

EARLEY TOWN COUNCIL

Town Clerk
JO FRIEND BA(Hons) PSLCC



Council Offices
Radstock Lane
Earley, Reading
RG6 5UL

Tel: (0118) 986 8995

9th September 2026

Dear Councillor

Notice is hereby given that a meeting of Earley Town Council will be held on **Wednesday 16th September 2026** 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 8th July 2026 and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair. (Minutes 28 – 50)

5. TOWN MAYOR'S REPORT

- 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 - 22nd July 2026 (*draft*) (Minutes 18 – 35)

- 6.2 Planning & Transport Committee - 7th July 2026 (Minutes 40– 57)
- 4th August 2026 (draft) (Minutes 58 – 75)

7. **REPRESENTATIVES ON OTHER BODIES**

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

7.1 **WBC Standards Committee meeting 14th July 2026**

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

7.2 **Highwood Management Conference**

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

8. **ETC CHAIRS GROUP MEETING**

To receive notes from the Chairs Group Meeting. *Appendix D*

9. **AUDIT 2025/26**

To note that the external audit has been completed. There were no matters of concern, and the documents have been published as required.

10. **FINANCIAL REGULATIONS**

To consider the updated Financial Regulations and make a decision on adoption. Copies of the updated Regulations have been provided to and considered by the Policy & Resources Committee at its meeting on 9th September, any comments from that discussion will be provided to Council.

Members to **RESOLVE** accordingly. *Appendix E*

11. **RISK REGISTER**

To receive the Council's updated Risk Register 2026 prior to its signing by the Chair and the RFO.

The document has previously been provided to and considered by the Policy & Resources Committee at its meeting on 9th September 2026.

Appendix F (supplied under separate cover)

12. **FOOTBRIDGE – MAYS LANE CEMETERY**

To note that the start of works to repair the Earley Station footbridge has been delayed until mid-October. The ecological surveys are ongoing, and updates are being received from WBC officers.

13. **PADDICK DRIVE OPEN SPACE AND BMX TRACK LEASE**

To receive a report on the renewal of the lease for Paddick Drive Open Space and BMX Track area. Members to **RESOLVE** accordingly.

Appendix G

14. 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(s) to.

Members to **RESOLVE** if required.

15. COUNCILLORS' ATTENDANCE

15.1 Record of Members' Attendance

To note details of Councillors' attendance during 2026/27 at meetings of the Council and its Committees.

Appendix H

16. ORDERS FOR PAYMENT

To receive details of Orders for Payment since the last meeting of the Policy & Resources Committee (*Vouchers 9175 – 9197 and Imprest voucher 1215*).

Appendix I

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 July & August 2026
Friendship Alliance e-newsletter	E – newsletter July 2026
MERA	Minutes of Meeting August 2026

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 MEETING

To consider the Confidential Minutes of the meeting of the Town Council held on 8th July 2026 (Minutes 46 – 49) and, if appropriate, to agree they represent a true and correct record and **RESOLVE** they be signed by the Chair.

21. RIVERSIDE PARK FOOTBRIDGE

To receive a report on WBC's Riverside Footbridge project.

Confidential Appendix J