

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

18 November 2021

Dear Councillor

Notice is hereby given that a remote meeting* of the Councillors of Earley Town Council will be held on **Wednesday, 24th November 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 863 8491 8179 Passcode 035250

To obtain a link to the meeting please email administration@earley-tc.gov.uk no later than 4pm Wednesday 24th November 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**

To consider the minutes of the meeting of Members of the Town Council held on 6th October 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. TOWN MAYOR'S CHRISTMAS RECEPTION

To receive an update from Cllr A Bassett on arrangements for the annual Town Mayor's Christmas Reception.

7. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 7.1 Amenities & Leisure Committee - 3rd November 2021 (*draft*) (Minutes 50 – 66)
- 7.2 Planning Committee - 5th October 2021 (Minutes 84 – 98)
- 9th November 2021 (*draft*) (Minutes 99 – 111)
- 7.3 Policy & Resources Committee - 10th November 2021 (*draft*) (Minutes 59 – 75)

8. REPRESENTATIVES ON OTHER BODIES

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

8.1 Wokingham Active Travel Community Hub

Cllr A Neal to provide a verbal update on his attendance at three WATCH sessions.

9. DELEGATION OF POWERS

9.1 Use of Delegated Powers

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

Appendix A

9.2 Full Council

Members to review the current arrangements whereby meetings of Earley Town Council committees are held in person and the Full Council meeting is held remotely. Issues remain around the lack of a suitable venue large enough to accommodate Full Council, council officers and members of the public and also trying to ensure the safety of all participants in terms of possible coronavirus infection.

To discuss the continuation of the schedule of delegated powers, for Full Council meetings only, 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. COUNCILLOR CODE OF CONDUCT

To consider the recommendation of the Policy and Resources Committee that the updated LGA Model Councillor Code of Conduct, as amended and adopted by Wokingham Borough Council, be adopted by Earley Town Council.

Members to **RECOMMEND** accordingly.

Appendix B

11. CULVER LANE ALLOTMENTS – FEES

To consider the recommendation of the Amenities and Leisure Committee (Minute 56, 3rd November 2021) that a nominal increase be applied to allotment fees with effect from January 2023.

Members to **RECOMMEND** accordingly.

12. CIL REQUEST

To consider the recommendation of the Policy and Resources Committee (Minute 68, 10th November 2021) that ETC CIL funds are not made available to Wokingham Borough Council for the purposes of replacing exercise equipment in Carnival Field.

Members to **RECOMMEND** accordingly.

13. LOCAL PLAN UPDATE

To receive a verbal update from Cllrs A Neal and S Matthews on the LPU Revised Growth Strategy Briefing session attended on 17th November 2021.

14. EARLEY TOWN COUNCIL GREEN EVENTS 2021

To note that the Town Clerk's report on the '26 to COP26 events, as discussed by the Amenities and Leisure Committee on 3rd November, has been circulated to all councillors.

15. COMMEMORATIVE PLAQUE

To receive an update from Cllr J Clark on the wording for the Covid-19 commemorative plaque, to be installed at the Council Offices.

16. 250K TREES – WBC PRE-CONSULTATION SURVEY

To note that Wokingham Borough Council has launched a pre-consultation survey on the Wokingham Engage website as part of its work to develop a tree strategy. Members, along with the wider community, are invited to take part in the survey.

17. COUNCILLORS' ATTENDANCE

17.1 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 C

18. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 4398 – 4424, 4425 – 4463 and 4464 – 4465). There were no Imprest vouchers to report.

Appendix D

19. PUBLICATIONS

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

The Friendship Alliance	e-newsletter 10 th November 2021
Fields in Trust	e-newsletter – November 2021
Involve Community Services	e-newsletter 12 th November 2021

20. PRESS RELEASES

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

21. 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 22, 23 and 24 on the Agenda.*

22. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of Members of the Town Council held on 6th October 2021 and, if appropriate, to recommend their signing as a true and correct record.

23. USE OF DELEGATED POWERS

Members to receive a report on the use of delegated powers in confidential session.

Appendix E

24. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meetings:

- 24.1 Amenities and Leisure Committee - 3rd November 2021 (*draft*) (Minute 65)
- 24.2 Policy & Resources Committee - 10th November 2021 (*draft*) (Minute 74)