

BRITWELL PARISH COUNCIL

NOTICE, AND SUMMONS TO ALL PARISH COUNCILLORS, TO ATTEND THE ANNUAL MEETING OF BRITWELL PARISH COUNCIL TO BE HELD ON WEDNESDAY 18th MAY 2022, FOLLOWING THE ANNUAL PARISH MEETING AT 7:00 PM, IN THE COMMUNITY CENTRE, LONG FURLONG DRIVE, BRITWELL SL2 2PH.

The meeting is open to the public and press and the first 15 minutes will be reserved, if required, for public comment.

Declarations of Interest: Any Member attending the meeting is reminded of the requirement to declare if he / she has a personal interest or a prejudicial interest in any item of business as defined in the Code of Conduct.

To deal with the following business:-

AGENDA

- 1 To elect a Chair for the coming year and the Chair to sign a Declaration of Acceptance of Office
- 2 To elect a Vice Chair for the coming year
- 3 Apologies for absence
- 4 To confirm the minutes of the Council meeting held on 20th April 2022
- 5 Matters Arising from previous meetings (not covered elsewhere on the agenda)
- 6 Updates from Neighbourhood Police
- 7 Outside Bodies – a) to appoint representatives; b) To receive reports from members for Youth Club and any other bodies
- 8 HM The Queen's Platinum Jubilee - to review Working Party Notes and proposals and approve any financial support or obligations.
- 9 Coronavirus – a) to receive update concerning Slough Covid Outbreak group ; b) to review and consider any contingency or other arrangements
- 10 To review and approve the constitutional documents of the Council – a) Standing Orders; b) Financial Regulations; c) Risk Assessment; d) Code of Conduct.; e) Asset Register
- 11 General Data Protection Register – to review Data held
- 12 Planning – to review Application P/08679/004 and applications received since issue of agenda
- 13 Annual Governance & Audit Return 2021 -22 - To review progress and any financial statements, to take any actions including any write offs and/or approve Annual Governance Statement and Accounting Statements.
- 14 Building Works - to review and approve arrangements or make any decisions concerning any works
- 15 Parish Communication: – To review and approve any arrangements or make any decisions concerning a) general communications and b) the website or parishioner issues, if any
- 16 Report on Community Centre and Sports Ground - To review and approve arrangements or make any decisions concerning a) Rubbish outside building; b) Request for equipment from Tea Dance and c) any other service or use.
- 17 Finance:
 - 17.1 To receive and approve the income and expenditure figures to end of April and bank reconciliation
 - 17.2 To ratify expenditure since the last meeting and approve payments presented to the meeting
- 18 Café Brew Hut – To review and approve any arrangements or make any decisions concerning bar/cafe
- 19 Agenda items for Next Meeting
- 20 Any Other Business
- 21 S.1 (2) Public Bodies (Admission to Meetings Act 1960 to agree that in view of the confidential nature of the business to be transacted under items 22 and 23 below that the public be temporarily excluded and be instructed to withdraw
- 22 Commercial Issues -Café Brew Hut - to review/determine on confidential issues including rent
- 23 Staff Issues - to review/determine on confidential issues
- 24 Next meeting Wednesday 15th June 2022 at 7.00pm at the Britwell Parish Community Centre

Signed *Jonathan Holder*
Jonathan Holder, Locum Clerk

Date 13th May 2022