



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 8th January 2024

Location	Beansheaf Community Centre, The Keep
Time	7.30pm
Circulation	Cllrs Croal (Chairman), Lenaghan (Vice-Chairman), Bedwell, Somner 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 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

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.	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 9 th October 2023

4.	<p>Holybrook Parish Community Spirit Awards</p> <p>a) Members to discuss and agree the prizes to be awarded for each of the following categories:</p> <ul style="list-style-type: none"> i) June Scott Award for Best Environment Champion; ii) Young Person(s) of the Year iii) Good Neighbour of the Year iv) Service with a Smile v) Unsung Hero <p>b) Members to confirm the scroll type if a Freeman/Freewoman award is agreed by full council.</p>
5.	<p>Chairman Honorary Roll</p> <p>Members to agree:</p> <ul style="list-style-type: none"> a) the format and style of the proposed Chairman Honorary Roll; b) the names/dates to be included; c) site location d) maximum budget spend to be taken from the Events EMR.
6.	<p>Beansheaf Centre Roof capacity report for solar panels</p> <p>Members to review the solar panel report (which was emailed on 15th November 2023) and propose the next steps with the project, for full council ratification.</p> <p>Note the report has been shared with WBC.</p>
7.	<p>Underwood Road Playground signage, Clerk</p> <p>Members to heed a verbal report from the Clerk and then:</p> <ul style="list-style-type: none"> i. propose whether to pursue signage for the Underwood Road playground.
8.	<p>Events</p> <p>Members to discuss events planned for 2024 and agree next steps/firm dates, budgets and delegation.</p>