



Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

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Meeting of Holybrook Parish Council's Community and Environment Committee

Date of Meeting Monday 6th October 2025

Location Beansheaf Community Centre, The Keep

Time 7.30pm

Circulation Cllrs Croal (Chairman), Albanese, Bedwell, Somner (Vice-Chairman) 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 arising on the following agenda¹.

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

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.	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 sign as correct record the minutes of the Community & Environment Committee Meeting on Monday 16 th June 2025.
4.	Projects Mover: Cllr Croal Motion: that the updated project report is heeded, and all questions posed by the Clerk, in the report, are responded to.

5.	<p>Events</p> <p>Mover: Cllr Croal</p> <p>Motion: that the updated event list is heeded and any questions posed by the Clerk, in the report, are responded to.</p>
6.	<p>Budget 2026/27</p> <p>Mover: Cllr Croal</p> <p>Motion: to discuss possible budget requirements for the Committee during 2026/27 financial year considering any proposed projects and events.</p> <p>Current earmarked reserves for the committee to be handed out at the meeting (to enable the most up-to-date information).</p>
7.	<p>Local Heritage Asset Listing – initial proposals</p> <p>Mover: Cllr Croal</p> <p>a) Motion: that the draft Local Heritage Asset Listings for the following assets are accepted providing West Berkshire Council agrees to the listing of Linear Park and subject to additional photos, maps and tweaks suggested.</p> <ul style="list-style-type: none"> i) Linear Park (Beansheaf and Fords Farm) ii) Pillbox, Fairfields iii) Covid-19 Memorial Trees, Underwood Road <p>b) Motion: that it is agreed who will present the suggested listings if a panel is called.</p>
8.	<p>Litter Picking Dates 2025/26 and Risk Assessment</p> <p>Mover: Cllr Croal</p> <p>a) Motion: that the proposed dates for litter picks (enclosed) 2025/26 are approved as well as an additional pick at the Beansheaf end of the Parish on Saturday 1st November 2025.</p> <p>b) That the enclosed, updated, Risk Assessment is approved.</p>
9.	<p>Veolia's Sustainability Fund – possible application</p> <p>Motion: that members consider if there are any projects that the Council is currently or about to undertake that fulfils the criteria for Veolia's Sustainability Fund and, if so, agree that an application be made (details were emailed by Clerk on 24th September 2025).</p>

REPORTS FOR INFORMATION ONLY

10.	<p>Emergency Planning - report</p> <p>To heed a verbal report from the Clerk following her attendance of Emergency Planning Training at West Berkshire Council on Thursday 25th September 2025.</p>
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