

EARLEY TOWN COUNCIL

Minutes of the meeting of Earley Town Council held in the Council Chamber, Council Offices, Radstock Lane, Earley, Berkshire on Wednesday 29th July 2015 which commenced at 7.45pm.

Present

Chairman – The Mayor, Councillor Mrs M De Jong

Councillors M Ahmed, J Armstrong, A Bradley, Dr N Brock, Mrs L Chambers, T Chambers, D Chopping, Ms P Dunn, M Firmager, G Grandison, R Houlbrooke, N Jorgensen, Mrs P Jorgensen, W Luck, Miss J Rance, J Russell, Mrs A Swaddle, P Willis

Apologies for absence were received from Councillors Miss L Blumenthal (work commitment), Mrs J Clark (holiday), T Holton (WBC), Mrs S Matthews (work commitment) and B Wedge (personal commitment). Councillor W Luck advised that he was representing the Town Council at an event at Wokingham Borough Council and may be late arriving at the meeting.

36. MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Town Council held on 24th June 2015 were confirmed as a true record and signed by the Chairman.

37. MAYOR'S COMMUNICATIONS

The Mayor announced that since the last meeting of the Town Council she had been invited to a number of events as follows:-

27 th June	Radstock School Fayre
28 th June	660 Go Karting event at Laurel Park
16 th July	Opening of the new inclusive play area at Sol Joel Park
16 th July – evening	Maiden Erlegh School Sports Personality Awards

38. TOWN COUNCIL COMMITTEES

38.1 Planning Committee

38.1.1 Meeting of the Planning Committee held on 7th July 2015

In presenting the Minutes of the meeting of the Planning Committee held on 7th July, the Committee Chairman, Councillor A Bradley, drew particular attention to Minute 14 in respect of the presentation on Bridleways received at the meeting, Minute 15 in respect of the Arborfield Road closure and Minute 18.1 concerning the proposals for the M4 motorway.

On the proposition of Councillor A Bradley seconded by Councillor J Armstrong it was

RESOLVED that the Minutes of the meeting of the Planning Committee held on 7th July 2015 (Minutes 13 - 29) be adopted.

38.2 Amenities & Leisure Committee

There was one amendment to the Minutes where Councillor G Grandison advised that he had been present for the whole meeting.

In presenting the Minutes of the meeting of the Amenities & Leisure Committee held on 1st July 2015, the Committee Chairman, Councillor Mrs L Chambers, drew particular attention to the financial review for the Community and Youth Centres which was contained within the Minutes.

With regard to the ETC Youth Grant shown within the income section for the Silverdale Centre, the Town Clerk advised that he had had ongoing correspondence with the Borough Council for over 2 years relating to the release of £5177, which had been earmarked for international youth exchange projects at the Silverdale Centre. The Town Clerk further advised that, despite the submission of documentation in support of the Town Council's claim, the Borough Council was resisting releasing the money to the Town Council. There then followed discussion on how this matter may be satisfactorily resolved, and the Town Clerk was requested to send details to Councillor Mrs. P. Jorgensen in time for a Borough Council Executive meeting the following evening. Further options were also discussed should this approach fail.

On the proposition of Councillor Mrs L Chambers seconded by Councillor G Grandison it was

RESOLVED that

1. In view of the confidential nature of this item, the press and public be excluded during consideration of Minute 15.1
2. The Minutes of the meeting of the Amenities & Leisure Committee, held on 1st July 2015 (Minutes 13 - 20) as amended, be adopted.

38.3 **Policy & Resources Committee**

In presenting the Minutes of the meeting of the Policy & Resources Committee held on 15th July 2015, the Committee Chairman, Councillor N Jorgensen drew particular attention to the recommendations at Minute 16 and Minute 18.

A Member present queried why the Licensing Application had been considered by the Committee, and the Town Clerk confirmed that the consideration of Licensing Applications was given to the Policy & Resources Committee in the Scheme of Delegation, an updated copy of which had been recently approved by the Town Council. He continued by advising that should any Members consider that the Consideration of Licensing Applications should fall within the remit of a different Standing Committee, a proposal should be put forward to the next Annual meeting of Council to change the Scheme of Delegation appropriately.

On the proposition of Councillor N Jorgensen seconded by Councillor Mrs L Chambers it was

RESOLVED that

1. In view of the confidential nature of these items, the press and public be excluded during consideration of Minutes 14 and 15.
2. The Minutes of the meeting of the Policy & Resources Committee held on 15th July 2015, (Minutes 11 – 22) be adopted and the recommendations at Minute 16 and 18 be approved.

39. REPRESENTATIVES TO OTHER BODIES

39.1 **Reports of Representatives**

Councillors noted details of the written report for the meeting of the Earley Volunteer Driver Bureau which had taken place on the 13th July, and which had been circulated with the Supplementary Agenda.

40. ELECTRONIC COMMUNICATIONS

The Town Clerk advised that he had now analysed the responses received to the request that Councillors should indicate whether they wished to opt into receiving meeting correspondence electronically. He advised that 16 responses had been received and, of these, 10 had indicated a preference for receiving Agendas in their paper format and 6 had indicated that they would prefer to receive them electronically. He advised the meeting that, since this was an opt-in scheme, he was assuming that those Members who had not responded still wished to receive the meeting information in a paper format.

Following a question from a Member, the Town Clerk confirmed that, in some instances, respondents had indicated that they had wished to continue to receive information for meetings of the Full Council in a paper format, but were happy to receive Agendas for meetings of the Standing Committees electronically. It was suggested that those Members who had so indicated should be sent Standing Committee Agendas electronically as PDF files attached to an email.

A Member present indicated that he did not appear to have received the response form from the Town Council Offices, and the Town Clerk was asked to recirculate the form to all those Members who had not so far responded.

With regard to the production of Council paperwork, a Member present suggested that consideration could be given to streamlining the production of the paper copies to reduce costs.

After further considerable discussion, on the proposition of Councillor N Jorgensen seconded by Councillor P Willis it was

PROPOSED that

- 1 the Town Clerk be requested to produce a Business Plan detailing the costs of the two options available, for consideration at a future meeting of the Town Council
- 2 the software, produced by Red Corner Limited, as demonstrated to Councillors on 15th July, should not be purchased for the time being
- 3 those Members who had indicated that they would wish to receive information on Full Council meetings electronically be asked to reconsider this decision in the short term.

Before the vote was taken on the motion an amendment, proposed by Councillor J Russell seconded by Councillor D Chopping, that the motion should be voted on in three parts, was carried.

The Chairman then asked Members present to vote on each section of the motion all three parts of which were subsequently carried.

41. THE QUEEN'S AWARD FOR VOLUNTARY SERVICE

Councillors were reminded that this award was given annually in recognition of outstanding achievement by groups of people in the United Kingdom who volunteered their own time to enhance and improve the quality of life and opportunities for individuals in the community. A letter had been received from the Lord Lieutenant for Berkshire inviting nominations for this award, and had been attached with the Agenda for Councillors' consideration.

Councillors were reminded that, in 2014, the Earley Charity had been nominated by the Town Council with the Earley Volunteer Driver Bureau as backup.

Subsequently the Earley Charity had advised that it did not consider itself eligible for nomination, by which time the deadline for the submission of the Earley Volunteer Driver Bureau as the Town Council's nomination had been missed for 2014. Therefore the Earley Volunteer Driver Bureau's nomination was held over to 2015.

Members present felt that the outstanding work done by the Kenton Road Day Centre should also be recognised and on the proposition of Councillor G Grandison seconded by Councillor Mrs L Chambers it was

RESOLVED that the Earley Volunteer Driver Bureau should stand as the Town Council's nomination for 2015 and the Kenton Road Day Centre be nominated for 2016.

42. ROYAL BERKSHIRE FIRE AND RESCUE SERVICE

Councillors were advised that at a recent Borough Parish Working Group Meeting, Andy Fry, the Chief Fire Officer of the Royal Berkshire Fire and Rescue Service, had offered to meet with any Town or Parish Council to discuss opportunities for greater partnership working.

Councillors were asked to indicate whether they wished to take up this offer.

On the proposition of Councillor Mrs L Chambers seconded by Councillor P Willis it was

RESOLVED that Mr Fry be invited to a future meeting of the Community & Youth Sub Committee.

43. COUNCILLORS' ATTENDANCES

43.1 Record of Members' Attendance

Details of Councillors' attendance during 2015/16 had been circulated with the Agenda. There were two corrections to the list:-

Councillor Mrs L Chambers had been present at the June meeting of the Town Council.
Councillor D Chopping had not been present.

It was

RESOLVED that the details of Councillors' attendances, as amended, and as appended to these Minutes, be noted.

44. ORDERS FOR PAYMENT

Councillors were asked to receive details of Orders for Payment received since the last meeting of the Policy & Resources Committee.

RESOLVED that the various accounts as set out in the list attached to these Minutes (Vouchers 208-223) be paid in the sums as stated and details of the Imprest account (Vouchers 029-046) be noted.

45. PUBLICATIONS

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

Maiden Erlegh Residents Association	Minutes of Meeting held 9 th July 2015. The Magazine – Issue 166, Summer 2015.
Woodley Town Council:	Agenda and Minutes for the period 19 th May to 23 rd June 2015. Financial Statements and Annual Return 2014/15.
Queen Victoria Institute Fund:	Minutes of 225 th Meeting of Trustees held on 7 th July 2015.
Wokingham Citizens Advice Bureau	Review of the Citizens Advice Service for Earley Town Council 2014 - 2015

46. PRESS RELEASES

No press releases were requested.

47. TERMINATION OF MEETING

The meeting was declared closed by the Chairman at 10.14pm.