

# Ordinary Full Council Meeting

## Full Council – 22<sup>nd</sup> February 2021

### AGENDA



To all members of Speen Parish Council,

You are duly summoned to attend the Ordinary Full Council Meeting of Speen Parish Council to be held on Monday 22<sup>nd</sup> February 2021 starting at 7.00pm at:

<https://zoom.us/j/92959320330?pwd=ckwvVFpVeGFzUU82VGfteGFxblNGUT09>

Meeting ID: 929 5932 0330

Passcode: 923106

This meeting will be held online in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 (“the Regulations”).

This meeting will be open to the press and public and will consider the items set out below.

Jean Lindsell, Clerk (17<sup>th</sup> February 2021 dated)

### Open session

Parishioners are invited to attend and question the Parish Council on issues in this agenda, or raise issues for future consideration at the discretion of the Chairman. Fifteen minutes have been set aside for press and public questions at the start of the meeting. The council will endeavour to answer any question put to it but may have to respond to the questioner at a later date or consider placing the matter on the agenda for the next meeting. After this Open Session, members of the press and public may not take part in the Parish Council meeting itself unless invited to do so by the Chair in accordance with Standing Orders.

1. **Apologies:** To receive apologies and approve reasons for absence
2. **Declarations of interest:** To declare any financial, personal and/or prejudicial interests and their nature in relation to items on the agenda
3. **Chair Opening Remarks**
4. **Open Session:** To receive any questions from Members of Public in attendance
5. **Minutes:** To approve the Minutes of the Full Council Meeting held on 18-01-21 (draft)
6. **Financial Report Clerk as RFO**
  - 6.1 Balance in Bank as at 31-01-21
  - 6.2 To retrospectively note payments for January 2021
  - 6.3 **Proposal:** To accept Finance Reports to 31-01-21
7. **District Ward Report** (previously circulated)
8. **Finance Committee**
  - 8.1 Minutes – to receive the Minutes of the Finance Committee meeting held on 04-02-21 (draft)
  - 8.2 Appointment of Internal Auditor 2020/21  
**Proposal:** To appoint David Weller as Internal Auditor for 2020/21 as recommended by Finance Committee.
  - 8.3 Appointment of Internal Auditor 2021/22  
**Proposal:** To approve a new Internal Auditor be sought for 2021/22 as recommended by Finance Committee
  - 8.4 Internal Audit Policy  
**Proposal:** To approve amendment to SPC’s Internal Audit Policy to state a new Internal Auditor be appointed every 3 years as recommended by Finance Committee

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#### 9. Planning & Highways Committee

- 9.1 Planning Applications – to discuss how the process of reviewing new planning applications could be improved
- 9.2 Publishing Planning Applications Information – update from Cllr Booth/Clerk
- 9.2.1 Full Council Minutes – to agree to publish for information purposes only summaries of planning applications considered and WBC decisions as appendices
- 9.2.2 SPC Website

#### 10. Development

- 10.1 Parish Improvements Plan – update from Working Party
- 10.2 Improvements Completed in 2020/21 - to agree means of communicating Improvements achieved in 2020/21 to parishioners
- 10.3 War Memorial Project – to agree whether to re-apply for previously granted Members' Bid in the sum of £1802.50 or submit new application in May when next round of Members' Bids opens once up to date quotations are received
- 10.4 Stockcross to A34 Footpath Project – update from Cllr Phillips/Cllr Newell-Hart/Cllr Booth

#### 11. Maintenance

- 11.1 Maintenance & Repairs Register - update from Clerk

#### 12. Speen Fete

**Proposal:** To approve the use of Speen Recreation Ground by the Lions Club Newbury on Saturday 12<sup>th</sup> June 2021 to host Speen Fete. Approval to be granted subject to COVID-19 restrictions. If restrictions do not permit such an event to take place on the requested date the Lions Club requests approval to hold the event later in the year date to be confirmed

- 13. **Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible, dealt with by Clerk)**

- 14. **Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)**

- 15. **Date of Next Meeting:** Monday 22<sup>nd</sup> March 2021 online

- 16. **Exclusion of the Press and Public**

To Resolve: That in view of the confidential nature of the business to be transacted and in the public interest the Press and Public be excluded for Agenda Items 17 & 18 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960

#### PART II

#### 17. Speen Recreation Ground

**Proposal:** To approve renewal of 2021/22 hire agreement for Speen Recreation Ground as recommended by Finance Committee

#### 18. Stockcross Recreation Ground

**Proposal:** To agree matters relating to charging for hire of Stockcross Recreation Ground during lockdown restrictions