

# EARLEY TOWN COUNCIL



Town Clerk  
JO FRIEND BA(Hons) PSLCC

Council Offices  
Radstock Lane  
Earley, Reading  
RG6 5UL

Tel: (0118) 986 8995

4<sup>th</sup> March 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, 11<sup>th</sup> March 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, S Newton and K Yabsley.

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## **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 21<sup>st</sup> January 2026 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** the minutes be signed. (Minutes 63 - 83).

5. **BANK RECONCILIATIONS**

To note that the Bank Reconciliations for December 2025 and January 2026 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 CIL

To consider a recommendation that CIL funds of £12,721.39 be allocated to the Meadow Park play area project for the purchase of new outdoor gym equipment. See Appendix C, Amenities and Leisure Committee Meeting 4<sup>th</sup> March 2026, for details of the project.  
Members to **RESOLVE** accordingly.

7. TOWN COUNCIL GRANTS 2025/26 – TRANCHE 3

To receive details on applications received for Earley Town Council grants.

Members to consider and to **RESOLVE** as appropriate.

*Appendix B*

8. TOWN COUNCIL POLICIES

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

8.1 Grants Policy

*Appendix C*

Members to **RESOLVE** the approve the amended policy.

The following new policies have been written and are presented for adoption: -

8.2 Lone Working Policy

*Appendix D*

8.3 Remote Working Policy

*Appendix E*

8.4 Vexatious Complaints Policy

*Appendix F*

Members to **RESOLVE** to adopt the new policies.

9. WORK EXPERIENCE

To note that Earley Town Council will be providing a local student with a work experience placement in July. The student will spend time with a number of different ETC officers during their week with us.

10. MAIDEN PLACE COMMUNITY CENTRE

To receive an update on the rebuild of the car park wall at Maiden Place Community Centre.

11. CYCLE TO WORK SCHEME

To receive a report on introducing an employee Cycle to Work scheme. Members to discuss and **RESOLVE** as appropriate.

*Appendix G*

12. 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.

13. **ORDERS FOR PAYMENT**

To receive details of Orders for Payment since the last meeting of the Town Council (Vouchers 8525 – 8559, 8560 – 8588, 8589 – 8617, 8618 – 8641), Imprest vouchers (1148 - 1156) and one-off payments (56 – 57).

*Appendix H*

14. **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-newsletters January & February 2026
TVP	Police & Crime Bulletin – December 2025 & January 2026
MERA	Minutes – January & February 2026
Involve	E-newsletters January & February 2026

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

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

16. **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 17, 18, 19 & 20 on the Agenda.

17. **CONFIDENTIAL MINUTES OF PREVIOUS MEETING**

To consider the Confidential Minutes of the meeting held on 21<sup>st</sup> January 2026 and, if appropriate, agree they represent a true and correct record and **RESOLVE** they be signed.

18. **CENTREPOINT COMMUNITY CENTRE – UPDATE**

To receive an update.

*Confidential Appendix I*

19. **YOUTH SERVICES**

To receive an update.

*Confidential Appendix J*

20. **REPAIR CAFÉ HONORARIUM**

To receive a confidential report.

*Confidential Appendix K*