

Welford • Hoe Benham • Easton
Welford Parish Council
Weston • Wickham • Halfway

Monday 26th December 2022

To: Councillors Martyne Ellard (Chairperson), David Hunt (Vice Chairperson), Henry Burgoyne-Probyn, Sam Kynaston, Paul Stanley and Sam Bell.

Dear Councillor,

You are hereby summoned to attend the meeting of **Welford Parish Council**, to be held on **Wednesday 4th January 2023** at 7pm in Wickham Village Hall for the purpose of transacting the following business.

Yours sincerely,



Miss A Boyce. Parish Clerk

AGENDA

1. To receive apologies for absence

2. To receive any Declarations of Interest.

Members are reminded they should declare any known interests in any matter to be considered in this agenda.

3. To confirm and sign the minutes of the ordinary meeting held on 28th September 2022

4. To confirm and sign the minutes of the ordinary meeting held on 2nd November 2022

5. OPEN FORUM.

To receive any questions, comments, or representations from the public. The meeting will be suspended for a maximum of 15 minutes. Each member of the public is limited to 5 minutes. No decisions can be made by the Council during public question time. After this period, the meeting will be resumed, and members of the public may only speak when invited to do so.

6. Reports

- 5.1 District Councillors' Report
- 5.2 Chair's Report
- 5.3 Clerk's Report

7. Correspondence

West Berkshire Council Food Waste Collections
Home Emergency Plan

8. Grounds maintenance service costs 2023

To agree a new contract.

9. Planning Matters

10. Parish Plan update

11. Finance

Receipts & payment report

12. 2023/24 Budget

13. Precept budget 2023/24

To agree the 2023/24 Precept

14. Clerks salary

To agree new rate of pay according to NALC salary update

15. Notification of external auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27

16. Horse Chestnut tree update

Welcome to Welford Parish Council, your local council representing your community. All meetings are open to the public. On rare occasions the Councillors can decide to exclude you for reasons of confidentiality. An example of this would be the opening of quotations for a specific project and the subsequent debate on commercial matters. You do not have the right to speak at this meeting unless invited to do so by the Council. Most Parish Councils enforce this rigidly; however, we try to ensure that the agenda normally includes an Open Forum of a maximum of 15 minutes where you are encouraged to bring matters to the attention of the Council. Each member of the public is limited to 5 minutes.

Open Forum

The Open Forum does not form part of the Parish Council meeting, will not be minuted and decisions cannot be reached by the Parish Council on subjects raised that are not the published agenda for the meeting. Therefore, any item you raise that is not on the agenda may need to be deferred to a later meeting at the Council's discretion. In that way it will become an agenda item and considered at a future date. The Chairperson of the Parish Council Meeting will direct the Open Forum.

Speaking on an Agenda Item

If you wish to speak on a specific agenda item, then:

1. You should make yourself known to the Clerk or to the Chairperson of the meeting, ideally before the meeting starts.
2. When the item on the agenda on which you wish to speak is reached the Chairperson may choose to invite the Council to suspend the meeting to allow you to speak. As the meeting is suspended at this point any comments made will not be minuted.
3. If the Council agrees then you can speak on the item which is concerning you. Please try to be brief: the Council has a lot to get through at most meetings. You have a maximum of 5 minutes.
4. Once you have made your points the Chairperson will ask the Councillors if they wish to ask you any questions and, if they do, you can reply to those questions.
5. The Chairperson will then resume the meeting and the Council will then debate the item. You do not have any right to speak during this debate. The only exception would be if a Councillor, through the Chair, wishes to put another question to you. Your Parish Council is there to represent you. Please make use of your Councillors