

Ordinary Full Council Meeting 21st March 2022



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 21st March 2022 at Speen Pavilion Speen Recreation Ground starting at 7.00pm

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

Jean Lindsell, Clerk (16th March 2022 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 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 22-01-22 (draft)
6. **Financial Report Clerk as RFO**
 - 6.1 Balance in Bank as at 28-02-22
 - 6.2 To retrospectively note payments for January and February 2022
 - 6.3 **Proposal:** To accept Finance Reports to 31-01-22
 - 6.4 **Proposal:** To accept Finance Reports to 28-02-22
7. **District Ward Report** (previously circulated)
8. **Finance Committee**
 - 8.1 To receive the Minutes of the Finance Committee Meeting held on 10-02-22 (draft)
 - 8.2 **Policies and Procedures**
 - 8.2.1 Freedom of Information Policy and Procedure
Proposal: To approve the Freedom of Information Policy and Procedure as recommended by the Finance Committee
 - 8.2.2 Publication Scheme
Proposal: To approve the Publication Scheme as recommended by the Finance Committee
 - 8.2.3 Complaints Procedure
Proposal: To approve the Complaints Procedure as recommended by the Finance Committee
 - 8.2.4 Internal Financial Controls Policy and Procedures
Proposal: To approve the Internal Financial Controls Policy and Procedures as recommended by the Finance Committee
 - 8.3 S137 Grant Application
Proposal: To approve S137 Grant Application in the sum of £255 as recommended by the Finance Committee

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8.4 WBC Libraries Contribution

Proposal: The Finance Committee suggests Full Council considers making a contribution of up to £1293 to WBC Libraries funded from unallocated reserves and ring fenced for Speen parish mobile library service as a COVID recovery gesture but noting that further discussion will be required if SPC wish to continue to fund that service in the future

8.5 Speen Recreation Ground

Proposal: To approve renewal of AFC Newbury 2022/2023 hire agreement for Speen Recreation Ground as recommended by the Finance Committee

9. Planning & Highways Committee

9.1 Grove Road SID Deployment – update from Cllr Booth

9.2 Community Speed Watch – update from Cllr Dudman

9.3 WBC Local Plan Brainstorming – update from Cllr Newell-Hart

9.4 Station Road Parking – update from Clerk

10. Development

10.1 Parish Improvements Plan – update from Working Party

11. **Maintenance and Repairs** – update from Clerk

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

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

14. **Date of Next Meeting:** TBA

15. **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 Item 16 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960

PART II

16. Grass and Hedge Cutting Three Year Contract

Proposal: To approve appointment of contractor as recommended by the Finance Committee