

Notice of Meeting

Full Council



Notice Date: 4th September 2024

Members of Binfield Parish Council

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

Dear Councillor

You are hereby summoned to attend a meeting of BINFIELD PARISH COUNCIL to be held on **Tuesday 10 September 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 10 September 2024

No.	Item	Page
1	Apologies for Absence	
2	Declarations of Interest To declare any interests in relation to matters to be considered at this meeting.	
3	Public Participation The meeting will be adjourned for 15 minutes which is set aside for the public to ask questions or make comments.	
4	Minutes of Previous Parish Council Meetings To Approve and Adopt the Minutes of the previous meeting.	
4.1	Council meeting held on 9 July 2024	
5	Committee Minutes To Approve & Adopt the minutes from the following Committees:	
5.1	Amenity Committee – held on the 6 August 2024	
5.2	Staffing Committee – held on the 20 August 2024	
5.3	Planning & Transportation Committee – held on 30 July & 27 August 2024	
6	Recommendations from Committees/Working Groups	
6.1	Staffing Committee – due to the confidential nature of the recommendations, this item will be discussed as part of item 11.3.	
7	Accounts 2024-25	
7.1	Payment Approval List – to agree the payments due (draft list attached, updated version will be tabled at the meeting)	
7.2	Projected Spend – to receive the report to date for 24-25 (verbal update)	
7.3	CIL Update and Tracker – to receive a report of the notifications received (verbal update)	
7.4	Fund Transfers and Additional Payments – to advise of movements of funds and payments made since the last council meeting	
7.5	Other Financial Tasks Since the July Council Meeting – to advise Council	
7.6	Conclusion of Audit – to advise re conclusion of audit for 2023-24	
7.7	Insurance Renewal – to consider insurance cover for 2024-2027	

8 Reports for Decision

- 8.1 Access Audit – members are asked to consider which aspects of Binfield Parish should undergo an audit of inclusivity and accessibility of the area or service.
- 8.2 CILCA Qualification - to receive an update from the Clerk regarding progress with CILCA qualification and to consider a request for an extension.

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 – Standing Order 3D**

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. *Public Bodies (Admission to Meetings) Act 1960 section 1 (2)*

- 11.1 Foxes' Den Lease & Management Agreement – to receive an update on the status of the draft documents.
- 11.2 Open Spaces Contract - to consider any matters related to the open spaces management contract.
- 11.3 Binfield Community Centre – to receive an information report detailing the current situation regarding bookings and other associated matters, including a recommendation from the Staffing Committee.
- 11.4 Delegation to the Proper Officer – to consider a suggestion to delegate functions (including, but not limited to, additional operational tasks or projects) to the Clerk and two Councillors.
- 11.5 Feedback from Meeting with BTA – to receive a report with notes from a meeting held with the Binfield Tennis Association.