

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

31st January 2024

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held on **Wednesday 7th February 2024** 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 22nd November 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 (to follow)

5.2 Deputy Town Mayor's Communications

To note the following: *On Sunday 10th December, I had the immense pleasure of attending the Wokingham Borough School Carol Concert at Loddon Valley Leisure Centre. Many schools around the borough were represented and the children were in fine voice and sang beautifully.*

The Mayor of Wokingham was in attendance as well as many proud parents and we all thoroughly enjoyed the event. Cllr M de Jong

6. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 6.1 Amenities & Leisure Committee - 17th January 2024 (*draft*) (Minutes 75 - 90)
- 6.2 Planning Committee - 5th December 2023 (Minutes 91 - 107)
9th January 2024 (*draft*) (Minutes 108 - 122)
- 6.3 Policy & Resources Committee - 24th January 2024 (*draft*) (Minutes 80 - 94)

7. REPRESENTATIVES ON OTHER BODIES

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

- 7.1 Neighbourhood Action Group (NAG)
To receive a written report from Cllr M de Jong. *Appendix B*
- 7.2 Kenton Road Day Centre
To receive a written report from Cllr A Bassett. *Appendix B1*

8. ANNUAL FEES & CHARGES REVIEW 2024/25

To receive a report on the recommendations of the Amenities & Leisure Committee and to **RESOLVE** accordingly.

Appendix C

9. BUDGET AND PRECEPT 2024/25

To consider the recommendations made by the Budget Working Party and subsequently considered by the Policy & Resources Committee at its meeting on 24th January 2024, and to **RESOLVE** accordingly:

9.1 Town Council Budget 2024/25

To approve the proposed Budget 2024/25, as detailed in the document supplied to Members at the Policy & Resources Committee meeting on 24th January 2024, and as amended by that committee, see Minute 85.1.

Members to **RESOLVE**. *Appendix D*

9.2 Town Council Precept 2024/25

To consider the recommendation from the Policy and Resources Committee with regards the Town Council Precept for 2024/25, see Minute 85.2.

Members to **RESOLVE**. *Appendix D*

10. CHARITY EVENT

To receive a report from the Town Clerk on a joint event with the Link Visiting Scheme.
Appendix E

11. SCHEDULE OF MEETINGS 2024/25

11.1 To consider the proposed Schedule of Meetings 2024/25 and to **RESOLVE** accordingly.
Appendix F

12. GRANTS POLICY

To consider the revised Grants Policy, as recommended by the Policy & Resources Committee and to **RESOLVE** on its adoption.
Appendix G

13. CIVILITY & RESPECT PLEDGE

In May 2023, Earley Town Council signed up to the Civility & Respect Pledge. At the request of Cllr Neal, the Town Clerk will provide a recap on what being a Civility & Respect Pledge Council involves.

14. COUNCILLORS' ATTENDANCE

14.1 Record of Members' Attendance

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

15. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Policy & Resources Committee, (*Vouchers 6471 – 6477, 6478 - 6532 and 6533 – 6551 and Imprest vouchers 918 - 919*).
Appendix I

16. PUBLICATIONS

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

| | |
|----------------------------|--|
| Friendship Alliance | E-newsletter January 2024 |
| Involve Community Services | E-newsletter 26 th January 2024 |

17. PRESS RELEASES, WEBSITE & SOCIAL MEDIA

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

18. 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 19 and 20 on the Agenda.

19. MINUTES OF PREVIOUS MEETING

To consider the Confidential Minutes of the meeting of the Town Council held on 22nd November 2023 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

20. COMMITTEE REPORTS

To receive the Confidential Minutes of the following meeting:

- 20.1 Policy & Resources Committee - 24th January 2024 (*draft*) (Minutes 92 – 93.1)