

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

15 June 2020

Dear Councillor

Notice is hereby given that a remote meeting* of Earley Town Council will be held on **Wednesday, 17th June 2020** commencing at 7.30 pm.

Yours faithfully

Jo Friend

TOWN CLERK

Members of the public are welcome to attend the meeting which will be held using the Zoom conferencing platform.

To obtain the login details please email administration@earley-tc.gov.uk no later than 4pm Wednesday 17th June 2020.

*The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

A G E N D A

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members.

3. PUBLIC FORUM

To receive any questions from members of the public attending the meeting. The Public Forum shall not exceed 15 minutes. If there are no questions, the Council will commence business forthwith.

4. MINUTES OF PREVIOUS MEETING

To consider the minutes of the meeting of the Town Council held on 20th May 2020 and, if appropriate, to authorise their signing as a true and correct record.

5. TOWN MAYOR'S COMMUNICATIONS

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

6. COMMITTEE REPORTS

To receive the minutes of the following meeting:

- 6.1 Policy & Resources Committee - 10th June 2020 (to follow)

7. DELEGATION OF POWERS

7.1 Full Council

- 7.1.1 Members to discuss the continuation of the schedule of delegation of emergency powers to the Town Clerk, plus a nominated Councillor, and to **RESOLVE** accordingly.

Appendix A

7.2 Planning Committee

- 7.2.1 To receive and consider the Deputy Town Clerk's report on the planning administration process adopted by the Town Council and the schedule of delegation relating to the work of the Planning Committee.

Appendix B

- 7.2.2 To **RESOLVE** that the planning administration process be continued and that it be reviewed on a regular basis.

- 7.2.3 To **RESOLVE** that the system of delegation, as adopted by Council in relation to the Planning Committee, be continued and be reviewed at the Full Council meeting on 14th October 2020.

8. FINANCE UPDATE

To receive any updates that may have arisen since the Policy & Resources Committee meeting held on 10th June 2020.

9. CASUAL VACANCY - TOWN COUNCILLOR

To consider the application received for the vacancy on the Town Council and to **RESOLVE** to co-opt the applicant onto the Town Council.

Appendix C

10. APPOINTMENTS TO COMMITTEES

10.1 Policy & Resources Committee

To receive the nomination of Councillor Tahir Maher as a member of the Policy & Resources Committee and to **RESOLVE** accordingly.

10.2 Planning Committee

To receive nominations to fill the seat on the Planning Committee, vacated by Councillor Ireland, and to **RESOLVE** accordingly.

11. QUEEN VICTORIA INSTITUTE FUND

- 11.1 To receive notification from the QVI that it is their intention to change status and become a Charitable Incorporated Organisation (ICO), a move which will reduce trustees' personal liability.

- 11.2 To consider if the Council wishes to continue to nominate a trustee and, if so, to **RESOLVE** on the nomination of the individual, as required by the change of status.

12. **LOCAL GREEN SPACE**

12.1 **Identification**

To receive a verbal report from the Chair of the Planning Committee regarding the request from Wokingham Borough Council that the Town Council identify areas of green, open space which it considers are of importance to the Earley community. Members to note the relevant submission already made by the Town Council to the Draft Local Plan Update.

Appendix D

12.2 **Addition**

Members to consider the site at the east of Maiden Erlegh Lake as a possible addition to the list and to **RESOLVE** that authorisation be given to the Deputy Town Clerk to submit a response to Wokingham Borough Council by 18th June 2020.

Appendix D

13. **COUNCILLORS' ATTENDANCE**

13.1 **Record of Members' Attendance**

To note details of Councillors' attendance during 2020/21 at meetings of the Council and its Committees.

Appendix E

14. **ORDERS FOR PAYMENT**

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 3150, 3151 – 3181, 3182 – 3183, 3184 – 3211) and Imprest Account (Vouchers 1 – 10, 11 – 12 and 475 – 498).

Appendix F

15. **PRESS RELEASES**

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

16. **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 item 17 on the Agenda.*

17. **MINUTES OF PREVIOUS MEETING**

- 17.1 To consider the Confidential Minutes of the meeting of the Town Council held on 20th May 2020 and, if appropriate, to authorise their signing as a true and correct record.

- 17.2 To receive the Confidential Minutes of the following meeting:

Policy & Resources Committee

- 10th June 2020 (to follow)