

# EARLEY TOWN COUNCIL



Town Clerk  
JO FRIEND BA(Hons) PSLCC

Council Offices  
Radstock Lane  
Earley, Reading  
RG6 5UL

Tel: (0118) 986 8995

20<sup>th</sup> March 2024

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held on **Wednesday 27<sup>th</sup> March 2024** commencing at 7pm in the Council Chamber at the Council Offices, Radstock Lane, Earley.

Yours faithfully

*Jo Friend*

TOWN CLERK

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## 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 7<sup>th</sup> February 2024 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

5. **APPROVAL OF ABSENCE**

Councillors are requested to consider approving a period of absence to Cllr M de Jong on the grounds of ill health (LGA Act 1972, s.85(1) and (2)). The matter to be reviewed at the Council meeting of 27<sup>th</sup> November 2024. Members to **RESOLVE** accordingly.

6. **TOWN MAYOR'S COMMUNICATION**

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

*Appendix A*

## 7. COMMITTEE REPORTS

To receive the minutes of the following meetings:

- 7.1 Amenities & Leisure Committee - 6<sup>th</sup> March 2024 (*draft*) (Minutes 91 - 105)
- 7.2 Planning Committee - 6<sup>th</sup> February 2024 (Minutes 123 - 138)
- 5<sup>th</sup> March 2024 (*draft*) (Minutes 139 - 152)
- 7.3 Policy & Resources Committee - 13<sup>th</sup> March 2024 (*draft*) (Minutes 95 - 111)

## 8. REPRESENTATIVES ON OTHER BODIES

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

### 8.1 Wokingham Waterside Centre

To receive a written report from Cllr S Jordan.

*Appendix B*

## 9. FINANCE

### 9.1 Maiden Erlegh Lake

To note that a Section 10 Inspection (Reservoirs Act 1975) is required to be undertaken before July 2024. This is an enhanced inspection that must be conducted every 10 years by a qualified Supervising Engineer. The cost of the Section 10 Inspection does not feature in the 2024/25 budget and therefore Council is requested to approve expenditure of £3,995 in this regard.

Members to **RESOLVE** accordingly.

## 10. CANADA GEESE POLICY

To consider the draft Canada Geese policy. Members **RESOLVE** on its adoption.

*Appendix C*

## 11. COUNCILLORS' ATTENDANCE

### 11.1 Record of Members' Attendance

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

*Appendix D*

## 12. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Policy & Resources Committee, (*Vouchers 6642 – 6645, 6646 - 66659 and 6660 – 6681 and Imprest vouchers 933 - 938*).

*Appendix E*

## 13. PUBLICATIONS

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

Office of the PCC	E-newsletter March 2024
Involve Community Services	E-newsletter 8 <sup>th</sup> March 2024

**14. PRESS RELEASES, WEBSITE & SOCIAL MEDIA**

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

**15. 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 16, 17, 18 and 19 on the Agenda.*

**16. MINUTES OF PREVIOUS MEETING**

To consider the Confidential Minutes of the meeting of the Town Council held on 7<sup>th</sup> February 2024 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

**17. COMMITTEE REPORTS**

To receive the Confidential Minutes of the following meeting:

17.1 Policy & Resources Committee - 13<sup>th</sup> March 2024 (*draft*) (Minutes 109 – 110)

**18. STAFFING MATTERS**

To receive an update from the Staffing Committee meeting held on 20<sup>th</sup> March 2024.

**19. CEMETERY EXTENSION**

To receive an update from the working party meeting held on 22<sup>nd</sup> March 2024.