

EARLEY TOWN COUNCIL

Full Council Meeting 26th November 2025

5. TOWN MAYOR'S COMMUNICATION

Wokingham Volunteer Centre Annual Meeting 6/10/2025

I was invited to their annual meeting held in Wokingham Town Hall. Other VIPs attending included Wokingham Borough Mayor, Woodley & Wokingham Town Mayors & Leader of WBC.

The new chair welcomed everyone & thanked volunteers, staff, trustees & financial supporters.

The chief officer repeated their objectives of promoting health & wellness; narrowing health inequalities; reducing loneliness; and promoting the efficiency & effectiveness in the charitable activities of not-for-profit organisations, voluntary groups & charities working for the benefit of the public in the fields of community health & social care.

There were presentations on their main projects: -

The **volunteer brokerage service** which is helping put volunteers & charities together. 914 people are helped regularly & 15,008 hours of volunteer time donated.

The **Green "n" Tidy scheme** helping residents who are unable to keep their gardens as they once did. They have a waiting list of clients & would value more volunteers & team leaders to fully utilise the new van & add two further gardening teams to the weekly rota. The Borough Mayor spoke of her personal experience of volunteering & the various jobs she has done for residents.

The **Community Transport Scheme** continues to support older residents to get to vital medical appointments & social events. They have over 730 clients plus a waiting list & it is supported by more than 120 local drivers.

The Leader of WBC thanked the centre & all the volunteers for their partnership working & vital support to the community.

His Majesty's Lord-Lieutenant of The Royal County of Berkshire Awards 9/10/2025

I was privileged to be invited to the awards held at The Royal Military Academy Sandhurst, presented by The Lord-Lieutenant Mr Andrew Try Esq.

A BEM was awarded to Ms Anne Thorpe for her services to disabled people in aviation.

Awards were given for outstanding achievement to reservists & cadets.

Four were appointed as His Majesty's Lord-Lieutenants Cadets for 2025/26 & I had the chance to talk to these inspiring young people afterwards & learn their aspirations for their futures.

Presentations were made of the importance of reservists & cadets, especially considering the recent Strategic Defence Review, & the Governments objective to increase the number of cadets by 30% by 2030.

A cadet & a reservist gave their personal account of their experience & how it had positively influenced their life, but most heartwarming was a video of a 9-year-old sea cadet who said his mum had noticed how he now polished his shoes, ironed his own clothes & even sometimes made his own bed! There were refreshments afterwards & a chance to network.

High Sheriff's Judicial Service, Reading Minster Church 10/10/2025

This service marks the opening of the Crown Court in Reading at the start of the Judicial Year and brings together those who work in administering law, order & justice as well as emergency services organisations, civic leaders, charities & voluntary groups in the Royal County of Berkshire & gives thanks for their valuable contributions to the community.

The High Sheriff is an independent, non-political Royal appointment for a single year, supporting the Crown & judiciary as well as giving encouragement to the police & emergency services, to prison & probation services & other agencies involved with criminal justice.

The Worshipful Mayor of Reading, Cllr Alice Mpofo-Coles kindly offered refreshments at the Civic Offices before the Civic procession to the Minster.

The moving service was led by The Rt Reverend Mary Gregory, Bishop of Reading & attended by The Lord Lieutenant, The High Sheriffs of Berkshire, Buckinghamshire & Oxfordshire, High Court, Court of Appeal, Circuit, District & Tribunal judges & Berkshire Coroner. The Chamber Choir of St Georges School Windsor Castle led the music.

The High Sheriff kindly invited all attendees to refreshments at Reading Town Hall after the service & I had a chance to talk to several local residents.

Exhibition of Photos at St Nicolas Church 18/10/2025

I was invited to welcome visitors to the exhibition of autumn images from Earley's wild areas submitted to be part of EEGs annual calendar but extra to the number needed.

There were some beautiful examples of fungi, leaves & berries & I had a chance to talk to some of the contributors & admire their photographic skill.

EEG need to sell approximately 200 calendars to break even- by 18/10/25 they had got to 166.

Woodley & Earley Lions Club 45th Charter Night Dinner 18/10/25

I was privileged to be invited to celebrate the club being given its Charter 45 years ago from Lions International. It was a pleasant evening with food & dancing.

Their website details their ongoing desire to help local groups & individuals in need, support deserving causes & make a real difference to our local communities.

They also have fun whilst raising money as shown by photos of quiz nights, sponsored walks, skittles & bowls events & a vineyard visit. 100% of the money raised is for charitable use.

I was able to congratulate them on raising more than £1 million over their years as a club & wish them continued enthusiasm to enable amazing outcomes & all possible success in their future events.

The Arts and Craft Preview, Rotary Club of Reading Maiden Erlegh 24/10/2025

This was held at Leighton Park School where the paintings & craft items of over 300 local artists were on display & available for sale. This year there were also contributions from children .25% of the monies raised went to the following charities - Royal Berkshire Hospital Charity & Feeding Communities Charity. The Rotary Club are always looking for new members to help them continue their fund raising endeavours.

Remembrance Service, Earley St Peters Church 9/11/2025

I attended the service, which included moving stories of Earley service personnel who gave their lives in the 1st & 2nd World Wars.

I was privileged to read some of the prayers & afterwards lay a wreath on behalf of Earley Town Council officers & councillors. Uniformed organisations also laid wreaths.

Cllr Nicola Brock, Town Mayor

Earley Town Council Meeting 26th November 2025

Report from Councillor R Cook:

ARC Management Committee Meeting Report (October 29th 2025)

Agenda Overview

1. Welcome and Apologies
2. Approval of Previous Minute
3. Staffing
4. Financial Report
5. Project Updates
6. Training
7. Any Other Business
8. Date of Next Meeting

Key Discussions and Decisions

1. Welcome and Apologies

The Chair welcomed all members and acknowledged apologies from those unable to attend. The meeting was declared quorate.

2. Approval of Previous Minutes

The minutes from the previous meeting were reviewed and approved without amendment.

3. Staffing

Have now opened recruitment for new counsellors to join the team, 10/12 are needed to fill vacant slots. The position of part time youth worker remains unfilled.

4 Financial Report

The Treasurer presented the latest financial statement. Income and expenditure figures were reviewed, and the committee agreed on the revised budget allocations for the upcoming quarter. It was noted that grant applications are progressing well, and fundraising targets remain on track. A budget for food was approved for the post Xmas get together for staff and volunteers.

5 Project Updates

Youth Access: A report was received from a member of staff who has run two workshop days. One was at Redham House involving the whole school for Mental Health Day. The other was an information session for SEND Voices Wokingham. Both were very well received

6. Training

A training workshop was held for staff and volunteers in Bournemouth. 40 Counsellors attended and were given training on neurodiversity and supervision.

5 Any Other Business

There was a lengthy discussion on possible causes of anxiety in children as this is the most frequent reason for referral to ARC.

8. Date of Next Meeting

The next meeting is scheduled for 16/12/2025 at 19.00

Meeting dates were arranged for next year. The AGM will be held via zoom on 11th May 2026

Conclusion

The ARC Management Committee meeting was productive, with significant progress made on ongoing projects and new initiatives. The committee remains committed to its objectives and looks forward to continued collaboration and success in the coming months.

Earley Town Council Meeting 26th November 2025

Report from Cllr M Smith:

Borough Parish Liaison Forum - 27 Oct 2025

Meeting attended by 15 representatives from town and parish councils, both the Leader and Deputy Leader of the WBC and Exec lead on Active Travel, Transport and Highways. In addition to the Clerk to the meeting, there were four WBC officers (3 from Active Travel, Transport and Highways).

The open session included discussions on what made for successful Speed Watch operations – speeding is a concern in some areas of Earley but, according to NAG, a lack of volunteers prevents anything being done. The ability of town and parish councils to ask questions at full WBC and Exec meetings was discussed – both Earley and Woodley are formulating policies as to when and how this facility would be used. It was acknowledged other less formal routes to ask questions existed.

The Deputy Leader of WBC gave a short presentation on the Community Governance Review for which the Consultation is open until 13th November. It was stressed that well-reasoned comments would be given serious consideration before final recommendations are formulated. So far, 161 replies have been received. The review must be completed within 12 months hence it must go to the WBC meeting in January 2026. There are 8 major changes proposed across the borough and, as per the current draft, Earley will see significant changes to ward numbers. All ETC councillors can respond individually.

The three Active Travel, Transport and Highways Officers each gave a presentation on various aspects of their department's operations. This included the Local Transport Plan, the Bus Service Improvement plan (for which the contract will need renewing in next 12 months), and a view on the various transport hubs with Twyford as a case study. A lively Q&A session followed. The key point made is that there needs to be a modal change as wholesale upgrading of the road network for vehicles is unaffordable and multiple examples show if capacity is increased in an attempt to reduce congestions, all that happens is that traffic increases. Towns and Parishes will be asked to contribute to ideas for the implementation of 20 mph zones.

Future topics suggested were financial pressures and planning enforcement.

DONM – February 2026.

Earley Town Council Meeting 26th November 2025

Representatives on other bodies

I attended the WBC Standards Board meeting on 28 October 2025.

Points to note:

The most common cause of official complaints continues to be comments on social media. The advice is 'take care'. Of the 5 new complaints received none have concluded in a breach of the Code of Conduct. All bar 1 complaint are on track to be resolved within the performance timescales. 1 outstanding complaint is from 2024; the review panel requested further information and will meet and resolve soon.

Democratic Services will check whether the survey on councillor safety went to Towns and Parishes as planned. They will also remind Thames Valley Police about further dates for safety briefings.

Frequency of meetings in 2026 will probably reduce from 4 to 3.

Cllr Sheena Matthews

BULMERSHE SITE OF URBAN LANDSCAPE VALUE JOINT SUB COMMITTEE

VERSION	DATE	AMENDED?	COMMENTS
1.0	25.08.20	No	Original Version
1.1	10.01.22	Yes	Renamed from 'Working Party' to 'Sub Committee'
1.2	10.11.25	Yes	DRAFT

1. TYPE OF COMMITTEE => Joint Sub Committee

2. PARENT COMMITTEE => Woodley Full Council; Earley Town Council

~~**3. 6 MONTH MEETING RULE VALID (see 6.1.k)**~~

a. NØ

4. SIZE => 3 Councillors from Woodley Town Council
3 Councillors from Earley Town Council

5. DUTIES AND POWERS

5.1. VOTING RIGHTS

a. All members have equal voting rights.

5.2. OVERALL PURPOSE

- a. To protect the Bulmershe Site of Urban Landscape Value (SULV), as currently defined in the Wokingham Borough Council MDD DPD Document and as shown on the attached map, from development.
- b. To ensure that each Council is fully aware of any planning applications that have the potential to impact on the Bulmershe SULV.
- c. To encourage other stakeholders of the SULV to engage and work together towards enhancing biodiversity across the SULV, to help support the Berkshire Local Nature Recovery Strategy

5.3. MEETINGS

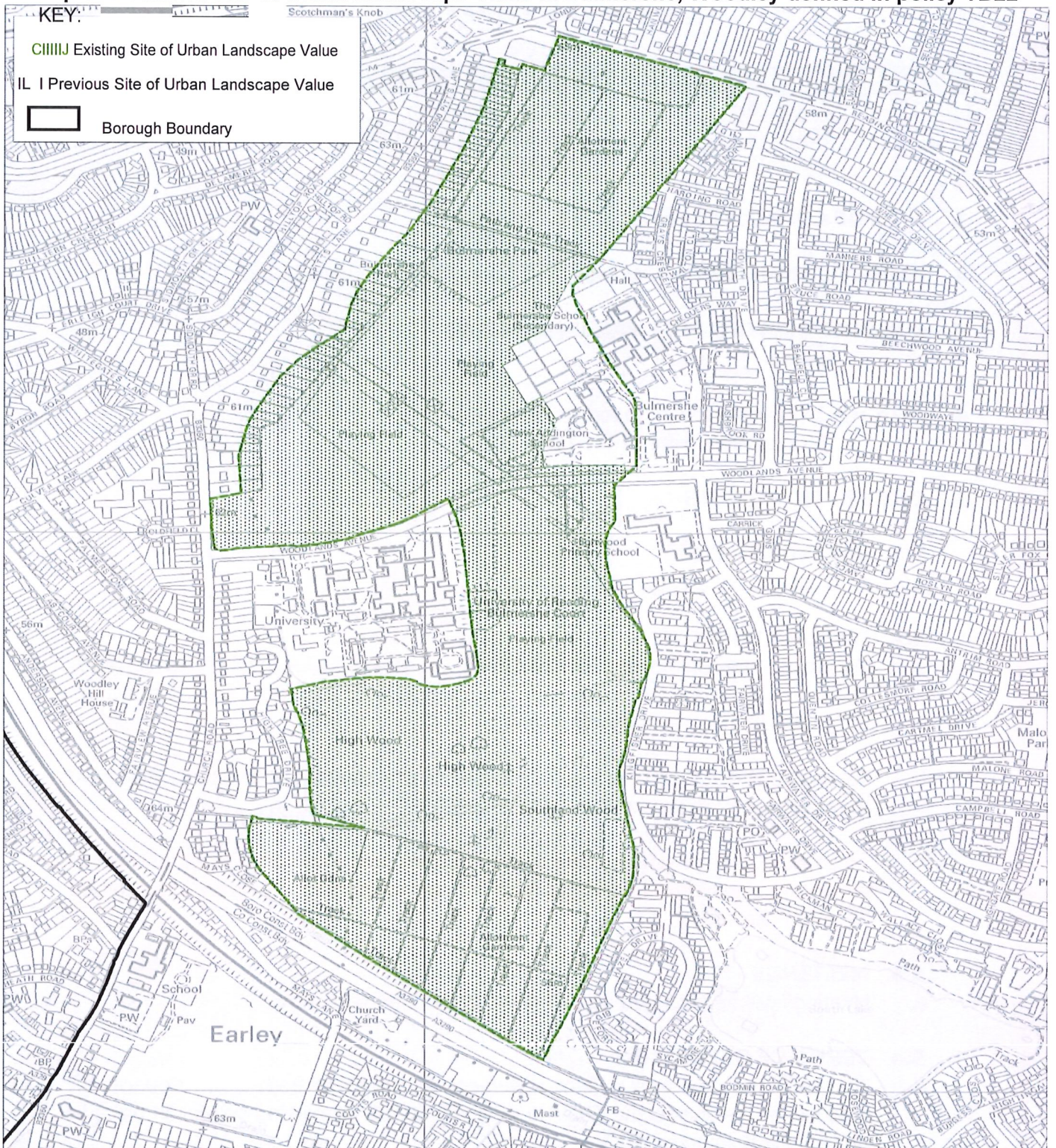
a. Meetings will be arranged on an annual basis or as necessary.

5.4. TERMS OF OPERATION

- a. To define and maintain a joint statement on behalf of both Town Councils on reasons for the Bulmershe SULV to exist. To review all existing policies in place to protect the Bulmershe SULV.
- b. To propose joint submissions regarding planning policy, at the appropriate times.

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



WOKINGHAM BOROUGH COUNCIL

Earley Town Council
Council Meeting 26th November 2025

Agenda Item 10 - ETC CHAIRS GROUP MEETING

Notes

An ETC Chairs Group meeting took place on 30th October 2025.

Present at the meeting were Cllr N Brock (Chair of Council and Chair of Amenities & Leisure Committee), Cllr D Hare (Chair of Policy & Resources Committee), Cllr A Neal (Chair of Planning Committee) and J Friend, Town Clerk.

Matters discussed:

1. Newsletter

Spoke about feedback from the Amenities & Leisure Committee discussion on this topic. General consensus from the A & L committee was that we should focus on improving what we already have/do first before working on a new form of communication. JF spoke about the new audit requirements that are coming in, these will include website accessibility requirements. JF has already worked with TC's website provider on this and they are in place.

2. Swallows Meadow

JF reported that correspondence had been received from Jules at the university suggesting a meeting between them, EEG, Freely Fruity and ETC to discuss 'further improvements and options for ongoing maintenance'. This is university land and EEG has been involved in improvements works hence the Swallows Meadow sign bearing both their logos. JF had responded to Jules reminding her of previous conversations which confirmed that whilst ETC did not have the resources to maintain other people's land it is supportive of the project and could assist in other ways such as promotion and possibly through its grants process.

3. Caretaking/Cleaning

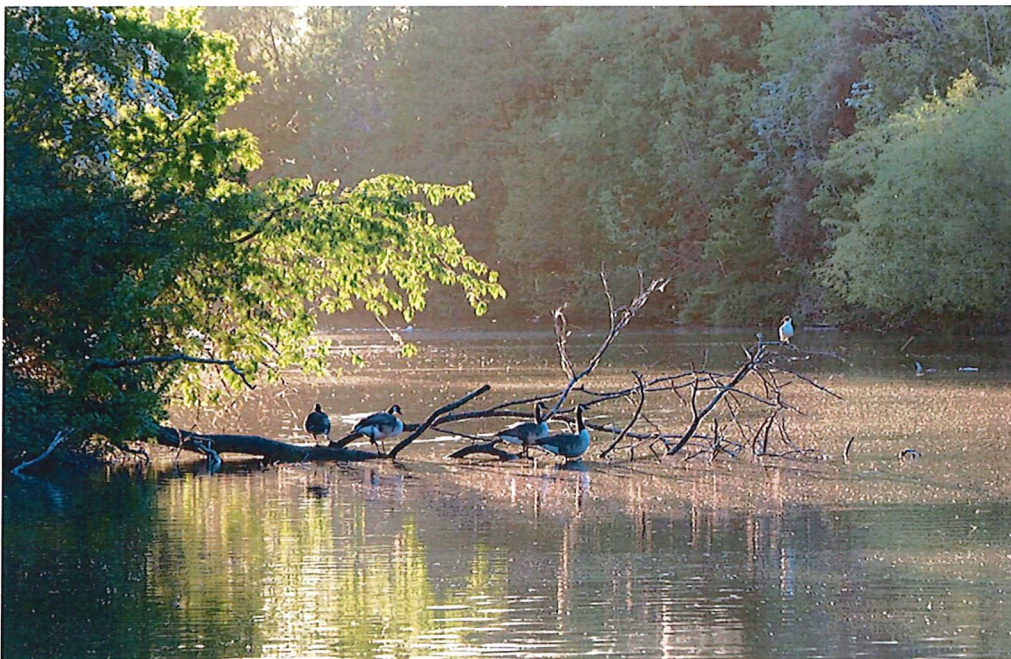
Discussed the proposals for a new caretaking and cleaning regime of the community centres. Proposal is supported by the Staffing Sub-Committee and will be discussed by Policy & Resources Committee at its next meeting.

4. Maiden Place Car Park Wall

Cllr Brock asked about progress on this matter – an officer report and recommendations has been written for the Policy & Resources Committee meeting on 12th November.



EARLEY TOWN PLAN 2026




Maiden Erlegh Lake

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 www.earley-tc.gov.uk

Introduction

This is the Earley Town Council Plan that describes some of the Earley Town Council facilities and how we wish to see our area develop over the next few years.

We hope this document gives our residents an insight to what Earley Town Council does and what it is planning to do.

By develop, we don't mean new buildings everywhere, rather, how we see improvements to our town going forward. This is within the context of what the Town Council can continue with, the good things already underway, the new areas of improvement we'd like to see and how benefits accrue to our residents.

There are three main themes to the Town Plan - enhancing our services to benefit residents, extending our youth services and dealing with the Climate Emergency. Other important themes include open and transparent governance facilitating and encouraging both inclusivity and diversity as well as encouraging civic engagement.

This should be seen as a live Town Plan, that can be enhanced, modified and extended as time goes by, with a formal review on a regular basis. In the passage of time, some items will either mature or may become redundant or may require continuous effort, whilst new ideas and concepts will be incorporated.

The Town Plan should not be seen as a fixed project with complex and detailed milestones as we are dealing in real time. Demands on Council's resources, both financial and staffing are limited within the national council tax regimes. Then there are unexpected incidents and events that happen that may need to take precedence over long term items.

Background

The parish of Earley is mentioned in the Domesday Book when it had a population of 21. The Town Council was formed in 1974. This was just before significant growth in housing collectively known as the Lower Earley development which officially began in 1975. By 1980, it was the largest housing development in the United Kingdom comprising approximately 6,000 dwellings. More detail can be found on the Earley Town Council website - <https://www.earley-tc.gov.uk/history-of-earley/>



Earley St Peters Lychgate near The Three Tuns crossroads

Copyright Bob Collis

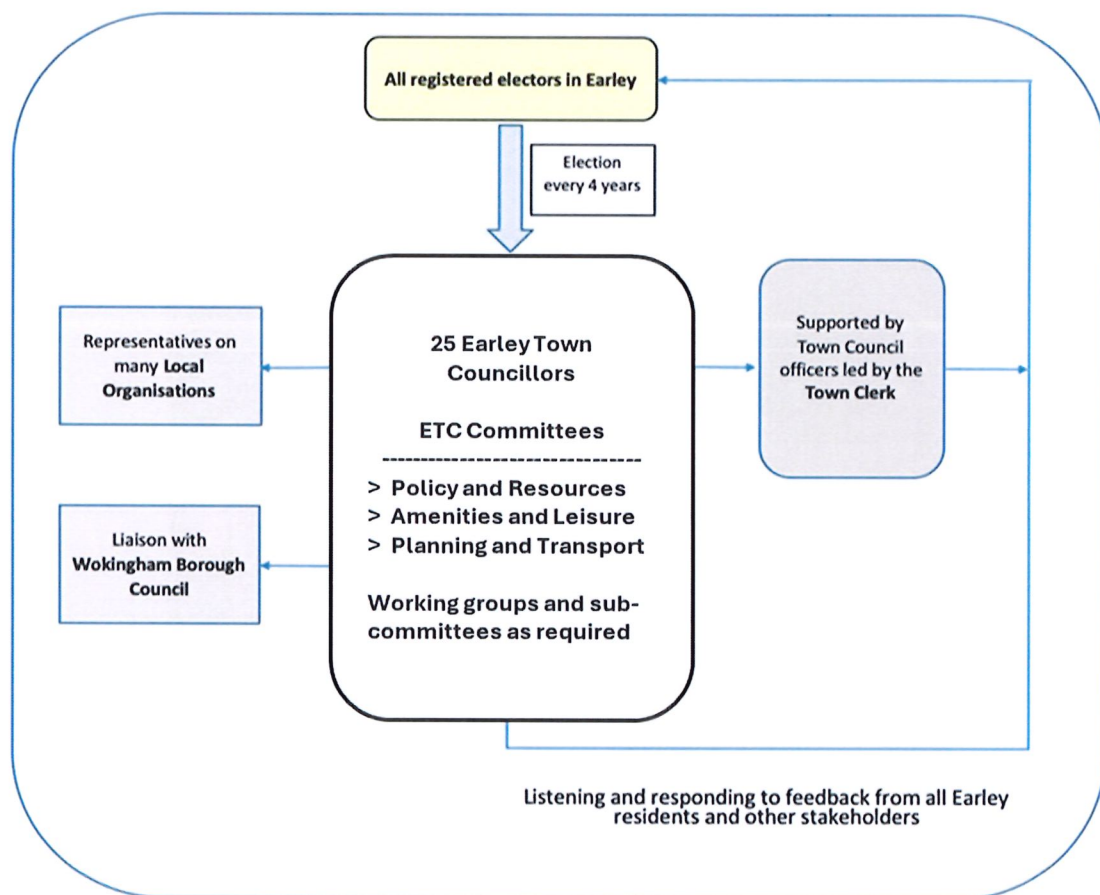
The Lychgate, is a fine example of Arts and Crafts-influenced carving and was designed by S.S. Smallwood and dedicated as a memorial to Charles Stephens in 1902 for his 24 years of continuous service as a churchwarden from 1874 to 1898.

In broad terms, Earley Town runs from the Thames in the North to the M4 motorway in the South and from the Three Tuns plus half the University of Reading campus in the West; then down the Wokingham Road to the George Pub and Showcase cinema beside the River Loddon in the East.

The town name is most commonly spelled "Earley," but historical spellings include "Erleigh," "Erlegh," and "Herlei".

Earley now has more than 30,000 residents living in over 10,000 houses so a reasonable sized town. It has a very diverse population with approximately 22% born outside the UK and 36% declaring their ethnicity as something other than white according to the 2021 census.

The following diagram indicates how Earley Town Council is structured.



The focal point for the Town Council is the Helpshop and Offices in Radstock Lane. This site includes workshops and storage associated with the work of the Maintenance, Grounds and Ranger staff.



Earley Town Council Offices, Radstock Lane RG6 5UL

Services and Amenities

You can learn more about your Earley Town Council with much detailed information to be found on the website – see www.earley-tc.gov.uk. The following is just a brief description.

Services We Provide

We provide a range of services from our Helpshop in Radstock Lane at the Earley Town Council Offices. The Helpshop, for example, can provide information on allotment and fishing permit bookings; details and advice on our cemetery; purchase of a range of items including garden waste and dog waste bags; details of local bus services and of bookings for our various halls for hire. A long list is provided on our website – see this link www.earley-tc.gov.uk/helpshop

We also provide Youth Services at Centrepont Community Centre, situated in Chalfont Square. This location also hosts a Bike Workshop and the monthly Earley Repair Café which focuses on repairing household items that may otherwise be destined for the bin, with the aim of reducing landfill whilst also passing on valuable practical and repair skills.

Earley Town Council is a statutory consultee for planning matters. The Town Council's Planning and Transport Committee reviews all planning applications within the Town and makes recommendations to the Planning Authority (Wokingham Borough Council). Members of the public are welcome to attend these meetings. The Planning and Transport Committee seeks to support appropriate development and to try and discourage over-development, but it can only make recommendations to the Planning Authority. It also responds to relevant consultations such as the Local Plan.

The website is a source of information on a variety of issues including What's on; consultations that may affect Earley Town, including the Town Council's responses; information on Council meetings including agendas and the minutes from past meetings; details of walks around Earley; and news items that may be of interest to residents.

The Town Council organises a range of events throughout the year including the very popular Annual Green Fair in August, the Huge Earley Litter Pick in March, the Mayor's Reception in the early New Year plus lots of smaller activities such as nature trails, bat walks, Bric a Brac tables and Macmillan Coffee mornings.

Some of Earley Town Council Facilities

Bulmershe Park

Sol Joel Park

Radstock Lane Community Centre

EARLEY REPAIR CAFE
 Sunday 14th September
 11am - 1pm
 Centropoint Community Centre

Maiden Erleigh Lake and nature reserve

Meadow Park

Maiden Place Community Centre

Parks and Green Spaces

Earley Town Council operates allotments, a cemetery and is responsible for several parks and green spaces. These include the playing fields known as Sol Joel Park with its football, softball and cricket pitches, skate park and parking area, and the popular children's inclusive play area.



Sol Joel Park

Copyright Mike Smith

Meadow Park, a small, quiet park also with a range of children's play equipment, some of it accessible to all and an outdoor gym; Redhatch Copse, an Ancient Woodland with a lovely Bluebell Wood; and, the jewel in the crown, Maiden Erlegh Nature Reserve including its large lake and woods, home to much wildlife and fauna.



Redhatch Copse

Copyright Bob Collis

Redhatch Copse is one of several ancient woodlands in Earley, with its shape on the ground remaining similar to its appearance on a map from 1756

The Town Council is also responsible for the open space at Paddick Drive, along with its BMX track, and we share responsibility with Woodley Town Council for Bulmershe Park, a small wooded area off Town Lane with native bluebells.



Bulmershe Park

Copyright Shirley Boyt

Bulmershe Park is in Nature England's provisional inventory of ancient woodland and is an important component of the "bat corridor" running from the River Thames to South Lake in Woodley

Within Earley there are also a range of parks and spaces operated by Wokingham Borough Council which includes Laurel Park and Chalfont Park – both having changing facilities and football pitches, Carnival Field and Riverside Park (along the Loddon River).



Riverside Park

Copyright Bob Collis

One of many ancient Oak trees around Earley

In addition, there is Swallows Meadow, the Harris Gardens and Wilderness – all owned by the University of Reading and open to the public.



Harris Garden

Copyright Mike Smith

There are a range of small open spaces, some with play equipment among the housing estates.



Collins Drive new play area

Copyright Caroline Smith

The play area was completely renewed by Earley Town Council in 2024

Buildings and Street Furniture

The offices are based in Radstock Lane and includes a Council Chamber and the Helpshop. The Town Council operates three community centres: Maiden Place, Radstock Lane and Centrepont, as well as the Interpretation Centre in the Nature Reserve. They each have various facilities, rooms and halls for hire – see the website for details.

We set up and continue to run the Earley Repair Café at Centrepont Community Centre. This successful venture saves items from going to landfill, saves residents money and gives talented volunteers an opportunity to use and share their skills.

At Sol Joel Park we are responsible for the sports pavilion, a facility used by numerous sports teams throughout the year, especially cricket and football.

Earley Town Council owns and looks after over 50 bus shelters; and a small number of streetlights, as well as 36 noticeboards (note some are in our community centres). We also maintain the benches, dog waste and litter bins within the parks and assets that Earley Town Council operates.

Vision, Mission and Objectives**Our Vision for Earley**

We strive for a local community that is open, cohesive, safe and welcoming for all. We support all residents, of all ages and all abilities and work to enhance our environment. We are focused on achieving and delivering value for money for the council's services.

Mission - what we want to achieve

We will ensure transparent decision-making while preserving our town's identity and strive to facilitate a sustainable, eco-friendly community in partnership with residents, local businesses, charities, and other organisations. We will continue to work to enhance the Town Council's services and facilities to foster a safe and vibrant community for everyone.

Objectives - we will seek to:

- **Enhance Quality of Life:** We will continue to improve our services, recreational facilities, and cultural opportunities to enhance residents' overall quality of life. We will continue to protect and promote the Town's historical and cultural heritage, preserving its identity and character. Where appropriate, we will work with residents and other stakeholders to develop greater community spirit and improved physical health and wellbeing for residents.
- **Promote Youth Development:** We are Investing in youth initiatives to provide additional opportunities for leisure, personal learning and development that lead to better community cohesion, integration and opportunities for our young people.
- **Promote Environmental Sustainability, Biodiversity and Climate Emergency:** We will continue to implement policies and initiatives that prioritise the conservation and safeguarding of green spaces, natural habitats, and the environment to protect and enhance the Town's natural assets.

- **Transparency and Accountability:** We commit to on-going transparent governance, responsible financial management, and open reporting to build and maintain public trust and accountability.
- **Encourage Civic Engagement:** We facilitate open communication with residents, encourage public participation in our Committee and Council Meetings, and seek feedback to ensure the community's voice is heard in decision-making processes. We promote and represent our local community to other stakeholders and interested parties including Wokingham Borough Council, local Town and Parish Councils and education establishments such as Reading University. We also facilitate an Annual Town Electors' Meeting where the Mayor updates residents on achievements for the year.
- **Inclusivity and Diversity:** We will work to ensure all our facilities as far as possible are accessible to all. We support and promote inclusivity and diversity as well as fostering an inclusive community that respects diversity and encourages and ensures equal opportunities for all residents, regardless of their background, identity, and beliefs. We aim to build an open, cohesive, safe, and welcoming community for everyone. We support residents of all ages and abilities and work to improve our environment, ensuring council services provide value for money.

Our Current Priorities

Within the budget, which is reviewed annually and adopted in the February full Council Meeting, there are Ear-Marked Reserves. These are sums of money for specific activities or improvements that we would need to effectively save up for, sometimes over a period of years.

The priorities for the near future are:

- Enhancing the quality of life for residents.
- Development and enhancement of our Youth Services
- Promoting environmental improvements
- Open and transparent governance

Enhancing the quality of life for residents

Replace and enhance play equipment at Meadow Park including some items that are accessible to all.

Continue to maintain and enhance Redhatch Copse.

Various improvements at the Community Centres.

Improve the Earley Town Council website to make it more useful to residents.

Extend the cemetery provisions within the constraints of the useful land available.

Maintain and, where appropriate, enhance all Earley Town Council assets.

Provide a link to represent residents with essential service providers.

Development and enhancement of Youth Services and provision of facilities for sport, leisure and recreation

Continue with and expand where possible our Youth Services provision including the operation of a regular Youth Club at Centrepoint Community Centre.

Open the Bike Workshop at Centrepoint Community Centre – hopefully transferring skills to the wider community, especially young people.

Provide summer holiday activities as resources permit.

Maintain, enhance and improve our play areas and sports facilities within our parks

Maintain, enhance and improve our BMX track at Paddick Drive

Continue to provide volunteering opportunities wherever possible, for example, in environmental work or at the Earley Repair Cafe

Environmental improvements

Enhance and increase biodiversity at all Earley Town Council sites.

Reduce emissions from Earley Town Council buildings, vehicles and equipment, including the upgrading of heating systems and the installation of solar panels and other renewables as appropriate.

Continue to maintain, enhance and improve our community green spaces.

Continue to support the Earley Repair Café.

Green corridors – support the work of the Earley Environmental Group.

Support Sustainable travel – walks and cycle paths maintenance and enhanced.

Open and transparent governance

Improve communications - Website ongoing maintenance and improvement; increased use of both physical (notice boards Earley Town Council) and electronic (social media) means of communicating with residents

Report to residents via publicising meeting agendas for full Council and all committees, inviting public questions and printing and publishing meeting minutes.

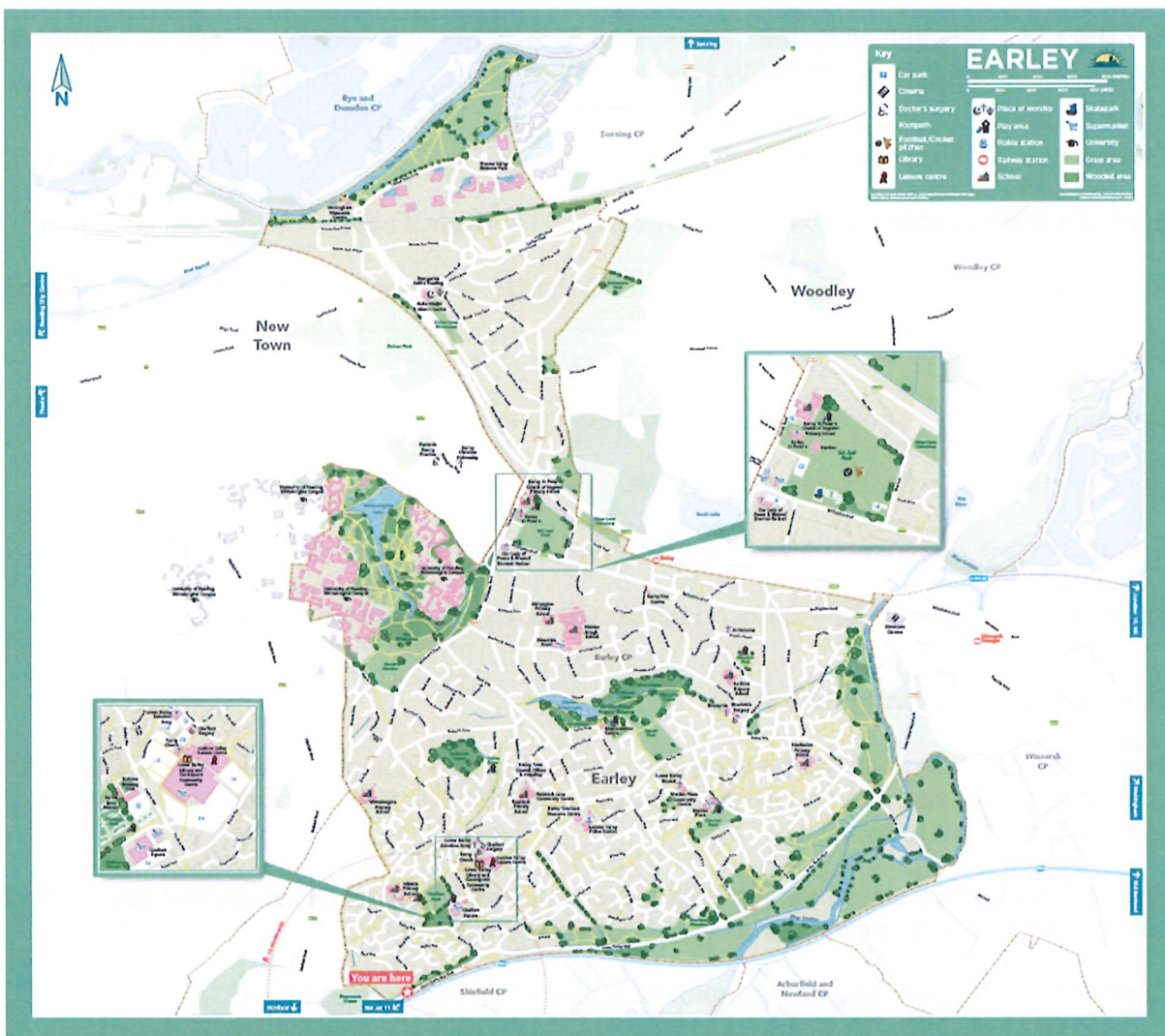
Commit to transparent governance and responsible financial management

Representation

In electoral terms, some 23,600 people resident in Earley Town boundaries were eligible to vote in 2024 according to the Electoral Boundary Commission. Earley Town Council elects Councillors on a four-year cycle with the next “all-Out” election being in May 2027. Wokingham Borough Council elects on a one seat out of the three seats per ward per year cycle, with every fourth year having no elections. The next Borough elections will be in May 2026.

This Earley Town Plan was drafted by a working group of Councillors with input from Officers and was adopted by Earley Town Council in XXXX 2025.

This Plan is a live document and input and suggestions from residents , clubs, associations, congregations or any other groups are welcome – in the first instance, contact the Clerk by e-mail - administration@earley-tc.gov.uk or by phone - 0118 9868995.



Earley Town Map

Earley Town Council

Council Meeting 26th November 2025

Agenda Item 12 – EARLEY REPAIR CAFE

The Management Committee of the Earley Repair Café (ERC) met on 6th November 2025 to discuss progress. Present were Cllr A Bradley, Cllr A Neal, Jess Friend (Senior Operations Support Officer) and the Town Clerk. Cllr S Matthews gave apologies.

The ERC has been operating for a year and is a resounding success. It holds monthly sessions on the second Sunday of each month at Centrepoint Community Centre. There are now approximately 30 ERC volunteers and each session sees about 20 of them attending, carrying out a mix of roles such as reception duties, PAT testing, repairing and running the café. Each month sees a steady stream of residents and people from further afield bringing in a wide range of items for repair, over 60% of which are fully repaired.

The ERC is meeting all of its objectives: saving items from going into landfill; sharing skills and advice; saving people money; offering volunteering opportunities, and addressing social isolation. Originally set up with a small grant from Earley Town Council, the ERC is now fully self-funding (ETC currently waives hall hire charges for ERC, we would ask that this arrangement continues). All the relevant policies are in place, it has its own insurance cover and volunteers have received training in PAT testing and first aid.

The original plan had been to hand the ERC over to volunteers once it was well established, however, the management team are recommending that it remain in its present form, overseen by the management committee under the umbrella of Earley Town Council, for the foreseeable future. Reasons for this recommendation include:

- All members of the management committee also volunteer on a regular basis at ERC sessions. The ERC runs smoothly, it receives favourable comments from the other volunteers who appreciate the work of the committee and like the way it is run. The atmosphere is friendly, welcoming and friendships have been established.
- In general, most people volunteer for a particular role, to be hands on at the sessions and to be part of a group. Few wish to take on management responsibilities as well although some have indicated they may be willing to take on small, specific tasks. Feedback received has indicated that the way the ERC is currently managed has resulted in volunteers feeling supported, confident that the behind the scenes work is being carried out diligently and efficiently, they can turn up for their shift without worry or concern.
- If the ERC were to be handed over to volunteers, they would need to adopt a constitution, open a bank account, create and distribute all publicity, arrange management meetings, deal with requests from people wishing to become volunteers and so on.
- The committee is recommending that individual volunteers be approached to ask if they would be willing to take on small, extra tasks such as responsibility for keeping the café supplies topped up, logging of the item registration forms after the session, providing update reports on the ERC Whatsapp, and arriving early to co-ordinate the setting up.
- Handing responsibility for some of the tasks associated with the running of the ERC would relieve some of the pressure from Jo and Jess and would allow them to feel that their attendance at sessions was more voluntary rather than compulsory.

Everyone involved with the ERC wants to see it continue to thrive and grow. Ideas for offshoot activities such as sewing skills workshops have been mooted, activities which would expand the reach and benefit to residents. All members of the management committee are of the view that to continue with the present set up, with some amendments as detailed above, would ensure the success and growth of the ERC. The arrangements would be reviewed regularly to ensure they are fit for purpose and in the best interests of this community project.

Jo Friend
Town Clerk

Full Council Meeting 26th November 2025

Agenda Item 14.1 – WOKINGHAM BOROUGH COUNCIL – TOWN & PARISH QUESTIONS

Introduction

A change in the WBC constitution from their Annual Council meeting, Thursday, 22nd May, 2025, introduced a standing agenda item in most WBC public meetings (not planning), for town and parish councils to have the ability to ask a public question, under the same rules as members of the public and WBC council members.

It is noted that ETC have never identified a need for this procedure, nor asked for it.

Context

This new procedure for town and parish councils does not take away the right of town councillors to ask a question as a member of the public or, in some cases, as members of WBC.

There is no need for ETC to ask public questions, but given that this procedure now exists, any ETC question should be fully scrutinised by the committee, using these guidelines, before allowing it to go forward.

Public questions at WBC meetings are governed by a strict format of a single question and a related supplementary question. It is not a format that allows for complicated, multi-threaded ideas to be explained.

It should be recognised that ETC has normal channels of communication to officers at WBC for getting information.

Town council questions should be reserved for specific matters that enhance the working of the town council or where the normal channels have failed.

Guidelines

Before submitting a question for consideration, members should ask:

1. Would it be better to submit their question as a member of the public (or as a WBC member)?
2. Would normal channels of communication between officers produce the answer to their question?

A public question should only be put:

1. If it relates to the ETC council's business
2. As a final escalation, where normal channels of communication, in private, have failed to get a satisfactory outcome
3. Where ETC wish to draw the public's attention to some action/inaction of WBC
4. Where ETC wish to align publicly with some action/inaction of WBC

A public question should always aim to enhance the work or public standing of ETC

A public question should never be allowed if it would damage the work or public standing of ETC

The text of a public question should normally be submitted in advance of the meeting of either full council or committee, so that it can be considered properly by members.

A question submitted during a meeting should be deferred to the next meeting of the council or committee, so that they can be properly considered by members.

There may occur rare and exceptional circumstances for submitting a question without notice.

The member delegated to ask the public question has the right to veto the request if not satisfied with:

1. The reason for asking the question
2. The text of the question
3. The forum selected to ask the question

A public question on behalf of ETC will be sent to Democratic Services at WBC only by the Town Clerk or Deputy Town Clerk

The following information is required:

1. The text of the question
2. The name of the WBC meeting at which it is to be asked
3. The date and time of the WBC meeting
4. The name/role of the person at WBC to whom the question is directed
5. The name of the ETC councillor delegated to ask the question

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	✓	✓				B	✓	✓																✓				
A. BRADLEY	✓	✓	✓			✓	✓	✓																				
N. BROCK	✓	✓	✓			✓	✓	✓																				
R. BROWNE	✓					✓																						
R. COOK	✓	✓	✓				✓	✓																				
M. DE JONG	✓		✓				✓				B	✓	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	✓	✓	✓																									
A. NEWTON		✓	✓																									
B. OWEN	✓	✓																										
H. SARASAN		✓	✓																									
C. SMITH	✓	B	✓																									
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
8303	2468 Ltd	Repair of boiler RLCC	£66.00
8304	All Reading Carpet Cleaning Hydro-Dynamix	Carpet cleaning of RH offices and chambers	£450.00
8305	Berkshire Youth	Youth Projects CP April - September 25	£4,900.00
8306	Bracknell Pest Control Limited	Allotments pest traps 29/10/25	£60.00
8307	Creating Technical Solutions	Vehicle repair YK60 UJJ replacement ignition	£217.20
8308	IT QED	IT Exclaimer signatures 21/10/25 - 20/11/25	£56.95
8309	IT QED	IT Support Nov 25	£450.00
8310	IT QED	IT Skykick Office 365 Back up nov	£184.50
8311	IT QED	IT Azure Subscription Oct 25	£101.93
8312	IT QED	SJP CCTV Nov 25	£15.60
8313	Lister Wilder	Filters for strimmers/hedgecutters SJP & Maint. Blade for chainsaw MELNR	£61.32
8314	Premier Heating Solutions	IC Undersink Water Heater/Remove Loft cylinder	£1,242.00
8315	Premier Office Supplies	Office paper and laminator	£239.68
8316	RES Systems Limited	SJP Annual service & maintenance of portable fire equipment	£60.66
8317	RES Systems Limited	RH Annual service & maintenance of portable fire equipment	£247.73
8318	RES Systems Limited	RLCC Annual service & maintenance of portable fire equipment	£142.91
8319	RES Systems Limited	IC Annual service & maintenance of portable fire equipment	£293.45
8320	RES Systems Limited	MPCC Annual service & maintenance of portable fire equipment	£187.13
8321	RES Systems Limited	CP Annual service & maintenance of portable fire equipment	£58.02
8322	Shaw & Sons Limited	Cemetery Registers' of Burials and of Exclusive Right	£387.60
8323	Southern Maintenance Solutions UK Ltd	SJP/Plant Room Water leak investigation and repair 17/10/25	£121.50
8324	Southern Maintenance Solutions UK Ltd	RLCC Smoke investigation and repair 16/10/25	£192.60
8325	Staysure Limited	SJP Puncture Repair Ransome Mower	£39.00
8326	The Safe Shop Ltd	Fireproof Cabinet for Legal Documentation RH	£1,538.16
8327	Tradepoint Screwfix	Tarmac RH, Sealant Gun and Sealent MPCC	£63.48
8328	Tradepoint Screwfix	Boot covers and work gloves staff	£32.74
8329	Travis Perkins	Gutter Angle MPCC	£6.18
8330	Web Marketing Matters	Monthly website support & Maintenance Oct 25	£216.00
8331	William Luck	Planning Professionals Services Oct 25	£477.30
8332	Wokingham Borough Council	Occupation charge CP Nov 25	£293.50
8333	Wokingham Borough Council	By-Election recharge	£2,694.45

Total: £15,097.59

Date Prepared: 07/11/2025

IMPREST ACCOUNT - Payment Requests 1117 - 1121

Vouchers between 1st November 2025 - 13th November 2025

Number	Details	Amount
1117	Salaries Nov 25	£35,422.94
1118	LGPS Pension Contributions Nov 25	£14,804.01
1119	HMRC PAYE/NIC Nov 25 Payroll	£13,891.32
1120	Damage Deposit Refund LLA	£50.00
1121	Damage Deposit Refund JU	£50.00

CURRENT ACCOUNT - One off payments

Number	Payee	Purchase Description	Amount
55	M&S Water Services (Utilities) Ltd	Call Out Survey Fee - Suspected MPCC water leak	£201.60

Date Prepared: 13/11/2025

Prepared By: Ian Johnson