

# Notice of Meeting

## Full Council

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Notice Date: 3 July 2024

### Members of Binfield Parish Council

Cllrs Steve Collett, Paul Day, Katie Dover, Hilary Doyle, David Ellis, Mark Feazey, Andrew Fish, Katherine Giles, Ian Leake, Amanda McLean and Kiran Meka

Dear Councillor

You are hereby summoned to attend a meeting of BINFIELD PARISH COUNCIL to be held on **Tuesday 9 July 2024** 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



Ceri Rance

Clerk to Binfield Parish Council

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# Agenda

## Meeting of Binfield Parish Council



The meeting will be held at Binfield Parish Council Office at 8pm on Tuesday 9 July 2024

No.	Item	Page
1	<b>Apologies for Absence</b>	
2	<b>Declarations of Interest</b> To declare any interests in relation to matters to be considered at this meeting.	
3	<b>Public Participation</b> The meeting will be adjourned for 15 minutes which is set aside for the public to ask questions or make comments.	
4	<b>Minutes of Previous Parish Council Meetings</b> To Approve and Adopt the Minutes of the previous meeting.	
4.1	Council meeting held on 11 June 2024	
5	<b>Committee Minutes</b> To Approve & Adopt the minutes from the following Committees:	
5.1	Planning & Transportation Committee – held on 25 June 2024	
5.2	Urgency Committee – held on 2 July 2024	
6	<b>Recommendations from Committees/Working Groups</b> None	
7	<b>Accounts 2024-25</b>	
7.1	<u>Payment Approval List</u> – to agree the payments due ( <i>draft list attached, updated version will be tabled at the meeting</i> )	
7.2	<u>Projected Spend</u> – to receive the report to date for 24-25 ( <i>updated version will be tabled at the meeting</i> )	
7.3	<u>CIL Update and Tracker</u> – to receive a report of the notifications received ( <i>verbal update</i> )	
7.4	<u>Fund Transfers and Additional Payments</u> – to advise of movements of funds and payments made since the last council meeting	
7.5	<u>Quarterly Bank Reconciliations</u> – to receive the reconciliations and bank statements to 30 June 2024 ( <i>documents circulated</i> )	
7.6	<u>Internal Controller's Report</u> – to receive the report covering the first quarter 2024-25 ( <i>document to follow</i> )	
7.7	<u>1Q Payments Over £500</u> – to receive the report covering first quarter 2024-25 ( <i>document attached</i> )	

**8 Reports for Decision**

- 8.1 Financial Regulations & Standing Orders – following the recent publication of the updated Financial Regulations from the National Association of Local Councils, members are asked to approve and adopt the documents as presented.
- 8.2 Access Audit – members are asked to consider a proposal for areas of Binfield Parish to undergo an accessibility audit.
- 8.3 BPC Website – Councillors are asked to consider changing the website to a new provider who can build a more engaging and user-friendly and engaging platform.
- 8.4 Chain of Office – Should the Council purchase a chain for the Council badge which is worn by the Chair when representing BPC at events.
- 8.5 Cancelling the August Council Meeting – Councillors are asked to consider removing the August Council meeting from the calendar of meetings to allow the officers more time to focus on the upcoming events throughout the Autumn and Winter seasons.

**9 Reports for Information**

- 9.1 Clerk's Report – summary of correspondence received and updates on any other items.

**10. Future Agenda Items****11. PART II**

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.

- 11.1 Foxes' Den Lease & Management Agreement – to consider the rent amount to be paid from July 2024.
- 11.2 Binfield Memorial Hall – Councillors are asked to consider how the parish council will work with the association on a potential refurbishment project for the hall using CIL money.
- 11.3 Binfield Community Centre – to receive an information report detailing the current situation with bookings and other associated matters.
- 11.4 Request for Floodlights from Binfield Tennis Association – BTA would like permission from BPC to apply for planning permission for permanent floodlights on the courts.