BURGHFIELD PARISH COUNCIL
Clerk: Mrs Cally Morris
PO Box 7381, Reading RG1 9XP
Tel: 0118 983 1748 **Email**: burghfieldclerk@gmail.com

NOTICE OF MEETING

You are hereby summoned to attend the meeting of the Parish Council to be held at the Village Hall on **Thursday 13th June 2019 commencing at 7.45 p.m.** If you are unable to attend, please advise of your reason for non-attendance.

Date: **Thursday 13th June 2019** **Time:** **7.45pm**

Place: **Burghfield Village Hall**

Cally Morris
Clerk to Burghfield Parish Council

To receive members apologies for absence

1. **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**

2. **To receive written requests for Disclosable Pecuniary Interest dispensations from members**

3. **To receive the minutes of the last Parish Council meeting held on 16th May 2019**

4. **Clerks update**

5. **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).

6. **To receive a report from a District Councillor**

7. **To receive the report from the Village Hall Manager and the schedule of Village Hall payments for May 2019**

8. **To receive the minutes of the meeting of the Infrastructure Committee held on 16 May and the 23 May 2019 and approve the recommendations therein**

9. **To receive the minutes of the meeting of the Community Committee held on 16 May and the 23 May 2019 and the drat minutes from the Allotments sub-committee held on 21st May 2019 and approve the recommendations therein**

10. **To receive the minutes of the meeting of the Communications Committee held on 16 May and the 30 May 2019 and approve the recommendations there in**

11. **To receive the minutes of the meeting of the Community Hub Committee held on 16 May 2019 and approve the recommendations there in**

12. **To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed**

13. **To receive any further feedback from members in relation to the Questionnaire prepared by the NDP Steering committee and subsequently provide confirmation of its distribution to parishioners**

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14. **To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed.**

15. **To receive an update regarding the "Community Sports Day" on Sunday 1st July 2019**

16. **To give consideration to the request from the Beavers for permission to access the Common Allotments**

17. **Financial Matters**

i) Bank Account Reconciliation Statement as at 31 May 2019

ii) Accounts for Payment

iii) To receive the Financial Statements for financial year ending 31st March 2019

iv) To approve and sign the Annual Governance and Accountability Return for Financial year ending 31st March 2019
(It is a statutory requirement for the AGAR to be signed and completed prior to 30th June)

18. **To receive an update regarding ASB or policing issues within the parish and determine any action required**

19. **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)*

20. **Clerks items for information**

Close of meeting