

WOKINGHAM TOWN COUNCIL



Mr K J Abnett
Town Clerk

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15th June 2009

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **WOKINGHAM TOWN COUNCIL** to be held in the **MAIN HALL, TOWN HALL, WOKINGHAM** on **TUESDAY 23rd June 2009** at **7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the Agenda below.

Yours faithfully

K J Abnett
Town Clerk

AGENDA

1. PRAYERS

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTERESTS

To receive any declaration of interests from Members on the business about to be transacted.

4. MINUTES OF COUNCIL MEETINGS

- (a) To receive and confirm the Minutes of the proceedings of the Council Meeting held on AM 12th May 2009, as a true and correct record (pages 12910 to 12916, copy attached).
- (b) To receive and confirm the Minutes of the proceedings of the Council Meeting held on PM 12th May 2009, as a true and correct record (pages 12917 to 12926, copy attached).

5. MATTERS ARISING

6. MAYOR'S COMMUNICATIONS

- (a) To receive any communications or announcements from the Mayor.
- (b) To receive the Mayor's list of engagements since the last Council meeting (copy attached).

7. OUTSTANDING MATTERS

8. QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC

To receive any questions from Members of the Council or Public.

9. PAST MAYORS' PIN

To present a 'Past Mayors' pin to Councillor B J Willis in recognition of his Mayoral service for 2007/08 and 2008/09. Also to present a Town Council badge to Mrs A Willis as the former Mayoress.

10. PLANNING & TRANSPORTATION COMMITTEE MEETINGS

To receive and adopt the minutes and any recommendations of the Planning & Transportation Committee held on 28th April 2009 (pages 12901 to 12909, copy attached).

11. FINANCE & GENERAL PURPOSES COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Finance & General Purposes Committee held on 16th June 2009 (copy to follow).

12. AMENITIES COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Amenities Committee meeting held on 19th May 2009 (pages 12927 to 12939 copy attached).

13. CIVIC ADVISORY COMMITTEE MEETING

To receive and adopt the minutes and any recommendations of the Civic Advisory Committee meeting held on 8th June 2009 (pages 12953 to 12957 attached).

14. COUNCIL REPRESENTATION ON OUTSIDE BODIES

To receive any reports from Members who represent the Town Council on Outside Bodies.

15. CASUAL VACANCY

- (a) To consider the résumé of Mr M Bishop (copy attached).
- (b) To consider whether to hold a secret ballot or vote via a show of hands in order to fill the Town Council's Casual Vacancy.
- (c) To appoint a scrutineer to assist the Town Clerk in the ballot.
- (d) To vote on whether to elect Mr M Bishop as councillor to the Town Council.

16. RESPONSE - QUERY TO THE FULL COUNCIL MINUTES 21st April 2009

To consider and receive the recommendation contained in the Town Clerk's Report 9/2009 dated 3rd June 2009 with reference to Cllr C W Facey's comment on the above minutes (copy attached).

17. AUDIT 2008/2009

- (a) To note the Internal Auditor's Report dated 1st June 2009 (copy attached).
- (b) To receive and consider the Statement of Accounts for the Year Ended 31st March 2009 as approved by the F&GP Committee on 16th June 2009 - (copy attached).
- (c) To review the Town Council's Risk Management Schedule at 1st June 2009 (copy attached).

18. ANNUAL RETURN 2008-2009

- (a) To receive and approve the Statement of Accounts for the financial year ending 31st March 2009.
- (b) To receive and approve the annual return variance review which accompanies the annual return to the Audit Commission.

19. EXCLUSION OF THE PRESS AND PUBLIC

In view of the confidential nature of the business about to be transacted, e.g. financial & staffing matters, it is advisable in the public interest that the press and public be temporarily excluded and that they are instructed to withdraw.

"In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting is being tape-recorded. The purpose of taping is that recordings act as an aide-memoire to assist the clerk in the compilation of minutes. The tapes are held in a secure location and overwritten once it has been resolved that the minutes are a true and correct record."

PART II

20. ESTABLISHMENT COMMITTEE MEETING

To receive the minutes and any recommendations of the Establishment Committee meeting held on 9th June 2009 (pages 12958 to 12860, copy attached).