

EARLEY TOWN COUNCIL

Full Council Meeting 9th July 2025

5. MAYOR'S REPORT

Earley CResCent Community Association AGM held on 3/6/2025

I attended the 28th AGM at the CResCent Resource Centre. There was a presentation of the annual report 1/4/24-31/12/24 & the report & accounts for the year ended 31/12/24. Expenditure was similar to previous years, but income was down as a major hirer left during the year.

The association manager Kate Long gave her report:-

They are working hard to promote their services & endeavouring to rebuild the business though more problematic with multiple hires as opposed to one daily one.

They work hard to engage & support existing & new clients. These include 16 leisure activity groups, 4 education organisations, 7 medical, 16 social care & support services, 2 churches & a large number of charities.

A high percentage found out about them by personal or organisational recommendation, as well as via social media.

The CResCent is also the home of Earley bus & the Earley Charity.

They provide a wide range of printed literature as there is still a strong demand.

The training continues to be successful delivering 30 employability workshops, courses for people in the voluntary sector, IT courses, careers sessions.

The English classes continue to be popular with 4 running per week.

They follow up all their learners & 92% continue with their learning, volunteer or find employment.

They have a great team of staff & volunteers, but all of their work is governed by financial pressures.

Earley Repair Café 8/6/2025

This was the first session I was able to attend since my election as mayor. I was impressed, as on previous visits, by the enthusiasm of all the volunteers on reception, refreshments, the repairers & of course the continued organisation from Jo & Jess - all were eager to see items repaired rather than go to waste. I witnessed several tricky electrical repairs & the excitement of a robot!

38 items were brought in - 60% being fully repaired & £169 was received in donations.

Just as I left there was an influx of young people with their bicycles which kept the bike workshop busy until the end of the session.

A super initiative to keep going.

**The Royal County of Berkshire & Surrey Armed Forces Briefing-Royal Military Academy Sandhurst
19/06/2025**

I attended the briefing together with High Sherrif, military personnel, headteachers & several mayors from across the region.

There were several interesting presentations & videos including the implications of impending local government changes, the recent Strategic Defence Review, the roles of all three forces (Army, Roal Navy & Royal Airforce) regulars, reservists, cadets & veterans.

They are keen to keep their bases & community connections in both counties and encouraged those present to support cadet recruitment.

High Sheriff's Summer Reception 26/6/2025

I was privileged to attend the summer reception hosted by this year's High Sheriff of Berkshire, Sean Taylor DL, held at his property, West Green Place.

It was a lovely evening & I met many members of the judiciary, local police force & other unitary & town Mayors.

Cllr Nicola Brock, Town Mayor

EARLEY TOWN COUNCIL

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Item 8 – BUS SERVICES WORKING GROUP

Request received from Alison Flawith at Wokingham Borough Council:

Some of you know me from My Journey work, I am currently on secondment, working on a transport network review for the borough. My part of the review is to look at it through a social need lens.

Objectives:

1. To take a needs-based approach to identify what the borough's public transport needs are and where they are located
2. To understand the borough's existing public transport provisions and how well this meets existing needs
3. To understand where unmet public transport needs are and how local bus services can help reduced this need
4. To look at how we can work with key partners to create the best service for our residents

I am looking at the commercial services, community transport services, volunteer driver services. I have spoken with a cross section of residents across the borough gaining their viewpoints.

I would like to know, from your point of view, the following things.

- 1. What is working in your area?**
- 2. What is not working?** Are there areas that don't have good connections? Are there issues with commercial timetables/routes? Do the Dial a Ride (Readibus and Keep Mobile) services cater to your residents' needs?
- 3. Can we work together to help meet the needs in the community?** I mean this in both the financial sense such as helping us to fund services, also, in the advertising and educational sense. I've been out in the community and a lot of people don't know what services are out there, or how to access them. Can we combine our reach to better educate our communities on all things transport related?
- 4. Do you have ideas you would like to tell me about?**

As with all things now unfortunately, bus services are expensive and often require on-going revenue funding. The level of funding and resources available will be a determining factor in the scope of any future bus network. We are always looking for ways in which we can work in partnership to meet the needs of the community in the most efficient ways possible. We would welcome any ideas you have in this respect.

Item 9.1

Report on ARC AGM

ARC held its AGM on 25th May 2025.

ARC is a counselling service for young people (including young adults) that provides free one to one and group counselling on mental health issues that concern and worry young people.

It is again recognised by BACAB who reviewed the service positively. Thanks were given to the funders of the service, this includes Earley Town Council. Income is up 5% but funding is precarious and depends on a variety of organisations. In addition, there are many small donations such as £4000 from an Australian marathon run and £300 from a Brownie fund raising event.

Although most of the counsellors are voluntary there are some salaried staff. Training included a weekend session on Gestalt (language processing) and a conference looking at addiction. There are 60 counsellors, 13 are qualified and the others are at various levels of training.

The client waiting list is growing with the average wait for 1:1 counselling being 4 to 6 weeks.

ARC outreach works with 11 schools in the area, including Maiden Erleigh, and provides help at 2 other venues.

Schools' representatives attended the AGM to emphasise the importance of the help they receive from ARC. Workshops have been held on a number of topics. Altogether 3115 sessions have been given in this last year.

Records are kept on the age, sex and ethnicity of clients and the topics that are causing them worry. It is concerning that younger children are experiencing problems. ARC is beginning to explore the possibility of setting up sessions in primary schools.

Autism and ADHD numbers are growing so this year's training will be on neurodiversity.

Reading University has allocated an intern to help with social media and has helped to increase the number of people getting information through Facebook, Instagram and Tik Tok.

Cllr Rosemary Cook

Item 10.

Bulmershe Site of Urban Landscape Value Joint Working Party

Terms of Reference

Reporting arrangements

The joint working party will report to Earley Town Council and Woodley Town Council.

Overall purpose

To protect the Bulmershe SULV, as currently defined in the Wokingham Borough Council MDD DPD and as shown on the attached map (see over), from development.

Membership of the working party

2 members from Earley Town Council, with one named substitute.

2 members from Woodley Town Council, with one named substitute.

There will be a maximum of 4 voting members at each meeting.

The quorum will be 3 voting members.

Officers from both councils will be in attendance at all meetings

Meetings

Meetings will be arranged as necessary.

Terms of operation

To define and maintain a joint statement on reasons for the Bulmershe SULV to exist.

To review all existing policies in place to protect the Bulmershe SULV.

To propose joint submissions regarding planning policy, at the appropriate times.

To propose joint submissions regarding planning applications which have the potential to impact the Bulmershe SULV.

NOTE for ETC Full Council 9th July 2025:

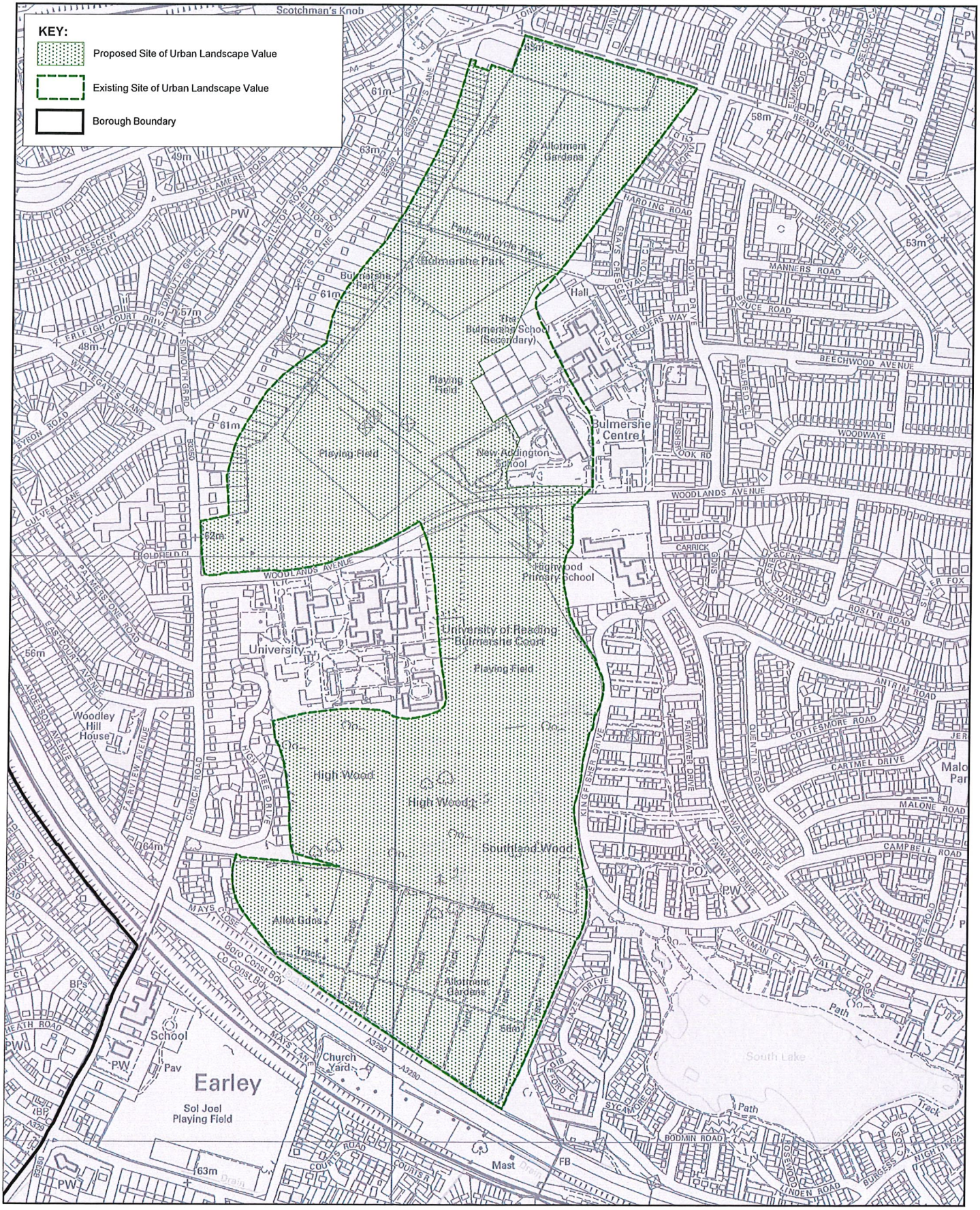
In their request, Woodley Town Council has referred to this group as a joint sub committee whereas the terms of reference call it a working party.

Earley Town Council has a legal interest in the area marked Bulmershe Park only (joint with WTC). The remainder of the land marked green is under either Wokingham Borough Council or Woodley Town Council control/ownership.

Cllrs S Matthews and A Bassett are ETC's representatives on this group.

LANDSCAPE DESIGNATIONS

Map 311 - Amend Site of Urban Landscape Value at Bulmershe, Woodley defined in policy TB22



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Scale 1:6,000 at A3

EARLEY TOWN COUNCIL

Full Council Meeting 9th July 2025**Item 11 - STANDING ORDERS - REVIEW**

This guide to the amendments made is to be read alongside the revised ETC Standing Orders document provided.

Amendments:

Page 2	Proper practices	amended to “issued by the Smaller Authorities Proper Practices Panel (SAPPP)”
Page 17		Replace references to District or Unitary Council with “Principal Council”
Page 20	Financial controls and procurement	<p>18.a.v amended ‘value below £25,000’ to ‘value below £60,000’</p> <p>Removal of clause - ‘A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to the ‘light touch’ arrangements under Regulations 109-114 of the Public Contracts Regulations 2015 unless it proposes to use an existing list of approved suppliers (framework agreement).’</p> <p>18.e <i>Replace</i> Where the value of a contract is likely to exceed the threshold specified by the Office of Government Commerce from time to time, the Council must consider whether the Public Contracts Regulations 2015 or the Utilities Contracts Regulations 2016 apply, the Council must comply with procurement rules. NALC’s procurement guidance contains further details.</p> <p><i>With</i> Where the value of a contract is likely to exceed the threshold specified by the Government from time to time, the Council must consider whether the contract is subject to the requirements of the current procurement legislation and, if so, the Council must comply with procurement rules. NALC’s procurement guidance contains further details.</p>

EARLEY TOWN COUNCIL

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Item 14 – EAR MARKED RESERVES – P & R RECOMMENDATIONS

At its meeting on 18th June, the Policy and Resources Committee began its review of the town council's ear marked reserves. The purpose of the review is to ensure that adequate funds are reserved for specific purposes thus enabling Earley Town Council to maintain standards and deliver improvements. The P & R committee will discuss each EMR and, if change is recommended, will make a recommendation to Council for amendment, thus allowing all councillors to take part in the discussions.

The review will take time to complete, a number of EMR's will be discussed at each meeting of the Policy & Resources Committee.

The first EMR discussed was the Sol Joel Park Pavilion Fund which has a current reserve figure of £184,500.

Sol Joel Park Pavilion Fund

An historic fund that was originally set up to fund expansion of the pavilion into the upper floor. The ground floor consists of changing/shower rooms, toilets, a small kitchen and a small groundsman's office. It is understood that the original intention was to transform the upper floor into either offices or a space for community use. Whatever, the use, access to the upper floor would have to be installed (we understand the original design left space for a lift to be installed) as access is currently up a ladder and through a ceiling hatch. The upper floor would also require fitting out, it currently has insulation but nothing else.

Members of the P & R Committee were invited to a site visit ahead of their discussion, at which the Operations Manager also explained the issues affecting the ground floor of the pavilion.

Observations of the P & R Committee:

- Lease restrictions – RBC set up a charitable trust which states the site can only be used for playing fields, recreation and associated pavilion(s). Office use would be outside the scope of the lease, consent would be required from numerous bodies, would that be forthcoming?
- Fields in Trust – the site is registered with Fields in Trust which means there is a legally binding agreement laying out what the site can be used for (sport or recreational activities and the benefit of the community & nature)
- Parking – car park already well used (school parents, football, cricket, general visitors); no on-street parking available nearby; if office space were to be considered then there would be an issue with no parking space for council/company vehicles
- There is a well-used community space next door at Earley St Peters. ETC do not receive any enquiries about booking the pavilion for other uses, is there any evidence of need for more community space in this area of Earley?
- Costs of expansion into the upper floor would be substantial. Lease is halfway through, so if Council were minded to expand the use of the building it could be sensible to seek an extension to the lease

- Opting not to develop the upper floor now does not mean that Council could not revisit it as an option at some time in the future

When viewing the ground floor of the pavilion, Members were told about the problems we currently experience with the building:

- Frequent leaks caused by poor quality copper piping in the ceiling void. No access to pipes so each leak results in a section of ceiling being removed in order to fix the pipe. Ideally all the pipes should be replaced, this would require closure of the pavilion for a period of time and a replacement ceiling.
- Inadequate boiler – pavilion was built with only a domestic gas boiler installed, simply not big enough to cope. Replacement of boiler required – would be an opportunity to explore other heating types and improve energy efficiency
- Underfloor heating often doesn't work

Councillors were of the view that the plan to expand into the upper floor should not be pursued as there appeared to be no evidence of need for a use compliant with the restrictions. Instead, the current pavilion should be upgraded to better fulfil its function as a pavilion. They recommended measures also be taken to improve the energy efficiency of the building. Councillors would also like to investigate the possibility of installing a public toilet, accessible from outside, for the use of park visitors especially those visiting the playground.

RECOMMENDATION

Members of the P & R Committee recommend that expansion of the pavilion into the upper floor is not sought at this time and that the Sol Joel Park Pavilion EMR funds are moved to another earmarked reserve called 'Dilapidations & Refurbishment Fund'. The first priorities of this new EMR would be:

- ***Upgrade/improve ground floor of pavilion, notably the heating and water systems***
- ***Investigate and install if feasible, a public toilet at the pavilion***
- ***Upgrade the staff toilet facilities at Radstock House (see note below)****

Council is asked to consider the recommendations and to **RESOLVE** accordingly.

*The Chair and the Leader of the Council had been advised that the staff toilet facilities at Radstock House were well below the standard staff could reasonably expect. They have inspected the facilities and agree that they should be refurbished as soon as practicable.

Meadow Park Playground

The Policy & Resources Committee also briefly discussed this EMR, current budget £114,365. They were informed that the toddler area was in reasonable condition, as was the outdoor gym section, but that the junior section of the playground was in poor condition with only a few pieces of equipment usable. Officers provided photos illustrating some of the issues.

Members agreed that this project should be pursued and officers should proceed with obtaining approximate costings for the refurbishment of the junior section. Once figures have been obtained, the committee will discuss this EMR further.

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Item 15 – RADSTOCK LANE COMMUNITY CENTRE LEASE - UPDATE

Background

An email was sent by Wokingham Borough Council to Councillor Hare, at his Wokingham borough councillor email address and cc'd to the Town Clerk, informing the borough councillor that Radstock Primary School was becoming part of the Orchard Learning Alliance Academy and that Earley Town Council's lease for land and buildings on the site was to be transferred to the Academy. This transfer would take place in early Autumn 2025. The communication claimed that it was too difficult to separate ETC's lease for the community centre from the rest of site, hence WBC's decision to transfer it all to the Academy.

Councillors agreed that a strongly worded letter be written to Wokingham Borough Council and that Earley Town Council should take legal advice on matters involving its lease with WBC. This letter should be copied to WBC's Chief Executive, Susan Parsonage, the Deputy Chief Executive & Director of Resources & Assets, Graham Ebers, the Leader of the Council, Cllr Stephen Conway and Head of Estates, Craig Hoggeth.

The Town Clerk duly wrote to the above, and as requested by councillor, expressed

- ETC's deep disappointment that the town council had not been consulted or informed of the matter directly
- concern over the future of the centre, particularly in view of the Academy being granted a 125 year lease and ETC only having 18 years remaining on its lease
- concern that ETC's new landlord had no knowledge of how RLCC operates or its importance to the community and there had been no contact or contact details from the new landlord
- town councillors' incredulity that WBC has again failed to communicate directly with Earley Town Council on serious matters which directly impact its land and assets, reminding WBC that it has publicly claimed it is committed to improving working relationships with town and parish councils but has again demonstrated that this pledge is not carried through to its officer actions
- expressing ETC's hope that the poor treatment of ETC during WBC's transfer of the Silverdale building to an academy is not repeated during WBC's transfer of Radstock Lane Community Centre to the Orchard Learning Alliance Academy.

Wokingham Borough Council Response

27th May 2025

Letter received from Sarah Morgan stating:

- the officer that sent the original email is off and she doesn't have access to the communications
- a recognition that the information should not have been shared direct with individual councillors, including not to alternative email addresses, but should be shared direct with the town council
- academisation transfers 'have an element of commercial negotiation within them, especially relating to property transfers and therefore it is appropriate that conversations to date have been between WBC and the Academy only'.
- A claim that the Academy is aware of the community centre and the important role it plays for the community in Earley and that they are keen 'to understand this further and talk with ETC about how you can work successfully together going forward'. Sarah

Morgan adds that she will discuss with the Academy if they feel able to start these conversations now or whether the transfer negotiations need to be further progressed before a discussion can happen

- A hope that ETC's concerns have been addressed

29th May 2025

The Town Clerk sent a short response, prior to consulting with the ETC Chair & Leader on a more fulsome response. This included:

- A copy of the communications WBC officers were unable to access
- Disappointment that the fact WBC officers did not feel it necessary to contact ETC directly but instead wrote to a borough councillor, had not been adequately addressed. How this jars with all the collaborative work (and speak) that has been going on between town and parishes and WBC
- The Town Clerk's view that ETC's concerns had not been addressed by Ms Morgan's response
- Confirmation that ETC is a professionally run council which is familiar with, and can practice, the concept of confidentiality
- Doubt that the Academy did have the awareness of the role of RLCC plays as there had been no contact from them and, as recently as the School Streets Scheme, WBC had demonstrated it itself had no knowledge of what went on at RLCC or how it operated. ETC would certainly hope that her claim proves to be correct.

Legal Advice

In the meantime, officers obtained legal advice on the matter of WBC transferring ETC's lease to the Academy.

It was confirmed that, as a commercial lease, WBC could transfer it and it would be unlikely they were required to notify ETC of their intention to do so. WBC's 125 year lease with the Academy should take into consideration the terms of ETC's current lease. The recommendation was to address any concerns directly to WBC and to request that they not include RLCC in the transfer. What happens at the end of ETC's 18 year lease is important.

18th June 2025

The Town Clerk wrote to Sarah Morgan (cc others) confirming that the Chair and Leader of ETC were of the view that the town council's concerns had not been addressed by her response. A request was made that WBC considers not including RLCC in the transfer to the Academy. A request was also made for a prompt update on the discussions she said she would have with the Academy about talking to ETC about concerns over the community centre.

2nd July 2025

No response has been received from Sarah Morgan but an email arrived from Craig Hoggeth:

As has been outlined previously, due to the Radstock Centre's location within the school site it is not considered feasible to exclude the Centre from the Academy Lease to Orchard Learning Alliance. The

inclusion of the Radstock Centre in the lease to Orchard Learning Alliance is consistent with our practice at other school sites where properties, not wholly or mainly used by the school, are located within the wider school boundary.

Earley Town Councils existing lease for the Radstock Centre, which has an unexpired term of 18 years, will remain fully in effect. The lease will transfer to Orchard Learning Alliance as the new landlord, but all other terms and protections afforded by the lease will remain unchanged. This ensures continuity and security for the Centre's operations and its role in the community. We recognise the importance of RLCC to the residents of Earley and beyond, and we are committed to supporting a smooth transition. As part of this Orchard Learning Alliance has expressed a willingness to engage with Earley Town Council to understand the Centre's role and explore opportunities for collaboration.

To facilitate open dialogue and address any remaining concerns, WBC's members would be happy to meet with representatives of Earley Town Council to discuss this matter from a political perspective. Please can you confirm if you think a meeting would be helpful so we can make the necessary arrangements.

Jo Friend
Town Clerk
2nd July 2025

EARLEY TOWN COUNCIL

Full Council Meeting 9th July 2025

Item 16 – WOKINGHAM BOROUGH COUNCIL – TOWN & PARISH QUESTIONS

WBC has agreed a new Constitution which came into effect on 1 June 2025. The new Constitution includes a provision for questions by Town and Parish Councils at meetings of Council, Executive and other committees.

There will now be a standing item on the agenda for WBC meetings. 10 minutes will be allowed for consideration of any Town/Parish questions. Questions from Town and Parish Councils must be submitted by the Town/Parish Clerk, naming the person who will ask the question at the meeting. The deadline for submission of questions is seven working days before the meeting (general questions) or two working days before the meeting if the question relates to a specific agenda item. No questions will be allowed at meetings of the WBC Planning Committee.

At its meeting on 18th June, the Policy and Resources Committee discussed how this new opportunity might best be utilised by ETC, they considered matters such as ETC's awareness of WBC's various meetings and their agendas, and how questions should be authorised for submission. Members noted that it would not be feasible for officers to monitor WBC's meetings and agendas, or inform councillors when WBC were due to discuss items that ETC councillors may feel are relevant to ETC, this would be too onerous a task.

With regards the approval of the submission of an ETC question to a WBC meeting, the P & R Committee were of the view that delegating this authority to the relevant standing committee (Policy & Resources, Amenities & Leisure, Planning) would be the most efficient way to ensure a suitable level of oversight and comply with town council rules that no individual councillor can make a decision. The relevant committee would also agree on which councillor would ask the question and at which WBC meeting. The Town Clerk would then submit the question.

Members are asked to discuss the proposed approach and to **RESOLVE** accordingly.

Our Budget Conversations

Local councils are facing severe financial challenges. The money we get from central government, Council Tax and other sources is not going to be enough to carry on doing all the things we currently do for residents.

We must change and we are going to have to make difficult decisions in the next few years.

This might mean stopping some of the things we are doing now, changing how we do them or reducing them. We need to understand residents' and communities' views and priorities when we make these decisions.

Get involved

Our Budget Conversations are the chance for you to be involved. We need to hear about what is most important to you and what is less important.

Our Fairer Funding campaign

We are calling for changes to the way local councils are funded by the government and are asking for your support. Wokingham Borough is one of the worst funded councils in the country because the government does not take into account the true cost of providing services when it allocates money.

As part of our Budget Conversations, we are asking people to join our campaign by adding their name and postcode to our list of supporters. You can add your name at the end of the survey.

Our financial situation

We're one of the lowest funded councils in the country and are facing a budget challenge unlike any we've seen before.

This year, we are having to find savings of £7.8 million after having already found more than £23 million over the past two years.

We do not yet know exactly how much we will have to save next year or in the future because the Government will not announce its plans for local government funding until December – but we know very significant savings will be needed.

Our estimate is that we may need to save as much as **£33million** over the next three years.

To put this into context, **£33million** is not much different to our entire yearly budget for **road maintenance, waste and recycling collections, planning, grass cutting and parks combined**.

We are not going to stop all these things – but it is a good way to think about the challenge we are facing.

Q1 Context:

About 80% of the money we spend is on things we legally must do, such as providing social care to adults and children who need support. The Budget Conversations are about the things we have a choice over – we are asking you about things we could reduce, do in different ways or stop altogether to save money and ways we could try to make more money.

This is a list of things we have a choice over how much we spend on. Please tick the circle next to the three you think most important when it comes to council spending:

- Supporting local businesses in the borough
- Tackling climate change through local action
- Supporting art, culture and sport in the borough
- Engaging with communities and giving everyone a say in decisions
- Supporting people struggling with the cost of living
- Promoting equality, diversity and inclusion across the borough
- Making it easy for everybody to contact the council

Q2 Context:

As well as providing services to people who need our support, including adults and children with learning difficulties, physical disabilities and those with mental health issues, we are responsible for waste and recycling collections, upkeep of the area and providing facilities for the community. We have some choice over how much we spend on these areas.

Please tick the circle next to the two you think most important it comes to council spending:

- Keeping our parks and play areas in good condition
- Keeping all our community facilities (such as libraries, community centres and children's centres) open and providing services
- Keeping our roads, footpaths and cycle paths in good condition
- Maintaining waste and recycling collection at current levels
- Maintaining our street cleaning at current levels
- Providing more social and affordable housing

Q3 Context:

Some of our income comes from charging people to use specific services such as car parks or sports pitches. These charges help us pay for the services and can contribute to paying for other things we provide. We have some choice over how much to charge for them.

In general, would you rather pay more for something you use (such as car parking, green waste collection, pitch hire) or accept lower standards and reduced services?

- I would want to pay more for the things I use to maintain services and standards
- I would not want to pay more so would accept lower standards and reduced services

Q4 Context:

The money councils have for non-essential services is reducing and so some communities are taking on more of these themselves, such as a volunteer-run library.

To what extent do you support the statement below?

It will be increasingly important for communities to work together and residents to help each other as Government funding for the council reduces

1	2	3	4	5
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Fully support

Do not support at all

Q5 Context:

We are always looking for ways to provide services more efficiently and for new ways to generate income.

Do you have any other comments on the council's budget, including areas where you believe we could generate income or save money?

Q6 Context:

The total funding we have available is not going to change so an increase in spending in one area would need a decrease in another.

Although we are focussed on saving money, we would like to know if there are any areas you think need more investment or spending. If you have any suggestions for increased spending, please also tell us where you would spend less.

Q7 Context:

The government allocates funding to local councils largely on the basis of deprivation level. We agree deprivation is an important factor, but it is not the only one. We believe better account should be taken of the real cost of meeting local needs (such as adult and children's social care) which are not currently factored in properly.

We continue to lobby for changes to the way funding is allocated to local councils so that it takes more account of the real cost of providing services locally. If you would like to support us on this, please provide your name and postcode.

Name

Postcode

Are you happy for us to contact you about our next round of budget engagement?

Yes

No

If yes, please give us your email address

Earley Town Council

Full Council Meeting – 9th July 2025

Agenda Item 19

Wokingham Borough Council's Tree Cities of the World Status

At an Earley Town Council Planning Committee meeting on 3rd June, Councillor Rosemary Cook informed the Committee she had been made aware that WBC had obtained 'Tree Cities of the World' status. She requested that WBC be contacted for further information and the matter be brought to the attention of Full Council.

Following a motion agreed at a Wokingham Borough Council meeting on 18th November 2021, WBC agreed to commit to achieving 'Tree Cities of the World' status, as part of its creation of a Borough wide Tree Strategy, which would be done by: -

1. Maintaining clear responsibility within the Council for the care of trees across our Borough.
2. Agreeing a policy for the care and management of our forests and trees across the Borough. This must include standards for tree care, where and when they apply and penalties for non-compliance.
3. Working with external partners to create and maintain an inventory of the local tree resource so that effective long-term planning for planting, care and removal can be established.
4. Setting aside an annual budget for the implementation of the tree management strategy and management plan.
5. Holding an annual celebration of our Borough's trees and acknowledge the resident's schools, charities and Council staff that contribute to our city tree programme.
6. Creating a 'Garden Forest' programme to allow residents the opportunity to plant some of our 250,000 new tree commitment in their own gardens.
7. Developing a continuous education process aimed at informing residents of the importance of trees, tree planting and tree protection and how best to care for the trees in their own gardens and communities.
8. Committing to planting a Covid-19 memorial wood within the Borough, of native trees, as a long-lasting memorial to those who have lost their lives during the 2020-21 Pandemic.

After the motion was agreed, WBC adopted a Tree Strategy, implemented a number of tree planting schemes, demonstrated community engagement through annual celebrations to highlight climate change actions and the protection of nature.

In January 2025, WBC was in a position to submit an application for 'Tree Cities of the World' status, which it has now been granted.

More information about Tree Cities of the World can be found at : [Tree Cities of the World](#)

Emma Carroll
Deputy Town Clerk
27th June 2025

RECORD OF COUNCILLOR ATTENDANCES - 2025/26

NAME OF COUNCILLOR	COUNCIL					AMENITIES & LEISURE					PLANNING										POLICY & RESOURCES							
	05	07	09	11	02	03	05	07	10	01	03	05	06	07	08	09	10	11	12	01	02	03	04	06	09	11	01	03
R. AHLAWAT	✓																											
A. BASSETT	✓					✓																	✓					
A. BRADLEY	✓					✓																						
N. BROCK	✓					✓						✓																
R. BROWNE	✓					✓						✓																
R. COOK	✓											✓																
M. DE JONG	✓											B	✓										✓					
J. EASTWELL	✓																						✓					
D. HARE	✓												✓										✓					
T. HOLTON	✓																						✓					
M. IYENGUNMWENA	✓											B	✓															
S. JORDAN	✓											✓																
P. JORGENSEN	✓											✓																
I. KHAYINZA	✓											✓																
G. LITTLER	✓																											
A. LONG	✓																						✓					
T. MAHER																							✓					
S. MATTHEWS	✓																											
A. NEAL	✓											✓												✓				
S. NEWTON	✓																											
B. OWEN	✓																											
H. SARASAN																												
C. SMITH	✓																											
M. SMITH	✓											✓																

R = Representing Town Council B = Attending Borough Meeting ✓ = In Attendance F = Attending Fire Authority Meeting A = Approved Leave of Absence
 (shaded cell denotes non-representation on Committees)

ORDERS FOR PAYMENT - BY BACS TRANSFER

Number	Supplier	Purchase Description	Amount
7848	2468 Ltd	MPCC Service of Water Heater 01/07/25-30/06/26	£115.91
7849	Arnold Laver	Concrete MELNR & Treated Timber Paddock Drive	£64.37
7850	Creating Technical Solutions	Replace Rearscreen + new Wiper blades	£514.80
7851	DAC Beachcroft	Insurance Claim fees (VAT only) Fully recoverable	£338.02
7852	Externiture Ltd	2 Bus Shelters and installation Church Road	£14,649.89
7853	McVeigh Parker & co	Polywire for SJP Pitch Marking	£95.21
7854	Online Playgrounds	SJP Playarea surface repair	£171.80
7855	Safeplay Playground Services Ltd	Meadow Park Removal of old SeeSaw and Installation of new	£2,390.40
7856	Select Environmental Services	MPCC Waste Collection Apr 25	£172.11
7857	Select Environmental Services	RLCC Waste Collection Apr 25	£45.60
7858	Select Environmental Services	General Litter Waste Collection Apr 25	£647.33
7859	Select Environmental Services	RH Waste Collection Apr 25	£48.13
7860	Select Environmental Services	CP Waste Collection Apr 25	£43.20
7861	Southern Maintenance Solutions UK Ltd	MPCC Hot Water Repair	£216.00
7862	Tradepoint B&Q	General Maintenance items various sites	£132.16
7863	Web Marketing Matters	Website support May 2025	£216.00
7864	Wokingham Borough Council	Centrepoint May 2025	£293.50

Total: £20,154.43

Date Prepared: 09/06/2025

May 2025 Barclaycard

ORDERS FOR PAYMENT - BY BARCLAYCARD

Number	Supplier	Purchase Description	Amount
7865	Zoom	May 25 Subscription	£15.59
7866	Adobe	Subscription M/e 10/6/25	£11.29
7867	ACAS	HR Training E Carroll	£270.00
7868	HSQE LTD	Staff Training - Manual/Ladder/Height	£57.60
7869	Vistaprint	Town Councillors 'Sail' Sign for Events	£177.49
Total Barclaycard			£531.97

Date Prepared: 9/6/2025

ORDERS FOR PAYMENT - BY DIRECT DEBIT MAY 2025

Number	Supplier	Purchase Description	Amount	Amount
7870	Allstar	Vehicle Fuel YK60UTY 17/04/25		£78.79
7871	Allstar	Vehicle Fuel YK60UTY 24/04 EN65HDF 25/04		£145.85
7872	Allstar	Vehicle Fuel YK60UJ 06/05/25		£71.19
7873	Castle Water	RH Water April 25		£214.85
7874	Castle Water	RH Water Feb & Mar 25 adjustment to actual		£6.42
7875	Castle Water	RLCC Water April 25		£50.10
7876	Castle Water	MPCC Water April 25		£96.40
7877	Castle Water	SJP Water April 25		£140.56
7878	Castle Water	Allotments Water April 25		£176.36
7879	Castle Water	Allot Reversal of Water charges 1/4/23-31/10/24 (16 invoices/credits)	-£1,846.06	
7880	Castle Water	Allot Revised to actual 1/4/23-31/3/24	£635.83	
7881	Castle Water	Allot Revised to actual 1/4/24-30/11/24	£1,071.89	
7882	Castle Water	Allot Estimate Dec 24	-£49.62	
7883	Castle Water	Allot Estimate Jan 25	£2.48	
7884	Castle Water	Allot Revised to Act Feb 25	-£7.44	
7885	Castle Water	Allot Estimate Mar 25	£12.40	
		Allot Credit payment received 4/4/25		-£180.52
7886	Castle Water	IC Water April 25		£49.42
7886	Castle Water	RH Feb 25 (Paid 28/3/25)		£10.74
7886	Crown Gas & Power	RH Gas April 25		£147.14
7887	Crown Gas & Power	SJP Gas April 25		£190.44
7888	Crown Gas & Power	RLCC Gas April 25		£665.72
7889	Crown Gas & Power	MPCC Gas April 25		£698.67
7890	Culligan UK Limited	Water Cooler Rental RH Apr 25		£110.86
7891	Culligan UK Limited	Water Cooler Rental SJP Apr 25		£55.43
7892	Elavon (Opayo)	Credit Card Terminal rental April 25		£22.80
7893	Focus	RH Telephones Rental May 25 + Calls Mar 25		£220.68
7894	O2	Mobiles Rental 14/04/25 - 13/05/25		£262.64
7895	PHS Group	CP Sanitary Disposal q/e 24/7/25		£18.02
7896	SSE Energy Solutions	Street Lighting Elec April 25		£571.87
7897	Virgin Media	Broadband RH 7/05 - 6/06/25		£24.60
7898	Wokingham Borough Council	MPCC Rates May 25 (2 of 10)		£237.00
7899	Wokingham Borough Council	RLCC Rates May 25 (2 of 10)		£469.00
7900	Wokingham Borough Council	RH Rates May 25 (2 of 10)		£1,572.00
7901	Yorkshire Gas & Power	RH Electricity April 25		£62.23
7902	Yorkshire Gas & Power	Tractor Shed Electricity April 25		£11.52
7903	Yorkshire Gas & Power	Tractor Shed Electricity May 25		£26.42
7904	Yorkshire Gas & Power	IC Electricity April 25		£199.13
7905	Yorkshire Gas & Power	IC Electricity May 25		£157.93
7906	Yorkshire Gas & Power	RLCC Electricity April 25		£209.64
7907	Yorkshire Gas & Power	RLCC Electricity May 25		£161.84
7908	Yorkshire Gas & Power	SJP Electricity April 25		£137.77
7909	Yorkshire Gas & Power	SJP Electricity May 25		£260.70
7910	Yorkshire Gas & Power	MPCC Electricity April 25		£283.11
7911	Yorkshire Gas & Power	MPCC Electricity May 25		£215.34
Total Direct Debits				£7,852.66

Date Prepared: 10th June 2025

IMPREST ACCOUNT - Reimbursement Vouchers 1073 - 1078

Vouchers between 5th June 2025 - 18th June 2025

Number	Details	Amount
1073	Damage Deposit Refund JO	£50.00
1074	Damage Deposit Refund HC	£50.00
1075	Green Fair Refund YY	£10.00
1076	LGPS Pension Contributions June 25	£13,554.71
1077	HMRC PAYE/NIC June 25 Payroll	£12,985.86
1078	Salaries June 25	£34,751.94