

**Minutes of the Annual Meeting of the Town Council held remotely on  
Tuesday 4 May 2021 at 8 pm**

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**Present:** *Councillors S. Brindley (Chairman); N. Al-Sanjari; J. Anderson; K. Baker; D. Bragg; A. Chadwick; J. Cheng; M. Forrer; K. Gilder; A. Heap; C. Jewell; T. McCann; M. Nagra; B. Rowland; J. Sartorel; B. Soane; A. Swaddle; P. Wicks*

**Officers present:** *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk; M. Filmore, Committee Officer;*

**Also present:** *3 members of the public*

*Before the start of the meeting, in light of the death of the serving Mayor, Councillor Dave Mills, and the absence of the Deputy Mayor due to a prior work commitment, the Town Clerk sought nominations for a Chairman to be appointed to conduct the Town Forum and the first item of business on the agenda, the election of the Town Mayor.*

*It was proposed by Councillor Baker, seconded by Councillor Cheng and*

**RESOLVED:**

- ◆ *To appoint Councillor Brindley to the position of Chairman.*

*Voting: For: 11 Against: 0 Abstentions: 1*

*A maximum of 30 minutes was set aside before the start of the meeting 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 opening the meeting, the Chairman asked attendees to observe a minute's silence in memory of Councillor Dave Mills.*

**1. ELECTION OF TOWN MAYOR**

The Chairman called for nominations for the office of Town Mayor for 2021/22.

It was proposed by Councillor Baker, seconded by Councillor Cheng and

**RESOLVED:**

- ◆ To elect Councillor Sartorel to the office of Town Mayor of Woodley for the 2021/22 municipal year.

Voting: For: 10 Against: 0 Abstentions: 5

**2. TOWN MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Sartorel was presented with the Mayoral chain by the Town Clerk and then made and signed the Declaration of Acceptance of Office of Town Mayor, and took the chair.

Councillor Sartorel said she was proud and honoured to be elected to the position of Town Mayor of Woodley for the coming year, and thanked fellow Councillors for giving her the opportunity to serve the town.

Councillor Sartorel noted the untimely death of the former Town Mayor, Councillor Dave Mills, had denied her the opportunity to express her appreciation for the work he undertook during the past year, including dealing with the limitations of the pandemic and the challenge of chairing Full Council meetings via Zoom. She noted that he would be sorely missed.

As we slowly come out of lockdown, Councillor Sartorel stated that she looked forward to being able to visit organisations and events this year. Councillor Sartorel announced that her charity for the year would be Macmillan Cancer Support.

3. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Doyle, Green, Rahmouni, Skegg and Smith.

4. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

5. **ELECTION OF DEPUTY TOWN MAYOR**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To elect Councillor Gilder to the office of Deputy Mayor for the 2021/22 municipal year

Voting: For: 9 Against: 0 Abstentions: 4

6. **COMPOSITION OF THE COUNCIL**

**RESOLVED:**

- ◆ To note the current composition of the Council:  
15 Conservative Members, 5 Liberal Democrat Members, 2 Labour Members, 1 independent, and 2 vacancies.

7. **POLITICAL GROUP LEADERS**

7.1 **RESOLVED:**

- ◆ To note the appointment of Councillor Cheng as Leader and Councillor Brindley as Deputy Leader of the Conservative Group.

7.2 **RESOLVED:**

- ◆ To note the appointment of Councillor Jewell as Leader and Councillor Rowland as Deputy Leader of the Liberal Democrat Group.

7.3 **RESOLVED:**

- ◆ To note the appointment of Councillor Al-Sanjari as Leader and Councillor Nagra as Deputy Leader of the Labour Group.

8. **LEADERSHIP OF THE COUNCIL**

8.1 It was proposed by Councillor Cheng, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ To elect Councillor Baker as Leader of the Council for the 2021/22 municipal year.

Voting: For: 11 Against: 0 Abstentions: 4

8.2 It was proposed by Councillor Wicks, seconded by Councillor Swaddle and

**RESOLVED:**

- ◆ To elect Councillor Brindley as Deputy Leader of the Council for the 2021/22 municipal year.

Voting: For: 9 Against: 0 Abstentions: 4

9. **STANDING COMMITTEES**

9.1 **Strategy and Resources Committee**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ That there be 9 places on the Strategy and Resources Committee for the 2021/22 municipal year.

Voting: For: 13 Against: 0 Abstentions: 0

The Committee Officer confirmed that, in line with the standing orders, the number of places for each party on committees with 9 Members were as follows: Conservative 6, Liberal Democrat 2, Labour 1.

- ◆ To note the appointment of Councillors Anderson, Baker, Brindley, Chadwick, Gilder, Jewell, Nagra, Rowland and Wicks to the Strategy and Resources Committee for the 2021/22 municipal year.

9.2 **Leisure Services Committee**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ That there be 9 places on the Leisure Services Committee for the 2021/22 municipal year.

Voting: For: 13 Against: 0 Abstentions: 3

- ◆ To note the appointment of Councillors Al-Sanjari, Baker, Bragg, Gilder, Heap, Rowland, Smith, Soane and Swaddle to the Leisure Services Committee for the 2021/22 municipal year.

9.3 **Planning and Community Committee**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ That there be 12 places on the Planning and Community Resources Committee for the 2021/22 municipal year.

Voting: For: 13 Against: 0 Abstentions: 2

The Committee Officer confirmed that, in line with the standing orders, the number of places for each party on a committee with 12 Members was as follows: Conservative 8, Liberal Democrat 3, Labour 1.

- ◆ To note the appointment of Councillors Baker, Bragg, Cheng, Gilder, Heap, Jewell, Nagra, Rahmouni, Sartorel, Skegg and Wicks to the Planning and Community Committee for the 2021/22 municipal year, with one vacant place (Conservative) to be filled at a future meeting.

10. **CHAIRMEN AND VICE CHAIRMEN OF STANDING COMMITTEES**

Under Standing Order 4(d) members of the standing committees appointed the Chairmen and Vice Chairmen of the standing committees as follows:

10.1 **Strategy and Resources Committee**

a) **Chairman:**

It was proposed by Councillor Brindley, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ To appoint Councillor Baker Chairman of the Strategy & Resources Committee for the municipal year.

Voting: For: 6 Against: 0 Abstentions: 3

b) **Vice Chairman:**

It was proposed by Councillor Baker, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ To appoint Councillor Brindley Vice Chairman of the Strategy & Resources Committee for the municipal year.

Voting: For: 6 Against: 0 Abstentions: 3

10.2 **Leisure Services Committee**

a) **Chairman:**

It was proposed by Councillor Baker, seconded by Councillor Soane and

**RESOLVED:**

- ◆ To appoint Councillor Bragg Chairman of the Leisure Services Committee for the municipal year.

Voting: For: 5 Against: 0 Abstentions: 2

b) **Vice Chairman:**

It was proposed by Councillor Baker, seconded by Councillor Bragg and

**RESOLVED:**

- ◆ To appoint Councillor Soane Vice Chairman of the Leisure Services Committee for the municipal year.

Voting: For: 5 Against: 0 Abstentions: 1

10.3 **Planning and Community Committee**

Prior to this item being discussed Councillor Nagra asked a question, citing Standing Order 13(a)(xxv). Councillor Nagra stated that we are still in a period of pandemic and crisis, yet there have been no meetings of the Urgency Committee in the last 6 months. When the Urgency Committee were meeting, Councillors were advised that the Committee were supervising all financial matters. Councillor Nagra asked who had been responsible for managing financial affairs from November until now.

The Town Clerk confirmed a budget was set for the forthcoming financial year which was approved by Full Council. She also confirmed that individual budgets had continued to be reported at Committee meetings throughout the pandemic.

Councillor Nagra asked why there were so many meetings of the Urgency Committee prior to November but none since, despite still being in the same crisis phase. He queried whether the previous Urgency Committee meetings had been necessary, or whether the Council had been doing something wrong from November up until now. As this matter did not relate to the agenda item the Mayor requested Councillor Nagra put his query in writing to the Town Clerk.

a) **Chairman:**

It was proposed by Councillor Baker, seconded by Councillor Cheng and

**RESOLVED:**

- ◆ To appoint Councillor Wicks Chairman of the Planning and Community Committee for the municipal year.

Voting: For: 6 Against: 0 Abstentions: 1

b) **Vice Chairman:**

It was proposed by Councillor Baker, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ To appoint Councillor Cheng Vice Chairman of the Planning and Community Committee for the municipal year.

Voting: For: 5 Against: 0 Abstentions: 3

11. **MEMBERSHIP OF WORKING PARTIES AND SUB COMMITTEES**

Prior to this item being discussed it was proposed by Councillor Jewell, seconded by Councillor Baker and

**RESOLVED:**

- ◆ For one vote to take place to approve both the terms of reference and proposed number of places for each individual working party / sub committee.

Voting: For: 10 Against: 0 Abstentions: 0

Under Standing Order 4(e) members of the parent standing committee considered the terms of reference and appointed places and members to the working parties as follows:

**Strategy and Resources Committee**

a) **Investments Working Party:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the Investments Working Party for the 2021/22 municipal year.

Voting: For: 8 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Anderson, Baker, Brindley and Heap to the Investments Working Party for the municipal year.

b) **Risk Management Working Party:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the Risk Management Working Party for the 2021/22 municipal year.

Voting: For: 7 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Bragg, Green and Rowland to the Risk Management Working Party for the municipal year, with one vacant place (Conservative) to be filled at a future meeting.

c) **Catering Partnership:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the Catering Partnership for the 2021/22 municipal year.

Voting: For: 6 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Brindley, Cheng, Green and Skegg to the Catering Partnership for the municipal year.

d) **Standing Orders and Financial Regulations Working Party:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the Standing Orders and Financial Regulations Working Party for the 2021/22 municipal year.

Voting: For: 8 Against: 0 Abstentions: 0

- ◆ To note the appointment of Councillors Baker, Rowland and Swaddle to the Standing Orders and Financial Regulations Working Party for the municipal year, with one vacant place (Conservative) to be filled at a future meeting.

e) **PR/Marketing Working Group:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the PR / Marketing Working Group for the 2021/22 municipal year.

Voting: For: 6 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Baker, Brindley, McCann and Swaddle to the PR / Marketing Working Group for the municipal year.

f) **Personnel Sub Committee:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the Personnel Sub Committee for the 2021/22 municipal year.

Voting: For: 6 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Anderson, Jewell, Sartorel and Soane to the Personnel Sub Committee for the municipal year.

g) **Climate Emergency Working Party:**

Councillor Jewell proposed the number of places on the Climate Emergency Working Party be increased from 3 to 4 for the 2021/22 municipal year. Councillor Baker indicated he had no objections to this. It was determined that a separate vote would take place on the number of places and the terms of reference for this working party.

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference for the Climate Emergency Working Party for the 2021/22 municipal year.

Voting: For: 8 Against: 0 Abstentions: 0

It was proposed by Councillor Jewell, seconded by Councillor Rowland and

**RESOLVED:**

- ◆ That there be 4 places on the Climate Emergency Working Party for the 2021/22 municipal year.

Voting: For: 9 Against: 0 Abstentions: 0

- ◆ To note the appointment of Councillors Baker, Jewell, Soane and Wicks to the Climate Emergency Working Party for the municipal year.

h) **Town Electors' Working Party:**

It was proposed by Councillor Jewell, seconded by Councillor Baker and

**RESOLVED:**

- ◆ For the terms of reference and number of places on the Town Electors' Working Party for the 2021/22 municipal year to be considered for approval at an appropriate Strategy and Resources Committee Meeting later in the municipal year.

**Strategy and Resources Committee and Leisure Services Committee**

i) **Woodford Park Leisure Centre Regeneration Task and Finish Group:**

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To disband the Woodford Park Leisure Centre Regeneration Task and Finish Group.

Voting: For: 12 Against: 0 Abstentions: 0

## **Leisure Services Committee**

### **j) Community Youth Partnership:**

It was proposed by Councillor Heap, seconded by Councillor Al-Sanjari, that the number of places on the Community Youth Partnership be increased from 4 to 6 for the 2021/22 municipal year.

Councillors Baker and Swaddle spoke against the increase. It was highlighted that the nature of the Partnership is different to other working groups and sub committees as it is biased in favour of non-Councillors; increasing the number of Councillors disturbs this balance and when numbers were higher participating organisations felt they did not have as strong a voice.

Councillors Heap and Al-Sanjari spoke in favour of the increase. Increasing numbers would enable cross party input by allowing the appointment of a Labour representative. Councillor Al-Sanjari disputed that outside groups had objected to a higher number of Councillors. She stated that Councillors represented the interests of the public rather than that of the organisations that feed into the Partnership, and a lower number of Councillors restricted the voice of the public. Following a query the Town Clerk confirmed that places on the working party for voluntary sector organisations aren't limited; any voluntary organisation working with young people in Woodley could take part, not just those with appointed representatives.

Following a vote it was

#### **RESOLVED:**

- ◆ To reject the proposal to increase number of places on the Community Youth Partnership for the municipal year from 4 to 6 members.

Voting: For: 3 Against: 5 Abstentions: 0

It was proposed by Councillor Baker, seconded by Councillor Brindley and

#### **RESOLVED:**

- ◆ That there be 4 places on the Community Youth Partnership for the 2021/22 municipal year.

Voting: For: 5 Against: 0 Abstentions: 3

It was proposed by Councillor Baker, seconded by Councillor Brindley and

#### **RESOLVED:**

- ◆ To approve the terms of reference for the Community Youth Partnership for the 2021/22 municipal year.

Voting: For: 6 Against: 0 Abstentions: 1

- ◆ To note the appointment of Councillors Cheng, Forrer, Gilder and Rowland to the Community Youth Partnership for the municipal year.
- ◆ To appoint the following voluntary sector representatives to the Community Youth Partnership for the municipal year:  
Sam Milligan (Just Around the Corner charity), Graham Sumbler (Woodley Baptist Church), Trina Farrance (Bulmershe Gym Club), Steve Outen (Woodley United FC), Paul Cassidy (ARC) and Laurie-Ann Price (Emmanuel Church).

Voting: For: 8 Against: 0 Abstentions: 0



k) **3G Pitch Steering Group:**

Councillor Baker withdrew a proposal to disband the 3G Pitch Steering Group due to lack of activity after the Deputy Town Clerk advised that there is a requirement with the Football Foundation for a steering group to be in place.

It was proposed by Councillor Baker, seconded by Councillor Bragg and

**RESOLVED:**

- ◆ To approve the terms of reference and that there be 4 places on the 3G Pitch Steering Group for the 2021/22 municipal year.

Voting: For: 7 Against: 0 Abstentions: 0

- ◆ To note the appointment of Councillors Baker and Skegg to the 3G Pitch Steering Group for the municipal year, with one vacant place (Conservative) to be filled at a future meeting.

**Planning and Community Committee**

l) **Cycling in Woodley Working Party:**

Following clarification from the Committee Officer as to the number of places required to appoint 2 Liberal Democrat Members to the working party, it was proposed by Councillor Jewell, seconded by Councillor Heap, that the number of places on the Cycling in Woodley Working Party be increased from 6 to 7 for the 2021/22 municipal year.

Following a vote it was

**RESOLVED:**

- ◆ To reject the proposal to increase the number of places on the Cycling in Woodley Working Party for the municipal year from 6 to 7 members.

Voting: For: 3 Against: 5 Abstentions: 0

It was proposed by Councillor Baker, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ That there be 6 places on the Cycling in Woodley Working Party for the 2021/22 municipal year.

Voting: For: 5 Against: 0 Abstentions: 3

It was proposed by Councillor Baker, seconded by Councillor Brindley and

**RESOLVED:**

- ◆ To approve the terms of reference for the Cycling in Woodley Working Party for the 2021/22 municipal year.

Voting: For: 8 Against: 0 Abstentions: 0

- ◆ To note the appointment of Councillors Bragg, Chadwick, Gilder, Nagra and Swaddle to the Cycling in Woodley Working Party for the municipal year, with one vacant place (Liberal Democrat) to be filled at a future meeting.

## **Full Council**

### m) **Bulmershe Site of Urban Landscape Value (SULV) Joint Working Party**

#### **RESOLVED:**

- ◆ To note the terms of reference of the Bulmershe SULV Joint Working Party.

It was proposed by Councillor Baker, seconded by Councillor Wicks and

#### **RESOLVED:**

- ◆ To appoint Councillors Baker and Rowland to the Bulmershe SULV Joint Working Party for the 2019/20 municipal year, and to appoint Councillor Gilder as the named substitute.

Voting: For: 11 Against: 0 Abstentions: 0

### 12. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

Councillor Baker proposed that appointed representatives on outside bodies should remain as they were at the end of the 2020/21 municipal year. Councillor Jewell concurred, with the exception of the Wokingham Borough Council Climate Emergency Working Group on which she wished to be considered as the Council representative. Councillor Jewell also recommended reviewing representation on the Woodley and North Earley Community Forum when the future of the forum is known. Councillor Baker and Councillor Al-Sanjari concurred with this proposal.

#### **RESOLVED:**

- ◆ To appoint the following:

Voting: For: 15 Against: 0 Abstentions: 0

#### 12.1 **Berkshire Association of Local Councils (BALC) – 2 places**

Councillors Bragg and Rowland

#### 12.2 **Wokingham District Association of Local Councils – 2 places**

No appointment to be made until the future of the association is determined

#### 12.3 **ARC – 2 places**

Councillor Gilder and Mrs S. Flower.

#### 12.4 **Campaign Against Waste – 1 place (plus 1 deputy)**

Councillor Wicks, with Councillor Jewell as deputy.

#### 12.5 **Citizens Advice Wokingham – 1 place**

Councillor Bragg

#### 12.6 **Friends of Woodford Park Committee – 1 place**

Councillor Bragg

#### 12.7 **Highwood Management Conference – 2 places**

Councillor Gilder and Mrs M. Holmes

#### 12.8 **Museum of Berkshire Aviation Trust – 1 place**

Councillor Green

#### 12.9 **Poor Land's Charity – 1 place to appoint, to serve until 2022**

Vacancy

- 12.10 **ReadiBus – 1 place**  
Councillor Swaddle
- 12.11 **Sandford Farm (Loddon Park) Liaison Group – 1 place**  
Councillor Chadwick
- 12.12 **Sonning & District Welfare & Education Trust – 1 place**  
Councillor Smith
- 12.13 **Wokingham Borough Council Climate Emergency Working Group – 1 place**  
Councillor Jewell
- 12.14 **Wokingham Borough/Parish Working Group – 1 place (plus 1 deputy)**  
Councillor Nagra, with Councillor McCann as the deputy
- 12.15 **Wokingham United Charities – 1 place**  
Councillor Rowland
- 12.16 **Woodley Bowling Club Management Committee – 1 place**  
Vacancy
- 12.17 **Woodley and North Earley Community Forum**  
No appointment to be made until the future of the association is determined
- 12.18 **Woodley Town Centre Management Initiative – 2 places**  
Councillor Baker and Mrs M. Holmes.
- 12.19 **Woodley Volunteer Centre – 1 place**  
Councillor Swaddle

Representation on the following outside bodies was noted:

**Poor’s Land Charity – 4 places**

Councillor Cheng and Mrs S. Flower serving until 2024  
Councillor Rowland serving until 2022

**Robert Palmer Almshouse Charity – 1 place**

Councillor Rahmouni serving until 2024

In light of Councillor Rahmouni’s current leave of absence, the Town Clerk agreed to contact Councillor Rahmouni to ask if he would be willing to give up his place as representative on the Robert Palmer Almshouse Charity in order that Town Council representation could continue in his absence.

13. **CHEQUE SIGNATORIES**

It was proposed by Councillor Baker, seconded by Councillor Bragg and

**RESOLVED:**

- ◆ To appoint Councillors Soane and Swaddle as signatories to sign cheques and transfers on behalf of the Council, in addition to Councillors Baker and Bragg who are existing signatories.

Voting: For: 11 Against: 0 Abstentions: 0

14. It was proposed by Councillor Baker, seconded by Councillor Wicks and

**RESOLVED:**

- ◆ That as the business would not be finished by 10pm the meeting continue until 10:30pm in order to complete the business set out in the agenda.

Voting: For: 15 Against: 0 Abstentions: 0

15. **MINUTES OF COUNCIL MEETING HELD ON 9 FEBRUARY 2021**

The Town Mayor presented the minutes of the Council meeting held on 9 February 2021.

**Minute No. 64: Climate Emergency Update**

In response to a query the Deputy Town Clerk agreed to circulate the minutes of the Wokingham Borough Council Climate Emergency Working Party to all Members as soon as possible.

**RESOLVED:**

- ◆ To approve the minutes of the Council meeting held on 9 February 2021 and that they be signed by the Mayor as a correct record.

Voting: For: 11 Against: 0 Abstentions: 1

16. **COMMITTEE REPORTS**

16.1 **Minutes of the Planning and Community Committee: 23 February 2021**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 23 February 2021.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 23 February 2021.

Voting: For: 10 Against: 0 Abstentions: 1

16.2 **Minutes of the Extraordinary Strategy and Resources Committee: 2 March 2021**

Councillor Baker presented the minutes of the Extraordinary Strategy and Resources Committee meeting held on 2 March 2021.

**Minute No. 69: Town Electors' Task and Finish Working Party**

Councillor Nagra noted that the minutes omitted to include the reason why he had declined a Labour place on the working party. Councillor Nagra stated that he had asked the Chairman a number of questions during the meeting, including what the duration of the cross party co-operation was, and had also tried to discuss a brief history but the Chairman had not allowed him to speak.

Councillor Baker noted the comments but highlighted the minutes were not verbatim, directing those who wished to hear the full discussion to watch the recording of the meeting on YouTube. Councillor Al-Sanjari asked that the minutes be updated to include the specific reason for Councillor Nagra's objection. Councillor Baker reiterated that the minutes were not verbatim and advised that any Councillor wishing for a comment to be specifically minuted has the right to request this during the meeting.

**RESOLVED:**

- ◆ To receive the minutes of the Extraordinary Strategy and Resources Committee meeting held on 2 March 2021.

Voting: For: 11 Against: 2 Abstentions: 0

**16.3 Minutes of the Planning and Community Committee: 23 March 2021**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 23 March 2021.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 23 March 2021.

Voting: For: 12 Against: 0 Abstentions: 0

**16.4 Minutes of the Leisure Services Committee: 13 April 2021**

Councillor Bragg presented the minutes of the Leisure Services Committee meeting held on 13 April 2021.

Councillor Heap was concerned that the CYP had not met in 2021 except for an informal meeting with no minutes taken, and enquired if this was the way things would continue. The Town Clerk confirmed that the meeting which took place, facilitated by Chris Moore, was attended by nearly all members of the CYP, along with 3 other Councillors representing each of the political groups. Minutes were taken and circulated in a recent agenda, although the Town Clerk could not recall which. She confirmed she would be arranging dates for future meetings of the CYP.

*[Town Clerk's Note: Minutes of the meeting facilitated by Chris Moore were circulated to all Councillors as part of the agenda for the Strategy and Resources Meeting held on 27 April 2021.]*

**RESOLVED:**

- ◆ To receive the minutes of the Leisure Services Committee meeting held on 13 April 2021.

Voting: For: 12 Against: 0 Abstentions: 0

**16.5 Minutes of the Planning and Community Committee: 20 April 2021**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 20 April 2021.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 20 April 2021.

Voting: For: 12 Against: 0 Abstentions: 0

**16.6 Minutes of the Strategy and Resources Committee: 27 April 2021**

Councillor Baker presented the minutes of the Strategy and Resources Committee meeting held on 27 April 2021.

Councillor Al-Sanjari requested for it to be noted that a proposal had been made during the recent meeting facilitated by Chris Moore for the redevelopment of a currently unused space at Woodford Park Leisure Centre, to be used as a Café and community space during the day and, in particular, a youth provision, providing youth and outreach work, in the evening.

The space should be ring fenced for this, providing valuable income for the council and an important service for residents. Councillor Baker noted this was not in relation to the minutes being received but confirmed that, if a written submission was made to the Town Clerk, the Town Clerk would ensure it is considered by the relevant committee.

#### **Minute No. 85: Local Authority Remote Meetings: Call for Evidence**

In reference to earlier comments about the ability to watch recordings of meetings, Councillor Jewell noted that the removal of the authority to hold meetings remotely would remove this ability and prevent the public from attending meetings in the same way. Councillor Jewell asked if the Call for Evidence had been extended to members of the public, highlighting concern for meeting in person in June.

*[Town Clerk's Note: The scope of the consultation issued by the Government only extends to seeking to understand the experience of local authorities, not members of the public]*

Members were advised of a recent failed attempt to overturn the removal of the right to hold virtual meetings in the High Court, and noted that the Town Council had signed a proposal alongside all Wokingham Parish and Town Councils opposing this. Councillor Jewell highlighted that a number of Councils were proposing to continue holding meetings virtually. Councillor Baker stated it was up to other Councils to determine if they wished to break the law.

The Town Clerk advised she would circulate the Call for Evidence to Members.

Following a request for clarification Councillor Baker advised that the temporary legislation that permitted virtual meetings was expiring and further temporary legislation was not possible, meaning a change to Primary legislation was required. The Government had advised there wasn't time to enact this. Councillor Baker encouraged Members to continue to lobby MPs regarding this matter, and to encourage concerned residents to do the same.

#### **RESOLVED:**

- ◆ To receive the minutes of the Strategy and Resources Committee meeting held on 27 April 2021.

Voting: For: 13 Against: 0 Abstentions: 0

#### 17. **LEADER'S STATEMENT**

The Leader of the Council confirmed he had no statement to make to the meeting.

#### 18. **TOWN ELECTORS' MEETING**

It was proposed by Councillor Jewell, seconded by Councillor Baker and

#### **RESOLVED:**

- ◆ To approve the proposed arrangements for the Town Electors' meeting to be held on 25 May 2021.

Voting: For: 14 Against: 0 Abstentions: 0

Members recorded a note of thanks to the members of the task and finish working party who had made excellent use of the little time they had and had achieved a good outcome.

19. **OUTSIDE BODIES**

Members noted the following written report which had been included in the agenda:

- Sonning & District Welfare & Educational Trust by Councillor Smith

Members also noted the following written reports which were received after the agenda had been issued and had been circulated to Members:

- ARC by Shelagh Flower
- Poor's Land Charity by Shelagh Flower and Councillor Rowland

Councillor Bragg gave a verbal report on the Citizens Advice Bureau Wokingham.

20. Before closing the meeting the Town Mayor noted that, following the death of His Royal Highness The Prince Philip, Duke of Edinburgh, Woodley Town Council had sent a letter of condolence to his Private Secretary and had subsequently received a reply. A copy of the letter of condolence (**Appendix A**) and a copy of the reply from the late Duke of Edinburgh's office (**Appendix B**) will be provided alongside these minutes, with the original reply bound into the minute book for official records.

Meeting closed at 10:29 pm

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**12<sup>th</sup> April 2021**

**Letter of condolence to Buckingham Palace on death of His Royal Highness The Prince Philip, Duke of Edinburgh**

Dear Brigadier Archie Miller-Bakewell, Private Secretary of His Royal Highness The Prince Philip, Duke of Edinburgh

As we learn of the sad news that His Royal Highness The Prince Philip, Duke of Edinburgh has passed away, the thoughts of the residents of Woodley are with the Royal Family as they grieve for their Husband, Father, Grandfather and Great-Grandfather.

His Royal Highness The Prince Philip, Duke of Edinburgh demonstrated extraordinary dedication and commitment to his royal duty throughout his life and did so with kindness, good humour and admirable support to Her Majesty The Queen Elizabeth II. He will be remembered with collective affection.

Please pass the condolences of Woodley Town Council to Her Majesty The Queen Elizabeth II and the Royal Family.

Due to the public health guidelines in the current Covid 19 pandemic, we have asked local residents to sign the online Royal Family Book of Condolence.

Yours sincerely

Cllr Anne Chadwick  
**Woodley Town Deputy Mayor**



From: Suzy Lethbridge, M.V.O.  
The Duke of Edinburgh's Office



BUCKINGHAM PALACE

27th April, 2021

*Dear Councillor Chadwick,*

Thank you very much for your letter and message of condolences following the announcement of the death of The Duke of Edinburgh at Windsor Castle on Friday, 9<sup>th</sup> April. I have passed on your condolences to Her Majesty The Queen.

We are immensely saddened this day has now arrived, but we have taken some consolation from the many warm tributes to Prince Philip, reflecting the broad span of His Royal Highness's endeavours and interests both in this country and further afield.

Thank you again for your kind thought in writing at this particularly sad time, it is much appreciated.

*Yours sincerely,*

*Suzy Lethbridge*

Councillor Anne Chadwick  
The Worshipful the Mayor of Woodley

BUCKINGHAM PALACE, LONDON. SW1A 1AA  
TELEPHONE: 020 7930 4832