



**POLICY & RESOURCES COMMITTEE**

Minutes of a meeting of the Policy & Resources Committee held in the Council Chamber, Council Offices, Radstock Lane, Earley, Berkshire on Wednesday, 21<sup>st</sup> November 2018 commencing at 8.00pm.

Present

Chairman – Councillor N Jorgensen

Councillors Mrs J Clark, T Holton, R Houlbrooke, Mrs A Swaddle and B Wedge

In attendance Jo Friend (Town Clerk), Jo Shaw (Deputy Town Clerk) and Councillor Mrs L Chambers

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**38. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors A Bradley, G Grandison and Mrs P Jorgensen

**39. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Policy & Resources Committee held on 19<sup>th</sup> September 2018 were confirmed as a true record and signed by the Chairman.

**40. FINANCIAL INFORMATION**

The Committee noted the report of financial transactions for the period 1<sup>st</sup> April – 30<sup>th</sup> September 2018 previously attached, and also the updated report tabled at the meeting. Following discussion it was agreed that future financial reports should contain the following information:

1. Full year budget
2. Income/expenditure to date
3. Forecast income/expenditure to year end
4. Income/expenditure against budget to date

**41. ESTIMATES**

**41.1 Financial Year 2019/20**

No major projects to be put forward for the 2019/20 budget by this Committee. Councillors requested that figures for contracted repairs be presented to the Budget Working Party.

**41.2 Budget Working Party**

The Budget Working Party is to meet in January, before the next meeting of this Committee and the Full Council meeting in February. Previously, the agreed membership had been the members of this Committee, together with other members of the Town Council who wished to attend.

**RESOLVED**

1. hat the Budget Working Party meeting be held on Wednesday 23<sup>rd</sup> January 2019 at 7.30 pm.

2. that the Budget Working Party consist of all Members of the Policy & Resources Committee together with any other Members of Council who wish to attend.

## **42. SUB-COMMITTEES & WORKING PARTIES**

### **42.1 Community & Youth Sub-Committee**

Members received the Minutes of the Community & Youth Sub-Committee held on 19<sup>th</sup> September 2018. Councillor Swaddle requested that the reference to ‘Simon Weeks’ be amended to read ‘Councillor Simon Weeks’.

### **42.2 Community & Youth Sub-Committee Terms of Reference**

Members considered the Terms of Reference (ToR) of the Community & Youth Sub-Committee to ensure the Sub-Committee can continue to fulfil its purpose. Following considerable discussion, it was agreed that the existing ToR (note: for ‘District’ read ‘Borough’) were satisfactory, however, it was felt that the content of the agendas could be improved. In future, meetings will be themed to target particular areas as identified on the ToR, such as young people, environmental and so on. Whilst meetings will be open to the public, relevant groups and individuals will be invited to attend particular meetings. Councillors hope this will improve attendance figures, information sharing and partnership working across the community.

## **43. REQUESTS FOR FINANCIAL ASSISTANCE**

### **43.1 Wokingham Sports Sponsorship Fund**

The Town Council had received a request for match funding from Wokingham Borough Council for two local sports people under the Wokingham Sports Sponsorship Fund scheme. Members discussed the request and

**RESOLVED** that, in accordance with the provisions of the Local Government Act 1972, Section 137, as amended by the Local Government Housing Act 1989, a contribution of £350 (£175 per sports person) be made to the Wokingham Sports Sponsorship Fund.

### **43.2 Wokingham Borough Sports Council Awards 2018**

The Town Council had received a request to again sponsor the Earley Town Council Cup, awarded for “Spirit of Sport”, at the Wokingham Borough Annual Sports Council Awards. The presentation ceremony will take place at Bulmershe School on Friday, 23<sup>rd</sup> November 2018. It was

**RESOLVED** that Earley Town Council again sponsor the ‘Spirit of Sport’ cup at the Wokingham Borough Sports Council Awards 2018 at a cost of £75.

## **44. GRANT APPLICATIONS – SECTION 137**

Consideration was given to the schedule of grant applications, as previously circulated to Members. It was

**RESOLVED** that, subject to budget approval, and in accordance with the provisions of the Local Government Act 1972, Section 137, as amended by the Local Government Housing Act 1989, awards in 2019/20 be made to applicants as set out below:-

	£
ACE (Activity Centre Earley)	100.00
ARC	1,500.00
Berkshire Vision (County Blind Society)	650.00
Citizens Advice Bureau (Reading)	876.00
Citizens Advice Bureau (Wokingham)	1,124.00
Cruse Bereavement Care	300.00
Earleybus	700.00
Earley Day Centre	200.00
Earley Volunteer Driver Bureau	250.00
Home Start Wokingham District	500.00
Me2 Club	500.00
Readibus	1,500.00
Thames Valley Air Ambulance	400.00
WJSC - Wokingham Job Support Centre	300.00
Wokingham Volunteer Centre	100.00
Woodley & North Earley Community Forum	40.00
<b>TOTAL</b>	<b>£9,040</b>
Wokingham Borough Sports Council	750.00

It was **RESOLVED** that no award be made to Relate, Revitalise or Sue Ryder (Duchess of Kent Hospice) due to the lack of information provided with regard to the number of Earley residents benefitting from their work. Members requested that, in future, if this information is not provided with the initial application, applicants are reminded that it is an essential part of the decision making process.

#### 45. **WOKINGHAM BOROUGH COUNCIL: BOROUGH PLAN – 2025**

Members of the Policy & Resources Committee were requested to agree their top three priorities for submission to Full Council and consideration in the new Borough Plan. It was

**RESOLVED** that the Policy & Resources Committee priorities be -

1. Clean, green & enjoyable spaces
2. Affordable Housing
3. Services for Children

#### 46. **STAFFING REVIEW SUB-COMMITTEE**

It was agreed this item would be discussed in confidential session.

#### 47. **ORDERS FOR PAYMENT**

Members noted details of Orders for Payment since the last meeting of the Town Council (Vouchers 1629 - 1696 and Imprest Account Vouchers 256 – 267).

#### 48. **PUBLICATIONS**

Members noted the following items, received and available for viewing in the Council Chamber:

Earley Neighbourhood Action Group:	Community Forum Meeting Minutes – 15th October 2018.
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Woodley & North Earley Community Forum:	Minutes of meeting held 19 <sup>th</sup> September 2018.
Maiden Erlegh Residents' Association:	Minutes of the Executive Committee held on 8 <sup>th</sup> November 2018.

**49. PRESS RELEASES**

Consideration was given to whether any of the foregoing items should be the subject of a press release and it was

**RESOLVED** that the following receive special press attention

1. The Town Council's match funding of the contribution made by the Wokingham Sports Sponsorship Fund to local young sports people
2. The Mayor's presentation of the Spirit of Sport Cup at the Wokingham Borough Sports Council Awards ceremony, to take place at Bulmershe School on Friday 23<sup>rd</sup> November 2018.

**50. TERMINATION OF MEETING**

The meeting was declared closed by the Chairman at 9.45pm