

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

19th November 2025

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held on **Wednesday 26th November 2025** 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 24th September 2025 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair. (Minutes 54 – 80)

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

6. **COMMITTEE REPORTS**

To receive the minutes of the following meetings:

6.1 Amenities & Leisure Committee - 15th October 2025 (*draft*) (Minutes 35 – 53)

- 6.2 Planning Committee - 7th October 2025 (Minutes 72 - 90)
 4th November 2025 (*draft*) (Minutes 91 – 111)
- 6.3 Policy & Resources Committee - 12th November 2025 (*draft*) (Minutes 43 – 62)

7. **REPRESENTATIVES ON OTHER BODIES**

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

7.1 **ARC Management Committee**

To receive a written report from Cllr R Cook. *Appendix B*

7.2 **Borough Parish Liaison Forum**

To receive a written report from Cllr M Smith. *Appendix C*

7.3 **WBC Standards Board**

To receive a written report from Cllr S Matthews. *Appendix D*

7.4 **VACANCIES**

To note that there exists a vacancy for a town council representative to the **Sonning & District Educational and Welfare Trust**. Nominations to be received and Members to **RESOLVE** accordingly.

To note that Cllr M de Jong has stood down as one of ETC's representatives to **NAG** and therefore a vacancy exists. Nominations to be received and Members to **RESOLVE** accordingly.

8. **BULMERSHE SULV JOINT SUB COMMITTEE**

To consider the amendments to the terms of reference as recommended by members of the SULV sub-committee:

- Point 3 – delete
- Point 5.2.c – add
- Point 5.3.a – amend to annual basis

Appendix E

9. **FINANCE**

To note that funds from the Dilapidations EMR have been allocated to pay for the new floor at Centrepoint CC which will be installed in early January. This work was urgently required as the wear layer on the hall floor had failed. The Amenities & Leisure Committee agreed with the commissioning of the work.

10. **ETC CHAIRS GROUP MEETING**

To receive notes from the Chairs Group Meeting.

Appendix F

11. TOWN PLAN

To receive the draft Town Plan, as produced by the Town Plan Working Group.

Members to review the document and **RESOLVE** upon adoption.

Appendix G

12. EARLEY REPAIR CAFE

To receive a report on the Earley Repair Café.

Appendix H

13. COMMUNITY GOVERNANCE REVIEW – UPDATE

To note that Earley Town Council submitted further comment to the Community Governance Review consultation. A copy of the submission has been published on the town council website.

14. WOKINGHAM BOROUGH COUNCIL – TOWN & PARISH QUESTIONS

14.1 To note the guidelines document as approved by the Policy & Resources Committee.

Appendix I

14.2 To receive and consider any Councillor requests for specific questions to be submitted to WBC meetings. Members to also agree the WBC meeting to which the Town Clerk is to submit the question(s) to.

Members to **RESOLVE** if required.

15. COUNCILLORS' ATTENDANCE

15.1 Record of Members' Attendance

To note details of Councillors' attendance during 2025/26 at meetings of the Council and its Committees.

Appendix J

16. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Policy & Resources Committee (Vouchers 8303 - 8333), Imprest vouchers (1117 - 1121) and Current Account (one off payment 55).

Appendix K

17. 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 October 2025
Involve Community Services	E-newsletters October and November 2025
Friendship Alliance e-newsletter	October 2025

Earley NAG	Agenda for meeting of 10th November 2025
MERA	Minutes of meeting 9 th October 2025

18. PRESS RELEASES, WEBSITE & SOCIAL MEDIA

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

19. 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 20 & 21 on the Agenda.

20. MINUTES OF PREVIOUS MEETINGS

20.1 To receive the Confidential Minutes of the Planning & Transport Committee held on 4th November 2025 (Minute 110) (*draft*).

20.2 To receive the Confidential Minutes of the Policy & Resources Meeting held on 12th November 2025 (Minutes 60 – 61) (*draft*)

21. SERVICE TO EARLEY AWARDS

To receive a report and recommendation from the Service to Earley Awards Working Group. Members to **RESOLVE** accordingly.

Confidential Appendix L