

# EARLEY TOWN COUNCIL



Town Clerk  
JO FRIEND BA(Hons) PSLCC

Council Offices  
Radstock Lane  
Earley, Reading  
RG6 5UL

Tel: (0118) 986 8995

31 May 2023

Dear Councillor

A meeting of the Policy & Resources Committee will be held in the Council Chamber at the Council Offices, Radstock Lane, Earley, **Wednesday, 7<sup>th</sup> June 2023** commencing at 7pm.

Yours faithfully

*Jo Friend*

**TOWN CLERK**

**To: Members of the Policy & Resources Committee**

Councillors D Hare (Chair), A Bassett, J Eastwell, T Holton, N Jorgensen, G Littler, A Long, T Maher, S Matthews and S Newton.

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## **AGENDA**

**1. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**2. APPOINTMENT OF COMMITTEE CHAIR & VICE CHAIR**

2.1 To receive nominations for the position of Chair of Policy & Resources Committee. Members to **RESOLVE** accordingly.

2.2 To receive nominations for the position of Vice Chair of Policy & Resources Committee. Members to **RESOLVE** accordingly.

**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 held on 15<sup>th</sup> March 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** the minutes be signed.

**6. BANK RECONCILIATIONS**

To note that the Bank Reconciliations for February and March 2023 have been made available to the Chair of Policy & Resources Committee for information.

**7. INTERNAL AUDIT**

To note that the final internal audit visit for the year 2022/23 was carried out on 23<sup>rd</sup> May 2023 and no matters of concern were identified. A copy of the Internal Auditor’s report will be provided to the committee when it is received.

**8. TOWN COUNCIL GRANTS**

8.1 To consider awarding match funding to two young athletes who have been granted sponsorship from the Wokingham Sports Sponsorship committee. Members to consider and **RESOLVE** accordingly.

*Appendix A*

8.2 To note that letters of thanks for the Town Council grants paid in May 2023 have been received from:

Reading Male Voice Choir	Link Visiting Scheme	Readibus
First Days Childrens Charity	Wokingham Volunteer Centre	Chemogiftbags
Earley Environmental Group	Parenting Special Children	EASI
Cianna’s Smile	Wokingham Waterside Centre	Cruse Bereavement
ARC	Berkshire County Blind Society	Earley Day Centre
Home Start – Wokingham	Earleybus	CAB – Reading
Keep Mobile		

**9. BALC MEMBERSHIP**

To consider renewing the Town Council’s membership of the Berkshire Association of Local Councils. The annual subscription for 2023/24 is £3,382.86.

*Appendix B*

**10. TOWN COUNCIL POLICIES**

10.1 To receive the Social Media Policy and accompanying document and to consider adoption of said policy.

To **RESOLVE** upon a recommendation regarding adoption, to be presented to Full Council at its meeting on 21<sup>st</sup> June 2023.

*Appendix C*

**11. CENTREPOINT COMMUNITY CENTRE**

To receive an update from the Town Clerk on the Town Council’s negotiations with Wokingham Borough Council to continue our tenancy at the Centrepoint Community Centre and to expand the services ETC delivers from this site.

**12. PARTNERSHIP WORKING – WOKINGHAM BOROUGH COUNCIL**

In support of WBC’s project to devise a new vision for Wokingham borough representatives from the Town Council attended various workshops.

To receive a WBC summary of the outputs from the sessions.

*Appendix D*

**13. ORDERS FOR PAYMENT**

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 5800 – 5824) and Imprest Account (Vouchers 788 - 825).

*Appendix E*

**14. PUBLICATIONS**

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

Hardship Alliance Action Group	E-Newsletter May 2023
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**15. PRESS RELEASES**

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

**16. 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 17 and 18 on the Agenda.*

**17. CONFIDENTIAL MINUTES OF PREVIOUS MEETING**

To consider the Confidential Minutes of the meeting held on 15<sup>th</sup> March 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed.

**18. ADVISOR TO THE PLANNING COMMITTEE**

To consider the Town Clerk’s report.

*Confidential Appendix F*