



**POLICY & RESOURCES COMMITTEE**

Minutes of a meeting of the Policy & Resources Committee, held in the Council Chamber at the Council Offices, Radstock Lane, Earley, Reading, on Wednesday 1<sup>st</sup> June 2022 which commenced at 7pm.

Present

Chair – Councillor D Hare

Councillors: J Clark, J Eastwell, R Houlbrooke, C Jones, S Matthews, A Mickleburgh, and C Smith.

In attendance: J Friend (Town Clerk), E Carroll (Deputy Town Clerk), R Fryer (Democratic Services Officer).

---

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs A Bassett and D Chopping.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

3. **PUBLIC FORUM**

No members of the public were present.

4. **MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Policy & Resources Committee held on 16<sup>th</sup> March 2022 were confirmed as a true record and **RESOLVED** for signature by the Chair (Minutes 98-121).

5. **FINANCE**

Councillors noted that the income and expenditure report for the financial year ending 31<sup>st</sup> March 2022 had been received by committee members, and that the Annual Return, plus supporting documents, would be presented to Full Council for approval at its meeting on 15<sup>th</sup> June 2022.

Explanation was requested for the additional sum of business rates paid in respect of Radstock Community Centre. Councillor Mickleburgh sought assurances that the current budget for gas and electric charges would be sufficient. The Town Clerk explained that, whilst all available information was considered when the 2022/23 budget was set, the global energy market had been, and continues to be, very volatile and therefore it was difficult to know how accurate the predictions of ETC's future costs would be. Councillors were reassured that, should business energy costs increase further during the year, there were sufficient funds in place to meet those costs. Councillor Mickleburgh asked why work on the cemetery extension project wasn't further on and what progress had been made on the replacement bus shelter project. The Town Clerk acknowledged that the cemetery extension was a priority and reminded councillors of reasons why officers had had to spend time on other matters first. She confirmed that a survey of all 50 bus shelters had been completed, that two bus shelters were to be replaced in the first instance



(order to be placed w/c 6<sup>th</sup> June), and the replacement or refurbishment of others in need would then be rolled out.

**6. BANK RECONCILIATIONS**

Councillors noted that the Bank Reconciliations for February and March 2022 had been made available to the Chair of the Policy & Resources Committee for information.

*Cllr C Smith entered the meeting*

**7. TOWN COUNCIL GRANTS**

7.1 The Committee considered two remaining grant applications outstanding from the Policy and Resources Meeting of 16<sup>th</sup> March 2022. It was

**RESOLVED** that the following be recommended to Full Council for approval at its meeting on 15<sup>th</sup> June 2022:

- First Days Children’s Charity – award of £1,500 to be made
- Wokingham Volunteer Centre – in view of the funds being transferred from a previous ETC grant recipient, the Earley Volunteer Driver bureau, no funds to be provided to the WVC in 2022 but they would be encouraged to submit an application in 2023

7.2 Wokingham Sports Sponsorship Fund

Councillors considered a request for match funding for a local junior athlete. It was

**RESOLVED** that a match funding payment of £450 be recommended to Full Council for approval at its meeting on 15<sup>th</sup> June 2022.

7.3 Elms Field Event

Members considered a request from WBC that town and parish councils make an offer of funding towards a welcome event for new guests and refugees, being held on Elms Field, Wokingham on 16<sup>th</sup> July 2022. It was agreed that no decision could be made until further information about the event had been provided by WBC.

**8. BALC**

Councillors considered the renewal of the Town Council’s subscription with the Berkshire Association of Local Councils. It was agreed that no decision would be made until after the Town Clerk had attended a meeting in mid-June, at which a BALC representative was due to give a presentation. This item to be reconsidered at the Policy and Resources meeting on 13<sup>th</sup> July 2022.

**9. YOUTH PROJECTS**

The Committee considered a motion from Cllr J Clark that funds from the Youth Project budget be used to pay a third-party provider to supply activities for local youngsters during the school summer holidays. Members were supportive of the motion and it was agreed that officers would pursue this and seek suitable providers.



*Cllr C Jones left the meeting*

**10. CLIMATE EMERGENCY**

Cllr C Smith provided a verbal update from the Climate Emergency working group on their discussions with Reading University in regard to a survey around heat exchange units. It was suggested that perhaps the university would like to attend the Green Fair.

**11. EARLEY STATION FOOTBRIDGE**

It was noted that no further communications had been received from WBC since the footbridge meeting of 7<sup>th</sup> March 2022. Councillors expressed concern that WBC did not appear to be providing clarity on the current situation.

**12. SIBLY - TRANSFER**

Councillors noted that ETC's solicitor was awaiting further information from Persimmon's solicitor before the transfer could be completed.

**13. COMMUNICATIONS**

Members noted the letters of thanks that had been received from the following ETC grant recipients:

ARC	Berkshire MS Therapy Centre	Earley Day Centre
Citizens Advice Reading	Earley Help Hub	EASI
Citizens Advice Wokingham	Queen Victoria Institute	Sue Ryder
Reading Male Voice Choir	Home Start Wokingham	ME2
Trinity Concert Band	Keep Mobile	

**14. ORDERS FOR PAYMENT**

Councillors received details of Orders for Payment made since the last meeting of the Town Council (Vouchers 4851 – 4858, 4859 – 4873) and Imprest Account (Vouchers 663 – 679).

**15. PUBLICATIONS**

It was noted that no new communications had been received since the publication of the Amenities and Leisure Committee agenda.

**16. PRESS RELEASES**

At the appropriate time, a press release for the summer Youth Project would be issued once the necessary arrangements had been made.

**17. EXCLUSION OF PUBLIC AND PRESS**

There were no members of the public or press present. It was agreed that the remaining items on the Agenda be taken under Part II.



**PART II**

18. **CONFIDENTIAL MINUTES OF PREVIOUS MEETING**

19. **COMMUNITY CENTRES**

20. **ADVISOR TO THE PLANNING COMMITTEE**

21. **TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 9.02pm.

.....  
Chair, Policy & Resources Committee