

29th April 2026

To: All Members of Newbury Town Council

Dear Councillor

Please arrive at 7.15pm for a run through of the Mayor Making Ceremony on Wednesday 10th May 2026.

You are summoned to attend a meeting of the Newbury Town Council on Wednesday 06th May 2026 at 7.30pm.

The meeting will be held in the Council Chamber, Town Hall, Market Place, Newbury, RG14 5AA. The meeting is open to the press and public and will be streamed via Zoom: <https://us02web.zoom.us/j/84941139774?pwd=iQs5QWwehFiz2uEBdBQ6TQ4oHPDa91.1>

Meeting ID: 849 4113 9774

Passcode 612254

Yours sincerely,

Toby Miles-Mallowan
Chief Executive Officer

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest and dispensations**
To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
- 3. Nomination of Mayor Elect for the 2026/27 municipal year**
To resolve the Council's nominees for Mayor Elect for the 2026/2027 municipal year.
- 4. Election of Mayor for the 2026/27 Municipal year.**
To elect the Town Mayor for the 2026/27 Municipal year
- 5. Declaration of acceptance of office and Mayor's announcements**
To receive the Mayor's declaration of acceptance of office and announcements
- 6. Nomination of Deputy Mayor for the 2026/27 municipal year**
To receive nominations for the Deputy Mayor for the 2026/27 year.
- 7. Election of Deputy Town Mayor for the 2026/27 municipal year.**

Town Hall, Market Place, Newbury, RG14 5AA

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 @NewburyTC  NewburyTC

To elect the Deputy Town Mayor for the 2026/27 municipal year

8. **Declaration of acceptance of office and Deputy Mayor's announcements.**
To receive the Deputy Mayor's declaration of acceptance of office and announcements.
9. **Minutes (Appendix 1).**
To approve the minutes of a meeting of Extra Full Council held on Monday
2026
10. **Questions and petitions from members of the public**
Town Mayor / Chief Executive Officer
All questions for this meeting must be submitted to the Chief Executive Officer by 14:00 on Tuesday 5th May 2026
11. **Members' questions and petitions**
All questions for this meeting must be submitted to the Chief Executive Officer by 14:00 on Tuesday 5th May 2026
12. **Outgoing Town Mayor's Report**
To receive the final report of the outgoing Town Mayor
13. **Chief Executive Officer's Report (Appendix 2)**
To receive the Chief Executive Officer's report
14. **Committees**
To receive the minutes of meetings of the Town Council's Committees:
Planning & Highways (previously circulated)
Planning & Highways (previously circulated)
Policy & Resources (previously circulated)
Civic Pride, Arts and Culture (previously circulated)
15. **The Mayor's Charity**
To resolve that the Council supports the Mayor's Charity for 2026/27
16. **Election of Leader and Deputy Leader of the Council for the 2026/27 municipal year**
To elect the Leader and Deputy Leader of the Council for the 2026/27 municipal year.
17. **Committees/Sub-Committees for 2026/27 municipal year (Appendix 3)**
To approve the Committee and Sub-Committee structure for the Municipal Year 2026/27
To appoint the chairs and deputy chairs on each of the Council's Committees and Sub Committees for the Municipal Year 2026/27
To appoint the members to serve on each of the Council's Committees and Subcommittees for the Municipal Year 2026/27
18. **Health and Safety Report (Appendix 4)**
To receive Health and Safety Report from the CEO
19. **Substitutions (Appendix 5)**
To agree the formation of a working group to review the CEO's report on the use of substitutions and to The Substitutions paper, drafted by the CEO.
To resolve, the terms of reference for the working group. This to be brought to Full

Council by end of June 2026, latest.

20. Meet the Councillors (Appendix 6)

To agree the rota for the municipal year 2026/27

21. Forward Work Programme for Full Council meetings 2026/27 (Appendix 7)

To note and agree any other items that Members resolve to add to the Forward Work Programme

If you would like a paper copy or large print copy of this agenda, please request this from the Reception Desk at the Town Hall.

**MINUTES OF A MEETING OF THE FULL COUNCIL COMMITTEE HELD IN THE COUNCIL CHAMBER,
NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON
MONDAY 26th JANUARY 2026 AT 7:30 PM.**

PRESENT

Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Billy Drummond, Nigel Foot, David Harman (Town Mayor, Chair), Chris Hood, Roger Hunneman, Ian Jee, Pam LusbyTaylor, David Marsh, Steve Masters, Vaughan Miller, Andy Moore, Gary Norman, Elizabeth O’Keeffe, Sarah Slack, Graham Storey, Meg Thomas, Martha Vickers and Tony Vickers.

In Attendance

Toby Miles-Mallowan, Chief Executive Officer
Liz Manship, Responsible Finance Officer
Sophie Williams, Finance Apprentice

87. APOLOGIES

Councillors Alistair Bounds.

88. DECLARATIONS OF INTEREST

The Chief Executive Officer declared that Councillors, Phil Barnett, Billy Drummond, Nigel Foot, David Marsh, Martha Vickers and Tony Vickers who are also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

89. COUNCIL MINUTES

Proposed: Cllr Nigel Foot

Seconded: Cllr Vera Barnett

Resolved that the minutes of the full council meeting on 20th October 2025 and 08th December 2025 as an accurate record.

90. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were no questions received.

91. MEMBERS QUESTIONS AND PETITIONS

There were no questions received.

92. TOWN MAYORS REPORT

The Town Mayors report was **received**.

The Town Mayor extended the Council’s thanks to Councillor Day for her work with the schools' visits to the Town Hall, and Councillor Jee for his work for Lock Island and Thames and Chiltern in Bloom

93. BERKSHIRE YOUT PRESENTATION

A presentation from the CEO of Berkshire Youth, Sarah Emery was **received**.

94. LEADERS REPORT

The Newbury Town Council Leader’s report was **received**.

The Leader extended his thanks, on behalf of the Council, to James Heasman, Parks and Open Spaces Supervisor, and officers who supported Newbury in Bloom.

95. CEO'S REPORT

The CEO's report was **received**.

The Mayor extended his thanks, on behalf of Council to the CEO for his work.

96. COMMITTEES

Council **received** the minutes from Community Services, Planning and Highways and Civic Pride, Arts and Culture

97. REVIEW OF NEWBURY TOWN COUNCIL STRATEGY

A verbal review was **received** from the Chair of the Local Democracy Working Group.

98. INTERNAL AUDIT Q2 2025/26

The internal audit report for quarter 2 of 2025/26 was **received** and the recommendations were **noted**.

Proposed: Cllr Gary Norman

Seconded: Cllr Steve Masters

Abstentions: 2

Resolved to **approve** and **adopt** the actions and timeline as recommended by the Policy and Resources Committee.

99. 2025/26 CIL RECEIPTS

Proposed: Cllr Gary Norman

Seconded: Cllr Graham Storey

Resolved to allocate the CIL receipt received in May 2025 to the Victoria Park Cafe Redevelopment Project.

100. FINANCIAL REGULATIONS – AMMEDNMENT TO DBS CHECKS

Proposed: Cllr Vaughan Miller

Seconded: Cllr Martha Vickers

Resolved to amend the Financial Regulations to change DBS checks from Standard to Basic for Council Officers.

101. BUDGET AND PRECEPT 2026/27

Proposed: Cllr Vaughan Miller

Seconded: Cllr Tony Vickers

Against: 3

Resolved to adopt the 2026/27 Newbury Town Council Budget of £2,275,075, as recommended by the Policy and Resources Committee.

Proposed: Cllr Sam Dibas

Seconded: Cllr Martha Vickers

Against: 3

Resolved to adopt the 2026/27 Newbury Town Council Precept of £1,967,492, as recommended by the Policy and Resources Committee.

Councillor Miller extended his thanks on behalf of the Council to Liz Manship, RFO for her work on the Budget.

102. EAR MARKED RESERVES

The Ear Marked Reserves were reviewed.

Proposed: Cllr Nigel Foot

Seconded: Cllr Elizabeth O’Keeffe

Resolved to adopt the ear marked reserves as recommended by the Policy and Resources Committee.

103. STRATEGIC RISK REGISTER

The Strategic Risk Register was **reviewed**.

Proposed: Cllr Steve Masters

Seconded: Cllr Vera Barnett

Resolved to adopt the strategic risk register as recommended by the Policy and Resources Committee.

104. HERITAGE ASSET PAPER

Proposed: Cllr Steve Masters

Seconded: Cllr Meg Thomas

Resolved to adopt the Heritage Asset Paper as recommended by the Policy and Highways Committee.

105. FORWARD WORKS PROGRAMME

The Forward Works Programme for 2026/27 was **reviewed** and **updated**.

106. SCHEDULE OF MEETINGS FOR 2026/27.

The schedule of Council meetings for 2026/27 was reviewed.

Proposed: Cllr Elizabeth O’Keeffe

Seconded: Cllr Sam Dibas

Resolved to adopt the schedule of meetings for 2026/27 with agreed amendment

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 21.33 HRS

Signature: _____ Date: _____

Appendix 1

EMR Code	Account	Amount transferred to cafe works and contingency fund
371	Town Hall Office Refurbishment	£3000
372	Audio Visual Equipment	£4500
373	Door Intercom for tenants	£2000
374	Fire Doors	£8059.65
375	Energy Conservation project Town Hall	£2500
392	CIL funds	£11481.91
415	Additional Land Maintenance	£8000
418	Shaw Cemetery land survey	£4000
419	Headstone Survey	£2000

432	Welcome to Newbury Signs	£10000
440	Portable ramp	£1745
446	Wash Common Upgrades	£15000
453	Canal Corridor	£1000
455	Market Repairs	£42
458	Water Courses	£10000
461	Youth Work	£2500
462	Welcome to Newbury Design	£2500
	Total	£88328.56

Meeting of Newbury Town Council, Wednesday 06 May 2026
Chief Executive Officer's Report.

- Staff Matters:

Recruitment and Development: The Council has continued to invest in its workforce, including:

- Recruitment of three trainees, supporting skills development and succession planning
- Managing one staff retirement, ensuring continuity of service
- Facilities Supervisor is due to commence employment shortly

- Town Hall: The essential roof repairs to the Town Hall are nearing completion. This work has been necessary to:

- Protect integrity of the building
- Prevent further deterioration
- Safeguard a key civic asset

Completion of this project will reduce the risk of ongoing maintenance issues.

- Asset Management and Compliance: Significant progress has been made in strengthening the Council's approach to asset management and compliance including:

- Memorial Testing Programme to ensure safety and compliance within burial grounds.
- The implementation and review of contracts, improving oversight and consistency in service delivery.
- Development of a comprehensive asset register, providing improved visibility and control of council-owned assets.

These measures support improved governance, risk management, and long term planning.

- Mapping of Council Assets: work has been undertaken to map and record Council assets across the Town, including:

- Trees
- Street Furniture
- Wider Newbury Town Council-owned infrastructure

This mapping exercise provides:

- A stronger evidence base for maintenance and investment decisions
- Improved operational efficiency
- Enhance ability to respond to issues and plan future works

- Parkrun: one of the most notable community initiatives has been successful review and subsequent implementation of Parkrun within Victoria Park and after a winter hiatus has returned with the first event seeing over 300 runners and 35 volunteers.

- Cafe refurbishment: works to refurbish the park cafe are nearing completion, building control has now been signed off. We are hopeful for an Early May Bank holiday weekend opening. This project represents a significant investment in:
 - Improving visitor experience
 - Enhancing the quality of facilities within Victoria Park
 - Supporting increased footfall and community use.

The refurbishment is progressing well and remains a key priority for the Council.

- Community safety and vandalism: Vandalism has remained a significant issue throughout the year, particularly within Victoria Park.
 - Key incidents:
 - Mega Tower has been subject to repeated damage, including a serious incident involving arson
 - The skate park has experienced ongoing graffiti and tagging

These incidents have:

- Created additional repair costs
 - Impacted the quality and safety of facilities
 - Placed increased pressure on staff resources
- CCTV and Security Improvements
In response to ongoing vandalism, the Council is actively exploring improvements to security measures, including:
 - Upgrades to CCTV coverage within the park
 - Enhancing the Council's ability to:
 - i. Detect anti-social behaviour
 - ii. Support enforcement action
 - iii. Act as a deterrent

This work will form an important part of the Council's strategy to protect its assets and maintain a safe environment for residents and visitors.

- Upcoming Events: It is still a busy time for officers over the next month over the next month with both Newbury in Bloom judging and Chilterns in Bloom (as part of the Britain in Bloom preliminary round). We are also reviewing the process

and criteria for the Civic Awards to ensure that we are achieving community impact.

Newbury Town Council Annual Meeting – Health & Safety Report (2025/26)

Introduction

This report provides an overview of the Council's health and safety compliance and risk management arrangements over the past municipal year. It confirms that key statutory duties are being met and that proportionate systems are in place to manage risk across Council services, assets and facilities.

Memorial Safety Management

A **structured programme of memorial inspection and testing** is now being implemented across all Council-managed cemeteries.

- Memorials are being inspected in accordance with:
 - *Health and Safety at Work etc. Act 1974*
 - *Occupiers' Liability Acts 1957 and 1984*
 - Ministry of Justice / ICCM guidance on memorial safety
- The programme includes:
 - Visual inspections and stability testing
 - Risk-based categorisation of memorials
 - Recording and tracking of defects
 - Making safe where immediate risks are identified

This establishes a **defensible, systematic approach** to managing memorial safety and public risk.

Tree Safety and Management

The Council continues to undertake **ongoing tree audits and inspections** across its estate.

- Inspections are carried out in line with:
 - *Occupiers' Liability Acts 1957 and 1984*
 - *Health and Safety at Work etc. Act 1974*
 - Industry guidance (e.g. National Tree Safety Group principles)
- The approach includes:
 - Regular condition surveys
 - Risk-based inspection frequencies
 - Identification and prioritisation of remedial works
 - Use of qualified arboricultural contractors where required

This ensures the Council is maintaining a **proportionate and legally robust tree risk management regime**.

Play Area Inspections

All Council-owned play areas are **subject to a comprehensive inspection regime**, which is currently up to date.

- Inspections align with:
 - *Health and Safety at Work etc. Act 1974*
 - *Provision and Use of Work Equipment Regulations 1998 (PUWER)* (where applicable)
 - *British Standards EN 1176 and EN 1177* (play equipment safety standards)
- The inspection regime includes:
 - Routine visual inspections
 - Operational inspections
 - Annual independent inspections

Defects are recorded and addressed through a **planned maintenance and repair programme**, ensuring continued safe use.

Council Offices and Facilities Compliance

All Council buildings and facilities have been inspected and managed in accordance with relevant statutory requirements.

Fire Safety

- Fire Risk Assessments (FRAs) are in place and reviewed in accordance with:
 - *Regulatory Reform (Fire Safety) Order 2005*
- Actions arising from FRAs are tracked and implemented

Workplace Safety

- Compliance with:
 - *Health and Safety at Work etc. Act 1974*
 - *Workplace (Health, Safety and Welfare) Regulations 1992*
- Includes:
 - Safe working environments
 - Welfare provision
 - Maintenance of premises

Electrical and Equipment Safety

- Systems maintained in line with:
 - *Electricity at Work Regulations 1989*
 - Portable Appliance Testing (PAT) regimes

Risk Management

- General risk assessments undertaken in accordance with:
 - *Management of Health and Safety at Work Regulations 1999*

Strengthening Operational Oversight – Facilities Supervisor

The Council is in the process of recruiting a **Facilities Supervisor**, who will provide **dedicated operational oversight of health and safety across Council assets and services.**

This role will:

- Coordinate day-to-day health and safety compliance across all sites
- Ensure inspections (memorials, trees, play areas and buildings) are **scheduled, recorded and followed through**
- Monitor contractor compliance and safe systems of work
- Maintain risk assessments, inspection logs and compliance documentation
- Act as a central point of accountability for operational health and safety delivery

Anticipated Benefits

The introduction of this role will deliver several organisational benefits:

- **Improved compliance assurance:** clearer ownership of statutory duties and inspection regimes
- **Consistency and standardisation:** uniform processes across all facilities and services
- **Stronger audit trail:** better record-keeping and evidence for internal and external audit
- **Proactive risk management:** earlier identification and resolution of hazards
- **Operational efficiency:** reduced duplication and clearer coordination of works and inspections
- **Enhanced resilience:** reduced reliance on dispersed responsibilities across multiple officers

Overall, this strengthens the Council's ability to demonstrate a **robust, managed and auditable health and safety framework.**

Training and Competence

The Council has continued to strengthen staff competence in health and safety through a structured programme of training aligned to operational risk areas.

- All staff have completed introductory to health and safety training, ensuring a baseline understanding of responsibilities, hazard awareness and safe working practices.
- The Civic Services Manager is currently undertaking and IOSH Managing Safely qualification, with the Parks and Open Spaces Supervisor having successfully completed this course
 - This provides a recognised standard in:
 - Risk assessment and control
 - Incident investigation
 - Legal compliance and responsibilities
 - Managing workplace safety systems
- Tree inspection competence has been enhanced, with four members of staff trained in tree inspections/audit techniques, typically aligned to industry-recognised training such as:
 - Basic Tree Inspection or Tree Survey training covering:
 - Identification of defects and hazards
 - Risk zoning and inspection frequency
 - Recording and prioritisation of works
- Memorial safety testing capacity has been significantly strengthened, with six staff now trained in memorial inspection and stability testing, in line with ICCM guidance.

Benefits of Training Investment

This programme delivers clear operational and governance benefits:

- Competence-based compliance: ensures the Council meets its legal duty to provide competent persons under the Management of Health and Safety at Work Regulations 1999.
- Reduced reliance on external contractors for routine inspections, improving cost efficiency
- Improved consistency and quality of inspections across sites
- Faster identification and resolution of risks, reducing likelihood of incidents
- Stronger defensibility in the event of claims or audit scrutiny
- Organisational resilience, with knowledge distributed across multiple staff rather than held by individuals

Overall, The Council is moving toward a skilled, self sufficient operational model, supported by targeted external expertise where required.

Overall Assurance

Based on the above:

- A **structured and compliant approach** to health and safety management is in place
- Key risk areas (memorials, trees, play areas, buildings) are **actively monitored and managed**
- The Council is meeting its **statutory duties and adopting recognised best practice**
- Further strengthening is being delivered through enhanced operational oversight

Forward Priorities

- Continue roll-out and documentation of memorial inspection programme
- Maintain cyclical tree inspection and remedial works programme
- Ensure ongoing compliance of play areas and facilities
- Embed the Facilities Supervisor role and associated systems
- Continue monitoring legislative changes and best practice guidance

Conclusion:

The Council can take reasonable assurance that its health and safety responsibilities are being discharged effectively, with appropriate systems in place to manage risk and protect the public, staff and assets, and with further improvements being implemented to strengthen operational delivery and oversight.

Report to Policy and Resources Committee 27 April 2026.

1. Purpose of the Report

To review the legitimacy and appropriateness of 'substitution' arrangements within Parish and Town Councils, with reference to guidance and practice associated with National Association of Local Councils and Society of Local Council Clerks, and to provide a recommendation for Council decision.

2. Background

The Council has previously operated a system of allowing Members to appoint substitutes for committee meetings. A concern has been raised that substitution may only be appropriate at Principal Authority level (eg: district, county, or unitary councils), and not at the Parish/Town Council tier.

Minute reference: P&R mins 144 – 13/10/25/ Full Council – October 2025 the CEO was requested to obtain further guidance from NALC and SLCC to clarify the legal and governance position.

3. Legislative Context

Parish and Town Councils are governed primarily by:

- Local Government Act 1972
- Localism Act 2011
- Standing Orders and adopted governance frameworks

Unlike Principal Authorities, Parish and Town Councils:

- Do not operate under executive/leader-cabinet models
- Function as corporate bodies where all members share equal responsibility
- Rely on committee structures that are advisory or delegated but still accountable to full council.

There is no explicit statutory provision within the Local Government Act 1972 enabling substitution arrangements at Parish/Town Council Level.

4. Guidance from NALC and SLCC.

a. NALC Guidance

NALC model standing orders and governance guidance indicate:

- Committees should consist of appointed members of the Council
- Voting rights are tied to formally appointed committee members of the Council
- Voting rights are tied to formally appointed committee members

- There is no standard provision for substitutes within model standing orders

NALC's general position is that:

- Substitution is a feature of higher-tier authorities with more complex political structures
- Parish Council should prioritise consistency, accountability and transparency in committee membership.

b. SLCC Guidance

SLCC guidance and professional commentary broadly aligns with NALC:

- Substitution is not standard practice in Parish and Town Councils
- Governance best practice favours:
 - Clearly appointed committee memberships
 - Avoidance of ad hoc decision makers
- Concerns highlighted include:
 - Accountability gaps (decisions made by members not regularly involved)
 - Potential procedural challenges if decisions are contested.
 - Risk of making decisions/actions beyond the council's powers if governance arrangements are unclear.

However the SLCC acknowledges:

- Councils have some discretion in designing Standing Orders
- Any variation must be:
 - Clearly documented
 - Consistent with legislation
 - Applied transparently

5. Arguments for and against Substitution

a. Arguments for:

- Flexibility: Helps maintain quoracy when members are unavailable
- Continuity of business: prevents delays in decision making
- Workload distribution: Allows broader participation across councillors

b. Arguments against:

- Legal uncertainty: No clear statutory basis at Parish/Town Level

- Governance risk: Decisions may be challenged if process is unclear.
- Reduced accountability: Substitute members may lack subject familiarity.
- Inconsistency: Undermines stable committee membership and expertise

6. Risk Assessment

Risk Area	Score	Assessment
Legal Compliance	Moderate	Risk due to lack of explicit statutory support
Governance Clarity	High Risk	If arrangements are informal or inconsistently applied
Decision Validity	Moderate	Potential Challenge if Substitute participation is disputed
Operational Efficiency	Low to moderate	Benefit if substitution is retained

7. Options Available to Council

a. Discontinue Substitution

- Remove substitution provisions from standing orders
- Maintain fixed committee memberships
- Use full council where necessary for key decisions
- Reduce membership numbers for quoracy in line with NALC guidance

Pros: Legally robust, aligns with NALC/SLCC guidance

Cons: reduces flexibility

b. Retain Substitution with Formal Framework (current position)

- Explicitly define substitution rules in standing orders
- Limit substitution to:
 - Named substitutes only
 - Prior notification of requirements
- Ensure proper recording in minutes

Pros: retains flexibility

Cons: Ongoing legal ambiguity

c. Hybrid Option

- Discontinue substitution for decision-making committees

- Allow substitution only for:
 - Advisory groups or working groups

Pros: Balances flexibility and governance

Cons: requires clear distinction between committee types (not something Newbury has in place)

8. Conclusion

The weight of sector guidance from NALC and SLCC indicates that substitution is not standard or recommended practice for Parish and Town Councils. While not explicitly unlawful, it operates in a grey area of governance and introduces avoidable risks.

9. Recommended Resolution

It is recommended that:

The Council discontinues the use of councillor substitutions for all formal committees and updates its Standing Orders accordingly, in line with sector guidance from NALC and SLCC, to ensure clarity, accountability and legal robustness.

Additionally:

The Council amends its Standing Orders on the membership quoracy requirements to be one third of the committee membership, in line with SLCC and NALC guidance.

Finally:

- Committee memberships should be reviewed to ensure resilience and quoracy
- Where flexibility is required, matters should be referred to Full Council or structured advisory groups.

10. Next Steps

- Draft Amendments to Standing Orders
- Present to Full Council for Adoption (May meeting)
- Communicate changes to all members
- Updated governance documentation

Forward Works Programme

Work Programme for Full Council Meetings for the Municipal Year 2025/26.

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations and Dispensations
3. Approval of Minutes of previous meeting
4. Questions/ Petitions from members of the Public
5. Questions/ Petitions from Members of the Council
6. Town Mayor's Report
7. The Leader's Report
8. The Chief Executive Officer's Report
9. Minutes from Committees

Scheduled Council Business	
06 May 2026	Nomination and Election of Mayor and Deputy Mayor Election of Leader and Deputy Leader To nominate the membership of each Committee/Sub Committee for 2025/26 Review Terms of Reference of committees, sub-committees and working groups Meet your Councillor Rota Review and Schedule for 26/27 Reports from Outside Bodies To review the Council's Standing orders, if required
22 June 2026	End of Year Statutory Accounts To receive the Annual Return, Approve each section of the Annual Governance Statement and adopt the accounts and the Mayor to sign them, To note the date for the exercise of electors' rights To receive any reports from the Council's representation on outside bodies – Presentation from Greenham Trust
29 July 2026	Citizens Advice Presentation
19 October 2026	Local Democracy Working Group: a verbal update on LDW from the Chair

	<p>of the Local Democracy Working Group</p> <p>Budget for 2026/27 Councillors are invited to make the Leader of the Council and the RFO aware of any particular projects that may need to be undertaken in 2025/26, so that they may be considered for inclusion in the draft budget and / or service plans and / or project list.</p>
<p>25 January 2027</p>	<p>Berkshire Youth Presentation</p> <p>Review of Town Council Strategy</p> <p>2026/27 Precept</p> <p>Climate Emergency grant</p> <p>Schedule of Meetings for the Municipal Year 2026/27</p> <p>Financial Regulations</p>