

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

21 July 2021

Dear Councillor

Notice is hereby given that a remote meeting* of the Councillors of Earley Town Council will be held on **Wednesday, 28th July 2021** 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.

Meeting ID 816 1997 9638 Passcode 946481

To obtain a link to the meeting please email administration@earley-tc.gov.uk no later than 4pm Wednesday 28th July 2021.

*In accordance with Minutes 7, 7.1 and 7.2, Delegated Powers resolutions, passed by Full Council at its Annual Meeting on 4th May 2021.

AGENDA

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 MEETINGS**

- 4.1 To consider the minutes of the meeting of Members of the Town Council held on 16th June 2021 and, if appropriate, to agree they represent a true and correct record and **RECOMMEND** they be signed by the Chair.

4.2 To consider the minutes of the meeting of the Town Council held on 17th June 2021 and, if appropriate, to agree they represent a true and correct record and **RECOMMEND** they be signed by the Chair.

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 meetings:

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|-----|-------------------------------|---|---|-------------------|
| 6.1 | Amenities & Leisure Committee | - | 30 th June 2021 (<i>draft</i>) | (Minutes 16 – 31) |
| 6.2 | Planning Committee | - | 8 th June 2021 | (Minutes 18 – 33) |
| | Extraordinary | - | 22 nd June 2021 | (Minutes 34 – 38) |
| | | - | 6 th July 2021 (<i>draft</i>) | (Minutes 39 – 56) |
| 6.3 | Policy & Resources Committee | - | 14 th July 2021 (<i>draft</i>) | (Minutes 21 – 39) |

7. REPRESENTATIVES ON OTHER BODIES

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

7.1 Wokingham Job Support Centre

To receive a written report from Councillor A Mickleburgh.

Appendix A

8. COVID-19 -UPDATE

8.1 Community Centres

To note that, following the lifting of government restrictions, the Town Council shall be recommending that face coverings be worn in its public buildings and that hirers continue to observe hand washing recommendations and other recommended practices.

8.2 Council Offices and Helpshop

To note that, following the lifting of government restrictions, the Town Council shall be continuing with all the measures previously put in place to protect the health and welfare of staff. Visitors to the Helpshop will be requested to continue wearing a face covering when attending the site.

9. DELEGATION OF POWERS

9.1 Use of Delegated Powers

Members to receive a report detailing the use of delegated powers.

Appendix B

9.2 Full Council

Members to consider the continuing impact of the pandemic on the Council's ability to hold all meetings face to face whilst ensuring the safety of all participants. To discuss the continuation of the schedule of delegated powers as detailed in Minutes 7, 7.1 and 7.2, Delegated Powers, Annual Meeting of the Council, 4th May 2021.

Members to **RECOMMEND** accordingly.

10. **CITIZENS ADVICE WOKINGHAM – FUNDING REQUEST**

To consider further the request from Citizens Advice Wokingham for a grant to support the purchase and running of a mobile advice unit, as discussed at the Policy & Resources Committee meeting on 14th July 2021. Councillor C Jones to provide additional information on the project.

Members to **RECOMMEND** accordingly.

11. **MAYS LANE CEMETERY**

To receive any available updates on Wokingham Borough Council's plans to replace the footbridge at Earley train station and the possible impacts this would have on Mays Lane Cemetery and the Town Council's plans to extend the burial ground.

12. **BULMERSHE PARK – TOWN GREEN PROPOSAL**

To consider a proposal from the Friends of Bulmershe Open Space, that Earley Town Council support the petitioning of Wokingham Borough Council to designate Bulmershe Park as a Town Green.

Members to discuss and to **RECOMMEND** accordingly.

Appendix C

13. **LOCAL CYCLING & WALKING INFRASTRUCTURE PLAN**

To note that comments are invited on Wokingham Borough Council's draft Local Cycling & Walking Infrastructure Plan.

In view of the short timescale for the submission of comments, to consider authorising the LCWIP working group to respond to this consultation.

Members to **RECOMMEND** accordingly.

Appendix D

14. **REVIEW OF PARLIAMENTARY CONSTITUENCIES**

To receive information, as provided by HALC, on the consultation currently being conducted in relation to the review of Parliamentary constituencies.

Appendix E

15. **COUNCILLORS' ATTENDANCE**

15.1 Record of Members' Attendance

To note details of Councillors' attendance during 2021/22 at meetings of the Council and its Committees. Records to include both remote meetings of councillors and face to face meetings of Committees and Council.

Appendix F

16. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 4116 – 4118, 4119 - 4144). There were no Imprest vouchers to report.

Appendix G

17. PUBLICATIONS

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

NERA	Minutes of Executive Meeting – 8 th July 2021
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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

To consider the Confidential Minutes of the meeting of Members of the Town Council held on 16th June 2021 and, if appropriate, to recommend their signing as a true and correct record.

21. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meetings:

21.1 Policy & Resources Committee - 14th July 2021 (*draft*) (Minutes 36 - 38)

22. DELEGATION OF POWERS

22.1 Use of Delegated Powers – Confidential Matters

Members to receive a report detailing the use of delegated powers in confidential matters.

Confidential Appendix H

23. SERVICE TO EARLEY AWARD

To receive a report from the meeting of the Service to Earley Award Panel, held on 18th June 2021.

Members to discuss and to **RECOMMEND** accordingly.

Confidential Appendix I

24. COVID AWARD

To note that members of the Covid Award working group intend to meet in August.