

# EARLEY TOWN COUNCIL

Town Clerk  
JO FRIEND BA(Hons) PSLCC



Council Offices  
Radstock Lane  
Earley, Reading  
RG6 5UL

Tel: (0118) 986 8995

15<sup>th</sup> January 2025

Dear Councillor

A meeting of the Policy & Resources Committee will be held in the Council Chamber at the Council Offices, Radstock Lane, Earley, **Wednesday, 22nd January 2025** commencing at 7pm.

Yours faithfully

*Jo Friend*

**TOWN CLERK**

**To: Members of the Policy & Resources Committee**

Councillors D Hare (Chair), A Bassett, J Eastwell, T Holton, N Jorgensen, G Littler, A Long, T Maher, S Matthews and S Newton.

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## **A G E N D A**

**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 13<sup>th</sup> November 2024 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** the minutes be signed. (Minutes 41 - 60).

**5. BANK RECONCILIATIONS**

To note that the Bank Reconciliations for October and November 2024 have been made available to the Chair of Policy & Resources Committee for information.

**6. INTERNAL AUDIT**

To receive a report on the appointment of Earley Town Council's internal auditor.

*Appendix A*

## **7. TOWN COUNCIL GRANTS 2024/25**

### **7.1 New Applications**

To note that the application period for Tranche 3 of Earley Town Council's grants is currently open. Applications must be submitted by 31<sup>st</sup> January 2025 and will be considered by the Policy and Resources Committee at its meeting on 12<sup>th</sup> March 2025.

### **7.2 Letters of Thanks**

To note that letters of thanks for ETC grants recently awarded have been received from:

- Me2 Club
- Wokingham Volunteer Centre
- Readibus

## **8. YOUTH SERVICES - UPDATE**

To receive an update on the Town Council's work to resume the provision of youth services for young people in Earley.

*Appendix B*

## **9. ROYAL BERKSHIRE FIRE AUTHORITY - CONSULTATION**

To note that the Royal Berkshire Fire Authority is holding a consultation on its proposed increase to its council tax funding.

*Appendix C*

## **10. ORDERS FOR PAYMENT**

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 7274 - 7281, 7282 – 7305, 7306 – 7336, 7337 – 7342, 7343 – 7382, 7383 – 7406, 7407 - 7418) and Imprest vouchers 94 – 99 and 1004 - 1036).

*Appendix D*

## **11. PUBLICATIONS**

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

CCB (Connecting Communities in Berkshire)	E-newsletter September & October 2024
TVP	Police & Crime Bulletin – November & December 2024 Wokingham North NHPT weekly updates – November & December 2024
MERA	Minutes – November & December 2024
ACER	Minutes – 7 <sup>th</sup> October 2024
Me2 Club	E-newsletter November & December 2024

## **12. PRESS RELEASES, WEBSITE & SOCIAL MEDIA**

To consider whether any of the foregoing items should be the subject of a press release.

13. **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 14 and 15 on the Agenda.*

14. **CONFIDENTIAL MINUTES OF PREVIOUS MEETING**

To consider the Confidential Minutes of the meeting held on 13<sup>th</sup> November 2024 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed.

15. **BUDGET 2025/26**

To receive a report on the Budget 2025/26.

*Confidential Appendix E*