

To all members of Shinfield Parish Council

Notice is hereby given and you are summoned to attend a meeting of the Council on Monday 13 June 2016 in the John Heggadon meeting room, commencing 19.30 hrs.

Mrs S E Roberts, Clerk
6 June 2016

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

Agenda

1. Public Questions

To receive and consider public questions

Note: there is a five minute time constraint on each item

2. Co-option of new members

2.1 To consider and determine the co-option of Mr Gordon Hewett of Church Lane, Shinfield as ward member for Shinfield Village

2.2 To consider and determine the co-option of Mr Nigel Boyer of Grovelands Road, Spencers Wood, as ward member for Grazeley

3. Apologies and declarations of members' interests

3.1 To receive and consider members' apologies for absence

3.2 To receive and consider declarations of members' interests

3.3 To receive changes to members' declarations of pecuniary interests.

4. Minutes

4.1 To approve the minutes of the Annual Meeting of the Council on 9 May 2016 as a correct record of the meeting (enclosed)

4.2 To consider matters arising from the Annual Meeting on 9 May 2016

4.3 To approve the minutes of the council meeting on 9 May 2016 as a correct record of the meeting (enclosed)

4.4 To consider matters arising from the council meeting on 9 May 2016

5. Reports

5.1 Chairman's report

5.2 Borough Councillors' reports

5.3 Committee reports

- Development Board 17 May 2016 (enclosed)
- Recreation and Amenities Committee 18 May 2016 (enclosed)

- Communication and Policies Committee 19 May 2016 (enclosed)
- Planning and Highways Committee 23 May 2016 (enclosed), 9 June 2016 (to follow)
- Finance and Staffing Committee 1 June 2016 (enclosed)

5.4 Reports from outside bodies

- BALC meeting 25 May 2016 (summary attached)
- Shinfield Parish Volunteers Group 2 June 2016 (summary attached)

5.5 Clerk's report

6. Approval of Standing Orders and Financial Regulations 2016

6.1 To **RESOLVE** to approve and adopt the Council's updated Standing Orders for 2016 - attached

6.2 To **RESOLVE** to approve and adopt the Council's updated Financial Regulations 2016 – attached

7. Standing Committees

7.1 To **RESOLVE** to dissolve the Finance and Staffing Committee

7.2 To **RESOLVE** to establish the Finance and General Purposes Committee and appoint to the Committee – draft terms of reference attached

7.3 To **RESOLVE** to establish the Staffing Committee and appoint to the Committee – draft terms of reference attached

8. Approval of the Annual Accounts

8.1 To receive and **RESOLVE** to approve the unaudited annual accounts at 31st March 2016 (enclosed)

8.2 To consider and complete section 2 of the Audit Commission Annual Governance Statement in relation to the annual audit (enclosed)

9. Sport and Leisure Facilities

To receive a verbal update on the future of sport and leisure facilities at Ryeish Green

10. Shinfield Community Centre

To receive a verbal update on the Community Centre

11. Invoices for payment

To consider and resolve payment of invoices for May and June 2016, including May 2016 salaries. List attached

12. Correspondence

To receive and consider items of correspondence:

- Royal Berkshire Fire and Rescue Service consultation
- CCB Membership (attached)

13. Date of next council meeting

To confirm the date of the next meeting as Monday 11 July 2016, 19.30