

# Ordinary Full Council 13<sup>th</sup> November 2024



## AGENDA

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### Meeting

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 Wednesday 13<sup>th</sup> November 2024 at Speen Pavilion Speen Recreation Ground starting at 7pm.

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

Becki Hannington, Clerk (*7<sup>th</sup> November 2024 dated*)

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### 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.

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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. **Open Session:** To receive any questions from Members of Public in attendance
4. **Minutes – Proposal:** To approve the Minutes of the Full Council Meeting held on 16-09-24 (draft).
5. **Planning and Highways Committee Minutes -** To note minutes of the Planning and Highways Committee meeting held on 09-10-24
6. **Financial Report Clerk as RFO**
  - 6.1 To note the balance in Bank as at 31-10-2024
  - 6.2 To retrospectively note payments for August, September & October 2024.
  - 6.3 **Proposal:** To accept Finance Reports to 31-08-2024
  - 6.4 **Proposal:** To accept Finance Reports to 30-09-2024
  - 6.5 **Proposal:** To accept Finance Reports to 31-10-2024
  - 6.6 **Proposal:** To accept Budget v Actual Report (Q2)
7. **Policies and Procedures**
  - 7.1 **Proposal:** To approve the latest version of the Equal Opportunities Policy as per the Finance and HR Committee's recommendation.
  - 7.2 **Proposal:** To approve the latest version of the Grant Aid Awarding Policy as per the Finance and HR Committee's recommendation.
  - 7.3 **Proposal:** To approve the latest version of the Health and Safety Policy as per the Finance and HR Committee's recommendation.
  - 7.4 **Proposal:** To approve the latest version of the Internal Audit Policy as per the Finance and HR Committee's recommendation.
  - 7.5 **Proposal:** To approve the latest version of the Investment Strategy as per the Finance and HR Committee's recommendation.
  - 7.6 **Proposal:** To approve the latest version of the Reserves Policy as per the Finance and HR Committee's recommendation.
  - 7.7 **Proposal:** To approve the latest version of the Safeguarding Policy as per the Finance and HR Committee's recommendation.

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### Meeting

- 7.8 **Proposal:** To approve the new Social Media Policy
8. **Remote Attendance at Council Meetings & Voting By Proxy** – To discuss and decide upon SPC's stance on the Government's proposal to allow virtual attendance at council meetings and voting by proxy and any agreed limitations.
- 8.1 **Proposal:** To support the Government's proposal to use virtual attendance at council meetings.
- 8.2 **Proposal:** To support the Government's proposal to allow voting by proxy at council meetings.
9. **Moving to a .GOV Registered Domain**
- 9.1 **Proposal:** To begin the process of moving to a .Gov registered domain for SPC.
10. **ABC To Read Grant Report** – To review the grant report received by ABC To Read on how the S137 grant money has been used.
11. **WBC Libraries Contribution** – To consider request for contribution to WBC Libraries of £2,679.00 (£1 per resident).
- 11.1 **Proposal:** To make a contribution to WBC libraries of £2,679.00 funded from £1,700 from S137 and £979 to be earmarked from unallocated reserves.
12. **West Berkshire Heritage Donation** – To consider request for donation to West Berkshire Heritage of £50.
- 12.1 **Proposal:** To make a contribution to West Berkshire Heritage for £50 to be earmarked from unallocated reserves.
13. **Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent.**
14. **Date of Next Meeting:** Wednesday 8<sup>th</sup> January 2024