

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on
Tuesday 9 December 2014 at 8 pm**

Present: Councillors B. Franklin (Chairman); K. Baker; T. Barker; A. Chadwick; P. Challis; J. Cheng; N. Cox; R. Duncan; K. Gilder; L. Higgs; M. Holmes; C. Lawley; D. Mills; R. Neall; S. Outen; S. Rahmouni; E. Rowland; D. Smith; W. Soane; D. Stares; M. Storry; M. Walker; M. Willson

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

Also present: 8 members of the public

Before the start of the meeting:

- The Town Mayor presented grant cheques to representatives of local community groups and other organisations, as reported in **Appendix A**.
- Claire Page, who was to talk to Members about the Lilly-May Page Trust, was unfortunately unable to attend due to illness. She will come to the next Town Council meeting.
- 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 public wishing to address the Council the Town Forum did not take place.

47. **APOLOGIES**

Apologies were received from Councillors A. Downes and K. Haines.

48. **DECLARATIONS OF INTEREST**

Councillor Baker	Agenda item 16a Town Mayor's Engagements	Personal, non-prejudicial – Councillor Baker is chairman of the Lilly-May Page Trust
------------------	--	--

49. **ACCEPTANCE OF OFFICE**

The Chairman welcomed Councillor Stares to his first Council meeting and it was

RESOLVED:

- ◆ To note the election of Councillor David Stares to the Town Council and that Councillor Stares had signed the Declaration of Acceptance of Office as required by law.

50. **MINUTES OF COUNCIL MEETING HELD ON 30 SEPTEMBER 2014**

RESOLVED:

- ◆ To approve the minutes of the Council meeting held on 30 September 2014 and that they be signed by the Mayor as a correct record.

51. **MINUTES OF THE URGENCY COMMITTEE MEETING HELD ON 27 NOVEMBER 2014**

RESOLVED:

- ◆ To receive the minutes of the Urgency Committee meeting held on 27 November 2014.

52. **COMMITTEE REPORTS**

52.1 **Minutes of the Plans Committee: 21 October 2014**

Councillor Cheng presented the minutes of the Plans Committee meeting held on 21 October 2014.

RESOLVED:

- ◆ To receive the minutes of the Plans Committee meeting held on 21 October 2014.

52.2 **Minutes of the Leisure Services Committee: 4 November 2014**

Councillor Soane presented the minutes of the Leisure Services Committee meeting held on 4 November 2014.

RESOLVED

- ◆ To receive the minutes of the Leisure Services Committee meeting held on 4 November 2014.

52.3 **Minutes of the Community Services Committee: 11 November 2014**

Councillor Smith presented the minutes of the Community Services Committee meeting held on 11 November 2014.

Minute 63b: Highways – Fairwater Drive, Woodley

Councillor Rowland stated that residents were disappointed that only a short section of Fairwater Drive was to be resurfaced, following a change to the scheduled works by Wokingham Borough Council.

Minute 63f: Highways – Traffic Island Outside the Oakwood Centre, Headley Road

Councillor Lawley informed the meeting that the repairs to the traffic island outside the Oakwood Centre, scheduled by Wokingham Borough Council to be undertaken on 7 December, had not taken place.

Minute 64: Bus Services in Woodley

Councillor Rowland informed the meeting that the new Chief Executive Officer of Reading Buses had agreed to run a temporary bus service out of peak times to serve the Southlake area of Woodley and will review the service to see if anything more can be done in the long term. Members were pleased to hear that the new Chief Executive Officer was responding positively to residents' concerns.

Minute 68: Application to Renew Street Trading Consent

Councillor Rowland informed the meeting that she had objected to this application and West Berkshire and Wokingham Environmental Health and Licensing Service had agreed to grant a licence for one year only and to consult with the new residents of the Bulmershe Campus development next year.

RESOLVED:

- ◆ To receive the minutes of the Community Services Committee meeting held on 11 November 2014.

52.4 **Minutes of the Plans Committee: 18 November 2014**

Councillor Cheng presented the minutes of the Plans Committee meeting held on 18 November 2014.

RESOLVED:

- ◆ To receive the minutes of the Plans Committee meeting held on 18 November 2014.

52.5 **Minutes of the Strategy and Resources Committee: 25 November 2014**

Councillor Baker presented the minutes of the Strategy and Resources Committee meeting held on 25 November 2014.

Minute 59: Catering Partnership Management Panel

Councillor Rowland noted that there had been some discussion regarding the use of the Oakwood Centre premises free of charge for the Festival of Business even though other deserving causes, such as the voluntary sector, had to pay and that this should be shown in the minutes. Councillor Baker responded that he had stated that this administration was encouraging small businesses by not charging the Festival of Business for the use of the premises and that this was an investment for the future of young people in Woodley. The Town Clerk explained that this had not been minuted because the discussion had not led to any decision. It was agreed that the minutes be amended to record the discussion at the Committee meeting.

Minute 62: Allotment Rent Review

Councillor Lawley stated that he was unhappy that there had been no consultation with the Allotment Tenants Association before agreeing to increase the allotment prices. Councillor Baker responded that the tenants would be given twelve months' notice of the increases and that if a large number of tenants objected the Council would take this into consideration. The agreed increases would come into effect in January 2016.

Minute 63: 3G Pitch Project

Councillor Lawley stated that he fully supported the 3G pitch project, but that he believed it should have been listed for determination by the Wokingham Borough Council Planning Committee because that would be democratic. Councillor Baker responded that planning applications could only be listed for valid planning reasons and that there were no such grounds on which to list this application. There was further discussion between Councillors Lawley and Baker until the Chairman called for the meeting to move on.

Minute 72: Optalis

Councillor Challis asked that the minutes be amended to show that the square footage of the office space to be occupied by Optalis had been requested by Members along with a figure for the commercial rent that could be achieved for equivalent premises. The Town Clerk agreed that the minutes would be amended accordingly and the information provided to Members.

RESOLVED:

- ◆ To receive the minutes of the Strategy and Resources Committee meeting held on 25 November 2014, subject to the requested amendments of items 59 and 72.
- ◆ To approve the schedule of meetings for the municipal year 2015/16, as attached at **Appendix B**.

53. **ELECTION OF DEPUTY LEADER OF THE COUNCIL**

a) **RESOLVED:**

- ◆ To note that Councillor Haines had resigned as Deputy Leader of the Council.

b) **RESOLVED:**

- ◆ To appoint Councillor Chadwick as Deputy Leader of the Council.

54. **REQUEST FOR LEAVE OF ABSENCE**

RESOLVED:

- ◆ To grant Councillor Downes' request for leave of absence for five months due to work commitments and family health matters.

55. **COMMITTEE MEMBERSHIP**

a) **RESOLVED:**

- ◆ To note the resignation of Councillor Haines from the Strategy and Resources Committee.

- ◆ To appoint Councillor Walker to the Strategy and Resources Committee.

b) **RESOLVED:**

- ◆ To approve the appointment of Councillor Stares to the Leisure Services Committee in place of Councillor Chadwick.

56. **LEADER'S STATEMENT**

The Leader of the Council made the following statement to the Council:

"I would like to welcome our newest Councillor, David Stares, to his first Full Council meeting. I know you will be a valuable addition to the council.

I was extremely pleased to see that our Mayor had chosen the Lilly-May Page Trust as his nominated charity. As one of her Borough Councillors I have been working with Claire from a few days after this horrendous incident and have seen her grow in stature over the weeks and months as she turned the energy of sadness into the energy of awareness and excellent fund raising. She is an amazing role model, a fact which has been recognised by people from all walks of life.

I was honoured when she asked me to not only become a trustee of the Lilly-May Page Trust but take on the role of Chairman.

Turning from one impressive woman to another, I would like to say a few words about my former Deputy, Cllr Kate Haines. You are all aware of her constant health problems, which have culminated in her having to take a few steps back from her heavy workload and commitments.

I have known Kate for a very long time, most of which she has been by my side, and I know I will miss that now she is reducing her workload. For a long time she was leader of the Conservative Group here at the Town Council and did an excellent job in opposition. When control was transferred to the Conservatives Kate was right there helping me to take on the leadership role.

The good news is that she is not going away and will continue to be Woodley Councillor for the foreseeable future subject to the electorate agreeing.

The Bulmershe Leisure Centre transfer is now complete and I would like to pay tribute to the hard work put in by our Town Clerk, Deborah and her team. This was a one-off situation and involved multiple parties so the task was not an easy one. The diligence and commitment shown by Deborah was exemplary.

Finally I would like to say a few words about the upcoming budget process. Last year we introduced an additional private process to discuss the budget plans with the opposition. Unfortunately the opposition did not fully embrace this process, which was a missed opportunity for us to work together. I hope that this year there might be better participation."

57. **STANDING ORDERS**

Members considered the following amendment to the interpretation of the Standing Order on page 3 of the Council's Standing Orders:

To delete the following paragraph:

"The terms 'party' or 'parties' includes groups of councillors who are members of a political party registered with the Electoral Commission and groups which include at least 2 councillors who do not belong to a political party and who have informed the Proper Officer that they have formed a group."

and replace it with the following:

"The terms 'party' or 'parties' means groups of 2 or more councillors who have informed the Proper Officer that they have formed a group. A group can be made up of councillors who are members of the same political party registered with the Electoral Commission, or councillors who do not belong to a political party registered with the Electoral Commission, or a combination of both of these."

There was some discussion about whether this matter should have been considered by the Standing Orders and Financial Regulations Working Party and the Town Clerk explained that it had not been taken to the Working Party as it was a clarification of a definition and not a change to the numbered Standing Orders. Councillor Challis maintained that the correct process had not been followed and it was proposed by Councillor Challis and seconded by Councillor Rowland that the proposed amendment should be considered by the Standing Orders and Financial Regulations Working Party before being considered at Council.

This motion was put to the vote and was lost.

The proposed amendment to the interpretation of Standing Orders was then put to the vote and it was

RESOLVED:

- ◆ To approve the amendment to the interpretation of the Standing Order on page 3 of the Council's Standing Orders as follows:

To delete the following paragraph:

"The terms 'party' or 'parties' includes groups of councillors who are members of a political party registered with the Electoral Commission and groups which include at least 2 councillors who do not belong to a political party and who have informed the Proper Officer that they have formed a group."

and replace it with the following:

"The terms 'party' or 'parties' means groups of 2 or more councillors who have informed the Proper Officer that they have formed a group. A group can be made up of councillors who are members of the same political party registered with the Electoral Commission, or councillors who do not belong to a political party registered with the Electoral Commission, or a combination of both of these."

58. **COUNCIL SEAL**

RESOLVED:

- ◆ To approve the use of the Council's seal to a lease with Optalis for the use of the offices at Woodford Park Leisure Centre.

59. **AMENITY VEHICLE SERVICE**

Members discussed the decision taken by Wokingham Borough Council to cease the amenity vehicle service with effect from 1 February 2015, and agreed that it was necessary to reduce the amount of unsorted waste taken to landfill, but were concerned that the loss of this service might result in an increase in fly tipping. The Town Clerk informed members that Wokingham Borough Council had confirmed that they would monitor the areas previously visited by the amenity vehicle to address any fly tipping problems. Members expressed concern about the effect the loss of this service would have on residents without a car and the Town Clerk reported that Wokingham Borough Council intended to notify residents of the options available to them for arranging to have excess waste collected.

RESOLVED:

- ◆ To note that the amenity vehicle service provided by Wokingham Borough Council would cease with effect from 1 February 2015.

60. **REPRESENTATIVES ON OUTSIDE BODIES**

a) **RESOLVED:**

- ◆ To note that Councillor Haines had resigned as the Council's representative on the following outside bodies:
 - Berkshire Association of Local Councils
 - Wokingham District Association of Local Councils
 - Readibus
 - Woodley Town Centre Management Initiative
- ◆ To appoint Councillor Barker as the Council's representative to the Berkshire Association of Local Councils.
- ◆ To appoint Councillor Barker as the Council's representative to the Wokingham District Association of Local Councils.
- ◆ To note that there were no nominations for the Council representative to Readibus.
- ◆ To appoint Councillor Mills as the Council's representative to the Woodley Town Centre Management Initiative.

- b) **RESOLVED:**
- ◆ To appoint Councillor Rowland as the Council's second representative to the Berkshire Association of Local Councils.
- c) **RESOLVED:**
- ◆ To appoint Councillors Baker, Challis, Lawley and Soane to a joint sub-group with Earley Town Council to consider the terms of reference of the Joint Site of Urban Landscape Value Working Group.
- d) Members noted the following written reports:
- Report on the Robert Palmer Almshouses from Councillor Rahmouni.
 - Report on the Poor's Land Charity from Councillor Cheng, tabled at the meeting.
 - Report on The Bulmershe School from Councillor Cheng, tabled at the meeting.

Councillor Gilder gave a verbal report on the Highwood Management Conference, which had met the previous week. She reported that work in the nature reserve was being carried out by long term unemployed volunteers who also worked at Dinton Pastures. Councillor Gilder informed Members that work to be carried out shortly would include the clearing of paths and the planting of two memorial trees in memory of residents who had recently passed away.

61. **DEVELOPERS' SECTION 106 CONTRIBUTIONS**

Members noted that Borough Councillor John Kaiser was unable to attend the meeting to talk to Members about Developers' Section 106 contributions, but that he would attend the next Council meeting on 10 February 2015.

62. **TOWN MAYOR'S ENGAGEMENTS**

- a) Members noted that the Mayor had chosen the Lilly-May Page Trust as the nominated charity for his term of office.
- b) The Town Mayor informed Members of the 17 engagements he had attended since the last meeting, and in particular said that he had thoroughly enjoyed the performance by Circus Starr on Woodley Memorial Ground, which had also been very popular with local residents.

The Deputy Mayor had attended one engagement since the last meeting.

63. **FUTURE AGENDA ITEMS**

- a) In reply to a question the Town Clerk informed Members that officers did not currently have the capacity to undertake the amount of work required to look at matters relating to the provision of a Neighbourhood Plan.
- b) A request was made for a report on the handover of Bulmershe Leisure Centre to 1Life and future joint leisure meetings. It was agreed that such a report be presented to the Strategy and Resources Committee in February.

Meeting closed at 9:40pm

Meeting of the Town Council on 9 December 2014

Before the start of the meeting the Mayor presented grant cheques to representatives of the following local community groups and other organisations:

Berkshire County Blind Society
Cruse Bereavement Care
Reading Football Club Community Trust
Sue Ryder – The Duchess of Kent Hospice
Woodley Festival of Music and Arts
2nd Woodley Scout Group

Woodley Town Council

APPENDIX B

TIMETABLE OF MEETINGS - 2015/2016

Plans Committee meetings are held on Mondays (unless marked otherwise) and start at 7:45pm. All other Council and Committee meetings are held on Tuesdays and start at 8:00pm (unless otherwise notified) and members of the public are welcome to attend.

PLANS COMMITTEE	LEISURE SERVICES	COMMUNITY SERVICES	STRATEGY & RESOURCES	FULL COUNCIL
<u>2015</u> Tuesday 26 May (SH) 22 June	<u>2015</u> 2 June	<u>2015</u> 9 June	<u>2015</u> 16 June	<u>2015</u> Annual Meeting: 19 May 30 June
20 July 17 August (SH) 21 September 19 October 16 November	1 September (SH) 3 November	8 September 10 November	15 September 24 November	29 September 8 December
14 December <u>2016</u> 11 January	<u>2016</u> 5 January	<u>2016</u> 19 January	<u>2016</u> 26 January	<u>2016</u> Budget Meeting: 12 January 9 February
15 February (SH) 14 March 18 April	5 April (SH)	12 April	26 April	Town Electors: 1 March Annual Meeting: 10 May

(SH = School Holidays)

SCHOOL TERM DATES

2015 Monday 20 April to Wednesday 22 July
Wednesday 2 September to Friday 18 December
(NOTE: Training days - to be agreed)

Half Term: 25 - 29 May
Half Term: 26 - 30 October
Good Friday: 3 April 2015
WTC & WBC Elections: 7 May 2015

2016 Tuesday 5 January to Thursday 24 March
Monday 11 April to Wednesday 20 July
(NOTE: Training days - to be agreed)

Half Term: 15 - 19 February
Half Term: 30 May - 3 June
Good Friday: 25 March 2016
WBC Elections: 5 May 2016