

To all members of Shinfield Parish Council

Notice is hereby given, and you are summoned to attend a Meeting of the Full Council on
Wednesday, 23rd September 2026, commencing at 19:30 at the School Green Centre.



Bruce Winton
Chief Executive and Clerk to the Parish Council
18th September 2026

Members: Cllrs Bowler, Boyer (Chair), Clarke, Hoyle, Jahromi, James, Johnson, Masseron, Matic, Montgomery, Peer, Pollock A, Pollock H, Poole and Rance

Agenda

98. Public Questions

- 98.1 To **RECEIVE** and **CONSIDER** questions from the public

99. Apologies and declaration of members' interest

- 99.1 To **RECEIVE** and **CONSIDER** members' apologies for absence
99.2 To **RECEIVE** and **CONSIDER** declarations of members' interests
99.3 To **RECEIVE** and **CONSIDER** changes to members' declarations of pecuniary interest

100. Minutes of the Council Meeting held on 29th July 2026

- 100.1 To **APPROVE** the minutes of the Council meeting held on 29th July 2026* as a correct record of the meeting
100.2 To **RECEIVE** information on matters arising from the minutes of 29th July 2026

101. Reports from Borough Councillors

- 101.1 To **RECEIVE** and **NOTE** reports from Borough Councillors*
101.2 To raise any questions to Wokingham Borough Council via the Borough Councillors

102. Reports from Committees and associated Working Parties

- 102.1 To **RECEIVE** and **NOTE** the draft minutes of the Finance & General Purposes Committee held on 12th August 2026* and an update from the Chair

- 102.2 To **RECEIVE** and **NOTE** the draft minutes of the Facilities Committee held on 2nd September 2026* and an update from the Chair
- 102.3 To **RECEIVE** and **NOTE** the draft minutes of the Arts, Culture and Events Committee held on 3rd September 2026* and an update from the Chair
- 102.4 To **RECEIVE** and **NOTE** the draft minutes of the Planning and Highways Committee held 9th September 2026* and an update from the Chair
- 102.5 To **RECEIVE** a verbal report from the Chair of the Council
- 102.6 To **RECEIVE** reports from outside bodies

- 103. Preparation for May 2027 Elections**
 - 103.1 To **RECEIVE** and **CONSIDER** a plan of action to raise awareness of Local Council elections for May 2027*

- 104. Terms of Reference**
 - 104.1 To **RECEIVE** and **NOTE** the Terms of Reference for the Padel Working Party*

- 105. Staffing Matters**
 - 105.1 To **RECEIVE** and **NOTE** a verbal update from the Clerk regarding recruitment of staff
 - 105.2 To **RECEIVE** and **CONSIDER** changing the Café Manager role to include room hire and renaming as Venues Manager*

- 106. Community Engagement**
 - 106.1 To **RECEIVE** and **CONSIDER** an update on the provision of a hard copy newsletter

- 107. Cafe**
 - 107.1 To **RECEIVE** and **CONSIDER** an update on café matters

- 108. Grants**
 - 108.1 To **RECEIVE** and **CONSIDER** the grant applications approved by the Grants Working Party and endorsed by the Finance & General Purposes Committee*

- 109. Invoices for payment**
 - 109.1 To **RECEIVE** and **NOTE** Lloyds Bank payment of invoices within the Clerk's financial delegation*
 - 109.2 To **RECEIVE** and **NOTE** Barclaycard payment of invoices within the Clerk's financial delegation*
 - 109.3 To **RECEIVE** and **APPROVE** payments due to be made that are outside the Clerk's financial delegation*

- 110. Correspondence**
 - 110.1 To **RECEIVE** and **NOTE** any correspondence received

- 111. Date of Next Meeting**
 - 111.1 The date of the next Full Council Meeting will be held on 21st October 2026

* Report attached

** Report to follow

*** Report to members of the Council only