

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on
Tuesday 30 June 2015 at 8 pm**

Present: Councillors J.Cheng (Chairman); K. Baker; T. Barker; A. Chadwick;
C. Dixon; R. Dolinski; P. Etherington; M. Forrer; D. Fradley;
B. Franklin; K. Gilder; M. Green; R. Horskins; R. Lay; J. MacNaught;
S. Rahmouni; D. Smith; W. Soane; D. Stares; J. Trick; M. Walker;
P. Wicks

Officers present: D. Mander, Town Clerk; K. Murray, Service Support Manager;
L. Matthews, Committee Officer

Also present: Tania Christie, Scottish and Southern Energy
Alan Harland
2 members of the public

A maximum of 30 minutes was set aside for members of the public to pose questions to the Council in the Town Forum. As there were no members of the public wishing to address the Council the Town Forum did not take place.

Before the start of the meeting Tania Christie, Welfare Officer and Community Adviser from Scottish and Southern Energy (SSE), spoke to Members about SSE's role as an emergency responder, the work they carry out in the community to enable people to be better prepared for power cuts and the help they can give to vulnerable people in emergency situations. Members gave some suggestions of ways in which information about SSE's emergency responder work could be more widely publicised.

23. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors S. Brindley and D. Mills.

24. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

25. **MINUTES OF THE ANNUAL MEETING HELD ON 19 MAY 2015**

The Deputy Town Mayor presented the minutes of the Annual Meeting held on 19 May 2015.

RESOLVED:

- ◆ To approve the minutes of the Annual Meeting held on 19 May 2015 and that they be signed by the Deputy Mayor as a correct record.

26. **COMMITTEE REPORTS**

26.1 **Minutes of the Plans Committee: 26 May 2015**

Councillor Barker presented the Plans Committee minutes of the meeting of 26 May 2015.

RESOLVED:

- ◆ To receive the minutes of the Plans Committee held on 26 May 2015.

26.2 **Minutes of the Leisure Services Committee: 2 June 2015**

Councillor Soane presented the Leisure Services Committee minutes of the meeting of 2 June 2015.

RESOLVED:

- ◆ To receive the minutes of the Leisure Services Committee held on 2 June 2015.

26.3 **Minutes of the Community Services Committee: 9 June 2015**

Councillor Smith presented the Community Services Committee minutes of the meeting of 9 June 2015.

RESOLVED:

- ◆ To receive the minutes of the Community Services Committee held on 9 June 2015.
- ◆ To approve the recommendation of the Community Services Committee that the proposed new competitions for Best Kept Street and Best Community Street not be progressed because of the practicalities of organising and managing such competitions and the lack of capacity within the Council to provide the resources that would be required to establish and manage these.

26.4 **Minutes of the Strategy and Resources Committee: 16 June 2015**

Councillor Baker presented the Strategy and Resources Committee minutes of the meeting of 16 June 2015.

Minute 12: Woodley Business Club

In reply to a question from Councillor Gilder, Councillor Baker stated that the Council believed in encouraging local small businesses to network and promote their business and, as they would provide employment for young people in the future, the Committee had agreed to allow Woodley Business Club to have free use of the Oakwood Centre for its annual Festival of Business.

Following a second question from Councillor Gilder, Councillor Baker confirmed that no other organisations were given free use of the Oakwood Centre.

RESOLVED:

- ◆ To receive the minutes of the Strategy and Resources Committee held on 16 June 2015.
- ◆ To approve the recommendation of the Strategy and Resources Committee that the land at Loddon Mead be included in the proposed project with Wokingham Borough Council and other agencies to develop youth provision, subject to final details and implications being presented to Council, once they are known.

26.5 **Minutes of the Plans Committee: 23 June 2015**

Councillor Barker presented the Plans Committee minutes of the meeting of 23 June 2015.

RESOLVED:

- ◆ To receive the minutes of the Plans Committee held on 23 June 2015.

27. **FINANCIAL STATEMENTS AND ANNUAL RETURN 2014/15**

a) **Financial Statements for 2014/15**

The Deputy Mayor welcome Alan Harland, FCA, to the meeting. Alan Harland, formerly the Council's internal auditor, had helped officers prepare the Annual Return for 2014/15 and was attending in order to respond to any queries raised by Members regarding the Financial Statements and Annual Return.

The Town Clerk presented the Financial Statements for 2014/15 and thanked Alan Harland for his help in preparing the statements.

In reply to a question about the Council's debtors the Town Clerk explained that the figure for outstanding amounts due for Council services, as at 31 March 2015, included payments due to the Council following the handover of Bulmershe Leisure Centre, which had taken a long time to finalise and which had now been paid. Alan Harland stated that in his opinion the Council's performance with regard to debtors was very good.

In response to a question as to whether there were likely to be significant variations next year between expenditure in 2014/15 and 2015/16 the Town Clerk believed that this would be the case in respect of Bulmershe Leisure Centre and that capital receipts could also vary. The additional staff costs in respect of the one off payment to HMRC regarding NI and PAYE issues in 2014/15 would not be required this year. Alan Harland also pointed out that the increased pension costs were likely to continue in the future.

RESOLVED:

- ◆ To approve the Financial Statements for 2014/15 and that they be signed by the Deputy Mayor and the Town Clerk.

b) **Accounting Statements for 2014/15**

Members considered the Accounting Statements for 2014/15 and it was

RESOLVED:

- ◆ To approve the Accounting Statements for 2014/15 and that they be signed by the Deputy Mayor and the Town Clerk.

c) **Annual Governance Statement for 2014/15**

Members considered the Annual Governance Statement as set out in the Annual Return and

RESOLVED:

- ◆ To approve the Annual Governance Statement for 2014/15 and that this be signed by the Deputy Mayor and the Town Clerk.

The Deputy Mayor thanked Alan Harland for attending the meeting and for the help he had given to the Council. Alan Harland commended Council officers for the work they had done in preparing the Financial Statements and the Annual Return.

28. **LEADER'S STATEMENT**

The Leader of the Council made the following statement:

"There is not a lot to report on this time as it is only a few weeks since the last Full Council Meeting. New councillors are clearly settling into their new roles and I thank each of them for putting in the effort.

I am extremely pleased that the Woodley 10K will restart next year after a brief absence of 1 year. It is now going to be run by a company specialising in this sort of activity, which should ensure the sustainability of this event. I would like to formally thank those individuals who used to give up their time for nothing and ensured that the race was a standard entry in many runners' calendars.

A couple of other good news items are worthy of mentioning. First regarding development of the North End of the Town Centre. Most of you are aware that

there has been a plan to extensively change the layout to provide a better performance area. This was to be funded from various sources to the tune of £100K. This limit would severely restrict what could be achieved with this project. Wokingham Borough Council recently approached the Town Council offering substantial cash injection and resources which would allow a much greater scheme to be progressed. This will spill over to the area of the "sail" and will probably result in a major upgrade for the children's play equipment there. This project will now be overseen by the trio of TCMI, Woodley Town Council and Wokingham Borough Council. It is early days at the moment but members will be kept fully apprised of developments as they happen.

The other interesting development is that there is a group of residents who have started to push back on the additional toilet planned, on the basis of cost and the fact that there is already a "local loo" scheme instead. This has led to a healthy debate on a social media site and has led to a couple of things. The initial action from this is to work with Wokingham Borough Council to improve the signage for the "local loos" as what is provided is not adequate at the moment. I have already had conversations with the relevant officer at Shute End about this and we are jointly investigating a number of options. Again members will be kept informed as things move forward."

29. **LLOYDS BANK – BACS PAYMENTS**

The Town Clerk informed Members that after the agenda had been issued Lloyds Bank had revised their requirements regarding the introduction of a BACS payment facility for the Town Council. The revised information, and the revised motion to be considered had been sent to all Councillors by email prior to the meeting.

Members considered the revised motion and

RESOLVED:

- ◆ That the motion, as set out below, be carried.

"The Council hereby acknowledges and accepts the terms of the letter from Lloyds Bank dated 26 June 2015 in respect of a BACS facility up to an aggregate of £65,000 at any one time and agrees all the terms and conditions therein.

In accepting this letter the Council confirms that neither the execution by this Council of this letter nor the utilisation by the Council of the facility being made available will conflict with or breach any requirement or limitation set out in

- i the Standing Orders of the Council
- ii Schedule 1 of the Local Government Act 2003"

30. **REPRESENTATIVES ON OUTSIDE BODIES**

a) Members considered appointing representatives to the current vacant positions on outside bodies.

RESOLVED:

- ◆ That Councillor Chadwick be appointed as a representative to the Campaign Against Waste.
- ◆ That Councillor Gilder be appointed as a representative to the Woodley Airfield Management Committee.

b) Members noted the following written reports:

- WDALC report from Councillor Barker
- WASP report from Mrs Shelagh Flower
- ARC report from Mrs Shelagh Flower

Councillor Soane asked for thanks to be passed to Shelagh Flower for her reports and for the litter picking that had been carried out by WASP members at the Woodley Carnival, which had helped considerably with the clearing of the site at the end of the day.

31. **TOWN MAYOR'S ENGAGEMENTS**

Members noted the five engagements that had been carried out by the Town Mayor since he had taken office.

The Deputy Town Mayor reported on the two engagements that she had carried out, which included presenting the trophy at the Woodley Sports Week swimming gala on her first day as Deputy Mayor.

32. **FUTURE AGENDA ITEMS**

No suggestions were made for future agenda items, but it was suggested that the Council should support local community groups by publicising their activities on the Town Council website.

Under this item Councillor Baker reminded Members of the training session that had been arranged on planning matters and urged all Members to attend.

The subject of raising the profile of the Town Council was brought up and Councillor Baker informed Members that officers were working to address this issue and, for example, the development of marketing the Oakwood Centre, through social media and other platforms, formed part of the job description of the newly created post of full-time Venues Manager. It was suggested that Members with a background in marketing and IT might be able to offer assistance to officers working on a project, also planned, to review the Council's website.

Meeting closed at 9:00pm
