

BRITWELL PARISH COUNCIL

NOTICE, AND SUMMONS TO ALL PARISH COUNCILLORS, TO ATTEND THE MEETING OF BRITWELL PARISH COUNCIL TO BE HELD ON WEDNESDAY 16th NOVEMBER 2022, 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 Apologies for absence
- 2 To confirm the minutes of the meeting held on 19th October 2022
- 3 Matters Arising from previous meeting (not covered elsewhere on the agenda)
- 4 Update from Neighbouring Police
- 5 Outside Bodies – to receive reports from members a) Youth Club b) any other bodies
- 6 Discussion on Website with Martin Carter to discuss/approve future changes, Website training for New Clerk and including providing for Hall Hire online
- 7 Premises Licence - - update on a) Variation to the Premises Licence; and b) Drugs Policy; Search; Policy; Safeguarding Policy;
- 8 Café Brew Hut – To review and approve any arrangements or make any decisions concerning bar/café including a) to consider Quotes for Chiller for Function Hall
- 9 Community Development – update/approve any arrangements for Britwell Community Forum;
- 10 Planning – to review any applications received since issue of agenda
- 11 Building works – to review and approve arrangement or make any decisions concerning any
- 12 a) Maintenance and to complete work started on fence at back of building b) Electricity check meter
- 13 Renewal for Electric & Gas suppliers
- 14 Parish Communication – To review and approve any arrangements or make decisions concerning a: the booklet, b) general communication c) parishioner's issues, if any
- 15 Update on Internal Auditors report for Interim 2022-2023
- 16 Staff Issues -To discuss/approve ongoing cleaning of Hall and contractual duties of caretaker
- 17 Precept/Budget for 2023 -2024 – to review and consider/ approve the Budget for 2023 -2024 and the Precept
- 18 To discuss/approve clearance of Clerk Office, and approve a budget for painting and renew carpet
- 19 Finance:
19.1) To receive and approve the income and expenditure figures to end of October and bank reconciliation
19.2 To ratify expenditure since the last meeting and approve payments presented to the meeting
- 20 To confirm Meeting Dates for 2023
- 21 Agenda items for Next Meeting
- 22 Any Other Business
- 23 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 24 and 25 below that the public be temporarily excluded and be instructed to withdraw
- 24 To discuss Renewal for Electric/Gas supplier
- 25 Staff Issues – To discuss/approve ongoing cleaning of Hall and contractual duties of caretaker
- 26 Next meeting Wednesday 18th January 2023 at 7.00pm at the Britwell Parish Community Centre

Signed *Janice Finn*

Date 11th November 2022

Janice Finn Parish Clerk/RFO