

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

13 May 2020

Dear Councillor

Notice is hereby given that a remote meeting* of Earley Town Council will be held on **Wednesday, 20th May 2020** commencing at 7 pm.

Yours faithfully

Jo Friend

TOWN CLERK

Members of the public are welcome to attend the meeting which will be held using the Zoom conferencing platform.

To obtain the login details please email administration@earley-tc.gov.uk by 4pm on Wednesday 20th May 2020.

*The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

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 of the Town Council held on 19th February 2019 and, if appropriate, to authorise their signing as a true and correct record.

5. TOWN MAYOR'S COMMUNICATIONS

To receive such communications as the Town Mayor may wish to bring to the notice of the Council.

6. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- | | | | |
|-----|-------------------------------|---|--|
| 6.1 | Amenities & Leisure Committee | - | 4 th March 2020 (Minutes 72 – 87) |
| 6.2 | Planning Committee | - | 11 th February 2020 (Minutes 123 – 134) |
| | | - | 10 th March 2020 (Minutes 135 – 149) |

7. ANNUAL MEETING

- 7.1 To RESOLVE that, as permitted under the 2020 Regulations, no Annual Meeting of the Town Council shall take place until May 2021 and therefore all appointments, including that of the chairman, shall remain in place until that date.
- 7.2 To note that should the Council so decide, a review of all appointments, including that of the chairman, may take place before May 2021.

8. ANNUAL TOWN ELECTORS MEETING

To RESOLVE that the Annual Town Electors' Meeting 2020 shall not be called by the Town Council, in accordance with the current prohibition of public meetings.

9. DELEGATION OF POWERS

- 9.1 To RESOLVE that the schedule of delegation of emergency powers to the Town Clerk plus a nominated councillor, as adopted by Council prior to the enactment of the 2020 Regulations, be approved.

Appendix A

- 9.1.1 Members to discuss the continuation of the schedule of delegation of emergency powers and to RESOLVE accordingly.

- 9.2 To RESOLVE that the system of delegation, as adopted by Council in relation to the operations of the Planning Committee prior to the enactment of the 2020 Regulations, be approved.

Appendix A

- 9.2.1 Members to discuss the continuation of the delegated powers in relation to the Planning Committee and to RESOLVE accordingly.

10. CASUAL VACANCY - COUNCILLOR

To note that an insufficient number of electors have requested an election be held to fill the casual vacancy that has arisen on the Town Council. A notice will be published on the Town Council website informing residents that the vacancy will therefore be filled by co-option at the next meeting of the Council.

11. PLANNING ADVISOR

To receive the recommendation of the chairman of the Planning Committee and to RESOLVE on the extension of the Planning Advisor's contract with Earley Town Council and agree to a small increase in the Planning Advisor's charges.

12. GREEN FAIR

To discuss this year's Green Fair, due to be held on 1st August 2020, and to RESOLVE on the amendment, postponement, or cancellation of this year's event.

13. COUNCILLORS' ATTENDANCE

13.1 Record of Members' Attendance

To note details of Councillors' attendance during 2019/20 at meetings of the Council and its Committees. *Appendix B*

13.2 Remote Attendance

To note that the 2020 Regulations permit councillors to remotely attend meetings of the Council and its Committees by means of video link or telephone.

14. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 2936 – 2939, 2940 – 2966, 2967 – 2997, 2998 – 3026, 3027, 3028 – 3065, 3066 – 3085, 3086 – 3089, 3090 – 3120 and 3121 - 3136), and Imprest Account (Vouchers 430-455). *Appendix C*

15. DATE OF NEXT MEETING

With reference to the schedule of meetings previously set for 2020/21, to discuss dates for future meetings of the Council and its Committees.

16. PRESS RELEASES

To decide whether any of the foregoing items of business shall form the subject of a press release.

17. EXCLUSION OF PUBLIC AND PRESS

To RESOLVE that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for item 18 on the Agenda.

18. MINUTES OF PREVIOUS MEETING

18.1 To consider the Confidential Minutes of the meeting of the Town Council held on 19th February 2020 and, if appropriate, to authorise their signing as a true and correct record.

18.2 To receive the Confidential Minutes of the following meeting:

Amenities & Leisure Committee

- 4th March 2020 (Minute 86)