

Notice of Meeting

Full Council

Monday 25th January 2021 at 7pm

via Zoom video conference – Meeting ID 817 2988 1127

Passcode: 898660

A G E N D A

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive from Members, in respect of any items included on the agenda for this meeting, declaration of any personal, disclosable pecuniary or other interests in line with the Town Council's Code of Conduct.

3. **PUBLIC QUESTION TIME**

Members of public and Councillors are invited to submit questions to the Town Council. All public questions must be submitted in writing by 10am on the day of the meeting, or in a case of urgency, not later than 4pm on the day of the meeting.

4. **MINUTES**

To take as read and confirm as accurate the Minutes of the meeting held on 30th November 2020.

5. **MATTERS ARISING**

For the Town Clerk to provide, and for Councillors to request, feedback on any matters arising from the previous meeting.

6. **BUDGET AND PRECEPT 2021-22**

Following review of the draft budget for the financial year 2021-22, by the Finance and General Purposes Committee at a meeting on 14th December 2020 (FGP/2020/66), **Council is asked to consider a recommendation from the Committee that the attached draft budget be adopted, reflecting a 2.75% increase to the precept, and that a precept of £763,120 be issued in accordance with the requirements of Section 150 (4) of the Local Government Act 1972 to meet the expenditure as set out in the estimates.**



Thatcham Town Council

Brownsfield Road, Thatcham, RG18 3HF

T: 01635 863592

E: enquiries@thatchamtowncouncil.gov.uk

W: www.thatchamtowncouncil.gov.uk



ThatchamTC

The tax base has reduced from 9116.9 in 2020/21 to 9097.43 in 2021/22.
Based upon the above recommendation, the Council Tax Band D equivalent for 2021/22 will be £83.88, an increase of £2.42 on 2020/21.

7. REPORTS FROM THE TOWN MAYOR AND DEPUTY TOWN MAYOR

- a) To receive the Town Mayor's report.
- b) To receive the Deputy Town Mayor's report.

8. FINANCIAL REGULATIONS

Having been proposed and seconded, and subsequently stood adjourned from the last meeting (FULL/2020/93), Council is asked to consider adoption of revised Financial Regulations.

9. APPROVAL AND ADOPTION OF COMMITTEE MINUTES

To receive and consider adoption of the following Committee Minutes:

- a) Recreation and Amenities Committee Minutes dated (i) 30th November 2020 and (ii) 11th January 2021.
- b) Finance and General Purposes Committee Minutes dated 14th December 2020.
- c) Planning and Highways Committee Minutes dated (i) 1st December 2020, (ii) 22nd December 2020 and (iii) 19th January 2021.

10. RECOMMENDATIONS FROM COMMITTEE

To consider the following recommendations from the Recreation and Amenities Committee, resulting from its meeting on 11th January 2021:

- i. That expenditure of £5,024.00 be approved for the installation of a fire alarm system at the Council Offices (RA/2021/05), funded from the Rolling Capital Fund [balance as at 20.01.21 = £56,060.07].
- ii. That expenditure of £18,833.21 be approved for the upgrade of lighting at Town Council buildings to LED lights (RA/2021/6(d)), funded from the Climate Emergency Earmarked Reserve [balance as at 20.01.21 = £30,000].
To receive supplementary information on payback timescales, as requested by the Recreation and Amenities Committee to complement this recommendation.
- iii. That expenditure of £2,717.42 be approved for the installation of replacement gates at Siegexcross Play Area (RA/2021/07), funded from Community Infrastructure Levy receipts [balance as at 20.01.21 £118,038.78].

11. CLERK'S REPORT

NALC – Open Letter to Councillors

To receive and note an "Open Letter to Councillors" received from the National Association of Local Councils.

12. CIVIC AWARDS PANEL

Civic Awards are awarded each year to individuals or local organisations in recognition of work carried out for the benefit of the community of Thatcham. Nominations are invited from members of the public. Council is asked to confirm the appointment of Members to the Civic Awards Panel 2020, which will meet [remotely] on Monday 8th March 2021 at 7pm. Previously the Panel has consisted of 5 Councillors, but this is flexible.

13. FIXED ASSET REGISTER

Following review by the Responsible Financial Officer, in collaboration with the Services Manager, Services Officer and Town Clerk, to consider adoption of the Fixed Asset Register.

14. HEALTH & SAFETY POLICY STATEMENT

As part of the Town Council's health and safety management procedures, to consider adoption of a Health & Safety General Policy Statement and approve endorsement of the statement by the Mayor.

15. CORONAVIRUS (COVID-19) UPDATES

To receive any updates relating to Council operation resulting from Covid-19 restrictions.

16. WEST BERKSHIRE COUNCIL – GOVERNANCE & ETHICS PANEL

To note that, having been nominated by the Town Council as a Town/Parish Council representative on West Berkshire Council's Governance and Ethics Committee Advisory Panel in May 2019 (FULL/2019/49), and subsequently appointed, Councillor Pike has been invited by West Berkshire Council to continue in the role and has agreed.

17. REGULATION 18 CONSULTATION ON THE EMERGING DRAFT OF THE WEST BERKSHIRE LOCAL PLAN REVIEW TO 2037

West Berkshire District Council is reviewing its Local Plan to cover the period up to 2037. The Local Plan Review (LPR) will identify the development that is required to meet local needs, set out strategy for distributing development within the district, as well as outlining policies for conserving and enhancing the natural and built environment.

Council is asked to confirm how it wishes to respond to the consultation, which is open until 4.30pm on Friday 5th February 2021.

18. REPORTS

(a) Reports from Thatcham Town Councillors and West Berkshire District Councillors on Council Surgeries

- i. To receive a report from Councillors Boyd and Dillon who were present at Council Surgery on 5th December 2020 and to note that Council Surgery scheduled for 2nd January 2021 was cancelled due to Covid-19 lockdown.
- ii. To confirm cancellation of Council Surgery, scheduled for 6th February 2021, due to continuation of the Covid-19 lockdown. Reports can still be submitted to the Town Council in all other usual ways.

(b) Reports from West Berkshire District Councillors

To receive reports from West Berkshire District Councillors.

(c) Reports by Town Council Appointees to Outside Bodies

To receive reports from Town Council Appointees on the following outside bodies:

Outside Body	Appointee	Outside Body	Appointee
Lady Frances Winchcombe's Thatcham Foundation	Cllr. Lourdes Cottam Cllr. Jennifer Walker	Thatcham Relief in Need Charity and Thatcham Parochial Charities	Cllr. Mike Cole Mr. Chris Druce