

To: *All Members of Council*



# THATCHAM TOWN COUNCIL

Town Clerk: Laura Carlin

24<sup>th</sup> March 2026

Thatcham Town Council Offices,  
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Notice is hereby given of a **meeting of Thatcham Town Council**, to be held on **Monday 30<sup>th</sup> March 2026 at 19:00hrs** in the **Thatcham Town Council Chamber, Brownsfield Road, Thatcham, RG18 3HF** for the purpose of transacting the following business.

Yours sincerely,

Laura Carlin  
Town Clerk

## A G E N D A

1. **APOLOGIES FOR ABSENCE**  
To receive apologies for absence.
2. **DECLARATIONS OF INTEREST**  
To receive from Members, in respect of any items included on the agenda for this meeting, declaration of any personal, disclosable pecuniary or other interests in line with the Town Council's Code of Conduct.
3. **PUBLIC QUESTION TIME**  
Members of public are invited to submit questions to the Town Council. All public questions must be submitted in writing by 10am on the day of the meeting, or in a case of urgency, not later than 4pm on the day of the meeting.
4. **MINUTES**
  - i. To take as read and confirm as accurate the Minutes of the meeting held on 26<sup>th</sup> January 2026.
  - ii. For the Town Clerk to provide, and for Members to request, feedback on any matters from the previous meeting. Any matters discussed under this item are for noting only.
5. **REPORTS FROM THE MAYOR AND DEPUTY MAYOR**
  - a) To receive the Mayor's report for the period 27<sup>th</sup> January 2026 to date.
  - b) To receive the Deputy Mayor's report for the period 27<sup>th</sup> January 2026 to date.

**6. STRATEGIC DOCUMENTS**

To confirm re-adoption of the following strategic documents for the year 2025/26:

- i. Risk Management Strategy 2025/26
- ii. Financial Regulations 2025/26

**7. IT POLICY**

To consider adoption of the IT Policy 2025/26

**8. BANK SIGNATORIES**

To review changes made to bank signatories arising from changes to staff

**9. INTERIM INTERNAL AUDIT 2025/26**

To receive and consider the Internal Auditor's report following an interim Internal Audit carried out on 20<sup>th</sup> January 2026

**10. APPROVAL AND ADOPTION OF COMMITTEE MINUTES**

To receive and consider adoption of the following Committee Minutes:

- a) Recreation and Amenities Committee Minutes dated 23<sup>rd</sup> March 2026.
- b) Events Committee Minutes dated 2<sup>nd</sup> February 2026 to include a recommendation from the Heritage Working Party meeting on 3<sup>rd</sup> March 2026.
- c) Planning and Highways Committee Minutes dated 13<sup>th</sup> January 2026, 10<sup>th</sup> February 2026 and 10<sup>th</sup> March 2026.

**11. REPORTS**

**(a) Reports from Thatcham Town Councillors and West Berkshire District Councillors on Council Surgeries**

To receive and note reports from:

- i. Councillors Jeff Brooks & Mark Thomas who were present at Council Surgery in The Broadway on Saturday 7<sup>th</sup> February 2026
- ii. Councillors Iain Cottingham & Mike Cole who were present at Council Surgery in The Broadway on Saturday 7<sup>th</sup> March 2026

**(b) Reports from West Berkshire District Councillors**

To receive reports from West Berkshire District Councillors.

**(c) Outside Body Reports**

To receive reports from Town Council representatives to the following outside bodies:

<b>Organisation</b>	<b>Representative</b>	<b>Organisation</b>	<b>Representative</b>
Berkshire Association of Local Councils	Cllr Simon Pike	Thatcham Memorial Foundation	Cllr Justin Pemberton
Berkshire Music Trust	Requesting More Information	Thatcham Nature Discovery Centre	Cllr Mark Lillycrop
Dementia Friendly West Berkshire	Cllr Owen Jeffery Cllr Dave Lunn Cllr Petra Pemberton	Thatcham Parish Hall	Cllr Jeff Brooks Cllr Jeremy Cottam Cllr Simon Pike Vacancy
Eco Friends (West Berkshire)	Cllr Mark Lillycrop Cllr Tom McCann	Thatcham Relief in Need Charity and Thatcham Parochial Charities	Cllr Mike Cole Mr Chris Druce
Friends of Thatcham Library	Cllr Ben Schiffer-Harte	Thatcham Support and Welfare Society	Cllr Dave Lunn
Greenham and Crookham Commons Commission	Cllr Simon Pike	Thatcham Town Cricket Club Committee	Cllr John Boyd
Henwick Worthy Sports Field JMC	Cllr Jeff Brooks Cllr Simon Pike Cllr Ben Schiffer-Harte	Thatcham Volunteer Bureau	Cllr Val Watts
Home-Start West Berkshire	Cllr Petra Pemberton	Thatcham Youth	Cllr Suzanne Adamantos

			Cllr Ben Schiffer-Harte
Kennet Leisure Centre JAC	Cllr Jay Lunn Cllr Tom McCann Cllr Ben Schiffer-Harte	The Thatcham (Old Bluecoat School) Charity	Cllr Jeremy Cottam Cllr Owen Jeffery
Lady Frances Winchcombe's Thatcham Foundation	Cllr Val Watts Cllr Ben Schiffer-Harte	West Berkshire Heritage Forum	Cllr Owen Jeffery
Swings & Smiles	Cllr Suzanne Adamantos	West Berkshire Suicide Prevention Action Group	Cllr Suzanne Adamantos
Thatcham Allotment Gardening Club	Cllr Petra Pemberton	West Berkshire Therapy Centre	Cllr Jeff Brooks Cllr Owen Jeffery Cllr Stephanie Steevenson
Thatcham Flood Forum & Thatcham SWMP Funding Committee	Cllr Owen Jeffery Cllr Mark Lillycrop		

## 12. EXCLUSION OF PRESS AND PUBLIC

To resolve that, in view of the commercially sensitive nature of the business to be transacted, item 13, it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw.

## 13. WEST BERKSHIRE COUNCIL BINS

To consider a report outlining costs of taking on responsibility for West Berkshire Council litter and dog waste bins in Thatcham