

**Minutes of a Meeting of the Town Council held remotely on
Tuesday 29 September 2020 at 8 pm**

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

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

Also present: 2 members of the public

Before the start of the 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 the public wishing to address the Council the Town Forum did not take place.

26. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Cheng, Nagra and Rahmouni.

27. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

28. **MINUTES OF COUNCIL MEETING HELD ON 23 JUNE 2020**

The Town Mayor presented the minutes of the Council meeting held on 23 June 2020.

Minute No. 7: Minutes of Council meeting held on 4 February 2020:

Minute No. 67.3: Committee Reports:

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

Councillor Al-Sanjari asked for the minutes of the Council meeting held on 23 June to be amended to record that Councillor Baker had said that funds were available for a youth survey to be commissioned. 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.

The minutes would be amended and presented to the next Council meeting.

29. **MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 21 JULY 2020**

The Town Mayor presented the minutes of the Extraordinary Council meeting held on 21 July 2020.

Minute No. 17: Financial Statements and Annual Governance and Accountability Return 2019/20

In reply to a question asking whether the situation regarding the possible personal liability of individual Councillors for any future debts that might not be met by the Council, the Town Clerk confirmed that she had raised this matter with Wokingham Borough Council and was awaiting advice.

Councillor Al-Sanjari asked for the minutes to be amended to show that Councillor Nagra had tried to speak at the end of the meeting, but had not been called by the Chair.

The minutes would be amended and presented to the next council meeting

30. **MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 25 AUGUST 2020**

The Town Mayor presented the minutes of the Extraordinary Council meeting held on 25 August 2020.

RESOLVED:

- ◆ To approve the minutes of the Extraordinary Council meeting held on 25 August 2020 and that they be signed by the Mayor as a correct record.

31. **COMMITTEE REPORTS**

31.1 **Minutes of the Planning and Community Committee: 14 July 2020**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 14 July 2020.

RESOLVED:

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 14 July 2020.

31.2 **Minutes of the Planning and Community Committee: 11 August 2020**

Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 11 August 2020.

RESOLVED:

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 11 August 2020.

31.3 **Minutes of the Leisure Services Committee: 1 September 2020**

Councillor Bragg presented the minutes of the Leisure Services Committee meeting held on 1 September 2020.

Minute No. 4: Just Around the Corner (JAC)

Following discussion, it was agreed that the last sentence of the second paragraph of minute No. 4 would be amended to read: "In reply to a question about how the Council could ensure that the work JAC was carrying out was providing value for money, Sam Milligan said that JAC was providing the services specified in the service level agreement and that numerical data would be reported at future meetings."

Minute No.6: Woodford Park Leisure Centre, sports development and activities

In reply to a question asking whether all leisure centre staff would be back at work by October, the Town Clerk informed Members that the duty managers and most of the staff working in the reception area were already back at work, but that the casual staff who ran the children's birthday parties would not be able to return to work in October as the Covid restrictions meant that birthday parties could not take place.

RESOLVED:

- ◆ To receive the minutes of the Leisure Services Committee meeting held on 1 September 2020.

- 31.4 **Minutes of the Planning and Community Committee: 8 September 2020**
Councillor Wicks presented the minutes of the Planning and Community Committee meeting held on 8 September 2020.

Minute No. 81: Planning application 200996: Addington School, Woodlands Avenue

In reply to a question about the felling of mature trees located within the SULV that was required under this proposal, the Town Clerk said that she did not think the felling had taken place yet. Councillor Rowland reported that a resident had told her that the trees were 49 years old but had been represented as being under 40 years old.

RESOLVED:

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 8 September 2020.

- 31.5 **Minutes of the Strategy and Resources Committee: 15 September 2020**
Councillor Baker presented the minutes of the Strategy and Resources Committee meeting held on 15 September 2020.

Minute No. 5: Council Finances

Under this confidential item, the Strategy and Resources Committee had resolved that the Urgency Committee would meet monthly to review the Council's financial position. Following a question by Councillor McCann, the protocols governing the operation of the Urgency Committee were discussed.

[Town Clerk's note: The protocols governing the use of the Urgency Committee would be reviewed at the next meeting of the Standing Orders and Financial Regulations Working Party.]

Minute No. 6: Minutes of the meeting held on 21 January 2020

In reply to a question, the Town Clerk confirmed that information regarding the organisations that were given use of the Oakwood Centre for free, or for a discounted rate, would be provided at the next meeting of the Strategy and Resources Committee, as had been stated in the minutes.

The Town Clerk informed Members that some of the commentary provided in the payments lists appended to the Strategy and Resources Committee minutes was inaccurate and would be amended before the minutes were signed. She thanked Councillor Heap for bringing this to her attention.

RESOLVED:

- ◆ To receive the minutes of the Strategy and Resources Committee meeting held on 15 September 2020.

32. **MINUTES OF URGENCY COMMITTEE HELD ON 22 SEPTEMBER 2020**

Councillor Baker presented Report No. FC 4/20 of the Urgency Committee meeting held on 22 September 2020. At a meeting held on 15 September 2020, minute number 5, the Strategy and Resources Committee had agreed that the Urgency Committee would meet monthly to review the Council's financial position.

In reply to questions about the protocols and standing orders governing the operation of the Urgency Committee, the Town Clerk explained that the Urgency Committee was not a standing committee, sub-committee or working party and her advice was that the protocols that applied to standing committees, sub-committees and working parties did not therefore apply to the Urgency Committee. Under Standing Order 10, all Councillors were entitled to attend any meeting of a standing

committee, sub-committee or working party, but this did not apply to the Urgency Committee. Councillor Baker informed Members that the standing orders would be reviewed at the next meeting of the Standing Orders and Financial Regulations Working Party and that any proposals for changes should be submitted to the Town Clerk.

Following questions about the need for the projected accounts to be confidential, Councillor Baker explained why this was necessary for commercial and employee confidentiality reasons and the Town Clerk agreed to provide more commentary in future to explain how the projected figures had been obtained.

In reply to a question about the precept consultation that had been approved by the Urgency Committee to seek residents' views on various levels of precept increase, the Town Clerk agreed to send the draft consultation document to all Councillors for comment before the final version was printed.

At this point in the meeting, the following motion was proposed by Councillor Jewell and seconded by Councillor Heap:

"I propose a motion to Council under Standing Order 13(ix) that a Financial Monitoring Sub-Committee be appointed to monitor the Council's financial situation in view of the impact of the Covid-19 pandemic and the subsequent loss/reduction in income streams.

This committee should meet on a monthly basis, comprise 6 members and report to the Strategy and Resources Committee. The Sub-Committee's remit should be:

- To carry out a monthly review of income and expenditure, both actual and estimated, once the previous month is closed.
- To review earmarked reserves and other budget allocations that could be released to the general reserve this year or in 2021/22."

Councillors Jewell, Heap, Doyle and McCann spoke in support of the motion. Councillor Baker spoke against the motion.

Following a vote it was

RESOLVED:

- ◆ That the motion be defeated.

Voting: For: 7 Against: 13 Abstentions: 2

It was then

RESOLVED:

- ◆ To receive Report No. FC 4/20 of the Urgency Committee meeting held on 22 September 2020.

33. **LEADER'S STATEMENT**

In order to give more time for the remaining business to be completed, the Leader of the Council did not make a statement to the meeting.

34. **NOTICE OF MOTION (MOTION NO. 67)**

34.1 The debate of this motion continued from the Town Council meeting held on 4 February 2020, when there had been insufficient time to conclude the debate.

The following motion had been proposed by Councillor Doyle and seconded by Councillor Rowland:

"This Council notes the recent decision to dissolve the agreement in respect of the Woodley Airfield Youth and Community Centre and resolves that capital receipt funds to be paid by Wokingham Borough Council under the terms of the agreement are ringfenced for capital spending on the acquisition of new, or significant enhancement of existing, fixed assets. This Council resolves that any new, or enhanced existing, assets acquired using these funds are to be specifically to provide a youth centre for the use of young people in Woodley."

Councillor Doyle had spoken in favour of the motion. Councillor Rowland had reserved the right to speak later in the debate.

The following amendment had been proposed by Councillor Baker and seconded by Councillor Bragg:

"This Council notes the recent decision to dissolve the agreement in respect of the Woodley Airfield Youth and Community Centre and resolves that capital receipt funds to be paid by Wokingham Borough Council under the terms of the agreement are ringfenced for capital spending on the acquisition of new, or significant enhancement of existing, fixed assets. This Council resolves that any new, or enhanced existing, assets acquired using these funds will give full regard to their appropriate use by the youth of Woodley."

Councillor Baker had spoken in favour of the motion. Councillor Swaddle had called for a vote on the amendment, but the vote had not been taken before the meeting ended.

The debate on the amendment was now continued. Councillor Bragg spoke in favour of the amendment. Councillors McCann, Al-Sanjari, Rowland, Jewell and Doyle spoke against the amendment.

Following a vote, it was

RESOLVED:

- ◆ That the amendment be agreed.

Voting:

FOR	AGAINST
J. Anderson	N. Al-Sanjari
K. Baker	M. Doyle
D. Bragg	A. Heap
S. Brindley	C. Jewell
A. Chadwick	T. McCann
K. Gilder	B. Rowland
M. Green	R. Skegg
J. MacNaught	
D. Mills	
J. Sartorel	
D. Smith	
B. Soane	
A. Swaddle	
P. Wicks	
For: 14	Against: 7

34.2 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.

34.3 The substantive motion was then debated. Councillor McCann said that he would abstain when the vote was taken. Councillors Al-Sanjari and Doyle spoke against the substantive motion.

A recorded vote was then taken on the substantive motion.

RESOLVED:

- ◆ That the substantive motion, as follows, be agreed:
"This Council notes the recent decision to dissolve the agreement in respect of the Woodley Airfield Youth and Community Centre and resolves that capital receipt funds to be paid by Wokingham Borough Council under the terms of the agreement are ringfenced for capital spending on the acquisition of new, or significant enhancement of existing, fixed assets. This Council resolves that any new, or enhanced existing, assets acquired using these funds will give full regard to their appropriate use by the youth of Woodley."

Voting:

FOR	ABSTAINED
J. Anderson	N. Al-Sanjari
K. Baker	A. Heap
D. Bragg	C. Jewell
S. Brindley	T. McCann
A. Chadwick	B. Rowland
K. Gilder	R. Skegg
M. Green	
J. MacNaught	
D. Mills	
J. Sartorel	
D. Smith	
B. Soane	
A. Swaddle	
P. Wicks	
For: 14	Abstentions: 6

35. **COMMUNITY INFRASTRUCTURE LEVY**

Members considered a request from Wokingham Borough Council that the Town Council allocate £15,000 of its CIL funds towards the Natural Flood Risk Management Scheme south of the M4 to reduce the risk of flooding to infrastructure and properties affected by fluvial flooding from the River Loddon, north of the motorway.

RESOLVED:

- ◆ To refuse the request from Wokingham Borough Council that the Town Council allocate £15,000 of its CIL funds towards the Natural Flood Risk Management system south of the M4 to reduce the risk of flooding to infrastructure and properties affected by fluvial flooding from the River Loddon, north of the motorway.

36. **OUTSIDE BODIES**

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

RESOLVED:

- ◆ To appoint the following:

Sandford Farm Liaison Group - 1 place

Councillor Chadwick

Wokingham Borough Council Climate Emergency Working Group

Councillor Baker

- b) **RESOLVED:**

- ◆ To note correspondence received from Wokingham United Charities inviting the Town Council to appoint a representative.
- ◆ To appoint Councillor Rowland as the Council's representative to Wokingham United Charities.

- c) Members noted the following written reports, which had been included in the agenda:

- ARC reports by Mrs Shelagh Flower
- Citizens Advice Wokingham report by Councillor Bragg
- Poor's Land Charity report by Councillor Rowland
- Woodley Volunteers report by Councillor MacNaught

An update to the Poor's Land Charity report had been provided by Councillor Rowland after the agenda had been issued and had been circulated to Members.

Councillor Bragg gave a verbal update to the Citizens Advice Wokingham report.

- d) Members noted that a copy of the Poor's Land Charity audited accounts and Annual Report for the year ending 31 December 2019 had been received.

37. 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
