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To all members of Shinfield Parish Council

Notice is hereby given and you are summoned to attend a zoom virtual meeting of the Full Council on Monday 19th March 2021, commencing 19:30 hrs.

Since this meeting is being held virtually due to the COVID 19 restrictions the following applies regarding resident's participation in the meeting:

Residents wishing to raise questions at agenda point 1, (Public Questions) are invited to either:

- Email the Clerk that you wish to be electronically invited to attend the meeting. The virtual meeting platform will be zoom and individual invitations sent out
- Email your question to the Clerk on clerk@shinfieldparish.gov.uk and your question will be read out by the Clerk at the meeting
- Post or hand deliver your question to the Shinfield Parish Hall, School Green, Shinfield, Reading, RG2 9EH and your question will be read out by the Clerk at the meeting

All questions, or requests to join the zoom meeting electronically, received by 5PM Friday 16th April 2021 will be included in and invited to the meeting.

Mike Balbini, Clerk
 12 April 2021

Members: Cllrs N Boyer, E Brown, I Clarke, P Alexander, P Emmet, A Grimes (Chair), P Jahromi, L James, D Lias, M McDowell, I Montgomery, A, Narayanan, M O'Brien, and D Peer.

Agenda

1. **Public Questions**
 - 1.1 To **RECEIVE** and consider public questions.
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** and **CONSIDER** changes to members' declarations of pecuniary interest.
3. **Minutes of Meeting on 15 March 2021**
 - 3.1 To **APPROVE** the minutes of the Council meeting on 15 March 2021 as a correct record of the meeting (attached)
 - 3.2 To **RECEIVE** information on matters arising.

4. Reports

- 4.1 To **NOTE** the minutes of the R&A committee meeting 25 March 2021 (attached)
- 4.2 To **NOTE** the minutes of the P&H committee meeting 04 March 2021 (attached)
- 4.3 To **NOTE** the minutes of the F&GP committee meeting 10 March 2021 (attached)
- 4.4 To **RECEIVE** and **NOTE** reports from Working Parties who have met since last FC meeting.
- 4.5 To **RECEIVE** a report from the Chairman.
- 4.6 To **RECEIVE** a report from the Clerk (attached)
- 4.7 To **RECEIVE** reports from the Borough Councillors.
- 4.8 To raise any questions to WBC via the Borough Councillors.
- 4.9 To **RECEIVE** and **NOTE** reports from outside bodies.

5. Future of Shinfield Working Party

- 5.1 To **RECEIVE** and **CONSIDER** a report from the Future of Shinfield WP

6. Working Party – Lessons Learned

- 6.1 To **RECEIVE** and **CONSIDER** a report from Cllr. Lias on lessons Learned when conducting a Working Party (attached).

7. New Community Centre

- 7.1 To **RECEIVE** and **CONSIDER** a report from Cllr Grimes on the New Community Centre

8. Death of H.R.H. The Duke of Edinburgh

- 8.1 To **RECEIVE** and **NOTE** a verbal report from the Clerk on the actions taken following the announcement of the death of the H.R.H. The Duke of Edinburgh
- 8.2 To **RECEIVE** and **NOTE** the following:
 - 8.2.1 Flag flying at half-mast between D0 and F+1
 - 8.2.2 Message to Parish on D0
 - 8.2.3 Letter to the private secretary to H.R.H The Duke of Edinburgh D+1
- 8.3 To **RECEIVE** and **CONSIDER** in what way the Council wish to commemorate the life of H.R.H. The Duke of Edinburgh

9. Neighbourhood CIL proportion report from WBC

- 9.1 To **NOTE** the CIL allocation report for February (attached)

10. Invoices for Payment

- 10.1 To **CONSIDER** and **RESOLVE** payment of invoices up to 31/03/2021 (attached)
- 10.2 To **CONSIDER** and **RESOLVE** Barclaycard payment of invoices up to 31/03/2021 (attached)
- 10.3 To **CONSIDER** and **RESOLVE** payment of Invoice No 8 for the New Community Centre (attached)
- 10.4 To **CONSIDER** and **NOTE** the Contract Register, tracking the payments for
 - 10.4.1 Lifebuild and the New Community Centre (attached)

11. Shinfield Parish Council 2021 – 2022

- 11.1 To **RECEIVE** and **CONSIDER** the amended Shinfield Parish Council 2021 – 2022 document as per last Full Council meeting and agreed minute therefore recommended for approval (attached)

12. Annual Parish Meeting

12.1 To **RECEIVE** and **CONSIDER** a verbal report from the Clerk regarding legislation on the Annual Parish meeting.

13. Annual Meeting of the Council

13.1 To **RECEIVE** and **NOTE** the process for nominating the Chairman and Vice Chairmen in advance of the Annual Meeting on the 04 May 2021 (attached)

14. Virtual meetings

14.1 To **RECEIVE** and **CONSIDER** a verbal report from the Clerk regarding legislation on Virtual meetings.

15. Correspondence

15.1 To **RECEIVE** and **CONSIDER** a request from a resident regarding the works carried out at the New Community Centre and its future operation (attached)

15.2 To **RECEIVE** and **NOTE** an email from a resident regarding the precept (attached)

16. Date of next meeting

16.1 Confirmed as 17 May 2021