



Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

Full Council Meeting of Holybrook Parish Council

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

Date of Meeting Monday 22nd April 2024

Location	Beansheaf Room Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW
Time	7:30pm
Circulation	All Council members and District Councillors

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 session¹, but the Chairman or relevant committee Chairman may decide to refer any matters raised for further consideration at the next full council meeting.

¹ 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

7.45pm District Councillors' Report

District Councillors are invited to give short verbal reports on matters affecting Holybrook Parish (**limited to 5 minutes**).

Council Meeting Agenda

Announcement of Public Session and Evacuation Process

No.	Items
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.	Approval and adoption of the minutes Members to review and approve as accurate record the minutes of the Full Council meeting which took place on Monday 11th March 2024.

Council Decisions/Ratification of Committee Recommendations

4.	Planning, Cllr Lenaghan New applications: members to debate the following planning applications and propose the Council's response to each in turn:	
Application no	Address	Proposal
24/00535/FUL	Porsche, Pincents Lane, Calcot, Reading, RG31 7SE	Installation of a new external entrance canopy to Porsche Cars Great Britain office entrance doors.
24/00526/HOUSE	28 Mackay Close, Calcot, Reading, RG31 7XW	Retrospective conversion of garage into a liveable space.
24/00564/HOUSE	35 Bath Road, Calcot, Reading, RG31 7QH	Proposed timber framed building to provide additional living space to the original dwelling.
5.	Financial decisions a) Payments: Members are asked to approve payment sheet 12-2023/24 b) Payments: Members are asked to approve payment sheet 01-2024/25	
6.	Litter Picking Equipment, Cllr Bedwell Members to agree whether the Parish litter picking equipment should be made available for residents to use outside of organised litter picking events and, if so, the parameters for use.	

Information Items/Reports - Note: If anything is raised under 'Information Items/Reports' that Council wish to discuss, it should be proposed that the item be added to a future agenda.

7.	Clerk's Report Members to heed a written report from the Parish Clerk to inform Members of Parish business not already included on the agenda.
8.	Neighbourhood Action Group Feedback, Cllr Littlewood Cllr Littlewood to provide an overview of the Neighbourhood Action Group meeting which took place on Thursday 14 th March 2024.
9.	Community and Environment Committee, Cllr Croal Members to heed a verbal report from Cllr Croal regards the on-going planning of the D-Day event.
10.	Members to receive a written report with details on the following information (enclosed): 1) Financial Information; 2) West Berkshire Council Planning Decisions.
11.	2024/25 meeting dates Members to review the proposed draft meeting dates for 2024/25 (to be approved at the Annual Meeting).
12.	Chairman's remarks Reminders: - The next litter picking event is Saturday 11 th May 2024. - The mini district Parish Conference is taking place on Tuesday 21 st May 2024.
13.	Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 Members are asked to resolve that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of item 14.

14.	Staffing, Cllr Bedwell <i>Members to heed a verbal report from the Human Resources committee and agree the Committee's suggestions regards recruitment.</i>
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Yours sincerely

Pamela Kirkpatrick
Clerk
Holybrook Parish Council