



# Datchet Parish Council

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Berkshire  
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**Katy Jones – Clerk to the Council**  
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DATE: ~~6<sup>th</sup> APRIL 2021~~  
**12<sup>TH</sup> APRIL 2021**

**FOLLOWING THE SAD PASSING OF HRH THE DUKE OF  
EDINBURGH THIS MEETING HAS BEEN POSTPONED AS A  
MARK OF RESPECT AND HAS BEEN**

**RE-SCHEDULED FOR MONDAY 19<sup>TH</sup> APRIL**

TO: **ALL MEMBERS OF THE COUNCIL.**

Dear Sir/Madam,

You are hereby summoned to attend a **MEETING OF THE PARISH COUNCIL** to be held **VIRTUALLY VIA ZOOM**, on **MONDAY 12<sup>th</sup> April 2021, 19<sup>th</sup> April 2021** at 7.00PM when it is proposed to transact the business specified in the following Agenda and Addendum. **Press and Public Welcome.**

**MEETING ID:** 897 0593 4537  
**PASSCODE:** 842646

**Members of the press and public wishing to join the meeting by the direct hyper-link, or by phone, should contact the Clerk for details before 10.00am on the day of the meeting.**

Yours faithfully,

**Katy Jones,  
CLERK TO THE COUNCIL**

## **AGENDA**

- 1. Apologies and Announcements**

2. **Public Question Time** (*Limited to maximum 10 minutes unless directed by the Chairman. A member of the public shall not speak for more than 2 minutes*) and must use the microphone.
3. **To receive any Declarations of interest** from members in relation to matters on this agenda.
4. **To agree the accuracy of the Minutes of the Council Meeting held on 8<sup>th</sup> March 2021**
5. **To agree the accuracy of the Minutes of the Council Meeting held on 22<sup>nd</sup> March 2021**
6. **To agree the accuracy of the Minutes of the Part II Council Meeting held on 22<sup>nd</sup> March 2021**
7. **Matters arising** from the above minutes (for update only - no further discussion)
8. **General**
  - i. Chairman's Report – To confirm the format for Parish Meeting on the 26<sup>th</sup> April 2021.
  - ii. Clerk's Report
    - a. To consider the recommendation from HALC that Councils hold their Annual Statutory Council meetings remotely, on or between 1st and 6th May 2021 inclusive. (*it is currently scheduled for the 10<sup>th</sup> May*)
    - b. To receive an update on the vacancy for a councillor and agree action.
  - iii. Correspondence – Clerk to inform members of key letters/emails received.
9. **Borough Councillor's Report**
  - i. Councillor's Questions
10. **Finance and Administration**
  - i. Lead Member's report
  - ii. To hear recommendations from the Lead of Finance & Administration (Pink & Green sheets)
  - iii. To negotiate a small support contract with the Laptop Doctor in Datchet to provide the Parish Council with training and computer access support for councillors, for Council business.
  - iv. Councillor's Questions.
11. **Planning**
  - i. To hear recommendations from the Lead of Planning.
  - ii. The Clerk to be directed to inform RBWM of recommendations from the Parish Council of decisions made by the Council.
  - iii. Councillor's questions.
12. **Events**
  - i. Lead Members Report
  - ii. Ellis Journey Update
  - iii. Councillor's Questions.
13. **Flooding and Drainage**
  - i. Spokesperson's / Lead Members' report.
  - ii. Councillor's questions.
14. **Properties**
  - i. Lead Member's report.
  - ii. To hear recommendations from the Lead of Properties.
  - iii. Councillor's questions.
15. **Grounds**
  - i. Lead Member's report.

- ii. To hear recommendations from the Lead of Grounds.
- iii. Councillor's questions.

**16. Highways and General Purposes**

- i. Lead Member's report.
- ii. To hear recommendations from the Lead of Highway and General Purposes.
- iii. Councillor's questions.

**17. Working Groups and Outside Bodies.**

- i. LAANC, to receive a report from Cllr. Buckley on Night flights and Heathrow 3rd Runway
- ii. To set up and agree the membership of a new working group in respect of Datchet Library.

**18. Notice of any items required for the next Council meeting for full discussion.**

**19. Councillor's questions or comments**

**20. Pubic questions** (only for clarification relating to matters discussed on the agenda)

**EXCLUSION OF PRESS AND PUBLIC**

The Chairman will move that the Press and Public be excluded from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by virtue of the Confidential nature of the business to be transacted.

**PART II**

1. To receive a report on the meeting with the Borough, regarding Datchet Library, and agree the level of reduction the Parish Council can make in the running costs in order to retain the service in the village and surrounding area.
2. To receive a report on the interviews for the post of Assistant Clerk, and ratify the interview panel's recommendation for appointment, starting salary and working arrangements.

**THE NEXT MEETING OF THE COUNCIL WILL BE THE ANNUAL STATUTORY MEETING, FOLLOWED BY A NORMAL COUNCIL MEETING, TO BE HELD ON 10<sup>th</sup> MAY\* 2021**

*(\* subject to the decision made in agenda item 8ii)*

KJJ.DPC.Agenda.12.04.21