



NOTICE OF MEETING

You are hereby summoned to attend the meeting of the Parish Council to be held at the Village Hall on **Thursday 16th May 2019 commencing at 7.45 p.m.** If you are unable to attend, please advise of your reason for non-attendance.

Date: Thursday 16th May 2019 **Time:** 7.45pm
Place: Burghfield Village Hall

Cally Morris
Clerk to Burghfield Parish Council

1. **Election of Chairman of the Parish Council for the ensuing Municipal Year**
2. **Election of Vice Chairman of the Parish Council for the ensuing Municipal Year**
3. **Signing of Declaration of Acceptance of Office for the appointed Chairman and vice chairman**
4. **To receive members apologies for absence**
5. **Councillors to sign and confirm they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuring municipal year**
6. **To receive written requests for Disclosable Pecuniary Interest dispensations from members**
7. **To receive the minutes of the last Parish Council meeting held on 11th April 2019**
8. **Clerks update**
9. **To receive a report from the Chairman on any events attended since the last meeting and other matters of interest to Members. *(This is also an opportunity for members to question the Chairman, but it is not a decision-making item).***
10. **To confirm the council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, and subsequently adopt the General Power of Competence for the current financial year.**
11. **To receive a report from a District Councillor**
12. **To receive the report from the Village Hall Manager and the schedule of Village Hall payments for April 2019**
13. **To receive the minutes of the meeting of the Infrastructure Committee held on 11 April 2019 and approve the recommendations there in**
14. **To receive the minutes of the meeting of the Governance & Finance Committee held on 4 April 2019 and approve the recommendations there in**
15. **To receive the comments from members, and subsequently approve, the Questionnaire presented by the NDP Group for circulation to residents within the parish of Burghfield**



16. To receive a verbal update in relation to the progression of the Community Hub
17. To receive an update in relation to the Parish Questionnaire
18. To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed
19. To appoint members to serve upon the various committees upon the council for the ensuing year
 - a) Communications
 - b) Community
 - c) Infrastructure
 - d) Community Hub Committee
 - e) Governance & Finance

Adjournment of Parish Council meeting to permit the above committees to elect a Chairman

20. To appoint members to represent the Parish Council on the following bodies:
 - a) Allotments sub-committee
 - b) NDP Steering Group
 - c) Burghfield Charities
 - d) Burghfield Volunteers
 - e) Willink JAG
 - f) Wokefield Common Advisory
 - g) Bland's Trust
 - h) AWE Liaison
 - i) BMNAG
21. To receive the minutes of the Annual Parish Meeting held on 11th April 2019 and to deal with any issues raised
22. **Financial Matters**
 - i) Bank Account Reconciliation Statement as at 30th April 2019
 - ii) Accounts for Payment
 - iii) To sign and confirm receipt of CIL Parish Payment of £1,388.60 from West Berkshire Council in relation to application 17/01378/FULD
23. To receive an update regarding ASB or policing issues within the parish and determine any action required
24. **Matters for Future Discussion** - *To consider any matters accepted by the Chairman for discussion and/or inclusion on a future Council/Committee agenda. (Discussions will not be minuted)*
25. **Clerks items for information**

Close of meeting