



Wednesday 29th October 2025

To all members of the parish council, you are summoned to attend an Ordinary Meeting of Theale Parish Council which will be held on Monday 3rd November 2025 at 7.30pm in the Peter Gooch Room, Pavilion, Englefield Road.

B. Brodie – Assistant Clerk to Theale Parish Council

Members of the public and press are very welcome to attend.

AGENDA

1. Apologies

Council to receive apologies and reasons for absence.

2. Declarations Of Interest & Dispensations

With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their Register of Interests as required.

3. Approval Of Minutes of the Previous Meeting

- a. Council to approve and sign the minutes of the previous meetings.
- b. Council to receive matters arising and actions from the previous minutes.

4. Open Meeting & Public Forum

Public participation: Members of the public will be invited to speak on issues relating to this agenda or raise issues for future consideration. The period designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the Chair of the meeting.

5. Monthly Reports

- a. Council to receive a report from District Councillor Macro.
- b. Council to receive a monthly report from the Chair.
- c. Council to receive a monthly report from the Clerk.
- d. Councillors to give a brief verbal monthly update on their Council duties.

6. Planning Matters

- a. Council to consider and respond to planning applications received.
- b. Council to note the planning decisions, appeals, withdrawals & correspondence received.

7. Finance & Accounts

- a. Council to receive, consider and approve quotes.
- b. Council to note payments made by the Clerk outside of meeting using delegated powers.
- c. Council to consider and approve invoices for payment.
- d. Council to note internal transfers made in the last month & bank balances as at 30.10.2025.
- e. Council to receive the report from the External Auditor for the 2024/2025 accounts.

8. Correspondence Received

Council to note the correspondence received.

9. Community Hub Feasibility Study

- a. Council representatives to give an update on Stakeholder meetings.
- b. Council to discuss and consider next steps.

10. West Berkshire Council Service Delivery Offers for Parish Councils – Autumn 2025

- a. Council to receive, review and consider the service delivery offers document.
- b. Council to consider and decide on Playgrounds & Open Spaces transfer offering.

11. Armed Forces Covenant

Council to consider if they wish to show their support for the Armed Forces community by signing the Covenant.

12. Event Update

- a. Clerk to update Council on Parish Poll taking place on Thursday 6th November.
- b. Clerk to update Council on Remembrance Parade taking place on Sunday 9th November.
- c. Clerk to update Council on Christmas Market taking place on Saturday 29th November.

13. Date Of Next Meeting & Other Meeting Dates

Monday 8th December @ 7:30 pm

Council are reminded of committee meeting dates:

- a. Monday 17th November - Community Events & Open Spaces @ 7.00pm
- b. Monday 17th November – Finance Committee @ 8.00pm