



Colnbrook with Poyle Parish Council

FULL PARISH MEETING

Email: clerk@colnbrookwithpoyle-pc.gov.uk

To: All Councillors

You are hereby given notice of and summoned to attend a meeting of the **Full Parish Council** to be held at **Colnbrook Village Hall** on **Tuesday 8th October 2024 commencing at 7:00 pm**, when it is proposed to transact the business specified in the following.

Yours sincerely,
Chair
Colnbrook with Poyle Parish Council

Issued 4th September 2024

AGENDA

- 1. Welcome**
- 2. To receive apologies for absence.**
- 3. Minutes:**
To approve the minutes of the meeting held on 10th September 2024.
- 4. Public Question Time (Max 30 minutes)**
- 5. Planning**
- 6. Locum Clerk/RFO update**
- 7. To change Full Parish Meeting to second Wednesday of each month from November 2024**
- 8. Recommendations from the Services Committee:**
 - a. To approve the Services Committee minutes of the meeting held on the 24th September 2024

- b. Grounds Maintenance – review 3 year proposal / agreement
- c. Remembrance Sunday arrangements update
- d. Summerleaze – Poyle Quarry Liaison Meeting held 2nd October 2024
- e. Christmas Decorations 2024 – one year agreement 2024
- f. Update ref SBC start date for the Resident Parking Consultation
- g. Update regarding the outstanding Minutes from February/March/April 2024

9. Recommendations from the Finance and Policy Committee:

- a) To approve the Finance & Services minutes of the meeting held on 24th September 2024
- b) For the Council to approve the Financial Risk Register
- c) To approve the Internal Controls Policy
- d) Regarding the outstanding Minutes from February/March/April 2024

10. To approve the payment list.

Including:

CW Countrywide Maintenance, August 2024 for £819.49

The Christmas Decorations Ltd, 2024 for £14,618.40

Colnbrook Village Hall, Sept 20224 for £40.00

HAGS SMP Ltd ref The Rec for £42.00

Sparks Welding Services ref the Rec for £168.00

Cllr Brenner ref postage stamps for supplier cheques £7.20

10. Update from Sub-committees:

- a. Colnbrook Village Hall Trust - Cllr Brenner
- b. Berkshire Association of Local Councils/ HALC - Cllr Evans
- c. Local Community Forum LHR – Cllr Bedi and Cllr Buchanan, Cllr Rana
- d. SBC Audit & Corporate Governance Committee – Cllr John
- e. Colnbrook Residents Association - Cllr Alfred
- f. Neighbourhood Action Group - Cllr Bartlett and Cllr Alfred
- g. Flood Action Group – Cllr Bartlett
- h. Westfield Residents Association - Cllr Gipps
- i. Conservation Area Sub-Committee – Cllr Raju, Cllr Buchanan, Cllr Brenner

10. Correspondence to the Chair

Received advice from Berkshire ALC ref Annual General Meeting to be held on Thursday 14th November 2024. Proceedings will commence at 7.30pm

The meeting will be held at School Green Centre, School Green, Shinfield, Reading RG2 9EH

11. Date of next meeting

PART II:

This part of the meeting is closed to the public so any residents attending the first part above will be asked to leave before this commences.

- 1. To discuss the Locum Clerk candidate and terms**