

## EARLEY TOWN COUNCIL

### Town Clerk's Report to Councillors

#### Full Council Meeting – 9<sup>th</sup> February 2022

##### Record of Delegated Decisions

As local Coronavirus infection levels have remained high since the last meeting for Full Council, council business has been conducted in a series of remote and in person meetings. All these meetings have been open to members of the public and minutes of all such meetings are published on the council website. Earley Town Council has continued to use a process by which issues discussed and recommendations made at a remote meeting are followed, if required, by a decision taken under delegated authority by the Town Clerk and either the Chair of the Council or the Leader of the Council. This process of delegation is reviewed by councillors on a regular basis.

The decisions taken as part of this delegation scheme will be reported to Council regularly.

##### Delegated decisions – Full Council 24<sup>th</sup> November 2021

1. **Continued adoption of scheme of delegation** for Full Council meetings, meetings of committees to be held in person if possible. To be reviewed regularly.
2. **Councillor Code of Conduct** – revised Code of Conduct adopted (following recommendation from all councillors)
3. **Allotment Fees** – fees increased by a nominal sum (50p - £2), with effect from January 2023
4. **CIL Request** – WBC's request for ETC CIL monies to be spent on WBC exercise equipment project declined (following recommendation from all councillors)

##### Delegated decisions – Planning Committee 11<sup>th</sup> January 2022

1. **Submission of planning comments** to WBC

##### Delegated decision – Policy & Resources Committee – 26<sup>th</sup> January 2022

1. **Earley Volunteer Drivers Bureau** – office hire charge be waived with effect from 1<sup>st</sup> January 2022 as EVDB is disbanding and services are being moved to another charity