

# Notice of Meeting

## Full Council

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Notice Date: 2nd October 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 8 October 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 8 October 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 10 September 2024	
5	<b>Committee Minutes</b> To Approve & Adopt the minutes from the following Committees:	
5.1	Amenity Committee – held on 1 October 2024	
6	<b>Recommendations from Committees/Working Groups</b>	
6.1	Amenity Committee – to receive recommendations following the allotment consultations.	
7	<b>Accounts 2024-25</b>	
7.1	<u>Payment Approval List</u> – to agree the payments due (draft list attached, updated version will be tabled at the meeting)	
7.1	<u>Payment Approvals of Deposit Refunds</u> – to agree the payments due (draft list attached, updated version will be tabled at the meeting)	
7.2	<u>Projected Spend</u> – to receive the report to date for 24-25 (verbal update)	
7.3	<u>CIL Update and Tracker</u> – to receive a report of the notifications received (verbal update)	
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>Other Financial Tasks Since the September Council Meeting</u> – to advise Council	
7.6	<u>Quarterly Bank Reconciliations</u> – to receive the reconciliations to 30 September 2024 (documents attached)	
7.7	<u>2Q Payments Over £500</u> – to receive the report covering second quarter 2024-25 (document attached)	
7.8	<u>Internal Controller Report</u> – to receive a report covering the second quarter 2024-25 (report to follow)	
7.9	<u>Investment Update</u> – to receive the latest figures (report attached)	
7.10	<u>2025-26 Budget</u> – to consider the direction of budget setting for 25-26 (document attached)	

**8 Reports for Decision**

- 8.1 Chain of Office – to consider the purchase of a new Pendant and Chain of Office
- 8.2 Binfield Memorial Hall Trustee Appointment – following a meeting of the Memorial Hall trustees, the Parish Council has been asked to consider appointing a Memorial Hall trustee.
- 8.3 Repairs to the path around Wicks Green and Silver Jubilee – to receive a report detailing the issues with the path and to consider approving a quote to reinstate the path.
- 8.4 Repairs to the Parish Building Roof – to receive a quote for the repairs required to the building roof which has been leaking from around some of the skylight windows.
- 8.5 Patio Area on Foxley Fields – to consider extending the patio area at the back of the parish building onto Foxley Fields.

**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 and to set the rent from 1 Oct 24-31 Mar 25.
- 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.
- 11.4 Binfield Tennis Association – to receive the notes from the meeting held with the BTA and to consider the actions points.