



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 29th July 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.	To receive 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 adopt the minutes of the previous Full Council meeting on Monday 24 th June 2024

Council Decisions/Ratification of Committee Recommendations

4.	<p>Financial decisions</p> <p>a) Mover: Cllr Tull, Chair of Finance Committee</p> <p>Motion: that payments, as listed on enclosed payment sheet 05-2024/25, are approved.</p> <p>b) Mover: Cllr Tull, Chair of Finance Committee</p> <p>Cllr Tull to provide a verbal report from the Finance Committee (draft minutes enclosed for reference) meeting following which</p> <p>Motion: that the following recommendations of the Finance Committee are ratified:</p> <ul style="list-style-type: none">i) Finance Committee members to hold a closed meeting with West Brkshire Council to follow up on issues raised by the Parish at the District and Mini District Parish Conferencesii) Finance Committee members to hold a closed meeting with West Berkshire Council to discuss possible devolution of verge cutting. <p>NOTE: a tentative meeting date has been agreed with WBC of Monday 19th August pending full council approval to b) i) and ii).</p> <p>c) Motion: to discuss and agree a response to a proposed price increase for the Linear Park gate unlocking service currently provided to Relyon (details e-mailed 24th July 2024).</p> <p>d) Motion: that the stage, which is currently stored in The Garage, is donated to Kennet Valley Community Association for it to take ownership following 5th October 2024. NOTE: the KVCA has said that the Council will be able to hire back the stage at a cost of £75.00 delivery.</p> <p>e) Motion: to consider a grant application to the sum of £500 from Hospital Radio Reading.</p> <p>Enclosed for information: application form and bank statement.</p>
5.	<p>'Welcome to Holybrook'/Parish Gateway Signs</p> <p>Motion: that the Parish Gateway Sign option, as proposed by West Berkshire Council, is considered and a formal response is proposed and agreed.</p> <p>NOTE: The proposed signage would cost approximately £1,000 per sign.</p> <p>Enclosed for information: e-mailed proposal from West Berkshire Council</p>
6.	<p>Solar Panels, Beansheaf Centre</p> <p>Mover: Cllr Tull</p> <p>Following verbal report from Cllr Tull and the Clerk following a meeting with West Berkshire Council on 10th July 2024:</p> <p>Motion: a) that West Berkshire Council and Holybrook Parish Council work to deliver solar panels for the Beansheaf Centre as one project. That Holybrook Parish Council is the organisational project leaders but that two separate meters (and effectively two separate systems) are installed.</p> <p>b) that the Council apply for partial funding from the West Berkshire Council Village Halls and Community Buildings Grant Scheme to support this project.</p>

7.	<p>West Berkshire Council's Winter Service Plan 2024/25 consultation</p> <p>Motion: That, as West Berkshire Council is not proposing any changes to the carriageway and footway treatment networks in the winter service plan 2024/25, no formal response is made.</p>
8.	<p>Community Wellbeing Outreach</p> <p>Following a verbal report from the Clerk</p> <p>Motion: that the Beansheaf Room is provided free of charge to Solutions4Health Ltd to enable them, through West Berkshire Council, to provide a free community wellbeing outreach service to our residents.</p> <p>Enclosed for information: sample poster</p>
9.	<p>Safety of Lithium ion Batteries and e-bikes and scooters</p> <p>Mover: Cllr Tull</p> <p>Motion: that the Parish Council formally offer its support to the Safety of Lithium ion Batteries and e-bikes and scooters cause including:</p> <ul style="list-style-type: none"> i) voicing support to Ron Bailey (who is the researcher for Lord (Don) Foster, who has been campaigning on this issue in the House of Lords. And is the parliamentary advisor to Electrical Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity). ii) Write to the MP iii) Provide information in the newsletter. <p>NOTE: Information on this topic was e-mailed to councillors on 9th July 2024</p>

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.

10.	<p>Clerk's Report</p> <p>To receive a written report regards parish business not already included on the agenda.</p>
11.	<p>Delegated Tasks Register</p> <p>To receive a written report and members to provide any updates on related matters.</p>
12.	<p>Neighbourhood Action Group</p> <p>To receive a verbal report from Cllr Littlewood following the Neighbourhood Action Group meeting which took place on Thursday 11th July 2024.</p>
13.	<p>Community Litter Pick, Cllr Croal</p> <p>To receive a verbal report following the community litter pick which took place on Saturday 6th July 2024.</p>
14.	<p>New Bus Shelters</p> <p>To receive a verbal report from the Clerk following a site meeting with West Berkshire Council regards possible new bus shelter locations which took place on Wednesday 24th July 2024.</p>

15.	Chairman's remarks
16.	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 17
17.	<p>Human Resources Policies for Council Members</p> <p>Mover: Cllr Albanese</p> <p>a) Motion: that the Council adopt 'in case of emergency' Human Resource policies for council members</p> <p>b) Motion: that the Council adopt a policy for in memoriam for current and past council members.</p>

Yours sincerely

Pamela Kirkpatrick
Clerk
Holybrook Parish Council