

To all members of Shinfield Parish Council

**Notice is hereby given and you are summoned to attend a meeting of the Council on Monday 22 May 2017 in the John Heggadon meeting room, commencing 20.00 hrs.**

Mrs S E Roberts, Clerk  
16 May 2017

Members: Cllrs N Boyer, I Clarke, P Emmet, A Grimes, G Hewett, C Hughes, P Hughes, D Lias, A Masood, I Montgomery, D Peer, R Pike.

### Agenda

**1. Public Questions**

To receive and consider public questions

*Note: there is a five minute time constraint on each item*

**2. Apologies and declarations of members' interests**

2.1 To receive and consider members' apologies for absence

2.2 To receive and consider declarations of members' interests

2.3 To receive changes to members' declarations of pecuniary interests.

**3. Minutes of Meeting on 10 April 2017**

3.1 To approve the minutes of the Council meeting on 10 April 2017 as a correct record of the meeting (enclosed)

3.2 To consider matters arising from the Council meeting on 10 April 2017

**4. Reports**

4.1 Chairman's report

4.2 Borough Councillors' reports

4.3 Committee reports

- Planning and Highways Committee 12 April, 4 May 2017 (minutes attached)
- Development Board 18 May 2017 (minutes to follow)

#### 4.4 Reports from outside bodies

- South of M4 Forum Meeting 24 April 2017
- Shinfield and Swallowfield Neighbourhood Action Group 3 May 2017 (minutes attached)
- Spencers Wood Village Hall Management Committee 8 May 2017 (minutes attached)
- Grazeley Village Hall Management Committee 15 May 2017

#### 4.5 Clerk's report

### 5 **Sport and Leisure Facilities**

- 5.1 To receive a verbal update on sport and leisure facilities at Ryeish Green
- 5.2 To consider the future management of the grass pitches at Ryeish Green and to **RESOLVE** the parish council's position
- 5.3 To recommend the continuation of discussions with Wokingham Borough Council and the University of Reading regarding the overall provision and future management of sport and leisure facilities across the parish to maximise community use.

### 6. **Parish Hall Refurbishment**

- 6.1 To receive a verbal update on the parish hall refurbishment project
- 6.2 To **RESOLVE** that authority for completion and sign-off of contractual terms and conditions, approval of works, and staged payments as appropriate, be delegated to the Chairman of the Council, Chairman of the Recreation and Amenities Committee and the Clerk, up to the total amount approved for the parish hall refurbishment of £114,800 excl. VAT (i.e. total works cost of £91,215 plus 15 % contingency of £13,750 plus fees of £9,800 excl. VAT, as resolved at February 2017 Council meeting)

### 7. **Invoices for Payment**

- 7.1 To consider and **RESOLVE** payment of invoices for late April and May 2017, including April 2017 salaries. (List attached)

### 8. **Correspondence**

To receive and consider any items of correspondence, to include:

- Invitation to the Shinfield Voluntary Car Service AGM on 1<sup>st</sup> June 7.30pm at the Parish Hall
- Letter from Swallowfield Medical Practice 25 April 2017 regarding relocation of the Shinfield Branch in Millworth Lane to the Shinfield Medical Centre;
- Launch of Victims First website to support victims of crime