

# BURGHCLERE PARISH COUNCIL

Clerk: Mrs J Letsome, Portal Hall, Church Lane, Burghclere, RG20 9HX  
07851 956078 [E-mail: clerk@burghclerepc.com](mailto:clerk@burghclerepc.com)

**Parish Councillors are summoned to the Annual Meeting of Burghclere Parish Council  
on Monday 13<sup>th</sup> May 2024 at 8.30 pm to be held in the Portal Hall Clubroom**

## A G E N D A

**1. Election of Chair**

*To receive nominations and vote.*

**2. Apologies**

**3. Declaration of Interests for this meeting**

**4. Election of Vice-Chair**

*To receive nominations and vote.*

**5. Councillor Resignation**

*To receive and note resignation of Cllr Carrow.*

**6. Register of Interests**

*Reminder to review and update.*

**7. Election of Planning Working Group**

*Current members – Cllrs Whiting, Patrick-Smith & Carrow*

**8. Election of Finance Working Group**

*Current members – Cllrs Whiting, Parkes & Morton*

**9. Election of Staffing Committee**

*Current members – Cllrs Whiting, Parkes & Carrow*

**10. Appointment of Earlstone Common Management Committee Representatives**

*Current PC representatives are: Cllrs Morton and Collins*

**11. Appointment of Sports Club Representative**

*Currently Cllr Collins*

**12. Confirm Monitoring Roles**

*Tree Officer – Currently Cllr Morton*

*Footpaths – Currently Cllr Carrow*  
*Triangle – Currently B Canning*  
*Allotments – Currently Pinder Recreation Trust*  
*Play area – Currently Cllr Carrow (Clerk monitors reports)*  
*Defibrillator – Currently Cllr Carrow*  
*Roads – Currently Cllr Carrow*

### **13. Bank Signatories**

Agree bank signatories for:

- Lloyds Treasurer and Instant Access accounts
- Newbury Building Society

### **14. Election of Chair & Vice-Chair of Pinder Recreation Trust Management Committee**

*Currently – Cllr Crowley – Chair and Cllr Carrow – Vice-Chair*

### **15. Annual Assembly – Tuesday 14<sup>th</sup> May 2024**

*To finalise arrangements.*

*Public or Press are welcome to attend.*

*Alternatively, Parishioners are invited to submit comments to the Clerk via telephone - 07851 956078 or email – [clerk@burghclerepc.com](mailto:clerk@burghclerepc.com).*

*The meeting minutes will be published on the parish website – [www.burghclerepc.co.uk](http://www.burghclerepc.co.uk).*

Jacqui Letsome, Clerk – 8th May 2024