



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 7th July 2025

Location	The Keep Beansheaf Centre, Charrington Road, Calcot, Reading RG31 7AW
Time	7.30pm
Circulation	All committee 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 session¹, but the 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)

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 24 th February 2025

4.	<p>Payments</p> <p>Mover: Cllr Tull</p> <p>Motion: to approve payment sheet 04-2025/26.</p>
5.	<p>Review of current financial situation – INFORMATION ITEM</p> <p>Mover: Cllr Tull</p> <p>Motion: that financial reports are seen on the following:</p> <ul style="list-style-type: none"> a) bank balances as of 30th June 2025, b) earmarked funds and capital reserves, c) Income and Expenditure for the year 1st April 2024 to 31st May 2024.
6.	<p>Beansheaf Centre Water</p> <p>Mover: Delegated from full council</p> <p>Motion: that the water consumption, and possible mains ownership, is discussed and a decision is made as to past and future billing.</p>
7.	<p>Local Government Organisation across West Berkshire and Oxfordshire – survey</p> <p>Mover: Cllr Tull</p> <p>Motion: to consider the enclosed information (provided from West Berkshire Council) regards Local Government Organisation and provide answers to the questions posed in the survey (also enclosed).</p>
8.	<p>Tree Planting Request</p> <p>Mover: Delegated from full Council</p> <p>Motion: that the proposal received, for a tree to be planted on the Holymead recreation ground, is accepted and that one of the proposed four locations is approved.</p>
9.	<p>Grant Application</p> <p>Mover: Cllr Bedwell</p> <p>Motion: that the enclosed grant application from Kennet Valley Community Association, to the sum of £400.00, is accepted.</p>
10.	<p>Human Resources and Health & Safety Support</p> <p>Mover: Cllr Bedwell (Human Resource Committee Chairman)</p> <p>Motion: that it is accepted the Council employ an external company to assist with Human Resources and Health & Safety Support with the service to commence in the new financial year.</p> <p>NOTE: current quote is £298.00 per month for 5-years (brochure will be made available at the meeting).</p>

11.	<p>Rolling Maintenance/Maintenance projects – Beansheaf Centre</p> <p>Motion: that it is delegated to the Clerk to find possible solutions to the persistent issue of dislodged roof tiles in the Linear Hall (there are currently approximately 25 tiles dislodged). With a view to adding this task to the 2025/26 budget.</p> <p>Motion: that Members to advise the Clerk of other rolling maintenance tasks for the Centre which are to be investigated for the 2025/26 budget.</p>
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