



# Holybrook Parish Council

*Proudly serving the residents of Holybrook Parish since 2000*

## Meeting of Holybrook Parish Council's Finance Committee

This meeting is open to the press and public (subject to room capacity) (Public Bodies (Admission to Meetings) Act 1960)

**Date of Meeting** Monday 1st July 2024

<b>Location</b>	The Keep Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW
<b>Time</b>	7.30pm
<b>Circulation</b>	All council members

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

## Finance Committee Meeting Agenda

Announcement of Public Session and Evacuation Process

No.	Notes
1.	To receive apologies for absence
2.	To receive declarations of interest relevant to the Agenda
3.	To approve and adopt of the Minutes of the Committee meeting on Monday 26 <sup>th</sup> February 2024
4.	Payments <b>Mover:</b> Cllr Tull <b>Motion:</b> to approve payment sheet 04-2024/25.

5.	<p>Review of current financial situation</p> <p>To receive reports on:</p> <ul style="list-style-type: none"> <li>a) bank balances as of 31<sup>st</sup> May 2024,</li> <li>b) earmarked funds and capital reserves,</li> <li>c) Income and Expenditure for the year 1<sup>st</sup> April 2024 to 31<sup>st</sup> May 2024.</li> </ul> <p style="padding-left: 40px;">a. <b>Motion:</b> to consider alternative source for some cleaning products (enclosed)</p>
6.	<p>Assets</p> <ul style="list-style-type: none"> <li>a) <b>Motion:</b> to consider the Beansheaf Centre assets and agree new requirements, disposal of old or refurbishment of old.</li> <li>b) <b>Motion:</b> to consider the external assets and agree new requirements, disposal or refurbishment of old.</li> </ul> <p>(list e-mailed).</p>
7.	<p>Holybrook Services (2025/26)</p> <p><b>Motion:</b> to consider whether the Parish should adopt any devolved services or add additional support services to those already offered by West Berkshire Council including, but not limited to:</p> <ul style="list-style-type: none"> <li>a) verge cutting,</li> <li>b) bins/bin emptying</li> <li>c) community wellbeing outreach programme.</li> </ul>
8.	<p>Residential requests</p> <ul style="list-style-type: none"> <li>a) <b>Mover:</b> Cllr Claire Tull</li> </ul> <p><b>Motion:</b> that Holybrook Parish Council lobby West Berkshire Council to improve the section of ground between the footpath across the top of Low Lane (Deerhurst) to the entrance of Low Lane as this area is prone to puddling during heavy rains and is often muddy.</p> <ul style="list-style-type: none"> <li>i. <b>Motion:</b> to discuss whether the Parish will make a financial contribution to any works and, if so, the budget from which the funds will be used.</li> <li>b) <b>Minute reference:</b> 87/23/24</li> </ul> <p><b>Motion:</b> that a dual bin is purchased to replace West Berkshire Council's current dog foul bin on Montrose Walk. Note: it has been confirmed that West Berkshire Council will continue to empty the bin.</p> <ul style="list-style-type: none"> <li>i. If agreed, to propose from which budget the bin is to be purchased</li> <li>ii. If agreed, to propose if the bin will remain a Parish Council asset, or if this will be gifted to WBC.</li> </ul>
9.	<p>Litter Picking</p> <p><b>Motion:</b> that the litter picking service, currently provided by Tactical Facilities Management, is extended to include twice monthly litter picking around the parish owned bus shelters (5). Quote e-mailed.</p>