) and county associations have responded to this by setting up the Civility and Respect Project.

The Local Council Award Scheme (LCAS) has been designed to celebrate the successes of the very best local councils and to provide a framework to support all local councils to improve and develop to meet their full potential. The scheme offers councils the opportunity to show that they meet the standards set by the sector, assessed them by their peers, and put in place the conditions for continued improvement.

It was proposed by Cllr Doyle and seconded by Cllr Feazey and **RESOLVED** to instruct the Clerk to sign up to the Local Council Award Scheme at a cost of £50 and to prepare a report for the June council meeting, detailing any requirements needed for BPC to be able to obtain the Foundation Award of the LCAS and to sign up to the Civility and Respect Pledge.

20.2 Blue Mountain Allotments

The Clerk had received information from BPC's legal representation regarding advised searches relating to the land transfer from Bloor Homes.

It was proposed by Cllr Doyle, seconded by Cllr Feazey, and **RESOLVED** to accept the quotation for all the searches. The cost of £1806.00 will be funded from the CIL funds.

21 REPORTS FOR INFORMATION

21.1 Clerk's Report

21.1.1 Correspondence Received

The Councillors acknowledged the emails of thanks from the South Berks Gang Show and the Binfield Tennis Association.

21.1.2 Antisocial Behaviour

Cllrs were appalled by the various reports of antisocial behaviour from residents in the village along with the fire on Foxley Fields. Councillors asked the Clerk to keep them informed of any further incidents.

21.1.3 Suggestion from Local Resident

A local resident emailed the Council asking them to consider taking part in next years Britain in Bloom competition. The Clerk was asked to prepare a report for the next Amenity meeting in June.

21.1.4 Decoration of Diamond and Village Centre

The Council commented on the decorations to the diamond and Knox Green Corner in the village centre and passed their thanks and appreciation to the members of the Binfield Women's Institute and local volunteers who gave up their time.

21.1.5 The Passing of Eric Nickless

The Parish Council received the very sad news that Mr Eric Nickless passed away on Thursday 4th May. Eric was the Parish Warden for over 20 years and remained an active member of the community for many years after his retirement. Councillors recognised Eric's commitment and passion to Binfield and his long service to the Parish Council and asked that their condolences be passed on to his family.

21.1.6 Coronation Party and Community Litter Pick

The Coronation Party was held on Sunday 7th May at the Farley Wood Community Centre and Recreation Ground. The event was attended by many of the local community groups and small businesses. The Parish Council have received lots of positive feedback about the event from Binfield residents who requested that the Parish Council consider doing something every year. Councillors passed on their thanks to the Clerk and the office team for their hard work and organisation of such a successful event. The Clerk was asked to

prepare a report for the next Council meeting in June regarding the possibility of BPC hosting an annual event.

On Monday 8th May, the Binfield Environment Group, Binfield 10K Committee and Binfield Parish Council organised a litter pick around the parish. The event was extremely well attended with over 100 participants including people from the Binfield Guides, Brownies and Rainbows, Scouts, Binfield Primary School, Suez and Binfield Women's Institute. We were also joined by the Lord High Sherriff of Berkshire, Simon Muir, (complete with tractor and trailer) who helped to collect over 80 bags rubbish from around the parish. Councillors passed on their thanks and appreciation to everyone who organised, took part and supported the event which was also featured in the Daily Mail online stream.

22 **FUTURE AGENDA ITEMS**

None.

Meeting Closed 9:51pm



