

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

09 March 2022

Dear Councillor

A meeting of the Policy & Resources Committee is due to be held in the Council Chamber at the Council Offices, Radstock Lane, Earley, **Wednesday, 16th March 2022** commencing at 7pm.

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

To: Members of the Policy & Resources Committee

Councillors D Hare (Chair), A Bassett, D Chopping, J Clark, J Eastwell, R Houlbrooke, C Jones, T Maher, S Matthews and A Mickleburgh.

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 MEETING

To consider the Minutes of the meeting held on 26th January 2022 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** the minutes be signed.

5. FINANCIAL UPDATE

To receive a financial update as at 28th February 2022.

Appendix A – provided under separate cover

6. INTERNAL AUDIT

To receive the interim internal audit report.

Appendix B

7. BANK RECONCILIATIONS

To note that the Bank Reconciliations for December 2021 and January 2022 have been made available to the Chair of Policy & Resources Committee for information.

8. TOWN COUNCIL GRANTS

8.1 To consider the grant applications received and to **RESOLVE** upon a recommendation to be presented to Full Council at its meeting on 30th March 2022.

To note that the payment of grants takes place in May.

Appendix C

8.2 To consider the grant application submitted by Loddon Primary School PTA.

9. CLIMATE EMERGENCY

9.1 Minutes

To receive the Minutes from the Climate Emergency Working Group meetings of 22nd February and 1st March 2022.

Appendix D

9.2 Green Infrastructure Policy

To consider the draft Green Infrastructure Policy, as detailed in the minutes referred to above. Members to **RESOLVE** upon a recommendation for Full Council, to be considered at its meeting on 30th March 2022.

10. PUBLICITY AND COMMUNICATIONS

To note that the drafting of a Social Media Policy has not been completed and therefore the Chair has agreed for the matter to be brought to a future meeting.

11. EARLEY STATION FOOTBRIDGE

To receive a verbal update following the meeting held on 7th March 2022 and attended by WBC, Earley Town Council and Woodley Town Council.

12. WBC OVERVIEW AND SCRUTINY COMMITTEE

Members are invited to submit suggestions to be considered by Wokingham Borough Council's Overview and Scrutiny Committee.

Appendix E

13. COVID RECOGNITION PLAQUE

To note that the plaque has been received and arrangements will be made for its installation.

14. LODDON BRIDGE VIADUCT

To note that Cllr A Neal and the Town Clerk met with representatives from Winnersh Parish Council on 21st February 2022 to discuss suggestions for how the 50th anniversary of the Loddon Bridge Viaduct disaster could be commemorated. Progress was made and a further meeting, to include Woodley Town Council, is planned.

15. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 4645 – 4676, 4677 – 4705, 4706 – 4707) and Imprest Account (Vouchers 46 – 48 and 640 – 646).

Appendix F

16. PUBLICATIONS

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

Berkshire Youth	Newsletter February 2022
Me2 Club	Newsletter February 2022

17. PRESS RELEASES

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

18. 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 19, 20, 21, 22 and 23 on the Agenda.

19. CONFIDENTIAL MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting held on 26th January 2022 and, if appropriate, to agree that they represent a true and correct record and **RESOLVE** they be signed.

20. OUTSTANDING BALANCES

To consider the Town Clerk’s report regarding outstanding balances and to **RESOLVE** upon a recommendation to Full Council.

Confidential Appendix G

21. LEASES

To consider the Town Clerk’s report regarding leases and to **RESOLVE** upon a recommendation to be submitted to Full Council at its meeting on 30th March 2022.

Confidential Appendix H

22. STAFFING MATTERS

To receive an update from the meeting of the Staffing Committee which took place on 10th March 2022.

23. **ADVISOR TO THE PLANNING COMMITTEE**

To consider a recommendation from the Planning Committee in relation to the renewal of the contract with ETC's Advisor to the Planning Committee.

To **RESOLVE** upon a recommendation, to be ratified by Full Council at its meeting on 30th March 2022.

Confidential Appendix I