



THATCHAM TOWN COUNCIL

To: ***All Members of Council***

Town Clerk: Laura Carlin

22nd September 2026

Thatcham Town Council Offices,
Brownsfield Road, Thatcham, RG 18 3HF
Email: enquiries@thatchamtowncouncil.gov.uk
Tel: 01635 863592
Website: www.thatchamtowncouncil.gov.uk

Dear Councillor,

You are hereby summoned to attend **a meeting of Thatcham Town Council**, to be held on **Monday 28th September 2026 at 19:00hrs** in the **Council Chamber, Brownsfield Road, Thatcham** for the purpose of transacting the following business.

Yours sincerely,

Hayley Scard
Deputy Town Clerk

A G E N D A

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
2. **DECLARATIONS OF INTERESTS**
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 and Councillors 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**
To take as read and confirm as accurate the Minutes of the following meetings
 - a) Full Council, held on the 22nd June 2026
 - b) Extraordinary Full Council, held on the 24th August 2026

5. **REPORTS FROM THE MAYOR AND DEPUTY MAYOR**
 - a) To receive the Mayor's report for the period 10th May 2026 to date
 - b) To receive the Deputy Mayor's report for the period 10th May 2026 to date
6. **APPROVAL AND ADOPTION OF COMMITTEE MINUTES**

To receive and note the following Committee Minutes:

 - a) Planning and Highways Committee Minutes dated 14th July 2026
 - b) Recreation & Amenities Committee Minutes dated 15th June 2026
7. **REPORTS**
 - (a) **Reports from Thatcham Town Councillors and West Berkshire District Councillors on Council Surgeries**

To receive and note reports from:

 - i. Councillors P Pemberton and J Pemberton who were present at Council Surgery in The Broadway on Saturday 6th June 2026 and
 - ii. Councillors Cottam and D Lunn who were present at Council Surgery in The Broadway on Saturday 4th July 2026, and
 - iii. Councillors Lillycrop and Steevenson who were present at Council Surgery in The Broadway on Saturday 1st August 2026
 - iv. Councillors P Pemberton and Brooks who were present at Council Surgery in the Broadway on Saturday 5th September 2026
 - (b) **Reports from West Berkshire District Councillors**

To receive reports from West Berkshire District Councillors
8. **FINANCE AND GENERAL PURPOSES COMMITTEE RECOMMENDATIONS**

Following a review of Strategic Financial Documents by the Finance and General Purposes Committee at its meeting on 20th July 2026 (FGP/2026/27), to consider a recommendation from the Committee that the following be adopted.

 - i. Financial Regulations 2026/27
 - ii. Internal Control Policy 2026/27
 - iii. Treasury Management Plan 2026/27
9. **EXTERNAL AUDITORS REPORT**

To note that the External Auditor's Report for the year ended 31st March 2026 states that 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met... the smaller authority has confirmed that it has not complied with the governance Assertion in Section 1, Box 10, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.'

PFK Littlejohn 9th September 2026
10. **INTERNAL AUDITOR**

To recommend keeping the same auditor as 2025/26 and to verify their independence.
11. **GRANT AWARD POLICY REVIEW**

To consider a proposal from Cllr P Pemberton of suggested enhancements to the Grant Awards Policy.
12. **ST MARY'S BOUNDARY WALL**

To consider the proposed postponement of works.

13. EXCLUDE PRESS AND PUBLIC

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

14. LAND TRANSFER AT BROWN'S FIELD

To consider the land transfer at Brown's Field.

15. HENWICK WORTHY SPORTS FIELD CONTRIBUTION

To receive an update regarding the Council's contribution to Henwick Worthy Sports Field.

