



# Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

## Meeting of Holybrook Parish Council's Community and Environment Committee

**Date of Meeting** Monday 12<sup>th</sup> February 2024

<b>Location</b>	Beansheaf Community Centre, The Keep
<b>Time</b>	7.30pm
<b>Circulation</b>	Cllrs Croal (Chairman), Lenaghan (Vice-Chairman), Bedwell, Somner and Tull

### 7.30pm Open forum for members of the public

Questions and comments from members of the public (limited to 15 minutes in total)

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting Holybrook Parish. No decision can be taken during this session<sup>1</sup>, but the Chairman may decide to refer any matters raised for further consideration at the next full council meeting.

<sup>1</sup> Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119

## Community & Environment Committee Meeting Agenda

Announcement of Public Session and Evacuation Process

No.	Notes
1.	To receive apologies for absence (LGA 1972 s85 (1))
2.	Declarations of interest relevant to the Agenda  Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations).
3.	To approve and sign as correct record the minutes of the Community & Environment Committee Meeting on Monday 15 <sup>th</sup> January 2024.
4.	Community Emergency Plan  <b>a) Members to review the enclosed documents: Community Emergency Plan Template and Community Emergency Plan toolkit <i>and agree whether a community emergency plan of this type is relevant for Holybrook Parish Council;</i></b>  <b>b) <i>And, if so, agree to delegate the task for action (requires full council approval).</i></b>

5.	<p>Unused/abandoned Garages, Clerk – verbal report</p> <p>Members to heed a verbal report from the Clerk then:</p> <p><b><i>Agree whether any action can be taken with regard to unused/abandoned garages that are also in a poor state of repair in the Parish.</i></b></p>
6.	<p>Memorials, Clerk – verbal report</p> <p>Members to heed a verbal report from the Clerk then:</p> <p><b><i>Members to discuss and agree any possible memorial options for Holybrook Parish.</i></b></p>
7.	<p>Community Speed Watch</p> <p>Members to review the documents (emailed) from Thames Valley Police (TVP) regards Community Speed Watch (CSW) and agree the following:</p> <p><b><i>a) Who will be the CSW co-ordinator acknowledging that the co-ordinator must set up the group and complete all necessary training;</i></b></p> <p><b><i>b) Whether permanent fixed or temporary portable signage are to be purchased and the locations (for approval by TVP);</i></b></p> <p><b><i>c) Whether to pursue the use of TVP's equipment initially or whether to wait to purchase our own equipment.</i></b></p>
8.	<p>Holybrook Signage: Investigate the current road signage and see if more is required/could be better placed.</p> <p><b><i>Members to discuss the current road signage and delegate a team to see if more is required/could be better placed (to report back to full council).</i></b></p>
9.	<p>Events – written report enclosed</p> <p>Members to heed updates on the planned events (written report enclosed) <b><i>and agree the recommendations/next steps.</i></b></p>
10.	<p>Linear Park new footpaths, Clerk</p> <p><b><i>Members to heed a verbal report from the Clerk and then agree whether the previously agreed project can now proceed.</i></b></p>
11.	<p>Community Payback Scheme, Clerk</p> <p>Members to heed a verbal report from the Clerk on the Community Payback Scheme and how it could benefit the Parish of Holybrook. Following which:</p> <p><b><i>a) members to agree (for full council ratification) that the service is adopted and the scope of the work to be undertaken.</i></b></p> <p><b><i>b) To propose delegation of the running of the scheme.</i></b></p>

12.	<p>Portrait of King Charles III</p> <p><b><i>Members are asked if they would like a free portrait of King Charles III and, if so, agree:</i></b></p> <p><b><i>a) That a frame can be purchased;</i></b></p> <p><b><i>b) The location of the portrait.</i></b></p>
13.	<p>Updates: INFORMATION ITEM ONLY, Clerk</p> <p>a) Members to heed to written report enclosed providing updates on solar panels for the Beansheaf Centre, The Garage development proposals, Welcome to Holybrook Gates, dropped kerb project.</p> <p>b) Members to heed a verbal report on balancing ponds, memorial bench, kissing gates and refund for poorly serviced dog bin emptying (which dates back to early 2023).</p>