



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 5th October 2022 which commenced at 7pm.

Present

Chair – Councillor D Hare

Councillors: A Bassett, J Eastwell, R Houlbrooke, T Maher, and S Matthews.

In attendance: J Friend (Town Clerk).

40. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs D Chopping, J Clark, A Mickleburgh, C Jones, and C Smith.

41. DECLARATIONS OF INTEREST

Cllr S Matthews declared a prior connection to the grant applicant in agenda item 11. It was considered that Cllr Matthews' position did not require a declaration of interest.

42. PUBLIC FORUM

No members of the public were present.

43. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Policy & Resources Committee held on 13th July 2022 were confirmed as a true record and **RESOLVED** for signature by the Chair (Minutes 22-39).

44. BANK RECONCILIATIONS

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

45. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2021-22

The Committee were pleased to note that the audit process for 2021-22 had been completed and that Earley Town Council had again achieved a clean audit report. Councillors expressed their thanks to the Town Clerk and the Finance Officer for their efforts in this achievement.

46. INTERNAL AUDITOR

Members considered the Town Clerk's recommendation that Claire Connell be reappointed as Earley Town Council's internal auditor for 2022/23, annual fees unaltered. It was

RESOLVED that Claire Connell be reappointed Earley Town Council's internal auditor for 2022/23.



47. INSURANCE RENEWAL

The Committee noted that, in accordance with Financial Regulation 15.1, the Town Clerk had renewed the Council's insurance policies, with effect from 1st September 2022. The Town Clerk provided a verbal report.

48. FINANCE UPDATE

Members received a financial update from the Town Clerk. They noted the impact of the pandemic and recent events in relation to the utilities market. Members noted the lack of detail on support for businesses as announced by government and the efforts being made by officers to monitor and minimise costs.

49. COMMUNITY INFRASTRUCTURE LEVY

Councillors received a report on the CIL funding held by the town council.

49.1 WBC Co-Funding Request – California Country Park

Members considered the report from the WBC meeting on 20th September 2022. They discussed the limited CIL funds received by ETC, in comparison with some other parish and towns, and

RESOLVED that ETC would not contribute CIL funds to the project at this time.

49.2 SSEN Resilient Communities Fund Grant – Match Funding

Councillors considered the Town Clerk's recommendation that ETC match fund the SSEN Resilient Communities Fund grant of £2,100.57 using the CIL fund to purchase equipment required for the On-Site Emergency Flood Plan. It was

RESOLVED that ETC would use CIL funds as match funding, to enable the purchase of the required emergency equipment for the On-Site Emergency Flood Plan.

49.3 Community Garden Project – CIL Request

Members considered a request from the Lower Earley Salvation Army for CIL funds to assist them with their community garden project and it was

RESOLVED that £2,000 be awarded from the CIL fund towards the Lower Earley Salvation Army community garden project. It was agreed that a request be made for this contribution to the project be acknowledged in some way.

50. GRANT REQUEST

The Committee considered a grant request from Reading Welfare Rights to contribute to the cost of expanding their services to Earley residents. Members discussed the potential impact of the award on the residents of Earley and agreed that it would not detract from funding awarded by the Town Council to other local advice services. It was

RESOLVED that £500 be awarded to Reading Welfare Rights to help fund the work of their caseworkers in helping vulnerable citizens of Earley. A condition of any future funding would be the clear demonstration of benefits to Earley residents.



51. CLIMATE EMERGENCY

It was noted that members had received a copy of the notes from the Climate Emergency working group meeting of 8th September 2022.

52. BUILDING ACCESS CONTROL

The Committee received a report on the installation of access control systems at Maiden Place Community Centre and Radstock Lane Community Centre and noted that the project had received the support of the Amenities and Leisure Committee.

53. STATION FOOTBRIDGE

Members received a verbal update on the meeting arranged by Wokingham Borough Council on 23rd September 2022 which discussed WBC's footbridge replacement proposals. WBC had confirmed that it would be some time before any work would take place and Members were in agreement that the cemetery extension project should continue regardless.

54. ELECTORAL COMMISSION REVIEW

Councillors noted the Local Government Boundary Commission for England was conducting a public consultation on a review of the Wokingham borough electoral wards. Members were agreed that a town council response was not warranted at this stage.

55. ORDERS FOR PAYMENT

Councillors received details of Orders for Payment made since the last meeting of the Town Council (Vouchers 5035a – 5064, 5065 – 5085, 5086 – 5113, 5114 – 5152, 5153 – 5160, 5161 – 5195, 5196 - 5217) and Imprest Account (Vouchers 708 - 727).

56. PUBLICATIONS

It was noted that the following communications had been received and were available for perusal from the Council Offices:

CCB	E-Bulletin September 2022
MERA	Executive Committee Minutes 8 th September 2022

57. PRESS RELEASES

No press releases were requested.

58. 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

59. CONFIDENTIAL MINUTES OF PREVIOUS MEETING



- 60. COMMUNITY CENTRES**
- 61. STAFFING COMMITTEE**
- 62. TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 8.22pm.

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Chair, Policy & Resources Committee