

EARLEY TOWN COUNCIL



Town Clerk
JO FRIEND BA(Hons) PSLCC

Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

14th January 2026

Dear Councillor

A meeting of the Policy & Resources Committee will be held in the Council Chamber at the Council Offices, Radstock Lane, Earley, **Wednesday, 21st January 2026** commencing at 7pm.

Yours faithfully

Jo Friend

TOWN CLERK

To: Members of the Policy & Resources Committee

Councillors D Hare (Chair), A Bassett, J Eastwell, T Holton, G Littler, A Long, T Maher, S Matthews and S Newton.

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 held on 12th November 2025 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** the minutes be signed. (Minutes 43 - 62).

5. **BANK RECONCILIATIONS**

To note that the Bank Reconciliations for October and November 2025 have been made available to the Chair of Policy & Resources Committee for information.

6. **FINANCE**

- 6.1 To receive a financial update.
Members have been provided with an income & expenditure report for reference.

Appendix A

6.2 To note that there are no bad debts outstanding.

7. **REVIEW OF FEES & CHARGES 2026/27**

To consider the recommendations of the Amenities & Leisure Committee arising from its review of town council fees and charges for 2026/27 at its meeting on 14th January. (Appendix to be provided to committee prior to P & R meeting on 21/1/26)

Members to **RESOLVE** accordingly.

(to follow) Appendix B

8. **TOWN COUNCIL GRANTS 2025/26 – TRANCHE 2**

8.1 To note that letters of thanks have been received from the following grant recipients:

- ARC
- Wokingham Job Support Centre
- Me2 Club
- Wokingham Volunteer Centre

8.2 To note that Tranche 3 of the Town Council grants is now open, completed applications to be received by 31st January 2026.

9. **LOCAL BUS SERVICES**

The Planning & Transport Committee have recently discussed a Wokingham Borough Council request for financial support from ETC for local bus services. The committee has met with Rebecca Brooks, WBC, as part of these discussions.

To receive a report and recommendations from the Planning & Transport Committee. To consider the report and **RESOLVE** on a recommendation to be put to Council for decision.

Appendix C

10. **TOWN COUNCIL POLICIES**

The following policies have been reviewed and updated by officers. Any amendments have been highlighted:

10.1 Whistleblowing Policy *Appendix D*

10.2 Time off in Lieu (TOIL) Policy *Appendix E*

10.3 Equality, Diversity & Inclusion Policy *Appendix F*

10.4 Grievance Procedure *Appendix G*

10.5 Child Protection & Vulnerable Persons Policy *Appendix H*

10.6 Anti-Harassment & Bullying Policy *Appendix I*

Members to **RESOLVE** on the adoption of the reviewed policies.

11. **MAIDEN PLACE COMMUNITY CENTRE**

To note that a contractor has been appointed to rebuild the car park wall at Maiden Place Community Centre. Measures will be put in place to prevent vehicles parking alongside the new wall, these will include the installation of cycle stands.

12. **BALC/NALC MEMBERSHIP**

To consider the report on membership of BALC and NALC.
Members to **RESOLVE** accordingly.

Appendix J

13. **WOKINGHAM BOROUGH COUNCIL – TOWN & PARISH QUESTIONS**

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.

Members to **RESOLVE** if required.

14. **ORDERS FOR PAYMENT**

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 8334 – 8344, 8345 – 8381, 8382 – 8400, 8401, 8402 – 8408, 8409 – 8431, 8432 – 8438, 8439 – 8461, 8462 – 8493, 8494 – 8516, 8517 - 8524), and Imprest vouchers (1122 - 1141)

Appendix K

15. **PUBLICATIONS**

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

CCB (Connecting Communities in Berkshire)	E-newsletter December 2025
TVP	Police & Crime Bulletin – December 2025 Thames Valley updates – November & December 2025
MERA	Minutes – November & December 2025
Involve	E-newsletter December 2025

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

To consider whether any of the foregoing items should be the subject of a press release.

17. **EXCLUSION OF PUBLIC AND PRESS**

To **RESOLVE** that, in view of the confidential nature of the business about to be transacted, it is advisable and in the public interest that the public and press are temporarily excluded and are asked to withdraw for items 18, 19 and 20 on the Agenda.

18. **CONFIDENTIAL MINUTES OF PREVIOUS MEETING**

To consider the Confidential Minutes of the meeting held on 12th November 2025 and, if appropriate, agree they represent a true and correct record and **RESOLVE** they be signed.

19. STAFFING

19.1 Update from Staffing Sub-Committee

To receive a report from the Staffing Sub-Committee meeting of 15th January 2026.
(to follow) Confidential Appendix L

20. CENTREPOINT

To receive a report. *Confidential Appendix M*