



## **Arborfield & Newland Parish Council**

Arborfield, Berkshire, RG2 9PQ

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Clerk: Mrs Annabel Wood

09<sup>th</sup> December 2022

### **Notice of Meeting of the Parish Council Tuesday 13<sup>th</sup> December 2022 at Arborfield Pavilion 7:30pm The Business to be transacted is as shown under**

#### **AGENDA**

- 89/23 To receive and accept any apologies for absence**
- 90/23 To receive any declarations of interest on items on the agenda**
- 91/23 Minutes of Council Meeting** – to approve the minutes of the Council meeting held on Tuesday 22<sup>nd</sup> November 2022 – document A
- 92/23 Public Participation** (allotted time - 15 minutes) - **Citizens Advice Wokingham, Chief Executive to attend. Discussion on how we can help residents with the cost of living crisis.**
- 93/23 Clerk’s Report** – for information only – document B
- 94/23 (a) Reports from external bodies:**  
1) Borough Council – document C  
2) Police – document D
- 95/23 (b) Reports from meetings attended by Councillors, if any.**
- 96/23 Arborfield Village Improvements** – Safety Report from Wokingham Borough Council
- 97/23 Council Priorities**
- 1) Anti-social behaviour (ASB)**
  - 2) Planning**
  - 3) Council Property**
  - 4) Community and Communication**
  - 5) Climate Emergency**
  - 6) Cost of Living Crisis**
- 98/23 Planning**

- 1) **Planning Report – for information only – document B**
- 2) **To discuss planning applications received by the date of the meeting – document E**
- 3) **Cross Lanes Farm Planning Application 223370**
- 4) **Any Planning matters considered urgent**

**99/23 F&GP**

- 1) **F&GP report - see document B**
- 2) **Accounts - To agree and sign payments for December – hard copy of invoices to be signed at the meeting**
- 3) **Preliminary Budget 2023/24 discussion to form a draft budget for approval at the January meeting.**
- 4) **Pavilion upgrade plans**
- 5) **Sale of the Coombes ancient woodland**
- 6) **Any other F&GP matters considered urgent**

**100/23 Parks**

- 1) **Parks Report – for information only – see document B**
- 2) **Defibrillator Grant**
- 3) **Branching Out Tree Survey**
- 4) **Any Parks matters considered urgent**

**101/23 Risk Management**

- **Risk Management Report – See document B**
- **Risk Assessments and Checklists**

<b>Risk area</b>	<b>Risk Assessment (annually)</b>	<b>Who by?</b>	<b>Check List Frequency</b>	<b>Next check due</b>
Playground	Carried out by external company 6 monthly	Play Inspection Company – Every 6 months	6 Monthly	<b>March 2023</b>
		Handyman – Weekly Check List	Week	<b>w/c 12/12/22</b>
Park	John Kaiser	John Kaiser	Quarterly	<b>08/02/23</b>
Pavilion	Elliot Strong	Elliot Strong	Monthly	<b>22/11/23</b>
Carpark	John Kaiser	John Kaiser	Quarterly	<b>08/02/23</b>
Parish Office & Store	Karen Hughes	Karen Hughes	6 monthly	<b>13/09/23</b>
Pound Copse	Andrew Clint	Andrew Clint	6 monthly	<b>13/04/23</b>
Old Churchyard	Paul Stevens	Paul Stevens	6 monthly	<b>17/04/23</b>
Parish Owned Land	Andrew Clint	Andrew Clint	6 monthly	
Street furniture	Karen Hughes	Karen Hughes	6 monthly	<b>13/03/23</b>
Streetlights	Vanessa Starkey	Vanessa Starkey	6 monthly when the clocks change	

- **Any RM matters considered urgent**

**102/23 Correspondence – document F**

**103/23 To agree to readopt the following documents:**

- **Business Continuity Plan**
- **Complaints**
- **Investment Strategy**
- **Risk Assessment – General**

**104/23 Action list** – to run through and update the action list

**105/23 Any items for consideration to include items for the next meeting agenda** – information only

**106/23 Date of next meeting** – The next full council meeting will be a full Council meeting on Tuesday 17<sup>th</sup> January 2023.