

**In the Parish of Englefield**  
**The next Meeting of the Parish Council will be held at**  
**Englefield Village Hall on Monday 3<sup>rd</sup> October 2022 at 6.30pm**

**Agenda**

**1. Apologies**

To receive apologies for inability to attend the meeting (if any)

**2. Declarations of Interest**

To remind members of the need to record the existence and nature of any personal, pecuniary, or other disclosable interests in items on the agenda, in accordance with the Members' Code of Conduct

**3. Minutes**

To approve as a correct record the minutes of the meeting of this Council held on 21<sup>st</sup> June 2022

**4. Open forum for members of the public**

10 minutes

**5. Englefield Estate Update**

To provide an update on current projects within the parish

**6. Financial Update**

- a) To provide an overview of expenditure versus budget for year to date
- b) To confirm continuation of the SAAA (Smaller Authorities' Audit Appointments) centrally procured external audit arrangements to act as external auditor for Englefield Parish Council
- c) To provide an update relating to recent correspondence with Lloyds Bank regarding the Parish Council banking arrangements

**7. Contracts**

To discuss and agree the increased monthly charge for dog bin servicing from £3.75 + VAT per week to £4.05 + VAT per week

**8. Payments for Approval**

To approve the following items for payment:

- i. HMRC – Council Administration Income Tax Q2 2022/23  
£105.00

**9. Payments Made**

To inform that the following payments have been made since the last meeting of the Council:

- i. Englefield Village Hall – Hire fee 21<sup>st</sup> June 2022  
£30.00
- ii. Triangle Management – Dog bin servicing June 2022

- £18.00
- iii. Autela Payroll Services – Payroll Administration Q1 2022/23 and Year End Submission  
£64.02
- iv. Council Administration Salary & WFH Allowance July 2022  
£156.91
- v. Benyon Trust – Platinum Jubilee celebration  
£327.72
- vi. Council Administration Salary & WFH Allowance August 2022  
£156.91
- vii. Town & Parish Council Websites – Website hosting and maintenance October 2022 –  
October 2023  
£160.00
- viii. Triangle Management – Dog bin servicing July-September 2022  
£54.00
- ix. Autela Payroll Services – Payroll Administration Q2 2022/23  
£51.61
- x. Council Administration Salary & WFH Allowance September 2022  
£156.91

#### **10. Councillor Vacancy**

To discuss the current Councillor vacancy and agree next steps

#### **11. Planning Applications**

- a) To discuss and agree a response to the following applications:
  - 22/02116/FUL  
Lambdens Farm, Lambdens Hill, Beenham  
Proposed construction of a Fish Hatchery Building
- b) To note that the following decisions have been received since the last meeting of the Council:
  - 22/00053/FUL – Granted  
Land opposite Englefield Garden Centre, The Street, Englefield  
Erection of new shed and installation of compost toilet
  - 22/00804/HOUSE – Granted  
St Marks House, Englefield  
Replacement of existing conservatory and entrance porch
- c) To discuss and agree a response to the pre-submission consultation period for the Tilehurst Draft Neighbourhood Plan

#### **12. Date of Next Meetings**

To agree the dates of the remaining Council Meetings for 2022/23