

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

19 January 2022

Dear Councillor

A meeting of the Members of the Policy & Resources Committee will be held remotely* on **Wednesday, 26th January 2022** commencing at 7pm.

*Members of the public are welcome to attend the meeting which will be held using the Zoom conferencing platform. **Meeting ID 881 4274 0350 Passcode 442365***

To obtain further login details please email administration@earley-tc.gov.uk by 4pm, Wednesday 26th January 2022.

*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.

Yours faithfully

Jo Friend

TOWN CLERK

To: Members of the Policy & Resources Committee

Councillors C Jones (Chair), A Bassett, D Chopping, J Clark, J Eastwell, D Hare, R Houlbrooke, T Maher, S Matthews and A Mickleburgh.

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 MEETING

To consider the Minutes of the meeting held on 10th November 2021 and, if appropriate, to agree they represent a true and correct record and **RECOMMEND** the minutes be signed.

5. FINANCIAL MATTERS

5.1 Draft Budget and Precept 2022/23

5.1.1 To note that Budget Working Party meetings were held on 23rd November 2021, 6th December 2021 and 17th January 2022. Members have been provided with detailed income and expenditure records and estimates for the Council's business 2021/22 and 2022/23.

5.2 To consider the recommended budget arising from the Budget Working Party meeting of 17th January 2022 and to **RECOMMEND** it be put to Council for approval at its meeting of 9th February 2022.

5.3 To consider the recommendations arising from the Budget Working Party meeting of 17th January 2022 in relation to the Town Precept for 2022/23 and to **RECOMMEND** to Council accordingly. The precept figure to be formally approved by Full Council at its meeting of 9th February 2022. Reports and recommendations arising from the Budget Working Party meetings have been provided to Councillors under separate cover.

6. BANK RECONCILIATIONS

To note that the Bank Reconciliations for October and November 2021 have been made available to the Chair of Policy & Resources Committee for information.

7. EARLEY HELPSHOP - SERVICE LEVEL AGREEMENT

To note that Wokingham Borough Council has agreed to extend the SLA with Earley Town Council for services provided via the Helpshop, until 31st March 2024. Terms and conditions remain the same.

8. TOWN COUNCIL GRANTS

To note that applications for Earley Town Council Grants 2022 are now being invited. Promotional information has been posted on the Town Council website and all council noticeboards. In addition, previous recipients have been contacted by email.

The closing date for receipt of applications is 31st January 2022. A report on applications received will be submitted to the next Policy and Resources Committee meeting on 16th March 2022 for consideration.

9. COMMUNITY SPACE – RADSTOCK LANE CC

To begin discussions on a possible charging schedule for the new community space being created by ETC at Radstock Lane Community Centre. Details of ETC's other hall hire charges are available on the town council website.

10. CENTREPOINT CC

Earley Volunteer Drivers Bureau

10.1 Hire charges

To discuss a request that ETC waive the EVDB office hire charges with effect from 1st January 2022 as the charity will soon be vacating the centre. Members to **RECOMMEND** accordingly.

10.2 **Queen’s Award**
To discuss a request that the Town Council take possession of EVDB’s Queen’s Award and display it appropriately. Members to **RECOMMEND** accordingly.

11. CLIMATE EMERGENCY

11.1 **Updates**
To receive the notes of the Climate Emergency Working Group meeting of 10th January 2022.
Appendix A

11.2 **Draft Green Infrastructure Plan**
To consider the Earley Green Infrastructure Plan (3rd draft) as provided to councillors by the Climate Emergency Working Group. To consider next steps in relation to this document.

11.3 **WBC – ‘Let’s Talk Climate’**
To note that information on WBC’s ‘Let’s Talk Climate’ project is available on the Engage Wokingham Borough platform. Interested parties are invited to complete an expression of interest to join one of the peer groups, with opportunities to be part of an e-panel later in 2022.

12. PUBLICITY AND COMMUNICATIONS

To discuss setting up a working group to look at the Town Council’s use of social media and how communications with residents can be improved.

13. EARLEY STATION FOOTBRIDGE

To note that there have been further communications with Wokingham Borough Council on this matter. WBC has postponed the date of the next meeting until March to give them opportunity to provide information around areas of concern raised by the two town councils.

14. COVID RECOGNITION PLAQUE

To receive a final recommendation from the working group and to **RECOMMEND** accordingly.

15. LODDON BRIDGE VIADUCT

To discuss suggestions for how the 50th anniversary of the Loddon Bridge Viaduct disaster could be remembered. The disaster, in October 1972, caused the death of 3 construction workers and injured 10 others.

16. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 4466 – 4502, 4503 – 4534, 4535 – 4568, 4569 – 4571, 4572 – 4574) and Imprest Account (Vouchers 622-639).

Appendix B

17. PUBLICATIONS

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

CCB	Action for All e-bulletin January 2022
MERA	Minutes of meeting 13 th January 2022

18. PRESS RELEASES

To consider whether any of the foregoing items should be the subject of a special 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 and in the public interest that the public and press are temporarily excluded and are asked to withdraw for items 20 and 21 on the Agenda.

20. CONFIDENTIAL MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting held on 10th November 2021 and, if appropriate, to agree that they represent a true and correct record and **RECOMMEND** they be signed.

21. EMPLOYEE MATTERS

To receive updates on

- (i) Staffing Levels and Recruitment
- (ii) Training