

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

02 February 2022

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held in Radstock Lane Community Centre, Radstock Lane, Earley on **Wednesday, 9th February 2022** commencing at 7.30 pm.

Members of the public are welcome to attend and are asked to email administration@earley-tc.gov.uk in advance of the meeting to advise of their attendance. This will assist us with planning appropriate seating arrangements. *Please note change of venue*

Members of the public attending the meeting are requested to wear a face covering and we recommend that a lateral flow test is carried out prior to the meeting.

Anyone experiencing Covid-19 symptoms or in receipt of a positive test result MUST NOT attend.

Yours faithfully

Jo Friend

TOWN CLERK

AGENDA

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 MEETINGS

To consider the minutes of the meeting of Members of the Town Council held on 24th November 2021 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

5. TOWN MAYOR'S COMMUNICATIONS

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

Appendix A

6. TOWN MAYOR'S RECEPTION – SERVICE TO EARLEY AWARDS

To receive an update from Cllr A Bassett on arrangements for the presentation of the 2020 and 2021 Service to Earley Awards.

In order to ensure the awards are made outside of the election period, and as a result of ETC being unable to hold the traditional Mayor's Reception in December 2021, the Town Mayor proposes to hold a reception for the presentation of the Service to Earley Awards on Saturday 19th March 2022, 3-5pm, at Radstock Lane Community Centre. Recipients and their families to be invited as well as all town councillors.

7. COUNCILLOR ROLES

7.1 Leader of the Majority Party

To note that Councillor C Jones will step down from the position of Leader of the majority party on Earley Town Council with immediate effect. The ETC Liberal Democrat councillors have selected Councillor D Hare as the new Leader of the majority party on Earley Town Council.

7.2 Chair of Policy and Resources Committee

Councillor C Jones will step down as Chair of the Policy and Resources Committee with immediate effect. To receive nominations and to **RESOLVE** on the election of a new Chair of the Policy and Resources Committee.

7.3 Chair of Amenities and Leisure Committee

Councillor A Newton will step down as Chair of the Amenities and Leisure Committee with immediate effect. To receive nominations and to **RESOLVE** on the election of a new Chair of the Amenities and Leisure Committee.

7.4 Standards Committee

To note that Councillor S Matthews has been appointed as a Towns and Parishes representative to the Wokingham Borough Council Standards Committee.

8. COMMITTEE REPORTS

To receive the minutes of the following meetings:

8.1 Amenities & Leisure Committee - 12th January 2022 (*draft*) (Minutes 67 – 82)

8.2 Planning Committee - 7th December 2021 (Minutes 112 – 124)

- 11th January 2022 (*draft*) (Minutes 125 – 137)

8.3 Policy & Resources Committee - 26th January 2022 (*draft*) (Minutes 76 – 97)

9. REPRESENTATIVES ON OTHER BODIES

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

9.1 Kenton Road Day Centre Management Committee

Cllr A Bassett to provide a written report on her attendance at the Kenton Road Day Centre's Committee meeting in January 2022.

Appendix B

9.1.1 Cllr A Bassett to volunteer to stand as a substitute ETC representative on the Kenton Road Day Centre Management Committee.

10. BUDGET AND PRECEPT 2022/23

To consider the recommendations made by the Budget Working Party and those made at the Policy & Resources Committee meeting of 26th January 2022, and to **RESOLVE** accordingly:

10.1 Town Council Budget 2022/23

To approve the proposed Budget 2022/23, 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**.

10.2 Town Council Precept 2022/23

To consider the recommendation from the Members of the Policy and Resources Committee that a 0% increase be applied to the Town Council Precept for 2022/23.

Members to **RESOLVE**.

Appendix C

11. DELEGATION OF POWERS

11.1 Use of Delegated Powers

Members to receive a report on the use of delegated powers.

Appendix D

11.2 Full Council

Members to review the current arrangements and to agree on whether meetings of Earley Town Council committees are held in person or remotely, and whether meetings of Full Council are to be held in person or remotely.

Although Covid restrictions have been lifted, infection rates remain significant and issues remain around the availability of a suitable venue large enough to accommodate Full Council, council officers and members of the public in a manner which also tries to ensure the safety of all participants in terms of possible coronavirus infection.

To discuss the continuation of the schedule of delegated powers, for Full Council meetings only, as detailed in Minutes 7, 7.1 and 7.2, Delegated Powers, Annual Meeting of the Council, 4th May 2021. Any decision to be regularly reviewed.

Members to **RESOLVE** accordingly.

12. SCHEDULE OF MEETINGS 2022/23

To consider the proposed Schedule of Meetings 2022/23 and to **RESOLVE** accordingly.

Appendix E

13. COUNCILLORS' ATTENDANCE

13.1 Record of Members' Attendance

To note details of Councillors' attendance during 2021/22 at meetings of the Council and its Committees. Records to include both remote meetings of councillors and face to face meetings of Committees and Council.

Appendix F

14. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 4575 – 4605, and 4606 – 4644). There were no Imprest vouchers to report.

Appendix G

15. PUBLICATIONS

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

Berkshire Youth	e-newsletter January 2022
Me2 Club	e-newsletter January 2022

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 items 18 and 19 on the Agenda.

18. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of Members of the Town Council held on 24th November 2021 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair

19. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meetings:

- 19.1** Policy & Resources Committee - 26th January 2022 (*draft*) (Minutes 95 - 96)