



**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, 30<sup>th</sup> January 2019 commencing at 8.07pm.

Present

Chairman – Councillor N Jorgensen

Councillors J Clark, G Grandison, T Holton, R Houlbrooke, P Jorgensen, A Swaddle and B Wedge.

In attendance Jo Friend (Town Clerk), Jo Shaw (Deputy Town Clerk) and Councillor J Rance JP.

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**51. APOLOGIES FOR ABSENCE**

Apologies were received from Councillors A Bradley and C Smith.

**52. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**53. MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Policy & Resources Committee held on 21<sup>st</sup> November 2018 were confirmed a true record and signed by the Chairman.

The Confidential Minutes of the meeting of the Policy & Resources Committee held on 21<sup>st</sup> November 2018 were confirmed a true record and signed by the Chairman.

**54. DRAFT BUDGET AND PRECEPT**

**54.1 Draft Budget 2019/20 and Precept 2019/20**

All Members had been invited to the Budget Working Party meeting held on 23<sup>rd</sup> January 2019, and had been provided, in advance of that date, with detailed income and expenditure estimates for the Council's business 2018/19 and 2019/20.

Councillors noted the contents of the Budget Working Party Report dated 24<sup>th</sup> January 2019, provided under separate cover, and following discussion it was unanimously

**RESOLVED** that the Budget Working Party Report, as attached to the agenda, be approved.

Councillors thanked the Town Clerk and her fellow Officers for their hard work on this matter, and for producing a very clear, thorough budget document. Councillors unanimously

**RESOLVED** that the following be put forward for approval at the next meeting of the Council:

1. The proposed Budget 2019/20, as detailed in the document supplied to Members for the meeting on 23<sup>rd</sup> January, be approved unamended.

2. The revised charging schedule, including the restructuring of cemetery fees, as recommended by the Amenities and Leisure Committee at their meeting on 5<sup>th</sup> December 2018, be approved.
3. The Town Council Precept for 2019/20 be set at £881,817.45 as detailed in the ‘Summary of Draft Budget Figures Financial Year 2019/20’. This would equate to an increase of £1.55 for the year (or 3p per week) for a Band D household.

**55. EXTERNAL AUDITOR**

Councillors were reminded that the Smaller Authorities Audit Appointments (SAAA) appointed PFK Littlejohn LLP as the Town Council’s external auditor for a 5 year period commencing the financial year 2017/18 and that any conflict of interest must be notified to SAAA.

**56. LICENSING APPLICATION**

Councillors noted the following application to renew a Private Hire Operators Licence:-

Applicant: Yellow Cars Ltd

Trading Site: Building W020, Spur 9, Earley Gate, Whiteknights Road

Councillors were advised that Reading Borough Council should receive representations by 1<sup>st</sup> February 2019.

**RESOLVED** that the application not be supported as there were inaccuracies on the form. Members requested the application be sent to WBC and clarification sought.

**57. ORDERS FOR PAYMENT**

Members noted details of Orders for Payment since the last meeting of the Town Council (Vouchers 1697 – 1866) and Imprest Account (Vouchers 268 – 297).

**58. PUBLICATIONS**

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

Woodley & North Earley Community Forum:	Minutes of the meeting held on 19 <sup>th</sup> September 2018. Agenda for meeting to be held on 6 <sup>th</sup> February 2019.
Maiden Erlegh Residents’ Association:	Minutes of the meeting held on 13 <sup>th</sup> December 2018. Minutes of the meeting held on 10 <sup>th</sup> January 2019
Earley Neighbourhood Action Group:	Minutes of the meeting held on 26 <sup>th</sup> November 2018.

**59. LETTERS OF THANKS**

It was noted that further to the grant awarding decisions taken by this Committee at its meeting of 21<sup>st</sup> November 2018, letters of thanks had been received from:

- Home Start Wokingham
- Citizens Advice Wokingham
- EarleyBus
- ARC Youth Counselling
- Wokingham Job Support Centre
- Citizens Advice Reading

**60. 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 work of the volunteers and environmental groups in Earley.
2. HELP (Huge Earley Litter Pick) to be held on Sunday, 24<sup>th</sup> March 2019.

**61. TERMINATION OF MEETING**

The meeting was declared closed by the Chairman at 8.39pm