



Holybrook Parish Council

Proudly serving the residents of Holybrook Parish since 2000

Meeting of Holybrook Parish Council's Community and Environment Committee

Date of Meeting Monday 10th February 2025

Location	Beansheaf Community Centre, Beansheaf Room
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 7 th October 2024
4.	Events a) VE 80 – Monday 5th May 2025 Mover: Cllr Albanese, Motions: i) following a verbal report, that the proposed activities are approved. ii) That the proposed timings of the event, from 14:00 until 17:00, are approved.

4. cont	<p>Events continued</p> <ul style="list-style-type: none"> iii) That, based on the activities outlined by Cllr Albanese, a budget is set for the event (see enclosed) iv) that the required volunteer roles are identified and distributed to the Committee. <p>b) Annual Assembly – Monday 31st March</p> <p>Mover: Cllr Tull</p> <p>Motions:</p> <ul style="list-style-type: none"> i) following a verbal report, that the proposed activities are agreed. ii) that a budget is set for the event (see enclosed). iii) that the style and design of the Community Spirit Award trophies are agreed. iv) that a budget is set and criteria agreed for what constitutes 'long-standing' for councillors and staff. v) that the required volunteer roles are identified and distributed to the Council. vi) That it is delegated to a member and/or to the Office Support to attend Reading library to access material for compiling information on the History of Holybrook. <p>c) COVID-19 Day of Reflection 2025 – Sunday 9th March</p> <p>Note: the Secretary of State for culture, media and sport has announced a UK-wide Covid-19 Day of Reflection on Sunday 9th March 2025. The event is to commemorate the fifth anniversary of the pandemic, providing a solemn opportunity for communities to reflect on the lives lost and the impact of the global crisis.</p> <p>Motion: that it is agreed whether the Council will formally commemorate this occasion and, if so, what form this will take (perhaps include the Covid-Memorial trees on Underwood Road).</p> <p>d) MacMillan Big Coffee Morning – (Saturday 27th September)</p> <p>Motions:</p> <ul style="list-style-type: none"> i) that it is agreed the Council will host a MacMillan Big Coffee Morning on Saturday 27th September (day after the official day). ii) that if agreed, a budget, event times of 10.00am until 12.00mid-day, and proposed activities are set. iii) that a lead volunteer is agreed, and that Council is approached for additional volunteers. <p>e) Silver Anniversary Event – (Date?)</p> <p>Mover: Cllr Tull</p> <p>Motions:</p> <ul style="list-style-type: none"> i) following a verbal report, that the proposed date (booked at the Kennet Valley Club) is agreed. ii) that the nature and event type is approved. iii) that a budget is agreed iv) that the required volunteer roles are identified and distributed to the Council. <p>f) Path Restoration Days</p> <p>Mover: Cllr Tull</p> <p>Motion: that dates are set for survey and clearance of public footpaths in Holybrook (finer details to be agreed at a later date).</p>
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5.	<p>Projects update</p> <p>Mover: Cllr Croal</p> <p>Motion: that the project update report is heeded, and all questions posed by the clerk in the report are responded to.</p>
6.	<p>Condition of the Holybrook, Cllrs Tull and Croal</p> <p>To provide a verbal report and to consider possible next steps or actions.</p>
7.	<p>Bio-diversity – Citizen Science Initiative, Cllr Tull</p> <p>Mover: Cllr Tull</p> <p>Motion:</p> <ul style="list-style-type: none"> a) That funding is approved to the sum of £500 for outreach materials, training workshops and survey equipment (which could also be donated to schools). b) That a Biodiversity Working Group is established to oversee the project and liaise with stakeholders. c) That a launch date is set for the project (ideally 1st April to start in the spring season and tie in with newsletter publications). d) Seek partnerships with Friends of Linear Park and Calcot Primary and Kennet Valley Primary Schools. e) That the enclosed draft resident/group questionnaire is agreed.

REPORTS FOR INFORMATION ONLY

8.	<p>West Berkshire Town and Parish Climate Forum (WBTPCF) feedback – Cllr Croal</p> <p>To receive a verbal report following the WBTPCF meeting held on Wednesday 15th January 2025.</p>
9.	<p>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 8.</p>
10.	<p>Friend of Linear Park (FoLP) Meeting minutes</p> <p>Members to receive a copy of the recent FoLP Annual General Meeting and standard meeting.</p>