

# Notice of Meeting

## Full Council

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Notice Date: 5 June 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 11 June 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

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](mailto:office@binfieldparishcouncil.gov.uk)  
\_Website: [www.binfieldparishcouncil.gov.uk](http://www.binfieldparishcouncil.gov.uk)

# Agenda

## Meeting of Binfield Parish Council



The meeting will be held at Binfield Parish Council Office at 8pm on Tuesday 11 June 2024

<b>No.</b>	<b>Item</b>	<b>Page</b>
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 14 May 2024	
5	<b>Matters Arising</b> To consider matters arising from the Council meeting held on 14 May 2024	
6	<b>Committee Minutes</b> To Approve & Adopt the minutes from the following Committees:	
6.1	Planning & Transportation Committee – held on 14 & 28 May 2024	
6.2	Staffing Committee – held on 14 May & 4 June 2024	
6.3	Amenity Committee – held on 14 May & 4 June 2024	
6.4	Urgency Committee – held on 14 May	
7	<b>Recommendations from Committees/Working Groups</b>	
7.1	Staffing Committee – <i>(report attached)</i>	
7.2	Amenity Committee – <i>(report attached)</i>	
8	<b>Accounts 2024-25</b>	
8.1	<u>Payment Approval List</u> – to agree the payments due <i>(draft list attached, updated version will be tabled at the meeting)</i>	
8.2	<u>Projected Spend</u> – to receive the report to date for 24-25 <i>(updated version will be tabled at the meeting)</i>	
8.3	<u>CIL Update and Tracker</u> – to receive a report of the notifications received <i>(verbal update)</i>	
8.4	<u>Fund Transfers and Additional Payments</u> – to advise of movements of funds and payments made since the last council meeting	

**9 Reports for Decision**

- 9.1 Repairs to Parish Building Roof – to receive an update and quote for repairs to the roof around the skylights which have been leaking during heavy rain.9.4
- 9.2 CCTV Policy – to approve and adopt a new policy for the Parish Council building prior to the installation of the new CCTV equipment.
- 9.3 Grants – to receive and consider the grant applications.
- 9.4 Bracknell Forest Biodiversity Action Plan 2024-2029 – to consider comments before the closing date of Thursday 13 June 2024.
- 9.5 Strategy 2024-2027- to agree and adopt the Binfield Parish Council Strategy.
- 9.6 Binfield Community Centre – to consider and adopt any required policies or procedures for the running of the centre.

**10 Reports for Information**

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

**11 Future Agenda Items**

**12 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.

- 12.1 Open Spaces Contract & Management – to receive an update regarding the open spaces contract.
- 12.2 Foxes' Den Lease & Management Agreement – to consider the draft lease and management agreement.