

Twyford Parish Council - Meeting of the Council Agenda

To all members of the Council

22/01/20

You are hereby summoned to attend the meeting of Twyford Parish Council to be held at 7.45 pm on Tuesday 28th January 2020 at Loddon Hall, Twyford for the purpose of transacting the following business:



Lucy Moffatt Clerk to the Council

- 1. Public questions.**
- 2. Apologies.**
- 3. Declarations of interest in items on the agenda.**
- 4. Dispensations.**
- 5. Minutes of the meeting held on 12th December 2019.**
- 6. Matters arising.**
- 7. Borough Council Matters.**
- 8. Liaison with Ruscombe Parish Council.**
- 9. Reports and to receive any recommendations from committees:**
 - 9.1** Planning and Amenities Committee & Neighbourhood Plan 07.01.20
 - 9.2** Parish Lands Committee 14.01.20
To appoint additional members to the Green Task Force Working Group
 - 9.3** Finance and General Purposes Committee 21.01.20
Meeting dates (circulated 22.01.20)
Recommendations from 10.12.19:
To increase the Clerk's hours by 6 to 35 per week with immediate effect
Approval of the amended set of Financial Regulations (circulated 18.12.19)
To approve the CCTV policy (unchanged – circulated 18.12.19)
To approve a grant to Keep Mobile of £300
To approve a grant to Citizens Advice Reading of £350
To approve no grant to Link Visiting Scheme
To approve a grant to Home Start of £300
Recommendations from 22.01.20:
To approve a budget of £132,620 for 2020/21 (circulated 22.01.20)
To approve a precept of £107,620 for 2020/21 (circulated 22.01.20)
To appoint 2 people (one Finance committee member and one other) to conduct an end to end review of a sample of payments 4 times a year. Process to be agreed at a later date.
Approval of the amended procedure for making payments (circulated 22.01.20)
Approve the amended Publishing Policy (circulated 22.01.20)
Approval of the amended Risk Management Policy (circulated 22.01.20)
To approve a grant to Citizens Advice Wokingham of £550
 - 9.4** Fete Committee – 28.01.20
- 10. Other representatives reports**
- 11. Clerk's report** – staffing – Twyford in Bloom – attendance of meetings
- 12. Code of conduct**
- 13. Facilitated action planning session (circulated 27.12.19) – to agree next steps**
- 14. Items to be discussed at the next meeting**
- 15. Correspondence (circulated to councillors by email):**
 - 15.1 Christmas Day Lunch! Link Visiting Scheme (circulated 12.12.19)
 - 15.2 Berkshire Maestros – Mini Maestros (circulated 12.12.19)
 - 15.3 Climate Emergency presentation (circulated 12.12.19)
 - 15.4 BBOWT Biodiversity presentation (circulated 12.12.19)
 - 15.5 NHS - design our neighbourhood event - 22 January (circulated 12.12.19)
 - 15.6 Twyford Library and Community Hub (circulated 12.12.19)
 - 15.7 Wokingham Borough Libraries Newsletter December 2019 (circulated 18.12.19)
 - 15.8 Merry Christmas & Happy 2020 from Connecting Communities in Berkshire (circulated 19.12.19)
 - 15.9 Christmas Film Showings @ Loddon Valley (circulated 19.12.19)

- 15.10 Police and Crime Commissioner newsletter - December 2019 (circulated 27.12.19)
- 15.11 Action for All E-Bulletin (circulated 27.12.19)
- 15.12 LCPD News - Winter 2019 (circulated 27.12.19)
- 15.13 BALC - Royal Garden Party Nominations - 19th May 2020 (circulated 27.12.19)
- 15.14 Police & Crime Bulletin December 2019 - Op Holly, domestic abuse, neighbourhood policing and more... (circulated 27.12.19)
- 15.15 Mayor support - Thank You (circulated 30.12.19)
- 15.16 Agenda Ruscombe Parish Council meeting Wednesday 8th January 2020 (circulated 02.01.19)
- 15.17 CCB - Invitation to Building Power through Community Organising Training Event (circulated 17.01.20)
- 15.18 Two Invitations for you! The High Voltage Singers & Twyford Twinning association. (circulated 17.01.20)
- 15.19 WBC - Invitation to Climate Emergency Action Plan media briefing (circulated 17.01.19)
- 15.20 January 2020 BALC Newsletter (circulated 17.01.19)

16. List of authorised payments – list to be issued at meeting.

17. Dates of meetings:

All meetings 7:45pm at Loddon Hall unless noted otherwise.

Neighbourhood Plan Sub committee	04.02.20
Planning and Amenities Committee	04.02.20
Ruscombe Parish Council meeting (LJ)	05.02.20
Parish Lands Committee	11.02.20
Finance & General Purposes Committee	18.02.20
Fete Committee 7pm	25.02.20
Neighbourhood Plan Working Group meeting	02.03.20
7:30 pm Stanlake Pavilion	
Meet your councillor session	14.03.20
3-4 Waitrose café	

18. Staffing matters – part 2 – Assistant Clerk annual review

19. Date of next meeting of the Council Tuesday 25th February 2020.

Members of the public are entitled to attend all Committee and Full Council meetings. All meetings commence at 7.45pm and are held at the Loddon Hall, Twyford.

Lucy Moffatt (Clerk), Twyford Parish Council, PO box 8250, Twyford, Berks, RG6 9SZ.

Telephone 0118 9345444. An answer phone is available, please be prepared to leave your name and telephone number as the Clerk's hours are flexible. Associated reports are available from the Clerk on request.