



EARLEY TOWN COUNCIL

Minutes of the meeting of Earley Town Council held in the Council Chamber, Council Offices, Radstock Lane on Wednesday 15th June 2022 which commenced at 7.30pm.

Present

Chair – The Town Mayor, Councillor T Maher

Councillors: A Bassett, G Bhangra, N Brock, J Eastwell, M Eastwell, D Hare, R Houlbrooke, D Ireland, I Khayinza, G Littler, A Long, S Matthews, A Newton, M Shaw, C Smith, M Smith, and K Yabsley.

In Attendance: J Friend (Town Clerk) and E Carroll (Deputy Town Clerk).

27. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Clark, R Cook, C Jones, A Mickleburgh and A Neal.

28. DECLARATIONS OF INTEREST

There were no declarations of interest.

29. PUBLIC FORUM

There were no members of the public in attendance.

30. MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Annual Meeting of Earley Town Council (1-26) held on Wednesday 11th May 2022 were a true and correct record and could be signed by the Chair.

31. TOWN MAYOR'S COMMUNICATION

The Town Mayor reported that he had attended St Peter's Platinum Jubilee Thanksgiving Service on 22nd May and the Kenton Road Day Centre Platinum Jubilee party on 1st June.

32. COMMITTEE REPORTS

32.1 Amenities and Leisure Committee

Cllr N Brock presented the draft Minutes of the Amenities and Leisure Committee meeting (Minutes 1 – 19) held on 25th May 2022. The Council received the Minutes.

32.2 Planning Committee

Cllr G Littler presented the draft Minutes of the Planning Committee meeting (Minutes 167 – 183) held on 10th May 2022. He confirmed that these minutes had now been approved by the Planning Committee. The Council received the Minutes.

Councillor Bhangra entered the meeting

32.3 Policy and Resources Committee

Cllr D Hare presented the draft Minutes of the Policy and Resources Committee meeting (Minutes 1 – 21) held on 1st June 2022. The Council received the Minutes.

33. **REPRESENTATIVES ON OTHER BODIES**

There were no reports to be received on meetings of outside bodies on which the Council was represented.

34. **RISK REGISTER**

34.1 Council Risk Register

The Council received the Council Risk Register 2022 and the Town Clerk advised that the document was required to be formally presented to Council on an annual basis although, as it was a live document, it could be updated throughout the year. It was

Councillor Chopping entered the meeting

Councillor Chopping left the meeting

RESOLVED that the Council Risk Register 2022 be signed by the Chair and the Responsible Financial Officer. The additional entry, as suggested by Cllr S Matthews would be inserted and it was agreed that the document would be reviewed by Full Council on a 6 monthly basis.

35. **FINANCIAL INFORMATION**

35.1 Financial Statements 2021/22

Councillor Chopping entered the meeting

Councillor Chopping left the meeting

Councillors received the financial report prepared by the Finance Officer, ‘Unaudited Financial Statements for the Year Ended 31st March 2022’ and Councillor Maher expressed his thanks to officers for the report.

35.2 Internal Auditor’s Report

Councillors received the Internal Auditor’s report for the year ended 31st March 2022 and were pleased to note that it was an unqualified report. An updated version of the report had been provided to councillors prior to the meeting. The amendments provided clarification on the auditor’s processes and findings, the meaning and substance of the report was not affected in any way.

35.3 AGAR 2021/22 – Annual Governance Statement 2021/22

Members reviewed ‘Section1 – Annual Governance Statement 2021/22’ and agreed the entries. It was

RESOLVED that ‘Section 1 – Annual Governance Statement 2021/22’ be signed.

35.4 AGAR 2021/22 – Accounting Statements 2021/22

Members reviewed ‘Section 2 – Accounting Statements 2021/22’ and it was

RESOLVED that ‘Section 2 – Accounting Statements 2021/22’ be signed.

Councillor Brock left the meeting

36. DELEGATION OF POWERS

Councillor Brock entered the meeting

36.1 Scheme of Delegation - Coronavirus

Members considered the scheme of delegation contained in the revised standing orders and whether additional temporary delegation measures were required to deal with any ongoing impacts of coronavirus. Given the issues around the legal position of virtual meetings it was

RESOLVED that the schedule of delegated powers detailed in Minutes 7, 7.1 and 7.2 ‘Delegated Powers’ at the Annual Meeting of the Council, 4th May 2021, be continued for Full Council meetings, although meetings of committees and of Council should be held in person if considered appropriate and sensible. The continued adoption of the scheme to be reviewed again at the next meeting of Full Council.

37. TOWN COUNCIL GRANTS

37.1 Grant Applications

The Council considered the recommendations of the Policy and Resources Committee on two remaining grant applications and it was

RESOLVED that the Policy and Resources Committee recommendations of 1st June 2022 be accepted: a grant of £1500 to be awarded to First Days Children’s Charity, and Wokingham Volunteer Centre to be informed they will not be awarded a grant this year as they are in receipt of funds transferred from the Earley Volunteer Drivers Bureau, a previous ETC grant recipient.

37.2 Wokingham Sports Sponsorship Fund

Consideration was given to the recommendation of the Policy and Resources Committee on an application for match funding and it was

RESOLVED that the Policy and Resources Committee recommendation of 1st June 2022 be accepted and £450 match funding to be awarded to the named young Earley athlete.

38. TELEPHONE KIOSKS

Councillors noted that an agreement for Earley Town Council to purchase two red telephone kiosks, one in Silverdale Road and one in Wychwood Crescent, had been completed and the sum of £2 had been paid to BT. Members discussed ideas for repurposing the kiosks once the telephony equipment had been removed by BT and it was agreed that the Amenities and Leisure Committee would consider this matter in detail at one of their future meetings.

39. COUNCIL SEAL

Members noted that the use of the Council seal on the Laurel Park Pavilion surrender document had been witnessed by councillors at the Amenities and Leisure Committee meeting on 25th May 2022, and that the document had been returned to Wokingham Borough Council for processing. The Town Clerk updated councillors with news that WBC had now completed the transfer and the utility companies have been advised that ETC no longer occupy building.

Councillor Hare left the meeting

40. COUNCILLORS' ATTENDANCE

40.1 Record of Members' Attendance

Members noted the details of Councillors' attendance, both remote and face to face, during 2022/23 at meetings of the Council and its Committees.

Councillor Hare entered the meeting

41. ORDERS FOR PAYMENT

Councillors noted the details of Orders for Payment (Vouchers 4874 – 4876, and 4877 – 4906 and Imprest vouchers 53 - 56).

42. PUBLICATIONS

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

MERA	Minutes meeting 12 th May 2022
Berkshire Youth	E-newsletter May 2022
Me2 Club	E-Bulletin May 2022
Wokingham Volunteer Centre	E-newsletter Jubilee 2022
ACER	E-newsletter Summer 2022

43. PRESS RELEASES

Councillors requested the following press releases be issued:

- Promotion of the Green Fair

44. EXCLUSION OF PUBLIC AND PRESS

There were no members of the public or press present. It was agreed that the remaining items on the Agenda be taken under Part II.

PART II

45. MINUTES OF PREVIOUS MEETING

46. COMMITTEE REPORTS

47. COMMUNITY CENTRES

48. TERMINATION OF MEETING

The meeting was declared closed by the Chair at 8:55pm.

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Town Mayor