

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

15th November 2023

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held on **Wednesday 22nd November 2023** commencing at 7pm in the Council Chamber at the Council Offices, Radstock Lane, Earley.

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 MEETING**

To consider the minutes of the meeting of the Town Council held on 11th October 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

5. **TOWN MAYOR'S COMMUNICATION**

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

Appendix A

5.2 **Mayor's Reception**

To note that the annual Mayor's Reception will be held on Thursday 4th January 2024 at Radstock Community Centre. The event will include a presentation to the winners of the Allotment Competition.

6. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 6.1 Amenities & Leisure Committee - 25th October 2023 (*draft*) (Minutes 57 - 74)
- 6.2 Planning Committee - 3rd October 2023 (Minutes 60 - 73)
7th November 2023 (*draft*) (Minutes 74 - 90)
- 6.3 Policy & Resources Committee - 8th November 2023 (*draft*) (Minutes 62 - 79)

7. REPRESENTATIVES ON OTHER BODIES

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

7.1 Crescent Resource Centre

To receive a written report from Cllr N Brock.

Appendix B

7.2 ARC

To receive a written report from Cllr R Cook.

Appendix C

7.3 Sonning & District Welfare & Education Trust

To receive a written report from Cllr B Owen.

Appendix D

8. 2024/2025 BUDGET

- 8.1 To note that all Committees have been asked for ideas/projects to be put forward to the Budget Working Party for consideration for 2024/2025 financial year.
- 8.2 To note that the budget setting process for 2024/2025 financial year will start in December 2023. All councillors will be invited to attend meetings of the Budget Working Group.

9. REMOTE MEETINGS

To note that the government has refused to pass legislation permitting town and parish councils to hold remote meetings. Despite amendments being submitted by the House of Lords which would have enabled town and parish councils to hold some meetings remotely, the House of Commons rejected the submissions. All Council and committee meetings must continue to be held in person.

10. CEMETERY EXTENSION – UPDATE

To receive an update on the Mays Lane Cemetery extension project.

Appendix E

11. GRANT APPLICATION PROCESS

To receive recommendations on amendments to ETC's grant application process from the Policy & Resources Committee.

Members to **RESOLVE** accordingly.

Appendix F

12. SOLAR PANELS

To note that the solar panels for Radstock House, Council Offices are being installed on 21st November 2023

13. BUS SHELTER ADVERTISING

To note that, following questions raised at the previous Full Council meeting, the Policy & Resources Committee has agreed to ETC being included in Wokingham Borough Council's tender for bus shelter advertising. This is on the proviso that ETC can refuse proposal sites. The Town Council has been advised that the supplier would submit any proposals to WBC's planning department and that there is no guarantee that new sites will be identified.

14. CAROLS AT THE LAKE

To note that a Lantern Making & Carols at the Lake event is being organised for Saturday 16th December by ETC officers in collaboration with the Earley Environmental Group. Both groups have agreed to keep the promotion of this event fairly low key, ie no social media, as it would be logistically very difficult to restrict the numbers attending the nature reserve site.

15. FOODBANK COLLECTION POINT

To note that officers are promoting the Reverse Advent Calendar scheme at its Foodbank collection point in the Council's Helpshop, Radstock Lane.

Appendix G

16. COUNCILLORS' ATTENDANCE

16.1 Record of Members' Attendance

To note details of Councillors' attendance during 2023/24 at meetings of the Council and its Committees.

Appendix H

17. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Policy & Resources Committee, Imprest vouchers (877 - 887).

Appendix I

18. PUBLICATIONS

No publications have been received since the last meeting of Council or its committees.

19. PRESS RELEASES, WEBSITE & SOCIAL MEDIA

To decide whether any of the foregoing items of business shall form the subject of a press release.

20. EXCLUSION OF PUBLIC AND PRESS

To agree 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 21,22, 23 and 24, on the Agenda.

21. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of the Town Council held on 11th October 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

22. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meetings:

- 22.1 Amenities & Leisure Committee - 25th October 2023 (*draft*) (Minute 73)
- 22.2 Policy & Resources Committee - 8th November 2023 (*draft*) (Minutes 77 - 78)

23. CENTREPOINT COMMUNITY CENTRE

To note that no response has been received to the communication sent to WBC by the Town Clerk on 18th October 2023.

24. STAFFING

To receive any updates from the Town Clerk.

Confidential Appendix J