



Woodley Town Council  
The Oakwood Centre  
Headley Road  
Woodley  
Berkshire RG5 4JZ

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To: **Members of the Strategy & Resources Committee**

Councillors K. Baker (Chairman); P. Challis; J. Cheng; K. Haines; L. Hayward;  
C. Lawley; D. Mills; S. Outen; E. Rowland

**NOTICE IS HEREBY GIVEN that a meeting of the Strategy & Resources Committee will be held at the Oakwood Centre at 8.00 pm on Tuesday 10 September 2013, at which your attendance is requested.**

Deborah Mander  
Town Clerk

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## **AGENDA**

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members relating to the business of the meeting.

3. **MINUTES OF THE MEETING HELD ON 11 JUNE 2013**

To approve the minutes of the Strategy and Resources Committee held on 11 June 2013 and that they be signed by the Chairman as a correct record. *(These minutes were provided in the Full Council agenda of 25 June 2013.)*

4. **FINANCE**

a) **Budgetary Control**

To receive **Report No. SR 24/13**.

b) **Payments**

To approve the following payments as set out in **Appendix 4b**:

	Current account	Imprest account
May 2013	£152,047.29	£52,940.44
June 2013	£85,751.29	£61,686.56
July 2013	£78,248.79	£54,960.42

c) **Short term investments**

To note the following investment of balances since the meeting of 11 June 2013:

Lloyds TSB High Interest Deposit account for a period of 6 months:  
£250,000 on 25 June at an interest rate of 0.7%.

d) **Annual Financial Statements**

To note that the Town Clerk is investigating a different format of the financial statements for 2013/14. The year end financial statements have been presented in the Financial Reporting Standard for Smaller Entities (FRSSE) format for the past few years. The change in regulations in 2011, which require the completion of an annual return by the Council, do not require the financial statements to be FRSSE compliant, as was the case before then. Other town councils now produce year end statements that are considered more accessible in terms of understanding their financial performance over the year. With this in mind, the Town Clerk and Finance Officer, with assistance from the Council's internal auditor, will be working on the reformatting the 2012/13 financial statements which would be used in the preparation for the presentation of the 2013/14 accounts should the new format be suitable.

e) **Investments**

- i) Invesco Perpetual - To note receipt of £5 from Invesco Perpetual. This sum relates to a calculation error made on conversion of some of the shares in 2008 that has been refunded. Members are asked to confirm that this sum be added to the Council's investment portfolio.
- ii) Keydata - To note that the latest Joint Administrators' progress report regarding the Lifemark backed Keydata funds anticipates that the eventual returns to bondholders will be between 12 and 15% of the nominal amount of the bonds and that further payments are anticipated to be made in October 2013, February 2014 and August 2014. The Council has received one payment of £5,710.26 representing 7.125% of its nominal holding, 36% of which it retained under the agreement with Chase De Vere and added to the Council's investment portfolio.

5. **RECOMMENDATION FROM THE LEISURE SERVICES COMMITTEE**

To consider the recommendation from the Leisure Services Committee that:

*The Strategy and Resources Committee allocate £30,000 from the general reserve for the production of a detailed specification and the purchase and installation of an appropriate software management system for leisure and facilities bookings.*

The Leisure Services Committee also resolved that, if the above is agreed, a fully costed business plan would be provided to the Strategy and Resources Committee providing estimated savings and benefits that the software management system would bring to the Council.

The report considered by the Leisure Services Committee is attached at **Appendix 5**, for Members' information.

6. **RECOMMENDATION FROM THE COMMUNITY SERVICES COMMITTEE**

To consider the recommendation from the Community Services Committee that:

*The Strategy and Resources Committee allocate additional funding of £1,020 to the Community Services Committee's Amenities budget for the provision of a refuse amenity vehicle, once a month for three hours, at the Airfield Centre, Hurricane Way, from October 2013 to March 2014.*

7. **CATERING PARTNERSHIP MANAGEMENT PANEL**

To receive **Report Nos SR 25/13, SR 26/13 and SR 27/13.**

(Report No SR 27/13 – of the meeting to be held on 6 September 2013 - will be forwarded by email to all councillors by Monday 9 September and printed copies will be provided at the meeting.)

A table showing catering concession income is provided at **Appendix 7.**

8. **REVIEW OF WORKING PARTIES**  
To consider **Report No. SR 28/13.**
9. **BOWLING CLUB LICENCE RENEWAL**  
To consider **Report No. SR 29/13.**
10. **READING ROAD ALLOTMENT SITE – RENT REVIEW**  
To consider **Report No. SR 30/13.**
11. **SECTION 106 DEVELOPERS CONTRIBUTIONS**  
To note **Report No. SR 31/13.**
12. **2014/15 BUDGET**  
To invite the committee to consider any items it wishes to include in or exclude from the 2014/15 budget. Proposals will be investigated and reported back to the committee.
13. **WOKINGHAM BOROUGH, TOWN AND PARISH CONFERENCE**  
To appoint representatives to the Wokingham Borough, Town and Parish Conference on Wednesday 6 November at 7pm.
14. **WOKINGHAM BOROUGH COUNCIL – CONSULTATION ON DECISION MAKING STRUCTURE**  
To consider the consultation document and associated letter and consultation form on the matter of the decision making governance arrangements of Wokingham Borough Council. ***(Appendix 14 – available separately)***  
  
Members are asked to:
  - consider making a response to the consultation
  - consider appointing up to two representatives to attend an open forum meeting on 23 September at 7.30pm to discuss the decision making structure
15. **NATIONAL ASSOCIATION OF LOCAL COUNCILS**
  - a) To consider nominating representative(s) to attend the NALC Larger Councils' Conference on Wednesday 27 November 2013, Royal National Hotel, London. ***(Appendix 15a)***
  - b) To note the NALC Media Release 2013 regarding the data registration fees payable by town and parish councillors. ***(Appendix 15b)***
16. **FUTURE AGENDA ITEMS**  
To consider any future agenda items for the committee to consider.
17. **PUBLICITY AND WEBSITE**  
To consider items to be publicised.
18. **EXCLUSION OF THE PUBLIC AND PRESS**  
**To resolve that, in view of the confidential nature of the business about to be transacted in relation to legal matters, it is advisable in the public interest that the public and press are temporarily excluded and they are asked to withdraw for item 19 on the agenda.**
19. **OAKWOOD CENTRE FLOORING**  
To receive **Report No. SR 32/13.**