

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

5 July 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, 12th July 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.

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. WOKINGHAM BOROUGH COUNCIL - CIL REQUEST

To receive a request from WBC that Earley Town Council make a financial contribution from its CIL monies towards the provision of local bus services. Rebecca Brooks, Community Transport Manager at WBC to attend the meeting and provide further information on the proposal.

Members to discuss and **RESOLVE** upon a recommendation to Council.

Appendix A

5. MINUTES OF PREVIOUS MEETING

To consider the Minutes of the meeting held on 7th June 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 April and May 2023 have been made available to the Chair of Policy & Resources Committee for information.

7. INTERNAL AUDITOR

To receive the Town Clerk/RFO’s recommendation that Claire Connell be reappointed as the Town Council’s internal auditor for 2023/24. To note that Claire is a chartered accountant and a chartered tax advisor and has many years’ experience working with various town and parish councils.

Members to consider and to **RESOLVE** accordingly.

8. FINANCE

8.1 Financial Update

To receive a financial update from the Town Clerk.

Headline income and expenditure figures to 5th July 2023:

	A & L Amenities	A & L Parks	Policy & Resources	Planning	Total
Income	46,999	862	506,422	0	554,283
Expenditure	27,810	7,620	227,713	586	263,729

8.2 HMRC changes

To discuss the report on recent HMRC changes to VAT treatment of sports and leisure activities and to **RESOLVE** accordingly.

Appendix B

9. TOWN PLAN

To note that a review of Earley Town Council’s Town Plan is now due.

9.1 Town Plan Working Party

To consider setting up a Town Plan working party to carry out the review. To agree terms of reference for a Town Plan working party, to include:

- Purpose – to manage a review and update of Earley Town Council’s Town Plan
- Scope – to draft amendments to the Town Plan for referral to the Policy and Resources Committee for approval
- Adoption – The revised Town Plan to be formally adopted by full Council.

Members to discuss and **RESOLVE** accordingly.

10. SIBLY - TRANSFER

To receive an update on the Town Council’s actions to ensure that Persimmon complete on the transfer of land, assets and associated S106 funds to Earley Town Council, as required under the planning permission granted for the Collins Drive development.

11. CENTREPOINT COMMUNITY CENTRE

To note that no response has been received to the Town Clerk’s requests to Wokingham Borough Council for updates following the Town Council’s meeting with WBC on 27th April 2023.

12. SOCIAL MEDIA

To note the Earley Town Council Facebook page is now active and the number of followers is steadily increasing.

13. BOUNDARY REVIEW - WOKINGHAM

13.1 To note that the final recommendations from the Local Government Boundary Commission for England’s review of Wokingham have been published. Full details can be found on the Commission’s website www.lgbce.org.uk . The changes must now be approved by Parliament and are scheduled to be implemented at the local elections in 2024.

13.2 To note that the boundary review’s recommendations include changes to Earley Town Council’s parish wards. The Town Council will continue to have 25 town councillors but they will be allocated to seven wards rather than the current eight wards.

Appendices C & D

14. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 5893 – 5900, 5901 – 5918, 5919 - 5950) and Imprest Account (Vouchers 828 - 832).

Appendix E

15. 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 June 2023
Me2 Club	E-newsletter June 2023
Involve Community Services	E-newsletter 24 th June 2023
NAG	Agenda – 10 th July 2023

16. PRESS RELEASES, WEBSITE & SOCIAL MEDIA

To consider whether any of the foregoing items should be the subject of a special 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 and in the public interest that the public and press are temporarily excluded and are asked to withdraw for items 18 and 19 on the Agenda.

18. CONFIDENTIAL MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting held on 7th June 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed.

19. ADVISOR TO THE PLANNING COMMITTEE

To receive a recommendation following the Planning Committee's discussion at its meeting on 4th July 2023 and to **RESOLVE** accordingly.

Confidential Appendix F