



**SPEEN PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD AT SPEEN RECREATION GROUND ON SATURDAY 22<sup>ND</sup> JANUARY 2022 STARTING AT 10AM**

<b>Present</b>	<b>Parish Councillors</b>	Cllr Dudman (Chair), Cllr Butter, Cllr Booth, Cllr Newell-Hart, Cllr Phillips
	<b>In Attendance</b>	Cllr Doherty – not expected
	<b>Members of the Public</b>	None Present
	<b>Clerk &amp; RFO</b>	Jean Lindsell

Resolution	Item	Action
Resolved	<p><b>1. Apologies:</b> Cllr Amirtharaj Cllr Clifford Cllr Gourley</p> <p><b>2. Declaration of Interests:</b> None Declared</p> <p><b>3. Open Session:</b> No Members of the Public present</p> <p><b>4. Minutes</b></p> <p><b>4.1</b> To approve the Minutes of the Full Council Meeting held on 08-11-21 (draft)</p>	
Resolved	<p><b>4.2</b> To approve the Minutes of, and ratify the decisions made, at the Full Council Pre Meeting Discussions held on 17-01-22 as follows:</p> <p>All Councillors confirmed Cllr Doherty's attendance had been corrected in accordance with Minute 2 of the Full Council Pre Meeting Minutes held on 17-01-22</p> <p>Proposer: Cllr Newell-Hart Secunder: Cllr Phillips All in Favour</p>	
Resolved	<p><b>5. Scheme of Delegation</b></p> <p><b>Proposal:</b> To approve the revised Scheme of Delegation</p> <p>All Councillors confirmed the additional clause had been added to the document in accordance with Minute 3 of the Full Council Pre Meeting Discussions Minutes held on 17-01-22</p> <p>Proposer: Cllr Dudman Secunder: Cllr Booth All in Favour</p>	
Resolved	<p><b>6. Finance</b></p> <p><b>6.1 Proposal:</b> To accept Finance Reports to 31-12-21</p> <p>Proposer: Cllr Dudman Secunder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>6.2 Proposal:</b> To accept Quarterly Budget v Actual Report Q3</p> <p>Proposer: Cllr Dudman Secunder: Cllr Amirtharaj All in Favour</p>	
Resolved	<p><b>6.3 2022/2023 Budget</b></p> <p><b>Proposal:</b> To approve 2022/2023 Budget</p> <p>Proposer: Cllr Dudman</p>	



Resolved	<p>Seconder: Cllr Newell-Hart All in Favour</p> <p><b>6.4 2022/2023 Precept</b></p> <p><b>Proposal:</b> To approve 2022/2023 Precept for submission to WBC</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p> <p>Clerk to submit Request for Precept to WBC</p>	Clerk
Resolved	<p><b>6.5 2022/2023 General Reserves</b></p> <p><b>Proposal:</b> To approve 2022/2023 General Reserves be set at £15,401.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>7. Planning &amp; Highways</b></p> <p><b>7.1 Proposal:</b> To agree to reinvigorate the deployment of SID led by Cllr Booth with Councillors offering suggested deployment locations</p> <p>Proposer: Cllr Dudman Seconder: Cllr Newell-Hart All in Favour</p>	
Resolved	<p><b>7.2 Proposal:</b> To establish an SPC Community Speed Watch Group led by Cllr Dudman and initially look to borrow equipment from Thames Valley Police as part of a 6 month trial</p> <p>Proposer: Cllr Dudman Seconder: Cllr Phillips All in Favour</p>	
Resolved	<p><b>7.3 Proposal:</b> To agree to conduct a brain storming event led by Cllr Newell-Hart to consider SPC's approach to WBC Local Plan</p> <p>Proposer: Cllr Newell-Hart Seconder: Cllr Phillips All in Favour</p>	
	<p>The Clerk advised she had received an email from WBC offering to arrange a meeting to discuss the stages to be gone through when developing a Neighbourhood Development Plan which she would forward to Cllr Newell-Hart.</p>	Clerk
Resolved	<p><b>8. SPC Assets and Play Equipment Replacement and Repairs</b></p> <p><b>8.1 Proposal:</b> To review quotations received and approve appointment of contractor</p> <p>Cllr Butter advised she had inspected the fencing at Marsh Benham Recreation Ground and the works required were correct as specified and quoted for.</p> <p>All Councillors agreed to appoint CJM Services to carry out the works.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Booth All in Favour</p>	
Resolved	<p><b>8.2 Proposal:</b> To approve the transfer of funds from unallocated reserves to earmarked reserves to cover the costs of the works</p> <p>The Clerk confirmed the amount of transfer required was £5,219 subject to invoices for these works being received and paid prior to the end of March 2022 as there were funds totalling £3,413 allocated to these types of works underspent in the 2021/2022 budget.</p>	



	<p>All Councillors agreed to the transfer of £5,219 from unallocated reserves to earmarked reserves.</p> <p>Clerk to action.</p> <p>Proposer: Cllr Dudman Seconder: Cllr Butter All in Favour</p> <p><b>9. Correspondence: To receive &amp; consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk) None reported</b></p> <p><b>10. Matters for consideration and information arising after the preparation of this Agenda which the Chair agrees to take as urgent (all Councillors) None raised</b></p> <p><b>11. Date of Next Meeting – Monday 21<sup>st</sup> March 2022</b></p> <p>Cllr Dudman confirmed the next focus discussion session was scheduled for 21<sup>st</sup> February 2022</p> <p><b>12. Exclusion of the Press and Public</b></p> <p>No vote required as no PART II items</p> <p><b>The meeting closed at 10.40am</b></p>	Clerk
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<b>Signed:</b>	<b>Name (print):</b>  <b>Position:</b>	<b>Date:</b>
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Abbreviations Used:

SPC = Speen Parish Council  
WBC = West Berkshire Council

Page approved by (initials) and date: