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Wednesday 6<sup>th</sup> May 2026

To all Members of the Parish Council:

You are hereby summoned to attend the Annual Meeting of Theale Parish Council, which will be held on Monday 11<sup>th</sup> May 2026 at 7.30pm in the Peter Gooch Room, Pavilion, Englefield Road.

Di Hughes  
Operations Manager/Clerk to Theale Parish Council

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

## **AGENDA**

### **1. Election Of Chair & Vice-Chair**

- a. To elect the Chair of the Council for the period until the next Annual Meeting, and for the elected Chair to declare acceptance of office.
- b. To elect the Vice-Chair of the Council for the period until the next Annual Meeting, and for the elected Vice-Chair to declare acceptance of office.

### **2. Apologies**

Council to receive apologies and reasons for absence.

### **3. 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.

### **4. Approval Of Minutes Of The Previous Meeting**

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

### **5. West Berks Council Representative – Safer Roads**

Cheryl Evans, WBC Senior Road Safety Officer, will provide an update and discuss matters relating to road safety within the Parish.

### **6. 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.

## **7. Monthly Reports**

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

## **8. Appointment Of Committees**

- a. Council to consider and decide on committees required for 2026 – 2027.
- b. Council to appoint members to the new committees.

## **9. Representatives On Outside Bodies**

Council to appoint members as representatives on the following outside bodies:

- a. AWE Local Liaison Committee
- b. Dr Ellerton's Charity
- c. Tilehurst People's Local Charity
- d. Theale Village Hall Committee
- e. West Berkshire Community Climate Forum
- f. Theale & Tilehurst Cricket Club

## **10. Planning Matters**

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

## **11. 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 30.04.2026.

## **12. Correspondence Received**

Council to note the correspondence received.

## **13. Grants & Funding**

The Council is asked to consider and decide whether to submit applications for the following grants:

- a. Department for Transport Bus Shelter Grant 2026
- b. West Berkshire Council Members' Community Bid 2026/27

## **14. Removal Of The Mini Recycling Centre, Theale**

Council to discuss, consider and agree a response to West Berks Council.

## **15. Staffing Update**

- a. Council to be advised by the Clerk & Staffing Committee of operational changes planned for Autumn 2026.
- b. Members to consider and approve a quote for a new compliance device and associated software.

## **16. Date Of Next Meeting**

- a. To receive and approve the draft meeting schedule for 2026/27.
- b. Monday 8<sup>th</sup> June 2026 at 7.30pm.