

**Minutes of a Meeting of the Town Council held remotely on  
Tuesday 23 June 2020 at 8 pm**

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

**Officers present:** K. Murray, Deputy Town Clerk; L. Matthews, Committee Officer; A. Basra, Finance Officer

**Also present:** 5 members of the public

*Before the start of the meeting:*

- The Town Mayor asked for a minute's silence in memory of those who lost their lives in the terrorist attack in Reading during the previous weekend.
- A maximum of 30 minutes was set aside for members of the public to pose questions to the Council in the Town Forum, as reported in **Appendix A**.

**1. ELECTION OF TOWN MAYOR**

The outgoing Mayor, Councillor Gilder, addressed the Council and said that it had been a great honour to serve as the Town Mayor for the past year and she had been very proud to have been given the opportunity to serve for a third term. Councillor Gilder believed that Woodley was the best town in which to live, raise a family and enjoy community life to the full and this had been proved by the wonderful community spirit shown over the past four months of the Covid-19 pandemic, with volunteers giving help to residents in need. Council Gilder also thanked all the members of staff, for their magnificent effort to keep the Council functioning during the pandemic whilst working from home.

The outgoing Mayor then called for nominations for the office of Town Mayor for 2020/21.

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

**RESOLVED:**

- ◆ To elect Councillor Mills to the office of Town Mayor of Woodley for the 2020/21 municipal year.

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

Councillor Mills took the chair. As the meeting was being held remotely, it was noted that Councillor Mills would sign the Declaration of Acceptance of Office of Town Mayor as soon as possible following the meeting.

Councillor Mills said that he was honoured to be elected to serve as Town Mayor for the second time and he would carry out his duties to the best of his ability.

Councillor Mills then announced that his charity for the year would be Macmillan Cancer Support.

3. **APOLOGIES FOR ABSENCE**

Apologies were received from the Town Clerk.

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 Smith and

**RESOLVED:**

- ◆ To elect Councillor Chadwick to the office of Deputy Mayor for the 2020/21 municipal year

6. **ACCEPTANCE OF OFFICE**

**RESOLVED:**

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

7. **MINUTES OF COUNCIL MEETING HELD ON 4 FEBRUARY 2020**

The Town Mayor presented the minutes of the Council meeting held on 4 February 2020.

**Minute No. 67.3: Committee Reports:**

**Strategy and Resources Committee: 21 January 2020: Minute No. 81**

Councillor Doyle said that he had contacted the Town Clerk after the last Council meeting to point out errors in the statement that it was not appropriate for the Council to carry out an equality impact assessment on the Just Around the Corner (JAC) charity and he had not yet received a response.

In response to a question about the progress of the survey of young people being carried out to determine their needs, Councillor Al-Sanjari said that the design of the survey had been completed and was awaiting the approval of head teachers before being given to students for completion; however, due to the Covid-19 pandemic, it had not yet been possible to meet with the head teachers to discuss the survey. Councillor Al-Sanjari stated that the survey had not been commissioned by the Community Youth Partnership and that it was her own idea to carry out a survey. She had not felt it appropriate for JAC to be involved as they were not independent and the survey would have been compromised. She stressed that no payment for the survey had been made by the Community Youth Partnership. Councillor Baker confirmed that funds were available to be used by the Community Youth Partnership, but that no payment had been made for a youth survey to be commissioned. Councillor Baker asked that the Town Clerk respond to Councillor Al-Sanjari to clear up any confusion about the commissioning of the survey, whether provision had been made for any payment related to the survey and what involvement JAC had had with regard to a survey and that the response be circulated to all Members.

**Minute No. 72: Notice of Motion (Motion No. 65)**

*[Town Clerk's note: this item refers to Motion No. 67 and the minutes would be amended accordingly before signing.]*

In reply to a question about when the discussion of this motion would be concluded, the Deputy Town Clerk said that unfinished business would normally be concluded at the following meeting, but due to the volume of work that needed to

be considered at this meeting there would not be time to complete the discussion of this motion. The motion would therefore be carried forward to a future meeting.

### **Minute No. 73**

A request was made for the minute to more clearly state that the proposal to extend the meeting was not carried.

At this point in the meeting, in reply to a question, the Deputy Town Clerk confirmed that the meeting was being recorded to the iCloud, for internal use. The intention had been to broadcast the meeting live on YouTube, but a technical problem had prevented this.

### **RESOLVED:**

- ◆ To approve the minutes of the Council meeting held on 4 February 2020, as amended, and that they be signed by the Mayor as a correct record.

## **8. MINUTES OF THE URGENCY COMMITTEE MEETING HELD ON 19 MARCH 2020**

The Town Mayor presented Report No. FC 2/20, the minutes of the Urgency Committee meeting which took place via email, concluding on 19 March 2020.

### **RESOLVED:**

- ◆ To receive the minutes of the Urgency Committee meeting held on 19 March 2020.

## **9. COMMITTEE REPORTS**

### **9.1 Minutes of the Planning and Community Committee: 25 February 2020**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 25 February 2020.

#### **Minute No. 191: Tree Preservation Orders (TPOs)**

In reply to a question about one of the applications for work to trees protected by a TPO, the Committee Officer informed Members that, as the Council was not consulted on tree works, the Committee was notified of the applications for information only and detailed information on the proposed work was not provided to the Council.

### **RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 25 February 2020.

### **9.2 Minutes of the Planning and Community Committee: 19 May 2020**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 19 May 2020.

### **RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 19 May 2020.

### **9.3 Minutes of the Planning and Community Committee: 16 June 2020**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 16 June 2020.

### **Minute number 29: Local Green Space designations**

In reply to a question, the Committee Officer confirmed that this item had been specifically brought to the attention of all Members when the agenda for the Committee meeting had been issued.

### **Minute number 28: Reading Borough Council: Transport Strategy consultation**

Councillor Jewell pointed out that although members of the Cycling in Woodley Working Party had been delegated to look at this consultation, much of the consultation documentation concerned matters other than cycling and should therefore be viewed and considered by all members of the Planning and Community Committee.

#### **RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 16 June 2020.

## 10. **MEMBERSHIP OF STANDING COMMITTEES**

Under the provisions of the Coronavirus Act 2020, it was proposed that the majority of Members currently serving on the Council's standing committees would remain in place for the 2020/21 municipal year.

### 10.1 **Strategy and Resources Committee**

#### **RESOLVED:**

- ◆ To appoint Councillors Anderson, Baker, Brindley, Chadwick, Cheng, Gilder, McCann, Rowland and Wicks to the Strategy and Resources Committee for the 2020/21 municipal year, with Councillor Baker as Chairman and Councillor Brindley as Vice Chairman.

### 10.2 **Leisure Services Committee**

#### **RESOLVED:**

- ◆ To appoint Councillors Bragg, Baker, Doyle, Green, Heap, Rahmouni, Smith, Soane and Swaddle to the Leisure Services Committee for the 2020/21 municipal year, with Councillor Bragg as Chairman and Councillor Soane as Vice Chairman.

### 10.3 **Planning and Community Committee**

#### **RESOLVED:**

- ◆ To appoint Councillors Baker, Bragg, Cheng, Forrer, Gilder, Jewell, MacNaught, Mills, Rahmouni, Skegg and Wicks to the Planning and Community Committee for the 2020/21 municipal year, with Councillor Wicks as Chairman and Councillor Cheng as Vice Chairman. One vacant place remains to be filled at a future meeting.

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

Under the provisions of the Coronavirus Act 2020, it was proposed that Members currently serving on the Council's working parties and sub-committees would remain in place for the 2020/21 municipal year.

- 11.1 Under Standing Order 13(a)(ix), the following motion was proposed by Councillor Baker and seconded by Councillor Brindley:

“That the appointment of Members to the Council’s working parties and sub-committees for the 2020/21 municipal year be made in accordance with Standing Order 4(f) i.e. reflecting the political proportionality of the Members of the Council. Although the Coronavirus Act 2020 allows the Council to continue with its existing committee and working party appointments until May 2021, it is appropriate that the Council recognises the change in political representation on the Council since the appointments were made at the last Annual Meeting. This impacts two of the working parties in the following way:

1. Woodford Park Leisure Centre Regeneration Task and Finish Group would have 4 Conservative places and 2 Liberal Democrat places.
2. The Community Youth Partnership would have 4 Conservative places and 2 Liberal Democrat places.”

In reply to a question regarding the legality of this motion under the provisions of the Coronavirus Act 2020, the Deputy Town Clerk confirmed that the Coronavirus Act enabled membership of councils’ committees and working parties to continue in the absence of an Annual Meeting being held, but did not prevent changes being made if approved by the Council.

Councillors Baker and Swaddle spoke in support of the motion. Councillors Al-Sanjari, Doyle, Heap, Skegg, Rowland and Jewell spoke against the motion.

Councillor Jewell called for a recorded vote on this motion.

Following a vote, it was

**RESOLVED:**

- ◆ That the motion be carried.

Voting:

<b>FOR</b>	<b>AGAINST</b>
J. Anderson	N. Al-Sanjari
K. Baker	M. Doyle
D. Bragg	A. Heap
S. Brindley	C. Jewell
A. Chadwick	T. McCann
J. Cheng	M. Nagra
M. Forrer	B. Rowland
K. Gilder	R. Skegg
M. Green	
J. MacNaught	
D. Mills	
S. Rahmouni	
J. Sartorel	
D. Smith	
B. Soane	
A. Swaddle	
P. Wicks	
For: 17	Against: 8

Councillor Jewell then proposed a motion to suspend Standing Order 4(f) to allow the membership of the Community Youth Partnership to remain as it had been for 2019/20. The motion was seconded by Councillor Doyle and Councillor Jewell called for a recorded vote.

Following a vote, the motion was defeated.

Voting:

<b>FOR</b>	<b>AGAINST</b>
N. Al-Sanjari	J. Anderson
M. Doyle	K. Baker
M. Forrer	D. Bragg
A. Heap	S. Brindley
C. Jewell	A. Chadwick
T. McCann	J. Cheng
M. Nagra	K. Gilder
B. Rowland	M. Green
R. Skegg	J. MacNaught
	D. Mills
	S. Rahmouni
	J. Sartorel
	D. Smith
	B. Soane
	A. Swaddle
	P. Wicks
For: 9	Against: 16

11.2 It was proposed by the Chairman and

**RESOLVED:**

- ◆ that as the business was unlikely to be completed by 10pm the meeting continue until 10:30pm in order to complete the business set out in the agenda.

11.3 Members continued to discuss the membership of working parties and sub-committees and the Liberal Democrat group stated that, at the present time, they would only appoint one member to the Woodford Park Leisure Centre Regeneration Task and Finish Group and the Community Youth Partnership. In reply to a question the Deputy Town Clerk said that he would arrange a meeting of the Climate Emergency Working Party as soon as practically possible.

11.4 **Strategy and Resources Committee**

a) **Investments Working Party:**

**RESOLVED:**

- ◆ To appoint Councillors Anderson, Baker, Brindley and Rowland to the Investments Working Party for the 2020/21 municipal year.

b) **Risk Management Working Party:**

**RESOLVED:**

- ◆ To appoint Councillors Bragg, Doyle, Green and Mills to the Risk Management Working Party for the 2020/21 municipal year.

c) **Catering Partnership:**

**RESOLVED:**

- ◆ To appoint Councillors Brindley, Cheng, Green, MacNaught and Skegg to the Catering Partnership for the 2020/21 municipal year.

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

**RESOLVED:**

- ◆ To appoint Councillors Baker, Jewell, Mills and Swaddle to the Standing Orders and Financial Regulations Working Party for the 2020/21 municipal year.

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

**RESOLVED:**

- ◆ To appoint Councillors Baker, Brindley, McCann and Swaddle to the PR/Marketing Working Group for the 2020/21 municipal year.

f) **Personnel Sub Committee:**

**RESOLVED:**

- ◆ To appoint Councillors Anderson, Jewell, Sartorel and Soane to the Personnel Sub Committee for the 2020/21 municipal year.

g) **Climate Emergency Working Party:**

**RESOLVED:**

- ◆ To appoint Councillors Baker, Jewell and Wicks to the Climate Emergency Working Party for the 2020/21 municipal year.

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

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

**RESOLVED:**

- ◆ To appoint Councillors Baker, Bragg, Brindley, Gilder and Heap to the Woodford Park Leisure Centre Regeneration Task and Finish Group for the 2020/21 municipal year, with one place remaining vacant.

11.6 **Leisure Services Committee**

a) **Community Youth Partnership:**

**RESOLVED:**

- ◆ To appoint Councillors Cheng, Forrer, Gilder, Rahmouni and Skegg to the Community Youth Partnership for the 2020/21 municipal year, with one place remaining vacant.

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

**RESOLVED:**

- ◆ To appoint Councillors Baker, Rahmouni and Skegg to the 3G Pitch Steering Group for the 2020/21 municipal year.

11.7 **Planning and Community Committee**

**Cycling in Woodley Working Party**

**RESOLVED:**

- ◆ To appoint Councillors Baker, Bragg, Chadwick, Heap, Jewell and MacNaught to the Cycling in Woodley Working Party for the 2020/21 municipal year.

11.8 **Full Council**

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

**RESOLVED:**

- ◆ To appoint Councillors Baker and Gilder to the Bulmershe SULV Joint Working Party for the 2020/21 municipal year with Councillor Bragg as the named substitute.

12. **REPRESENTATIVES ON OUTSIDE BODIES**

Under the provisions of the Coronavirus Act 2020, it was proposed that Members currently serving as the Council's representatives on outside bodies would remain in place for the 2020/21 municipal year.

**RESOLVED:**

- ◆ To appoint the following:

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

Councillors Bragg and Rowland

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

No representative

**ARC – 2 places**

Councillor Gilder and Mrs S. Flower

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

Councillors Wicks, with Councillor Jewell as the deputy

**Citizens Advice Wokingham – 1 place**

Councillor Bragg

**Highwood Management Conference – 2 places**

Councillor Gilder and Mrs M. Holmes

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

Councillor Green

**ReadiBus – 1 place**

Councillor MacNaught

**Road/Street Works Major Projects Meeting – 1 place (plus 1 deputy)**

Councillor Bragg, with Councillor Jewell as the deputy

**Robert Palmer Almshouse Charity**

Councillor Rahmouni was re-appointed to serve until 2024

**Sonning & District Welfare & Education Trust – 1 place**

Councillor Smith

**The Bulmershe School: Governor – 1 place**

Councillor Al-Sanjari

**Wokingham Borough/Parish Working Group – 1 place (plus 1 deputy)**

Councillor Nagra with Councillor McCann as the deputy



**Woodley Airfield Centre Management Committee – 2 places**

Councillors Gilder and Soane

**Woodley Bowling Club Management Committee – 1 place**

Councillor Rahmouni

**Woodley and North Earley Community Forum**

Councillors Baker and Bragg

**Woodley Town Centre Management Initiative – 2 places**

Councillor Baker and Mrs M. Holmes

**Woodley Volunteer Centre – 1 place**

Councillor MacNaught

**Poor's Land Charity**

Councillors Mills and Rowland continue to serve to 2022

Following a vote, Councillor Cheng and Mrs S. Flower were re-appointed to serve to 2024.

Voting:

Councillor Rowland called for a recorded vote.

Voting for Councillor Cheng:

<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAINED</b>
J. Anderson	M. Doyle	N. Al-Sanjari
K. Baker	C. Jewell	A. Heap
D. Bragg	T. McCann	M. Nagra
S. Brindley	B. Rowland	
A. Chadwick	R. Skegg	
J. Cheng		
M. Forrer		
K. Gilder		
M. Green		
J. MacNaught		
D. Mills		
S. Rahmouni		
J. Sartorel		
D. Smith		
B. Soane		
A. Swaddle		
P. Wicks		
For: 17	Against: 5	Abstentions: 3

Voting for Mrs S. Flower:

<b>FOR</b>	<b>ABSTAINED</b>
J. Anderson	N. Al-Sanjari
K. Baker	J. MacNaught
D. Bragg	M. Nagra
S. Brindley	
A. Chadwick	
J. Cheng	

M. Doyle	
M. Forrer	
K. Gilder	
M. Green	
A. Heap	
C. Jewell	
T. McCann	
D. Mills	
S. Rahmouni	
B. Rowland	
J. Sartorel	
R. Skegg	
D. Smith	
B. Soane	
A. Swaddle	
P. Wicks	
For: 22	Abstentions: 3

13. As the time had reached 10:30pm, the remainder of the business set out in the agenda was unable to be completed.

Meeting closed at 10:30 pm

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**TOWN FORUM**

**23 June 2020**

A written question had been submitted in advance by Mrs Mary Holmes, Mrs Zofia Frasinski and Mrs Marguerite Risby, in case they were unable to join the virtual meeting. This question was read out by the Committee Officer, as follows:

“As members of the public, we’d like to sincerely request that Woodley Town Council sets in motion as soon as possible a plan to consult all Woodley residents about what should happen over the future of the Tree Garden in the town centre. Two notices could be placed inside the wall at each end of the Tree Garden informing the public of how to submit their ideas by phone or email to Woodley Town Council.”

Members agreed that this was very good idea as the plan had always been for this area to be a community garden. The Deputy Town Clerk reported that some ideas regarding the garden had already been received by the Town Council from members of the public and consultation with residents would continue. It was noted that the Town Centre Manager had been consulted from the start of the project and the plans had been made public on the Council’s website and through social media. A suggestion was made that Borough Councillors should also be involved in the consultation.