

To all members of Shinfield Parish Council

Notice is hereby given and you are summoned to attend a meeting of the Council on Monday 12 December 2016 in the John Heggadon meeting room, commencing 19.30 hrs.

Mrs S E Roberts, Clerk
6 December 2016

Members: Cllrs N Boyer, I Clarke, P Emmet, J English, A Grimes, G Hewett, C Hughes, P Hughes (Ch), A Masood, I Montgomery, D Peer, R Pike.

Agenda

1. **Public Questions**
To receive and consider public questions
2. **Apologies and declarations of members' interests**
 - 2.1 To receive and consider members' apologies for absence
 - 2.2 To receive and consider declarations of members' interests
 - 2.3 To receive changes to members' declarations of pecuniary interests
3. **Minutes**
 - 3.1 To approve the minutes of the council meeting on 14 November 2016 as a correct record of the meeting (enclosed)
 - 3.2 To consider matters arising from the council meeting on 14 November 2016
4. **Reports**
 - 4.1 Chairman's report
 - 4.2 Borough Councillors' reports
 - 4.3 Committee reports
 - Development Board 15 November 2016 (draft minutes enclosed)
 - Communications and Policies Committee 17 November 2016 (draft minutes enclosed), to include to **RESOLVE** to adopt the Council's policies and procedures relating to social media (enclosed); and community engagement (enclosed)
 - Staffing Committee 28 November 2016 (minutes enclosed)
 - Recreation and Amenities Committee 28 November 2016 (draft minutes enclosed);
 - Planning and Highways Committee 1 December 2016 (draft minutes enclosed)
 - Finance and General Purposes Committee 5 December 2016 (draft minutes enclosed), to include to **RESOLVE** that the Council applies for a credit card for the Clerk and Deputy Clerk, with a joint credit limit of £1,000
 - 4.4 Reports from outside bodies, including:
 - Shinfield and Swallowfield Neighbourhood Action Group Annual General Meeting/ordinary meeting 23 November 2016 (minutes enclosed)
 - WDALC meeting 30 November 2016 (verbal update)
 - Rural Crimes Action Group 8 December 2016 (verbal update)
 - 4.5 Clerk's report

5. Local Plan Update

5.1 To consider a verbal update on the Local Plan and recent Call for Sites

6. Invoices for Payment

6.1 To consider and **RESOLVE** payment of invoices for October and November 2016, including November 2016 salaries (List attached)

7. Correspondence

To receive and consider items of correspondence

8. Date of next meeting

Monday 16 January 2017