

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

12 February 2020

Dear Councillor

Notice is hereby given that the Meeting of Earley Town Council will be held in the Council Chamber, Council Offices, Radstock Lane, Earley, Berkshire on **Wednesday, 19th February 2020** commencing at 7.30 pm.

Yours faithfully

Jo Friend

TOWN CLERK

A G E N D A

The first twenty minutes of the meeting will be set aside for members of the public to pose questions to the Council. If there are no questions, the Council will commence business forthwith.

1. APOLOGIES FOR ABSENCE

To receive.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members.

3. MINUTES OF PREVIOUS MEETING

To consider the minutes of the meeting of the Town Council held on 27th November 2019 and, if appropriate, to authorise their signing as a true and correct record.

4. TOWN MAYOR'S COMMUNICATIONS

To receive such communications as the Town Mayor may wish to bring to the notice of the Council.

Appendix A

5. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 5.1 Planning Committee - 10th December 2019 (Minutes 103 – 111)
- 14th January 2020 (Minutes 112 – 122)
- 5.2 Amenities & Leisure Committee - 15th January 2020 (Minutes 58 – 71)
- 5.3 Policy & Resources Committee - 29th January 2020 (Minutes 63 – 76)

6. REPRESENTATIVES TO OTHER BODIES

6.1 Reports of Representatives

To receive any Councillors' reports on meetings of outside bodies on which this Council is represented:

- 6.1.1 Highwood Management Conference
Councillor A. Neal to give a verbal report on meeting attended 8th January 2020.
- 6.1.2 Design our Neighbourhood Event
Councillor N. Brock to give a verbal report on meeting attended 22nd January 2020.
- 6.1.3 Borough Parish Liaison Forum
Councillor A. Neal to give a verbal report on meeting attended 10th February 2020.

7. BUDGET & PRECEPT 2020/21

To consider the recommendations made at the Policy & Resources Committee meeting of 29th January 2020, and to **RESOLVE** accordingly:

- 7.1 To approve a 3% increase to hire charges (hall hire, sports pitches, allotment fees and fishing permits) as recommended by the Amenities & Leisure Committee at its meeting on 6th November 2019. Members to **RESOLVE**.
- 7.2 To approve a 10% increase to cemetery charges, as recommended by the Amenities & Leisure Committee at its meeting on 15th January 2020. Members to **RESOLVE**.
- 7.3 To approve the proposed Budget 2020/21, as detailed in the document supplied to Members at the Budget Working Party meeting on 24th January 2020 and the Policy & Resources Committee meeting on 29th January 2020. Members to **RESOLVE**.
- 7.4 To approve the Town Council Precept for 2020/21. The precept to be set at £978,271 as detailed in the 'Summary of Draft Budget Figures Financial Year 2020-21', as supplied to Members at the Budget Working Party meeting on 24th January 2020 and the Policy & Resources Committee meeting on 29th January 2020. This will equate to a 3% increase plus an additional £70,000, ring fenced for the extension of the Mays Lane Cemetery. Members to **RESOLVE**.

8. SCHEDULE OF MEETINGS 2020/21

To consider the Schedule of Meetings 2020/21 and to **RESOLVE** accordingly.

Appendix B

9. TREE MANAGEMENT POLICY

To receive the recommendation of the Policy & Resources Committee, that the Tree Management Policy be adopted. Members to **RESOLVE** on adoption.

10. FINANCIAL INFORMATION

To note that the software migration, from Sage to RBS Rialtas has been completed and staff are making good progress with the new system.

11. SIBLY DEVELOPMENT

To consider the Town Clerk's report on the transfer to the Town Council of the Sibly development's open space. Members to **RESOLVE** on next steps.

Report provided under separate cover

12. LOCAL PLAN REVIEW

To receive an update on discussions held at the Planning Committee meeting on 11th February 2020.

12.1 To consider the recommendation of the Planning Committee that a Local Plan Update Working Party, reporting to the Planning Committee, be set up and to **RESOLVE** accordingly.

12.2 To consider the recommendation of the Planning Committee that it be delegated the power to respond to the Wokingham Borough Council Draft Local Plan Update consultation, in accordance with the recommendations provided by the Local Plan Update Working Party, and to **RESOLVE** accordingly.

13. WBC OVERVIEW AND SCRUTINY COMMITTEES

To consider any issues the Council may wish to submit for consideration by the Wokingham Borough Council Overview and Scrutiny Committees. Issues considered in 2019/20 included Climate Emergency, WBC Budget Process, grounds maintenance, safeguarding, school performance, flood risk, community safety and the integration of health and social care.

14. GREEN FAIR

To consider and discuss matters around the organisation of the annual Green Fair.

15. COUNCILLORS' ATTENDANCES

15.1 Record of Members' Attendance

To note details of Councillors' attendance during 2019/20 at meetings of the Council and its Committees.

Appendix C

16. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 2882 – 2906, 2907 – 2935), and Imprest Account (Vouchers 421-429).

Appendix D

17. PUBLICATIONS

To note that the following publications have been received and are available for perusal in the Council Offices:

Earley Neighbourhood Action Group	Community Forum Meeting Minutes 13.1.20
Association of Central Earley Residents	Community Meeting Summary 14.1.20
Me2 Club	Newsletter – January 2020
Involve Wokingham	Chain Newsletter – January 2020

18. PRESS RELEASES

To decide whether any of the foregoing items of business shall form the subject of a press release.

19. EXCLUSION OF PUBLIC AND PRESS

To RESOLVE that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for items 20, 21, 22, 23 and 24 on the Agenda.

20. MINUTES OF PREVIOUS MEETING

20.1 To consider the Confidential Minutes of the meeting of the Town Council held on 27th November 2019 and, if appropriate, to authorise their signing as a true and correct record.

20.2 To receive the Confidential Minutes of the following meetings:

Amenities & Leisure Committee 15th January 2020

Policy & Resources Committee 29th January 2020

21. SERVICE TO EARLEY AWARDS

To receive a report from the Service to Earley Awards Panel and to **RESOLVE** accordingly.

22. CENTREPOINT HIRER

The Town Clerk to provide any available updates.

23. COMMUNITY CENTRE LEASEHOLDER

The Town Clerk to provide any available updates.

24. STAFFING MATTERS

The Town Clerk to provide an update on the recruitment of a Finance Officer.