

To all members of Shinfield Parish Council

Notice is hereby given, and you are summoned to attend an Annual Meeting of the Full Council on Wednesday, 27 May 2026, commencing at 19:30 at the School Green Centre.

A presentation of the Community Champion Award will take place at 19:15 and we to invite you to attend this event.



Bruce Winton
Chief Executive and Clerk to the Parish Council
21st May 2026

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

Agenda

53. Election of the Chair of Council

- 53.1 To **RECEIVE** nominations for the election of the Chair for 2026/27*
- 53.2 To **ELECT** the Chair for 2026/27
- 53.3 Chair to **SIGN A DECLARATION** of acceptance of office as the Chair of the Council

54. Election of the Vice-Chair of Council

- 54.1 To **RECEIVE** nominations for the election of the Vice-Chair for 2026/27*
- 54.2 To **ELECT** the Vice-Chair for 2026/27
- 54.3 Vice Chair to **SIGN A DECLARATION** of acceptance of office as the Vice-Chair of the Council

55. Apologies and declaration of members' interest

- 55.1 To **RECEIVE** and **CONSIDER** members' apologies for absence
- 55.2 To **RECEIVE** and **CONSIDER** declarations of members' interests
- 55.3 To **RECEIVE** and **CONSIDER** changes to members' declarations of pecuniary interest

56. Public Questions

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

57. Committee Appointments 2026/27

- 57.1 To **APPOINT** committee members for the following committees for 2026/27*. The Chair of each committee will be elected at the first meeting of each committee:

- 57.1.1 Facilities Committee
- 57.1.2 Arts, Culture & Events Committee
- 57.1.3 Planning and Highways Committee
- 57.1.4 Children and Young Adults Committee
- 57.1.5 Staffing Committee (*as per Standing Order 11f, the Vice-Chair of the Council will be the Chair of the committee*)
- 57.1.6 Finance and General Purposes Committee (*as per Standing Order 11f, the Vice-Chair of the Council will be the Chair of the committee*)

58. Meeting Schedule for 2027/28

- 58.1 To **RECEIVE** and **NOTE** the programme of council meetings for 2027/28*

59. Appointments to outside bodies

- 59.1 To **APPOINT/CONFIRM** representatives to serve on the following outside bodies:

Outside Body	2025/26
Fields NAG	Cllr Peer
AWE Liaison Committee	Cllr Montgomery
Berkshire Association of Local Councils (BALC)	Cllr Peer
Borough/Parish Liaison Forum	Cllr Peer and vacancy
Godson Charity	Mr Peter Robson (replaced Andrew Oughton December 2025)
Grazeley Village Hall Management Committee	Cllr A Pollock
Natural History Museum	Cllr A Pollock
Shinfield St Mary's CE(VA) Junior School	Cllr vacancy
Shinfield United Charities	Cllr Montgomery and Cllr Jahromi
Shinfield Volunteer Group	Ian Young to act as liaison between group and SPC
Youth Club	Cllr Montgomery and Cllr Jahromi
Spencers Wood Village Hall Committee	Cllrs James and Matic
Wokingham Veteran Tree Association	SPC vacancy and Elaine Butler

60. Subscriptions

- 60.1 To **RECEIVE** and **APPROVE** the schedule of subscriptions to be paid for 2026/27 as follows

Description	£ (Exc. VAT)
Association of Local Councils Of which Berkshire (invoice £1,473) National (invoice £1,180)	2,653
Berkshire Youth (Associate Membership)	100
National Allotment Society	60
Clerks & Councils Direct	80

- 60.2 To **RECEIVE** and **NOTE** the schedule of licenses due for renewal 2026/2027

Description	£ (Exc. VAT)
Television Licence – The Manor	175
Television Licence – School Green Centre	175
Television Licence – Spencers Wood Pavilion	175
Television Licence – High Copse Pavilion	175
PPL – PRS Music Licence	606
Information Commissioners Office	73

61. Risk Register

- 61.1 To **RECEIVE** and **CONSIDER** the Council Risk Register*

62. Minutes of Meeting held on 22nd April 2026

- 62.1 To **APPROVE** the minutes of the Full Council meeting held on 22nd April 2026* as a correct record of the meeting
- 62.2 To **RECEIVE** information on matters arising

63. Reports from Borough Councillors

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

64. Reports from Committees and associated Working Parties

- 64.1 To **RECEIVE** and **NOTE** the draft minutes of the Facilities Committee held on 6th May 2026* and an update from the Chair
- 64.2 To **RECEIVE** and **NOTE** the draft minutes of the Arts, Culture and Events Committee held on 7th May 2026* and an update from the Chair
- 64.3 To **RECEIVE** and **NOTE** the draft minutes of the Planning and Highways Committee held 13th May 2026* and an update from the Chair
- 64.4 To **RECEIVE** and **NOTE** the draft minutes of the Staffing Committee dated 20th May 2026* and an update from the Chair
- 64.5 To **RECEIVE** a verbal report from the Chair of the Council
- 64.6 To **RECEIVE** reports from outside bodies*

- 65. Standing Orders**
65.1 To **RECEIVE** and **CONSIDER** the proposed changes to the Standing Orders*
- 66. Solar Photovoltaic (PV) Panels for the Shinfield Parish Estate**
66.1 To **RECEIVE** and **CONSIDER** a recommendation from the Facilities Committee for funding for additional PV Panels for the Shinfield Parish Council Estate*
- 67. Public Art**
67.1 To **RECEIVE** and **CONSIDER** the final choice of Public Art for the area outside the School Green Centre
- 68. Invoices for payment**
68.1 To **RECEIVE** and **NOTE** Lloyds Bank payment of invoices within the Clerk's financial delegation*
68.2 To **RECEIVE** and **NOTE** Barclaycard payment of invoices within the Clerk's financial delegation*
68.3 To **RECEIVE** and **APPROVE** payments due to be made that are outside the Clerk's financial delegation*
- 69. Correspondence**
69.1 To **RECEIVE** and **NOTE** the news article "Police and Crime Commissioner launches new strategy to tackle vehicle crime" *
- 70. Date of Next Meeting**
70.1 The date of the next Full Council Meeting will be held on 24th June 2026