

# TILEHURST PARISH COUNCIL

*Serving the Communities of Birch Copse, Calcot, Denefield and Westwood*

Tel/Fax: 0118 941 8833

E-mail: [clerk@tilehurstpc.co.uk](mailto:clerk@tilehurstpc.co.uk)

[www.tilehurstparishcouncil.gov.uk](http://www.tilehurstparishcouncil.gov.uk)

## NOTICE OF MEETING

### To All Members

You are summoned to attend the Full Council Meeting of **Tilehurst Parish Council** to be held on **Tuesday 16 May 2023** at **7.30 pm** in the **Main Hall, Calcot Centre, Highview, Calcot**

  
Miss J Major  
Clerk to the Council  
11 May 2023

## AGENDA

- 23/084 To elect a Chairman of the Council for 2023/24 and for the elected Chairman to sign the Declaration of Acceptance of Office
- 23/085 To appoint a Vice-Chairman of the Council for 2023/24
- 23/086 To consider and approve the deferral of signing the Declaration of Acceptance of Office for members who are physically unable to do so before the meeting
- 23/087 Open forum
- a) For members of the public
- b) For Councillors
- 23/088 To note apologies for absence
- 23/089 Declarations of interest relevant to the Agenda
- 23/090 Approval and Adoption of Minutes of the Council Meeting held on 11 April 2023
- 23/091 Matters arising from the Minutes
- 23/092 **Finances -**
- 23/092-1 To approve and adopt the annual accounts for financial year ending 31 March 2023 including the trial balance and earmarked reserves
- 23/092-2 To review the financial position and retrospectively note payments for March and April 2023
- 23/092-3 To consider and approve the list of regular direct debit/standing order payments
- 23/092-4 To review and approve the Investment Strategy for 2023/24
- 23/093 **Audits -**
- 23/093-1 To review and adopt the Internal Audit Final Report for 2022/2023
- 23/093-2 To approve and complete the Annual Governance Statement 2022/23
- 23/093-3 External Audit – Section 2: Approval of the Annual Return Accounting Statement. Members to consider and approve the statement ahead of it being signed by the Chairman and RFO/Clerk
- 23/093-4 To consider and vote upon the re-appointment of Auditing Solutions Ltd as Internal Auditors for 2023/24

Miss J Major, Clerk of the Council  
Parish Office, Highview, Calcot, Reading RG31 4XD

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- 23/094 To receive the District Councillors' Report
- 23/095 To receive the Clerk's Report
- 23/096 To receive and note the latest maintenance report
- 23/097 **Resolutions (items not relating to the Annual Accounts or Audits)**
- 23/097-1 To consider and resolve upon the membership of the Staffing Committee for 2023/24. Members to appoint a minimum of four members and agree the Chairman of the Committee
- 23/097-2 To review representation on outside bodies and approve as necessary
- 23/097-3 To ratify the decision to permit the Motor Neurone Disease Association use of the Cotswold recreation ground on Saturday 17 June for a fundraising event. Members to discuss and resolve accordingly
- 23/097-4 To receive a request from Tilehurst Panthers Football Club to use the football pitch, including associated equipment, and Calcot recreation ground to hold its annual presentation event on Saturday 8 July 2023. Members to discuss and resolve accordingly
- 23/097-5 To consider a report on the survey and consultation events on installation of a MUGA, outdoor gym and social area at Cotswold recreation ground, and to resolve accordingly. Members also to resolve to grant the Clerk delegated authority to award the contract prior to the next meeting.
- 23/097-6 To consider and resolve upon the renewal of the Berkshire Association of Local Councils (BALC) subscription for 2023/24
- 23/098 **Planning -**
- a) Decisions
  - b) New Applications
  - c) Eastern Area representation for the meeting on 7 June 2023
- 23/099 Chairman's Remarks