

PANGBOURNE PARISH COUNCIL

Parish Office
Pangbourne Village Hall
Station Road
Pangbourne
RG8 7AN

Tel: 0118 984 1118

Tuesday 27th April 2021

To: All Members of the Parish Council

Dear Councillor,

NOTICE OF MEETING

You are hereby summoned to attend the Virtual Annual Meeting of the Parish Council to be held via ZOOM video conference on Tuesday 4th May 2021, commencing at 7.30 p.m.

Meeting ID: 881 5555 3050

Residents of the Parish wishing to "attend" the meeting should contact the Clerk on Clerk@pangbourne-pc.gov.uk before 3pm on the day of the meeting to obtain the password. While meetings are being held by virtual means, it is requested that any members of the public wishing to ask a question, submit these via email to the Clerk by 3pm on the day of the meeting in order that they can be read out and discussed. The meeting will be recorded, and this can be made available for viewing by members of the public upon request.

(see amendments to Section 1 of the Public Bodies (Admission to Meetings) Act 1960 s1(4)(a), s1(9A))

Yours faithfully,

Becky Elkin

Proper Officer, RFO, Clerk to the Council

AGENDA

Section 1: Procedural

1. Election of Chairman /Acceptance of Office
2. Election of Vice-Chairman / Acceptance of Office
3. To receive apologies for absence and declarations of interest relevant to agenda items.
4. Appointment to Standing Committees
 - i. Grounds Committee
 - ii. Finance and Compliance
 - iii. Village Hall Committee
 - iv. Planning
5. Appointment to working Groups
 - i. Emergency Group
 - ii. Cemetery Group
6. Members on outside Bodies
 - i. Pang Valley Flood Forum
 - ii. Fanny Maria Kemp Trust
 - iii. Pangbourne Twinning Assoc
 - iv. Breedons Trust
 - v. AWE Liason

Please turn over



7. RESOLVE to adopt the Minutes of the Full Council meeting held on 13th April 2021 as a true and accurate record.
8. Outstanding actions carried over from previous meetings.

Section 2: Decision Making

9. To RESOLVE to approve the Annual Schedule of Council meetings for the year 2021/22.
10. To consider to RESOLVE to approve, amend or decline grants applied for by groups for 2021/22 Year in accordance with the granting policy and previously circulated to councillors.

Applications are:

• APT	£2,500
• Pangbourne Library	£2,910
	£5,410
• NB:(Grants already awarded due to time sensitivity) :	
• Flowers at Station Rd Carpark	£50
	£5,460

11. RESOLVE to APPROVE the Parish Council insurance quotation for 2021/22 from Came & Co
12. TO RESOLVE to APPROVE a scheme of Delegation to the Clerk which will remain in place until 4th May 2023 in order to facilitate effective decision making by Pangbourne Parish Council while Covid -19 restrictions are in place and should face to face meetings become impacted due to changes in Government Restrictions, being unable to adhere to Covid Secure Venue compliance or should insufficient Councillors be able to attend due to health concerns or any other Covid-19 related matter.
The Scheme will initially be used for the period 5th May 2021-June 21st 2021 by which time face to face meetings are expected to resume but the Scheme of Delegation will remain in place until 4th May 2023 should the future need arise. The Scheme of Delegation will only be used by the Clerk in accordance with the attached policy /scheme appended to the Minutes.
13. To AGREE to return to in person meetings of Full Council and all Council Committees from 22nd June 2021 and to discuss and agree all necessary arrangements including arrangements for the signing of the AGAR at the June meeting

14. Finance

- i. To RESOLVE to APPROVE Accounts reconciliation as at 30th April 2021
- ii. To RESOLVE to APPROVE to DELEGATE to the Clerk such payments as become necessary in May and June 2021 (following notification to all Councillors via email) and to retrospectively approve these payments at the June 2021 meeting of full council
- iii. To note the receipt of the interim Internal Audit report

15. Policies and Procedures

- i. To CONSIDER APPROVAL of the Policies previously circulated and taken as read which are:
 - None this month

Section 3: Updates and Progress Reports

16. Reports from Committees, Working Parties and individual Councillors – to include but not only:

Grounds Committee

Village Hall Committee

17. To receive a brief report from the Chairman.

Please turn over

18. Clerk's Report
19. To receive a report from the District Councillor.
20. To answer questions from Councillors, request items for next meeting or receive items for information only.
21. Note Correspondence not already circulated:

Section 4: Confidential Session

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the items detailed below.

22. None this month

Section 5: Closure

23. Closure of Meeting