



## **EARLEY TOWN COUNCIL**

Minutes of the meeting of Earley Town Council held in the Council Chamber, Council Offices, Radstock Lane on Wednesday 17<sup>th</sup> July 2024 which commenced at 7.00pm.

### **Present**

Chair – The Town Mayor, Councillor M Smith

Councillors: R Ahlawat, A Bassett, A Bradley, N Brock, R Cook, J Eastwell, D Hare, M Iyengunmwena, S Jordan, N Jorgensen, I Khayinza, A Long, S Matthews, A Neal, S Newton, B Owen and H Sarasan.

In Attendance: J Friend (Town Clerk) and E Carroll (Deputy Town Clerk). One member of public was present.

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### **23. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R Browne, M De Jong, T Holton, P Jorgensen, G Littler, T Maher and C Smith.

### **24. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **25. PUBLIC FORUM**

The member of public asked the Town Council to consider funding improvements to the Events Field in Kilnsea Drive, suggesting ideas such as installing a cricket pitch or painting a mural. He was aware that the land is owned and operated by Wokingham Borough Council but he was of the view that WBC would agree to the Town Council taking such actions. He asked that his suggestions be considered by an ETC committee. Members asked some questions, including asking if the individual had made any overtures to WBC about these ideas, the resident confirmed he had not.

The Chair agreed that the idea of Earley Town Council installing equipment or making improvements on WBC land, specifically the Events Field, could be discussed further at the next meeting of the Amenities and Leisure Committee.

*The member of the public left the meeting.*

### **26. MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Annual Minutes of the Town Council (Minutes 1 – 22) held on Wednesday 8<sup>th</sup> May 2024 were a true and correct record and could be signed by the Chair.

### **27. TOWN MAYOR'S COMMUNICATION**

- 27.1 Councillors noted that the Town Mayor has chosen Daisy's Dream as his chosen charity for his year in office. Daisy's Dream provides support to children and young people who have been affected by bereavement.

- 27.1.1 Councillors received a written report from the Town Mayor detailing the events he had recently attended. These included a Community Festival at University of Reading; a meeting with Daisy's Dream; attendance at the AGM of Promise Inclusion; Lord Lieutenant of the Royal County of Berkshire's summer reception; Hawkedon School's sports day; British Korean War Veterans Appreciation Day and Radstock Primary School's 40th Anniversary.

27.2 Deputy Town Mayor's Communications

Councillors received written reports from the Deputy Town Mayor on her attendance at recent events, including the Magistrates Court Mock Trial Competition; a visit to Daisy's Dream and a workshop for WBC's Wokingham Community Vision 2035.

**28. COMMITTEE REPORTS**

28.1 Amenities and Leisure Committee

Councillor Brock presented the draft Minutes of the Amenities and Leisure Committee meeting (Minutes 1 - 17) held on 22<sup>nd</sup> May 2024. The Council received the draft Minutes.

28.2 Planning Committee

Councillor M Smith presented the Minutes of the Planning Committee meeting (Minutes 167 - 181) held on 7<sup>th</sup> May 2024. The Council received the Minutes.

Councillor M Smith presented the Minutes of the Planning Committee meeting (Minutes 1 - 16) held on 4<sup>th</sup> June 2024. The Council received the Minutes.

Councillor M Smith presented the draft Minutes of the Planning Committee meeting (Minutes 17 - 29) held on 2<sup>nd</sup> July 2024. The Council received the Minutes.

28.3 Policy and Resources Committee

The pre-election period had caused a change to meeting dates and therefore the minutes of the latest meeting of the Policy and Resources Committee were not yet available.

**29. REPRESENTATIVES ON OTHER BODIES**

29.1 EarleyBus AGM

Councillors received a written report from Councillor Cook on her attendance at the EarleyBus AGM. It was reported that bookings were gradually increasing, the accounts have been submitted and approved, and funds are available for a new bus.

29.2 ARC AGM

Councillors received a written report from Councillor Cook on her attendance at ARC AGM on 13<sup>th</sup> May 2024. ARC have had a good year financially following a donation from the Postcode Lottery. It was reported that demand for services has increased, more counsellors are being trained and ARC now have 60 counsellors supporting young people and young adults.

29.3 Wokingham Borough Council's Standards Committee

Councillor Matthews informed Members that she had attended the meeting of the WBC Standards Committee and the minutes were available on the WBC website.

29.4 Wokingham Waterside Centre

Councillors received a verbal report from Councillor Jordan on her attendance at a recent meeting. Finances show a deficit for 2024, causes could be the bad weather impacting bookings and that more people are now concerned about water quality. The centre will be offering summer training courses.

29.5 Kenton Road Day Centre

Councillors received a verbal report from Councillor Bassett on her attendance at the AGM on 16<sup>th</sup> July 2024. The Centre's finances are in a healthy position due to gift aid and investments and they are hoping to carry out more improvement work. The Centre has also welcomed some new members. Councillor Bassett reported that the Centre is considering changing its name as they think the phrase 'day centre' may be misleading.

**30. TOWN COUNCIL RISK REGISTER**

Members received the Town Council's updated Risk Register 2024, this is required to be presented to Council on an annual basis. It was noted that additions had been made to page 2 – Allotments, page 3 – Crime Prevention and page 13 – Land & Open Spaces and that, as a live document, amendments were made as and when required throughout the year.

It was suggested that the Policy & Resources Committee consider whether the Risk Register should be presented to various Committees on a regular basis.

**31. COMMUNITY SAFETY REQUEST**

Councillors considered a request from Wokingham Borough Council's Problem-Solving Tasking Group in relation to gathering information from the Town Council on issues and problems that may be causing the community concern. Members were of the view that the request was not very clear and there was a risk of duplicating some information whilst potentially missing out other relevant information. It was: -

**RESOLVED** that the Town Clerk contact WBC's Community Safety Officer to request that a representative from the Problem Solving Tasking Group plus a member of the Anti-Social Behaviour Team for Earley attend a Full Council meeting in order that more detail about the request can be provided and concerns discussed.

*Councillor Hare left the meeting.*

**32. SERVICE TO EARLEY AWARDS**

- 32.1 Councillors reviewed the current Service to Earley Awards policy and agreed that changes be made. The award will be presented at the Mayor's Reception (December or January) and therefore the 6-week nomination period will be in September – October. It was:

**RESOLVED** that the Service to Earley Awards policy be amended as follows: the nomination period to be September/October and the award presented at the Mayor's Reception (December/January).

*Councillor Hare returned to the meeting.*

- 32.2 Councillors agreed to appoint a Service to Earley Awards Panel consisting of five members who will discuss nominations and make recommendation to Full Council. It was:

**RESOLVED** that Councillors A Bassett, A Bradley, R Cook, S Matthews and M Smith be appointed to the Service to Earley Awards Panel.

**33. UNIVERSITY OF READING**

Members were pleased to note that the Town Clerk and Deputy Town Clerk had recently met with representatives from University of Reading to discuss future collaborative working ideas. They agreed to the request from the University for quarterly meetings to be held between representatives from ETC (two councillors + the Town Clerk) and representatives from the University of Reading.

It was **RESOLVED** that Councillor Hare and Councillor Khayinza will attend the quarterly meetings with the University of Reading along with the Town Clerk.

**34. CCTV POLICY**

Councillors received recommendation from the Policy & Resources Committee that the CCTV Policy be adopted. It was:

**RESOLVED** that the CCTV Policy be adopted.

**35. COUNCILLORS' ATTENDANCE**

**Record of Members' Attendance**

Councillors noted the details of Councillors' attendance during 2024/25 at meetings of the Council and its Committees.

**36. ORDERS FOR PAYMENT**

There were no Orders of Payment to note.

**37. PUBLICATIONS**

Councillors noted that the following publications had been received and were available for perusal from the Council Offices:

Office of the PCC	E-newsletter July 2024
Involve Community Services	E-newsletter 5 <sup>th</sup> July 2024

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

The following press releases and posts were agreed:

- New Service to Earley Awards policy (to be released nearer the application period)

**39. EXCLUSION OF PUBLIC AND PRESS**

There were no members of the public or press present. It was agreed that the remaining items on the Agenda be taken under Part II.

**PART II**

**40. MINUTES OF PREVIOUS MEETING**

**41. COMMITTEE REPORTS**

**42. TERMINATION OF MEETING**

The meeting was declared closed by the Chair at 8.13pm.

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**Town Mayor**