

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, 19th July 2017 commencing at 7.45pm.

Present

Chairman – Councillor N Jorgensen

Councillors Mrs J Clark, M Firmager, T Holton, R Houlbrooke, Mrs P Jorgensen, C Smith and B Wedge

Apologies for absence were received from Councillor G Grandison and Mrs A Swaddle

13. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Policy & Resources Committee held on 31st May 2017 were confirmed as a true record and signed by the Chairman.

14. SUB-COMMITTEES & WORKING PARTIES

14.1. Community & Youth Sub-Committee

Further to the decision at Minute 3 that the Community & Youth Sub-Committee not be formed, Councillors were requested to reconsider the appointment of this Committee.

At Minute 4.1.2 it was resolved to amalgamate the Community & Youth Sub-Committee with the Policy & Resources Committee for a trial period.

On looking up the legislation, the Town Clerk advised that since the Policy & Resources Committee was a ‘Committee appointed...for regulating and controlling the finance of the local authority’ there could not be any members of that Committee that were not members of the Council.

Consequently, Councillors were requested to consider, in the light of this new information, re-establishment of the Community & Youth Sub-Committee, to be composed of the members of the Policy & Resources Committee and to invite the organisations previously attending to be present.

If so resolved, meetings of the Sub-Committee would take place on the same evenings as the Policy & Resources Committee, commencing at 7.15 pm and to close at 8.00 pm, when the Policy & Resources Committee meeting would commence.

RESOLVED

1. that the Community & Youth Sub-Committee be reconstituted with membership comprising Councillors that are members of the Policy & Resources Committee and, further, that all participants who had previously attended from the community organisations be invited to attend.
2. that the meetings will commence at 7.15 pm and 45 minutes will be allowed for the Community & Youth Sub-Committee.

3. that this arrangement be the subject to a trial period of six months, following which the Policy & Resources Committee be requested to consider whether it should continue.

15. LOCAL AUTHORITIES PROPERTY FUND

RESOLVED that the press and public be excluded from the meeting during discussion of this item.

16. REQUESTS FOR FINANCIAL ASSISTANCE

16.1 Letters of Thanks

It was noted that letters of thanks had been received from:

- Ace (Activity Centre Earley)
- Earley Volunteer Driver Bureau
- CRUSE Bereavement Care

17. INTERNAL AUDITOR

17.1 Appointment of the Internal Auditor 2017/18

Consideration was given to a proposal which was contained in a letter from Mrs Connell, a copy of which is appended to these Minutes. The Town Clerk indicated that Mrs Connell had carried out thorough and detailed audits and that the rate charged was lower than the previous auditor. It was

RECOMMENDED that Mrs C Connell be appointed as Internal Auditor for 2017/18.

17.2 Action Plan

Further to Minute 26.1.2 of the Town Council, Councillors noted that following the Internal Audit Review for 2016/17 the Financial Action Plan had been finalised by Officers, a copy of which is appended to these Minutes. The Town Clerk offered his thanks to the Deputy Town Clerk for her work in this regard. Following discussion it was

RESOLVED to review the progress at the next meeting of the Policy & Resources Committee in September.

18. THAMES VALLEY POLICE

18.1 Speed Indicator Device

Further to Minute 6.2, Councillors noted the response to the Town Clerk's request for additional information from the Area Inspector.

19. LICENSING APPLICATION

19.1 Councillors noted the following application for minor variation of Premises Licence, previously attached.

Applicant: Seven Red Roses

Trading Site: Maiden Place, Lower Earley

RESOLVED that further information is requested with regard to point 3 in Part 3 of the Application, removal of conditions. It appears that these conditions require inclusion.

- 19.2 To consider the following application to renew Trading Consent, previously attached:

Applicant: Mr Saleirki , Hakan Catering

Trading Site : Layby at Chalfont Way

RESOLVED that Councillors support this application.

20. ORDERS FOR PAYMENT

The Committee noted details of Orders for Payment paid since the last meeting of the Town Council (Vouchers 114 - 194) a copy of which is attached to these Minutes.

21. PUBLICATIONS

The Committee noted that the following publication had been received in the Council Offices and was available for viewing in the Council Chamber:

Earley Neighbourhood Action Group:	Agenda for Meeting held on 10 th July 2017
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22. PRESS RELEASES

No press releases were requested.

23. TERMINATION OF MEETING

The meeting was declared closed by the Chairman at 9.09 pm.