**Clanfield Parish Council **

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Meeting of Council to be held

on Tuesday 14 June 2022 at 7.00pm

in the Blue Room at Clanfield Memorial Hall

Dear Councillors,

You are hereby summoned to a meeting of Clanfield Parish Council for the transaction of business set out below.

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Katie Knowles, Clerk to the Council

7 June 2022

**AGENDA**

1. **Apologies for Absence**

To receive and approve apologies for absence.

1. **Declarations of Interest** Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.
2. **Approval of Minutes**

To approve the minutes of the Council meeting held on 10 May 2022.

1. **To receive and consider proposals for the formation of an Environment Working Group**

**reporting to the Community & Environment Committee.**

1. **Open Forum**

To allow members of the public to raise any matters for the Council’s attention.

A maximum of 10 minutes will be allowed for this item.

1. **Clerk’s Report**
2. **District and County Councillor Reports**

To receive reports from District Cllrs Agate and Moon and County Cllr Mocatta.

1. **Finance & General Purposes**
2. To receive the minutes of the Finance & General Purposes Committee held on 24 May 2022 and consider any recommendations therein not already on the agenda.
3. To consider a grant application from Life Education Wessex & Thames Valley.
4. To receive and approve the income and expenditure report as at 31 May 2022.
5. To receive and approve Bank reconciliation report as at 31 May 2022.
6. To note the list of payments made since the last meeting and consider and approve a list of payments to be made.
7. To approve the CIL Annual Return for 2021-22.
8. To confirm the Council’s Standing Order & Direct Debit payments for 2022/23.
9. **Approval of Year End Accounts 2021-22**
10. To receive a report on the 2021-22 outturn.
11. To receive the final income & expenditure report for 2021-22.
12. To consider and approve the balance sheet as at 31 March 2022.
13. To consider and approve Section 1 - Annual Governance Statement.
14. To consider and approve Section 2 - Accounting Statements 2021-22.
15. To receive and approve the variances list between the 2020-21 and 2021-22 Annual Returns as required.
16. **Down Farm Barn**
17. To receive and consider legal advice on action points agreed at the April

Council meeting and agree a way forward.

1. **Community & Environment Committee**
2. To consider and approve the Committee’s terms of reference.
3. To discuss the formation of Working Groups to deliver the new remit of the Committee.
4. **Property Management Committee**
   1. To consider a proposal from Clanfield Football Club to install signage at Peel Park.
   2. To receive a report on progress towards the agreement of the draft transfer documentation relating to Down Farm Park – Phase 3 (Sports Pitches).
5. **Planning Committee**

To receive the draft minutes of the Planning Committee Meeting held on 5 May & 31 May 2022.

1. **South Lane Meadow Trust**
2. To receive the draft minutes of the South Lane Meadow Trustees held on 3 May 2022
3. To receive an update on the future relationship between the Parish Council and South Lane Meadow Trustees.
4. To confirm the Council’s feedback on revised location of the Cricket Pavilion.
5. **Exclusion of the Press & Public**
6. To resolve to exclude the press and public on the basis that the business to be transacted is commercially sensitive.
7. To receive and consider an update on the possible extension of The Clanfield Centre.
8. **Date of the next Meeting**

The next Council Meeting is scheduled for Tuesday 12 July 2022 at 7.00 pm in the Blue Room,

Clanfield Memorial Hall.