

Notice of Meeting

Full Council



Notice Date: 6 December 2023

Members of Binfield Parish Council

Cllrs Steve Collett, Paul Day, Hilary Doyle (Chair), Dave Ellis, Mark Feazey, Andy Fish, Katherine Giles, Ian Leake, Amanda McLean, Kiran Meka.

Dear Councillor

You are hereby summoned to attend a meeting of BINFIELD PARISH COUNCIL to be held on **Tuesday 12 December 2023** commencing at **8:00pm**. This meeting will be held in the meeting room at the Parish Office, Benetfeld Road, Binfield, RG42 4EW. The public and press are most welcome to attend.

Yours sincerely

A handwritten signature in black ink that reads "Ceri Rance".

Ceri Rance

Clerk to Binfield Parish Council

Binfield Parish Council, Parish Office, Benetfeld Road, Binfield, RG42 4EW
Tel No: 01344 454602

Email: office@binfieldparishcouncil.gov.uk

Website: www.binfieldparishcouncil.gov.uk

Agenda

Meeting of Binfield Parish Council



The meeting will be held at Binfield Parish Council Office at 8pm on Tuesday 12 December 2023

No.	Item	Page
1	Apologies for Absence	
2	Co-option of a Councillor To consider and vote on applications for Councillor co-option.	
3	Declarations of Interest To declare any interests in relation to matters to be considered at this meeting.	
4	Public Participation The meeting will be adjourned for 15 minutes which is set aside for the public to ask questions or make comments.	
5	Minutes of Previous Parish Council Meetings To Approve and Adopt the Minutes of the previous meeting.	
5.1	Council meeting held on 14 November 2023	
6	Matters Arising To consider matters arising from the Council meeting held on 14 November 2023	
7	Committee Minutes To Approve & Adopt the minutes from the following Committees:	
7.1	Planning & Transportation Committee – held on 28 November 2023	
7.2	Amenity Committee – held on 5 December 2023	
8	Recommendations from Committees/Working Groups	
8.1	None.	
9	Accounts 2023-24	
9.1	<u>Payment Approval List</u> – to agree the payments due (<i>draft list attached, updated version will be tabled at the meeting</i>)	
9.2	<u>Projected Spend</u> – to receive the report to date for 23-24 (<i>updated version will be tabled at the meeting</i>)	
9.3	<u>CIL Update and Tracker</u> – to receive a report of the notifications received (<i>verbal update</i>)	
9.4	<u>2024-25 Budget</u> – to consider the budget for 24-25 (<i>document attached</i>)	
9.5	<u>Nat West Bank Mandate</u> – to agree Councillors for updated mandate	
10	Reports for Decision	
10.1	<u>Use of Open Spaces</u> – A request has been received from Elite Conditioning to use part of Foxley Fields for fitness classes. Councillors are asked to consider the request and decide if approval should be given (<i>report included</i>).	

- 10.2 Installation of Acoustic Panels – Councillors are asked to consider and approve a recommendation to install acoustic panels in the parish building café area and to fund the project from CIL (*report included*).
- 10.3 Policies – to review the following (*documents attached*):
- 10.3.1 Volunteer Policy
- 10.3.2 In-House Auditing Policy
- 10.4 Farley Wood Community Centre CIL Application – to consider an application received for CIL funding regarding improvements to the Farley Wood Community Centre (*report to follow*).
- 11 **Reports for Information**
- 11.1 Clerk's Report – summary of correspondence received and updates on any other items (*report included*).
- 11.2 Binfield Parish Strategy – summary of the first meeting regarding BPC's strategy for the next three and half years (*Verbal update*).
- 12 **Committee & Working Group Membership of Newly Appointed Councillors**
To appoint new Councillors to committees and working groups.
- 13 **Future Agenda Items**
- 14 **Part II – Standing Order 3C**
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw.
- 14.1 Open Spaces Contract – to discuss the current situation with the open spaces contract (*report included*).