

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

09 February 2021

Dear Councillor

Notice is hereby given that a remote meeting* of Earley Town Council will be held on **Wednesday, 17th February 2021** commencing at 7.30 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.

Meeting ID 978 0784 0221 Passcode 877482

To obtain a link to the meeting please email administration@earley-tc.gov.uk no later than 4pm Wednesday 17th February 2021.

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

AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

2. **MINUTES' SILENCE**

The Chair will request that those at the meeting observe a minute's silence in acknowledgement of the more than 100,000 people in the UK who have lost their lives to Covid-19.

3. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members.

4. **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.

5. MINUTES OF PREVIOUS MEETING

To consider the minutes of the meeting of the Town Council held on 25th November 2020 and, if appropriate, to authorise their signing as a true and correct record. The Chair may authorise the application of an electronic signature to the document.

6. TOWN MAYOR'S COMMUNICATIONS

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

7. DEPUTY LEADER POSITION

To receive notification from the Leader of the Liberal Democrats on Earley Town Council that Councillor Andrew Long has stepped down as Deputy Leader and Councillor Caroline Smith has been elected to that position.

8. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 8.1 Amenities & Leisure Committee - 13th January 2021 (*draft*) (Minutes 52 – 66)
- 8.2 Planning Committee - 8th December 2020 (Minutes 71 – 86)
12th January 2021 (Minutes 87 – 104)
- 8.3 Policy & Resources Committee - 27th January 2021 (*draft*) (Minutes 77 – 95)

9. REPRESENTATIVES ON OTHER BODIES

To receive Councillors' reports on meetings of outside bodies on which this Council is represented.

9.1 Earley Volunteer Driver Bureau

To receive a written report from Councillor M Eastwell.

Appendix A

9.2 Highwood Management Conference

To receive a verbal report from Councillor A Neal.

9.3 Borough Parish Liaison Forum

To receive a verbal report from Councillor A Neal.

10. BUDGET AND PRECEPT 2021/22

To consider the recommendations made by the Budget Working Party and those made at the Policy & Resources Committee meeting of 27th January 2021, and to **RESOLVE** accordingly:

10.1 Cemetery Charges

To approve a 1% inflationary increase to cemetery charges, as recommended by the Amenities and Leisure Committee at its meeting on 4th November 2020. Members to **RESOLVE** accordingly.

10.2 Town Council Budget 2021/22

To approve the proposed Budget 2021/22, as detailed in the document supplied to Members at the Policy & Resources Committee meeting on 27th January 2021 and recommended by the Budget Working Party at its meeting on 14th January 2021. Members to **RESOLVE** accordingly.

10.3 Town Council Precept 2021/22

To approve the Town Council Precept for 2021/22. The precept to be increased by 1% and set at £988,054 as detailed in the Summary of Draft Budget Figures – Financial Year 2021-22, as supplied to the Policy & Resources Committee meeting on 27th January 2021. Members to **RESOLVE** accordingly.

11. DELEGATION OF POWERS

11.1 Full Council

Members to discuss the continuation of the schedule of delegation of emergency powers to the Town Clerk, plus either the Town Mayor, Deputy Town Mayor, Leader or Deputy Leader, in light of the ongoing restrictions relating to the pandemic. Members to **RESOLVE** accordingly.

11.2 Planning Committee

To note that the monthly virtual meetings of the Planning Committee are continuing and that the scheme of delegation of powers regarding this committee remain suspended.

12. SCHEDULE OF MEETINGS 2021/22

To consider the proposed Schedule of Meetings 2021/22 and to **RESOLVE** accordingly.

Appendix B

13. ANNUAL PARISH MEETING

To receive a report and recommendation from the Town Clerk regarding the Annual Town Elector's meeting in 2021 and to **RESOLVE** accordingly.

Appendix C

14. REVIEW OF TOWN PLAN

To consider the draft Town Plan (8th version), as revised by the Town Plan Working Group and, if required, to **RESOLVE** accordingly. The draft document has been provided to councillors under separate cover.

15. CLIMATE EMERGENCY

To receive a written report from the Chair of the Climate Emergency Working Group detailing an update on the group's activities and its initial recommendations. Members to discuss and to **RESOLVE** accordingly.

Appendix D

16. WOKINGHAM BOROUGH COUNCIL

16.1 Overview and Scrutiny Committee

To consider any issues the Council may wish to submit for consideration by the Wokingham Borough Council Overview and Scrutiny Committees. Examples of issues considered previously include WBC Budget Process, grounds maintenance, flood risk, community safety.

16.2 Wokingham Borough Council's Standards Committee

To note that the Council's Standards Committee has a vacancy for a Town/Parish representative. Town Councillors interested in volunteering for the post should inform the Town Clerk.

17. COUNCILLORS' ATTENDANCE

17.1 Record of Members' Attendance

To note details of Councillors' attendance during 2020/21 at meetings of the Council and its Committees.

Appendix E

18. ORDERS FOR PAYMENT

There are no further Orders for Payment since those reported to the meeting of the Policy & Resources Committee on 27th January 2021.

19. PUBLICATIONS

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

Me2 Club	E-newsletter – January 2021
Involve Community Services	E-newsletter 5 th February 2021
Citizens Advice Wokingham	E-update January 2021

20. PRESS RELEASES

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

21. 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 items 22 & 23 on the Agenda.*

22. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of the Town Council held on 25th November 2020 and, if appropriate, to authorise their signing as a true and correct record.

23. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meetings:

- | | | |
|------------------------------|--|-------------------|
| Planning Committee | - 8 th December 2020 | (Minute 85) |
| Policy & Resources Committee | - 27 th January 2021 (<i>draft</i>) | (Minutes 91 - 94) |