

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, 31st January 2018 commencing at 8.00pm.

Present

Chairman – Councillor N Jorgensen

Councillors Mrs J Clark, M Firmager, G Grandison, T Holton, R Houlbrooke, Mrs P Jorgensen, C Smith and Mrs A Swaddle

Apologies for absence were received from Councillor B Wedge

42. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Policy & Resources Committee held on 15th November 2017 were confirmed as a true record and signed by the Chairman.

43. ESTIMATES OF INCOME & EXPENDITURE

43.1 Draft Estimates of Income & Expenditure

Consideration was given to the Draft Estimates of Income & Expenditure for this Committee for 2018/19 and the revised estimates for 2017/18. In connection therewith, the Committee noted and approved details of the financial transactions for the period ended 30th November 2015 included within the report.

Members further noted the Estimates of Income & Expenditure for 2018/19 and the Revised Estimates for 2017/18 compiled by the Standing Committees, as attached to the agenda, together with the approved Estimates of this Committee. Additionally, they noted the recommendations received from the Budget Working Party Meeting held on Wednesday 24th January 2018, a copy of which was circulated to Members under separate cover.

The Town Clerk highlighted the two corrections to the information provided contained within the notes of the Budget Working Party. He also confirmed the Wokingham Borough Executive decision to continue to part fund the Earley Help Shop for the next two years and thereafter the situation would be reviewed as part of the 21st Century Council programme.

Following the discussions it was further

RESOLVED that

1. The notes of the Budget Working Party, attached herewith, be approved.
2. Recommendations at 2.1, 2.2, 2.3 and 2.4 as detailed be approved.

43.2 Precept Working Papers

Consideration was given to the Town Clerk's Precept Working Papers copies of which were attached to the agenda. Arising therefrom, the Committee was requested to assess the amount required as the Town Precept for 2018/2019 and recommend to the Town Council accordingly.

The level of Precept given within the Town Clerk's Working Paper revised to take account of the resolved changes at Minute 43.1 would mean an increase in the Town Council's 'share' of the Council Tax from £69.14 to £72.59 for the year on a Band D property, assuming the confirmation of the revised provisional tax base of £11,842.50 by Wokingham Borough Council.

RECOMMENDED that

the Town Council Precept for 2018/19 be set at £859,700.00, as per attached Precept Working Paper, amended to take account of the resolved changes referred to above.

43.3 Loans & Investments

The Committee noted a report on current loans and investments, a copy of which is appended to these Minutes.

44. SUB-COMMITTEES & WORKING PARTIES

44.1 Community & Youth Sub-Committee

Consideration was given to the Minutes of the Community & Youth Sub-Committee held on 15th November 2017, a copy of which is appended to these Minutes.

RESOLVED that the Minutes be received and approved.

44.2 Dates of Future Meetings of the Community & Youth Sub-Committee

Councillors were reminded that at Minute 4.1.2 as amended at Minute 14.1, it was resolved to review the arrangements for meetings of the Sub-Committee following a six month trial where the meetings would precede this Committee's meetings with the same membership as this Committee plus representatives from the community in attendance.

Councillors were further reminded that, prior to the decisions referred to above, the Sub-Committee met on a different day and with a different membership.

Following discussion it was

RESOLVED that

1. Community and Youth Sub-Committee meetings continue to be held prior to Policy & Resources Committee Meetings
2. The number of meetings be reduced from six to five with no Community & Youth Sub-Committee meeting to be held prior to the Policy & Resources Committee Meeting at which grant applications would be discussed.
3. Membership of the sub-committee remain as members of the Policy & Resources Committee and that the meeting be open to any other Member of the Council wishing to attend.

45. NOTICE OF EXTERNAL AUDITOR APPOINTMENT 2017/18

Councillors noted that Smaller Authorities Audit Appointments (SAAA) had confirmed the appointment of PFK Littlejohn LLP as External Auditor for a 5 year period commencing with the Financial Year 2017/18.

Members were particularly advised that any conflict of interest must be notified to SAAA.

46. NATIONAL ASSOCIATION OF LOCAL COUNCILS

Councillors considered the invitation from Berkshire Association of Local Councils (BALC) for Earley Town Council to rejoin the National Association of Local Councils (NALC) and BALC, particularly in the light of the General Data Protection Regulations (GDPR).

RESOLVED that the Town Council rejoin the National Association of Local Councils (NALC) and Berkshire Association of Local Councils (BALC) at the reduced promotional rate of 50% for a trial six-month period and then for a further review to be undertaken.

47. GENERAL DATA PROTECTION REGULATION

The Town Clerk and Deputy Town Clerk had attended various events where information had been provided on GDPR. A report on the current position was attached to the agenda.

Councillors noted the report and, in particular, that the Regulations that was due to come into force on 25th May 2018. Further, that at the present time, specific sector information was being provided by NALC.

48. LICENSING APPLICATION

Councillors noted the following application for a New Premises Licence and that representations should be received by 31st January 2018:

Applicant: Mid Counties Co-operative Food
Trading Site: Unit 1, Englefield Place, Earley, RG6 1FR

A Member observed that the premises were located in Woodley Civil Parish, despite the Earley postal address and, consequently it was

RESOLVED that no comment be made on the application.

49. ORDERS FOR PAYMENT

The Committee noted details of Orders for Payment paid since the last meeting of the Town Council (Vouchers 661 – 686, 687 – 749, 750 – 769, 770 – 810 and 811 – 825) and Imprest Account (Vouchers 081 – 122) a copy of which is attached to these Minutes.

50. PUBLICATIONS

The Committee noted that the following items had been received and were available for viewing in the Council Chamber:

Me2 Club:	November Me2 Club Newsletter. Christmas Me2 Club Newsletter.
Earley Volunteer Driver Bureau:	EVDB News Issue 11, Winter 2017.

51. PRESS RELEASES

Consideration was given as to whether any of the foregoing items should be the subject of a special press release.

RESOLVED that there be no press releases issued.

52. TERMINATION OF MEETING

The meeting was declared by the Chairman at 9.09pm.