



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **ALL MEMBERS OF THE COUNCIL**

YOU ARE HEREBY SUMMONED to attend a Meeting of Woodley Town Council at 8:00pm on Tuesday 29 September 2020. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

A handwritten signature in black ink that reads "Deborah Mander". The script is cursive and fluid.

Deborah Mander
Town Clerk

Town Forum

The first 30 minutes of the meeting will be set aside for members of the public to pose questions to the Council.

If there are no questions, the Council will commence business forthwith.

A G E N D A

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members.
3. **MINUTES OF COUNCIL MEETING HELD ON 23 JUNE 2020** Page 4
To approve the minutes of the Council Meeting held on 4 February 2020, and that they be signed by the Chairman.
4. **MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 21 JULY 2020** Page 15
To approve the minutes of the Extraordinary Council Meeting held on 21 July 2020, and that they be signed by the Chairman.

5. **MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 25 AUGUST 2020** Page 19
 To approve the minutes of the Extraordinary Council Meeting held on 25 August 2020, and that they be signed by the Chairman.
6. **COMMITTEE REPORTS**
 To receive reports from the following:
- | | | | |
|-----|----------------------------------|-------------------|---------|
| 6.1 | Planning and Community Committee | 14 July 2020 | Page 25 |
| 6.2 | Planning and Community Committee | 11 August 2020 | Page 34 |
| 6.3 | Leisure Services Committee | 1 September 2020 | Page 41 |
| 6.4 | Planning and Community Committee | 8 September 2020 | Page 47 |
| 6.5 | Strategy and Resources Committee | 15 September 2020 | Page 55 |
7. **MINUTES OF URGENCY COMMITTEE MEETING - 22 SEPTEMBER 2020**
 To receive the minutes of the Urgency Committee meeting, which took place via video conferencing on 22 September 2020. **(Report No. FC 4/20)** Page 79
8. **LEADER'S STATEMENT**
 To receive a statement from the Leader of the Council.
9. **NOTICE OF MOTION (MOTION No. 67)**
 This item was not completed at the Town Council meeting held on 4 February 2020 (minute number 72), due to the lateness of the hour.

The following motion was 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 spoke in favour of the motion. Councillor Rowland reserved the right to speak later in the debate.

The following amendment was 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 spoke in favour of the motion.

At this point in the meeting Councillor Swaddle noted the lateness of the hour and asked for a vote to be called on the amendment.

It was then proposed by the Chairman that as business had not been completed by 10pm, the meeting continue until 10:30pm in order to complete the business set out in the agenda.

Following a vote, the proposal to continue the meeting until 10:30pm was not carried and the meeting ended (minute number 73).

Members are asked to continue the debate.

10. **COMMUNITY INFRASTRUCTURE LEVY**

To consider 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. Other parishes north of the M4 have been asked to allocate CIL funds to this project. The total cost anticipated from parish and town councils is £100,000.

11. **OUTSIDE BODIES**

a) It is proposed that the current representatives on the following outside bodies remain in place for the remainder of the 2020/21 municipal year. Members are asked to approve these representatives for the 2020/21 municipal year:

Sandford Farm Liaison Group – 1 place
Cllr A. Chadwick

Wokingham Borough Council Climate Emergency Working Group – 1 place
Cllr K. Baker

b) To note correspondence received from Wokingham United Charities, attached at **Appendix 11b**, and to consider appointing a representative. Page 86

c) To receive any reports from Town Council representatives on outside bodies. (**Appendix 11c**) Page 88

d) To note that a copy of the Poor's Land Charity audited accounts and Annual Report for the year ending 31 December 2019 has been received.

12. **TOWN MAYOR'S ENGAGEMENTS**

There have been no engagements for the Mayor since the last meeting.

13. **FUTURE AGENDA ITEMS**

To consider any items for inclusion in future Council agendas.

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

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 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:

FOR	AGAINST
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:

FOR	AGAINST
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:

FOR	AGAINST	ABSTAINED
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:

FOR	ABSTAINED
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

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.

**Minutes of an Extraordinary Meeting of the Town Council held remotely on
Tuesday 21 July 2020 at 8 pm**

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

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

Also present: *Borough Councillor R. Dolinski
3 members of the public*

14. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors M. Forrer, M. Green and D. Smith.

15. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

16. **2019/20 YEAR END**

The Town Clerk presented the 2019/20 year end figures, in summary and by committee.

RESOLVED:

- ◆ To note the 2019/20 year end figures.

17. **FINANCIAL STATEMENTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20**

a) **Financial Statements 2019/20**

The Town Clerk presented the Financial Statements for 2019/20.

In reply to a question about the financial impact of the Covid-19 pandemic, the Town Clerk confirmed that this had caused a significant reduction of income in the figures for March 2020. The Town Clerk informed Members that she would be meeting with a member of the Finance Team at Wokingham Borough Council later in the week to discuss possible support from the Borough Council to help with the severe financial effects of the pandemic. Following a question about the Precept Support Grant, the Town Clerk confirmed that this grant had been reduced each year since its introduction.

RESOLVED:

- ◆ To approve the Financial Statements for 2019/20 and that they be signed by the Deputy Mayor and the Town Clerk.

b) (i) **Interim Internal Audit Report - November 2019 to February 2020**

Members noted that the interim internal audit report had not been received by the Strategy and Resources Committee as the Committee had been unable to meet due to the measures put in place to limit the spread of the Covid-19 pandemic. The Town Clerk informed Members that it was hoped that a meeting of the Strategy and Resources Committee could be arranged

before the end of August and she agreed to publish the date as soon as possible.

RESOLVED:

- ◆ To receive the interim internal audit report for the period from November 2019 to February 2020.

(ii) **Annual Internal Audit Report for 2019/20**

Members considered the annual internal audit report as set out in the Annual Governance and Accountability Return and

RESOLVED:

- ◆ To receive the annual internal audit report for 2019/20.

c) **Annual Governance Statement for 2019/20**

The Town Clerk explained that the Annual Governance Statement required the Council to consider the statements set out on page 4 of the Annual Governance and Accountability Return and pages 19 to 23 of the appendix had been provided to help Members do so. She also explained that statement 5 had been affirmed by the internal auditor in the interim internal audit report – November 2019 to February 2020 – as shown on page 10 of the agenda, and the Council could therefore answer “yes” to statement No. 5.

RESOLVED:

- ◆ To approve the Annual Governance Statement for 2019/20.
- ◆ To approve the signing of the Annual Governance Statement 2019/20 by the Mayor and the Town Clerk.

d) **Accounting Statements for 2019/20**

Members considered the Accounting Statements for 2019/20 and

RESOLVED:

- ◆ To approve the Accounting Statements for 2019/20.
- ◆ To approve the signing of the Accounting Statements 2019/20 by the Mayor.

Following a request for an update on the effect of the Covid-19 pandemic on the Council’s finances, the Town Clerk informed Members that the Council had received very little income since the start of the 2020/21 municipal year and, although the Council had been able to furlough some staff, which had provided some income, and the gym and 3G pitch at Woodford Park Leisure Centre would be able to reopen shortly, it seemed likely that all of the Council’s general reserves would have disappeared by the end of the year. As mentioned previously, the Town Clerk would be meeting with representatives from Wokingham Borough Council later in the week to discuss the Town Council’s financial situation and possible support from the Borough Council. Members raised concerns about whether individual Councillors might be personally liable to cover any debts that might not be met by the Council and the Town Clerk agreed to clarify this situation.

The Town Clerk agreed to provide Councillors with a spreadsheet showing the estimates of projected income for the year and the calculations of potential shortfall in income, so that Members would be fully briefed on the severity of the situation. The Town Clerk stressed that the figures in the spreadsheet were estimates and the spreadsheet was highly confidential and must not be shared with anyone outside of the Town Council.

In reply to a question, the Town Clerk confirmed that the reserves earmarked for the payment of loans taken out by the Council could not be used for any other purpose. She stated that the SLCC and NALC were looking at ways of funding further loans for Councils to help them through the current difficulties, but commented that the Council might not want to take that course of action.

The Leader of the Council informed Members that he was in conversation with the local Members of Parliament, and through them with the Secretary of State, regarding help that might be available to prudent Councils who were experiencing these difficulties through no fault of their own.

18. **SECTION 106 FUNDING**

The Deputy Town Clerk presented Report No. FC 3/20, which advised Members that Wokingham Borough Council was currently holding approximately £28,000 Section 106 funding for projects in Woodley and proposed that the Town Council request this available funding be transferred to the Town Council. Members were asked to approve the allocation of £15,000 of this funding towards the Town Centre Community Garden project.

It was proposed by Councillor Jewell and seconded by Councillor Rowland that the wording of the second recommendation in the report be changed from:

“That Members approve the allocation of £15,000 of this funding towards the Town Centre Community Garden project as set out in the report”

to:

“That Members approve the allocation of funding to provide equipment and materials for the Town Centre Community Garden following consultation with the WTCMI, traders and residents”.

In reply to a question about the cost of the project so far, the Deputy Town Clerk informed Members that the construction of the garden had been funded by Wokingham Borough Council and the Town Council had not contributed to the cost. The Deputy Town Clerk did not know how much the Borough Council had spent on the project.

The Deputy Town Clerk confirmed that the Town Council had consulted with residents before the start of the project with regard to the materials to be used in the project. He informed Members that the Town Council was currently consulting with residents about what they would like to see in the new garden area and had received 60 replies so far.

In reply to a question about possible sponsorship for the Community Garden, the Deputy Town Clerk confirmed that the Rotary Club had offered to contribute towards the cost of the garden.

When asked about the use of Section 106 funding, the Town Clerk confirmed that Section 106 funding could only be used for capital projects and could not be used to help with the budget deficit.

Following further discussion, it was

RESOLVED:

- ◆ That the proposal to change the wording of the second recommendation in Report No. FC 3/20 be carried.

Members then voted on the recommendations, as amended, in Report No. FC 3/20 and

RESOLVED:

- ◆ To request the transfer of all available Section 106 funding for Woodley projects to the Town Council.
- ◆ To allocate funding from the available Section 106 funds to provide equipment and material for the Town Centre Community Garden, following consultation with the WTCMI, traders and residents.

Councillor Al-Sanjari stressed the importance of consulting with disability groups before plans for the Community Garden were finalised and was asked to provide details of all the local disability groups and their contact information to officers to enable them to be contacted.

Meeting closed at 9:38 pm

**Minutes of an Extraordinary Meeting of the Town Council held remotely on
Tuesday 25 August 2020 at 8 pm**

Present: *Councillors D. Mills (Chairman); N. Al-Sanjari; J. Anderson; K. Baker; D. Bragg; S. Brindley; A. Chadwick; J. Cheng; M. Doyle; M. Forrer; K. Gilder; M. Green; A. Heap; C. Jewell; J. MacNaught; T. McCann; M. Nagra; 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*

19. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors S. Rahmouni and B. Rowland.

20. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

21. **COMPOSITION OF THE COUNCIL**

a) **RESOLVED:**

- ◆ To note that Councillor Nagra had joined the Labour Party.

b) **RESOLVED:**

- ◆ To note that Councillors Al-Sanjari and Nagra had formed a Labour Group.

c) **RESOLVED:**

- ◆ To note the current composition of the Council:
17 Conservative Members, 6 Liberal Democrat Members and 2 Labour Members.

22. **POLITICAL GROUP LEADERS**

RESOLVED:

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

23. **STANDING COMMITTEES**

23.1 **Strategy and Resources Committee**

RESOLVED:

- ◆ That there be 9 places on the Strategy and Resources Committee for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Anderson, Baker, Brindley, Chadwick, Gilder, McCann, Nagra, Rowland and Wicks to the Strategy and Resources Committee for the remainder of the 2020/21 municipal year.

23.2 **Leisure Services Committee**

RESOLVED:

- ◆ That there be 9 places on the Leisure Services Committee for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Al-Sanjari, Baker, Bragg, Doyle, Heap, Rahmouni, Smith, Soane and Swaddle to the Leisure Services Committee for the remainder of the 2020/21 municipal year.

23.3 **Planning and Community Committee**

RESOLVED:

- ◆ That there be 12 places on the Planning and Community Committee for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Bragg, Cheng, Gilder, Jewell, MacNaught, Mills, Nagra, Rahmouni, Skegg and Wicks to the Planning and Community Committee for the remainder of the 2020/21 municipal year, with one vacant place to be filled at a future meeting.

24. **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:

24.1 **Strategy and Resources Committee**

a) **Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Baker Chairman of the Strategy & Resources Committee for the remainder of the 2020/21 municipal year.

b) **Vice Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Brindley Vice Chairman of the Strategy & Resources Committee for the remainder of the 2020/21 municipal year.

24.2 **Leisure Services Committee**

a) **Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Bragg Chairman of the Leisure Services Committee for the remainder of the 2020/21 municipal year.

b) **Vice Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Soane Vice Chairman of the Leisure Services Committee for the remainder of the 2020/21 municipal year.

24.3 **Planning and Community Committee**

a) **Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Wicks Chairman of the Planning and Community Committee for the remainder of the 2020/21 municipal year.

b) **Vice Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Cheng Vice Chairman of the Planning and Community Committee for the remainder of the 2020/21 municipal year.

25. **APPOINTMENT OF WORKING PARTIES AND SUB COMMITTEES**

In order to minimise the lengthy voting process caused by considering these matters in a virtual meeting, it was

RESOLVED:

- ◆ That the terms of reference of the working parties and sub committees be considered in the next meeting of each of the parent standing committees.

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

25.1 **Strategy and Resources Committee**

a) **Investments Working Party:**

RESOLVED:

- ◆ That there be 4 places on the Investments Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Anderson, Baker, Brindley and Rowland to the Investments Working Party for the remainder of the 2020/21 municipal year.

b) **Risk Management Working Party:**

RESOLVED:

- ◆ That there be 4 places on the Risk Management Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Bragg, Doyle, Green and Mills to the Risk Management Working Party for the remainder of the 2020/21 municipal year.

c) **Catering Partnership:**

RESOLVED:

- ◆ That there be 4 places on the Catering Partnership for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Brindley, Cheng, Green, MacNaught and Skegg to the Catering Partnership for the remainder of the 2020/21 municipal year.

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

RESOLVED:

- ◆ That there be 4 places on the Standing Orders and Financial Regulations Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Jewell, Mills and Swaddle to the Standing Orders and Financial Regulations Working Party for the remainder of the 2020/21 municipal year.

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

RESOLVED

- ◆ That there be 4 places on the PR/Marketing Working Group for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Brindley, McCann and Swaddle to the PR/Marketing Working Group for the remainder of the 2020/21 municipal year.

f) **Personnel Sub Committee:**

RESOLVED:

- ◆ That there be 4 places on the Personnel Sub Committee for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Anderson, Jewell, Sartorel and Soane to the Personnel Sub Committee for the remainder of the 2020/21 municipal year.

g) **Climate Emergency Working Party:**

RESOLVED:

- ◆ That there be 3 places on the Climate Emergency Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Jewell and Wicks to the Climate Emergency Working Party for the remainder of the 2020/21 municipal year.

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

Woodford Park Leisure Centre Regeneration Task and Finish Group:

RESOLVED:

- ◆ That there be 6 places on the Woodford Park Leisure Centre Regeneration Task and Finish Group for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Bragg, Brindley, Gilder, Heap and Nagra to the Woodford Park Leisure Centre Regeneration Task and Finish Group for the remainder of the 2020/21 municipal year.

25.3 **Leisure Services Committee**

a) **Community Youth Partnership:**

There were currently five Councillors on the Community Youth Partnership, but with the formation of the Labour Group a membership of five could not be divided in the correct proportions to comply with standing order 4 f.

Councillor Bragg proposed that the number of councillors on the Partnership be reduced to four. This was seconded by Councillor Soane and Councillor Baker also spoke in favour of the proposal.

Councillor Al-Sanjari proposed that the number of councillors on the Partnership be increased to six. This was seconded by Councillor Doyle and Councillors Jewell, Heap and Skegg also spoke in favour of the proposal.

Following a vote by members of the Leisure Services Committee, 5 members voted in favour of having four councillors on the Partnership and 3 members voted in favour of having six councillors on the Partnership. One Committee member was absent.

RESOLVED:

- ◆ That there be 4 places on the Community Youth Partnership for the remainder of the 2020/21 municipal year, together with up to 10 representatives from the voluntary sector.
- ◆ To appoint Councillors Cheng, Forrer and Gilder to the Community Youth Partnership for the remainder of the 2020/21 municipal year, with one vacant place to be filled at a later date.
- ◆ To appoint the following voluntary sector representatives to the Community Youth Partnership for the remainder of the 2020/21 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).

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

RESOLVED:

- ◆ That there be 3 places on the 3G Pitch Steering Group for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Baker, Rahmouni and Skegg to the 3G Pitch Steering Group for the remainder of the 2020/21 municipal year.

25.4 **Planning and Community Committee**

Cycling in Woodley Working Party:

There were currently six councillors on the Cycling in Woodley Working Party: 4 Conservatives and 2 Liberal Democrats. With the formation of the Labour Group, and in order to comply with Standing Order 4 f, the division of places would be 4 Conservatives, 1 Liberal Democrat and 1 Labour. Both of the current Liberal Democrat members were keen cyclists and Councillor Jewell argued that they should both be allowed to keep their places on the Cycling in Woodley Working Party.

Councillor Nagra proposed that Standing Order 4 f be suspended to allow two Liberal Democrat seats on the working party. This was seconded by Councillor Jewell.

Following a vote by members of the Planning and Community Committee, 3 members voted in favour of suspending Standing Order 4 f and 7 voted against. One Committee member was absent and one Committee seat was vacant.

RESOLVED:

- ◆ That there be 6 places on the Cycling in Woodley Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillors Bragg, Chadwick, MacNaught, Nagra and Swaddle to the Cycling in Woodley Working Party for the remainder of the 2020/21 municipal year, with one vacant place to be filled at a later date.

25.5 **Full Council**

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

RESOLVED:

- ◆ To note the terms of reference of the Bulmershe SULV Joint Working Party.
- ◆ To appoint Councillors Baker and Rowland to the Bulmershe SULV Joint Working Party for the remainder of the 2020/21 municipal year.
- ◆ To appoint Councillor Gilder as the named substitute for the Bulmershe SULV Joint Working Party for the remainder of the 2020/21 municipal year

Under this item, a question was asked about a recent planning application for a new access to Addington School which required the felling of trees located in the SULV. The Planning and Community Committee had requested that the application consider the impact on the SULV, but no further information had been received. It was agreed that this matter be an agenda item for the next meeting of the Planning and Community Committee.

Meeting closed at 9:40 pm

**Minutes of a Meeting of the Planning and Community Committee held remotely
on Tuesday 14 July 2020 at 7:45 pm**

Present: *Councillors: P. Wicks (Chairman); K. Baker; D. Bragg; J. Cheng; C. Jewell;
D. Mills; R. Skegg*

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

Also present: *1 member of public*

38. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

Members noted that at the Full Council meeting on 23 June 2020 (minute number 10.3), Councillor Wicks was appointed as Chairman of the Planning and Community Committee for the 2020/21 municipal year and Councillor Cheng was appointed as Vice Chairman.

39. **APOLOGIES**

Apologies for absence were received from Councillors M. Forrer, K. Gilder, J. MacNaught and S. Rahmouni.

40. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

41. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON
16 JUNE 2020**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 16 June 2020 be approved and be signed by the Chairman as a true and accurate record when it was possible to do so.

42. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.

43. **PLANNING DECISIONS**

RESOLVED:

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

44. **TREE PRESERVATION ORDERS**

RESOLVED:

- ◆ To note application 201129
Location: TPO 753/1995: 2 Windermere Close, Woodley.
Proposal: To selectively prune one Oak tree.
- ◆ To note application 201365
Location: TPO 1431/2010: 19 Welford Road, Woodley.
Proposal: To remove one Oak tree and plant a more suitably sized Cherry tree.

45. **CYCLING IN WOODLEY WORKING PARTY**

Councillor Jewell presented Report No. PC 5/20 of the Cycling in Woodley Working Party meeting held on 9 July 2020.

RESOLVED:

- ◆ To note Report No. PC 5/20.
- ◆ To contact Charvil Parish Council to suggest jointly making the following proposal to Wokingham Borough Council:

“In view of the increased cycling during the Covid-19 pandemic and the desire to encourage that trend to continue, the off-road cycling provision along Waingels Road should be considered by Wokingham Borough Council urgently. The road is not only used by school children but also by other leisure cyclists accessing Charvil Country Park and areas beyond. Traffic along Waingels Road often travels very fast and so any widening of the cycle provision could provide traffic calming measures.”
- ◆ To ask Wokingham Borough Council what measures it will take to make use of the new Statutory Instrument [*Statutory Instrument No. 536: Traffic Orders Procedure (Coronavirus) (amendment) (England) regulations 2020*] to set up safer cycling and walking routes (temporary or otherwise).
- ◆ To contact Wokingham Borough Council stating that the Cycling in Woodley Working Party would welcome a discussion with members and officers of the Borough Council about the provision of better/new signage to identify safe routes and linkages for cyclists in and around Woodley.
- ◆ To contact Wokingham Borough Council with the following questions:
 - What are the LTP4 proposals for Woodley, with particular reference to cycling and walking?
 - What is the timescale and likelihood of schemes S7 and O11 (joint schemes between Reading and Wokingham Borough Councils) being undertaken?
 - Has Wokingham Borough Council undertaken an assessment of existing cycle paths and walking routes following the criteria used in Reading’s Local Cycling and Walking Infrastructure Plan (LCWIP) (Appendix D of the LCWIP consultation document)?
 - What is the proposed timetable for a cross-Borough LCWIP?
 - If improved signage for cyclists and walkers on the existing identified routes could be investigated with possibility of funding from CIL money?
 - To recognise the importance of consultation with Town and Parish Councils and that the Cycling in Woodley Working Party would be keen to be part of a forum to discuss cycling and walking provision.

46. **CYCLING IMPROVEMENTS IN WOODLEY**

Members noted that a response was still awaited from Wokingham Borough Council to the questions raised at a previous Committee meeting with regard to the Section 106 Agreement for the Parklands development in Woodlands Avenue. (Planning and Community Committee, 19 May 2020, minute number 12)

47. **READING BOROUGH COUNCIL: TRANSPORT STRATEGY CONSULTATION**

This item had been deferred from the Planning and Community Committee meeting held on 16 June 2020 (minute number 28).

The Cycling in Woodley Working Party had considered the Reading Borough Council Draft Local Cycling and Walking Infrastructure Plan (LCWIP), which was included in the Transport Strategy consultation, and their suggested response to the consultation had been circulated to committee members prior to the meeting.

RESOLVED:

- ◆ To forward comments to Reading Borough Council with regard to the LCWIP as attached at **Appendix B**.
- ◆ To defer consideration of the main Transport Strategy document to the next meeting of the Planning and Community Committee, to be held on 11 August 2020.

48. **LOCAL GREEN SPACE DESIGNATIONS**

As resolved at the last meeting (Planning and Community Committee, 16 June 2020, minute number 29), a request for an extension to the deadline by which suggestions for areas to be considered for designation as a Local Green Space had to be submitted had been made to Wokingham Borough Council. A time extension was granted until 17 July 2020 and the request for suggestions was therefore publicised on the Town Council's website and on social media. Members considered the two suggestions that had been received.

RESOLVED:

- ◆ To submit the following two suggestions to Wokingham Borough Council for consideration for designation as a local Green Space:
 - The open green area in Wingate Road
 - The green space at the junction of Catalina Close and Mohawk Way.

49. **APPLICATION FOR STREET TRADING CONSENT:
WOODLEY TOWN CENTRE**

Members noted that notification had been received from Wokingham Borough Council of the following new application for street trading consent:

Applicant:	Coffee Car
Trading site:	Woodley Town Centre
Trading times:	Monday to Friday, 9am to 5pm

The views of Committee members had been sought prior to the meeting as any objections were required by 4 July 2020.

RESOLVED:

- ◆ To note that no objections to the application were raised by Committee members.

50. **PRE-APPLICATION CONSULTATION:
PROPOSED TELECOMMUNICATIONS INSTALLATION:
MOHAWK WAY, WOODLEY**

Information regarding this item had been circulated to Members in advance of the meeting, and Member's views sought, as a response had been required by 10 July 2020.

RESOLVED:

- ◆ To note that a response had been sent to Clarke Telecom Limited stating that the Town Council had no objection to the proposed installation of a new telecommunications mast on an existing site at Mohawk Way, Woodley, but requested that the existing mast be removed within six weeks of the installation of the new mast.

51. **WOKINGHAM BOROUGH COUNCIL: SPEED LIMIT REVIEW**

As agreed at the last meeting (Planning and Community Committee, 16 June 2020, minute number 32), a draft response to the Speed Limit Review had been circulated to all Councillors. No comments had been received. Members considered a final response to the Speed Limit Review.

RESOLVED:

- ◆ To send the following response to the Wokingham Borough Council Speed Limit Review:
 1. The speed limit along the majority of the Bader Way is 60mph, reducing to 30mph as the road enters Woodley, resulting in many drivers not reducing their speed sufficiently. The Woodley Town Council Planning and Community Committee requests that Wokingham Borough Council Highways Department investigates ways of helping that reduction in the speed limit to be observed.
 2. In addition, the Committee felt that in some areas the speed limit did not need to be reviewed, but the existing speed limit needed to be enforced.

Data collected by the Woodley Speedwatch team shows that 15% or more of vehicles using the following roads exceed 35mph (where the speed limit is 30mph):

- Reading Road, Woodley (16% exceeding 35mph)
- Western Avenue, Woodley (15% exceeding 35mph)
- Tippings Lane, Woodley (16% exceeding 35mph)
- Mohawk Way, Woodley (32% exceeding 35mph)

The Committee asked that consideration be given to erecting appropriate signage along these roads to remind drivers what the speed limit is.

52. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - *Connecting Communities in Berkshire E-Bulletin – June 2020*
 - *Me2 Club Newsletter – June 2020*
 - *Woodley Town Centre Newsletter – July 2020*

53. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

54. **PUBLICITY/WEBSITE**

There were no suggestions for items to be publicised.

55. **ENFORCEMENT ISSUES**

RESOLVED:

- ◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 9:15 pm

14 July 2020

Woodley Town Council

Observations on the following Planning Applications

Application No. & Address	Proposal
201113 123 Loddon Bridge Road, Woodley, RG5 4AG	Householder application for the proposed erection of boundary wall to front/side and new side access.
Observations: The Committee had no objection to the proposal to move the access to Coniston Close, but had concerns about inadequate sight lines due to the height of the proposed wall to the front and side of the property. This would not only affect vehicles exiting the property and vehicles turning out of Coniston Close into Loddon Bridge Road, but could also prevent pedestrians seeing vehicles about to exit the property. Committee members were also concerned that the proposed wall and railings were not in keeping with any other boundary treatments in the area and wanted to ensure that the new wall would be erected on the existing boundary line.	
201293 63 Welford Road, Woodley, RG5 4QS	Householder application for the proposed erection of a single storey rear extension, including the insertion of 2 No. rooflights following demolition of existing conservatory, raising of existing flat roof, plus changes to fenestration.
Observations: No objections.	
201384 2 Penrose Avenue, Woodley, RG5 3PA	Full application for the proposed erection of 2 No. three bedroom semi-detached dwellings with associated parking and gardens, and extended parking area to the front of the existing dwelling.
Observations: The Committee had no objections to the proposal, but had concerns about the poor visibility for vehicles accessing and exiting the properties. This would be exacerbated by the number of vehicles that already park in the road. The Committee were also concerned that pedestrians would not see vehicles exiting the properties.	
201390 41 Caldbeck Drive, Woodley, RG5 4JX	Householder application for proposed erection of a first floor side extension, part garage conversion into habitable accommodation, plus changes to fenestration.
Observations: No objections.	

<p>201425 93 Loddon Bridge Road, Woodley, RG5 4AE</p>	<p>Full application for the proposed change of use from existing home office to a Solicitor's Office. (Retrospective)</p>
<p>Observations: No objections.</p>	
<p>201431 39 Wallace Close, Woodley, RG5 3HW</p>	<p>Householder application for the proposed installation of 2.5m wide and 12m long hard-standing, made with permeable material, and a 3.4m wide dropped kerb.</p>
<p>Observations: No objections.</p>	
<p>201484 23 Copse Mead, Woodley, RG5 4RP</p>	<p>Householder application for proposed erection of a single storey rear extension, first floor rear extension including the insertion of 2 No. rooflights, insertion of 1 No. rooflight at front elevation and 1 No. rooflight at side elevation, plus changes to fenestration.</p>
<p>Observations: No objections.</p>	
<p>201492 5 Fairwater Drive, Woodley, RG5 3JG</p>	<p>Householder application for proposed erection of a single storey front extension to form a porch, two storey side extension including the insertion of 4 No. rooflights, plus changes to fenestration.</p>
<p>Observations: The Committee recommended that this application be refused on the following grounds:</p> <ul style="list-style-type: none"> - The proposed extension is very large and is out of keeping with the neighbouring properties. - Out of character with the street scenes in Fairwater Drive and Kingfisher Drive. - Vehicles would need to cross the cycle path to access the proposed parking spaces at the front of the property. - This estate was designed with parking and access provided at the rear of the properties, so cars should not park in the front garden. 	
<p>201495 299 Loddon Bridge Road, Woodley, RG5 4BE</p>	<p>Householder application for the proposed erection of single storey front extensions, part single storey part two storey rear extension, loft conversion to create habitable accommodation, the insertion of 8 No. rooflights, plus internal alterations and changes to fenestration.</p>
<p>Observations: The Committee had no objection to the proposed extension, but had concerns about a potentially large number of vehicles accessing and exiting the property in very close proximity to the roundabout at the end of Loddon Bridge Road and the parking area in front of the adjacent shops.</p>	

<p>201497 54 Radcot Close, Woodley, RG5 3BG</p>	<p>Householder application for the proposed erection of a first floor front extension.</p>
<p>Observations: No objections.</p>	
<p>201508 38 Henley Wood Road, Earley, RG6 7EE</p>	<p>ADJOINING PARISH CONSULTATION Householder application for proposed erection of a single storey front extension to create a porch.</p>
<p>Observations: No comment.</p>	
<p>201534 15 Fawcett Crescent, Woodley, RG5 3HX</p>	<p>Householder application for the proposed erection of part two storey part single storey side and rear extensions following demolition of existing detached garage and rear conservatory.</p>
<p>Observations: No objections, but would ask that any concerns raised by the neighbours be taken into consideration.</p>	
<p>201554 96 Kingfisher Drive, Woodley, RG5 3LG</p>	<p>Householder application for the proposed erection of single storey front/side and rear extensions, with 2 No. rooflights.</p>
<p>Observations: The Committee recommended that this application be refused on the following grounds: - Out of character with the street scene.</p>	
<p>201556 16 Selsdon Avenue, Woodley, RG5 4PG</p>	<p>Householder application for the proposed erection of a single storey front extension, two storey side extension following demolition of existing garage, part single part two storey rear extension, conversion of loft to create habitable accommodation with 2 No. rooflights and 1 No. rear dormer following removal of existing chimney plus internal alterations and changes to fenestration.</p>
<p>Observations: No objections.</p>	
<p>201563 53 Rochester Avenue, Woodley, RG5 4NB</p>	<p>Application to vary condition 2 of planning consent 193291 for the proposed erection of single storey front extension to create porch entrance, part single storey part two storey rear extension following the demolition of existing conservatory, first floor side extension and changes to fenestration. Condition 2 refers to approved details and the variation is to amend the approved ground floor rear extension to align alongside the boundary line.</p>
<p>Observations: No objections.</p>	

<p>201598 330 Headley Road East, Woodley, RG5 4SJ</p>	<p>Householder application for the proposed erection of a two storey side extension with 3 No. rooflights.</p>
<p>Observations: The Committee had no objections to the extension, but requested that if planning permission is granted there should be a condition stating that use of the extension must be ancillary to the domestic use of the main dwelling.</p>	
<p>201624 30 Radcot Close, Woodley, RG5 3BG</p>	<p>Householder application for the proposed erection of a single storey side extension and part garage conversion, plus changes to fenestration.</p>
<p>Observations: No objections.</p>	

Response to the Reading Borough Council Local Cycling and Walking Infrastructure Plan consultation

- We strongly support any improvement to cycling and walking provision both in Woodley and for the routes linking Woodley to Reading.
- The Wokingham Road is an important link into Reading and the following measures (suggested in the draft LCWIP) are supported:
 - Physically protect cyclists where possible on 40mph roads,
 - Re-allocate road space – lining and carriageway widening,
 - Surface improvements,
 - Signage,
 - Crossing enhancements on side and main roads,
 - Junction improvements to cater for cyclists,
 - Parking restrictions,
 - Drainage in kerbs,
 - Cycle enhancements at signal junctions,
 - Cycle counters.
- We would welcome any improvements to the A4/London Road route from Shepherd's Hill roundabout, which serves Woodley residents' route into Reading.
- Any incentives and initiatives aimed at supporting people in making the switch to cycling and walking and promoting the benefits of these healthy lifestyle choices are important. Woodley Town Council's Cycling in Woodley Working Party would welcome being one of the consultees for future development of cycling and walking routes/improvements, where appropriate.
- There needs to be a safe commuting route between Woodley and Reading for cyclists, which needs to be as direct as possible to encourage commuting by bicycle. National Cycle Route R3 starts in Woodlands Avenue, but at the end of Woodlands Avenue there is a difficult right turn onto the busy Church Road going north, leading to a left turn into Culver Lane at the roundabout. On the return journey, the right turn at the roundabout, from Culver Lane to Church Road is difficult and dangerous for a cyclist. An improvement to the route would be to turn left onto Church Road at the end of Woodlands Avenue, then to cross Church Road at the traffic lights at the Eastcourt Road junction, then travel along Eastcourt Road and at the end make a left turn into the lower part of Culver Lane. From there a cyclist can continue into Palmer Park and follow R3 or cross over to Wokingham Road. This suggested amended route would be safer for cyclists and would stop cyclists slowing down the motorised vehicles and exacerbating congestion on Church Road and the hilly section at the top of Culver Lane.

**Minutes of a Meeting of the Planning and Community Committee held remotely
on Tuesday 11 August 2020 at 7:45 pm**

Present: *Councillors: P. Wicks (Chairman); K. Baker; D. Bragg; C. Jewell; R. Skegg*

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

56. **APOLOGIES**

Apologies for absence were received from Councillors J. Cheng, M. Forrer, K. Gilder, J. MacNaught and S. Rahmouni.

57. **DECLARATIONS OF INTEREST**

Councillor R. Skegg – Disclosable pecuniary interest: Agenda item 4, planning application 201807: 44 Malone Road, as he owns an adjacent property.

Councillor Skegg took no part in the discussion or decision on planning application 201807.

58. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON
14 JULY 2020**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 14 July 2020 be approved and be signed by the Chairman as a true and accurate record.

59. **CURRENT PLANNING APPLICATIONS**

Under this item, it was noted that the Council had not been notified of the recent planning application (number 200951) regarding reserved matters relating to the previously approved proposal to build 13 dwellings adjacent to Sonning Golf Club in Duffield Road.

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.
- ◆ To write to Wokingham Borough Council asking why the Council had not been consulted on planning application 200951 as an adjoining parish.

60. **PLANNING DECISIONS**

RESOLVED:

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

61. **NEIGHBOUR CONSULTATION SCHEME**

RESOLVED:

- ◆ To note application 201647
Location: 37 Carrick Gardens, Woodley, RG5 3JD.
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5m, for which the maximum height would be 2.85m and the height of the eaves 2.7m.

- ◆ To note application 201917
 Location: Sandford Croft, Sandford Lane, Woodley, RG5 4TA.
 Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.5m, for which the maximum height would be 3.5m and the height of the eaves 2.8m.

62. **TELECOMMUNICATIONS NOTIFICATIONS**

RESOLVED:

- ◆ To note application 201834
 Location: Land north 329M Winnersh slip road west, RG6 4DL.
 Proposal: Prior approval application for the erection of 1 No. 17m high telecommunications mast housing 6 No. antennas and 3 No. equipment cabinets.

- ◆ To note application 201835
 Location: Land at Mohawk Way adjacent to Sandford Manor Cottage.
 Proposal: Prior approval application for the erection of 1 No. 17m high telecommunications mast housing 6 No. antennas and 3 No. equipment cabinets

63. **TREE PRESERVATION ORDERS**

RESOLVED:

- ◆ To note application 201378
 Location: TPO 756/1984, Area 1: 7 Mollison Close, Woodley.
 Proposal: To selectively prune one Oak tree.
 To fell two dead hawthorns and replace with one apple tree

- ◆ To note application 201788
 Location: TPO 832/1996: 3 Highcliffe Close, Woodley.
 Proposal: To selectively prune one False Acacia.

- ◆ To note that Wokingham Borough Council had confirmed the following Tree Preservation Order:
 TPO 1715/2020 – relating to the trees to the east of Wheble Drive, Woodley.

- ◆ To note that Wokingham Borough Council had varied the following Tree Preservation Order:
 TPO 3/1951 – relating to trees located on land at "South Lake Estate and Bulmershe Court Estate", Woodley.
 Area 2 had been removed from the order and trees of amenity that were extant in the area had been included in confirmed TPO 1715/2020.

64. **CYCLING IN WOODLEY WORKING PARTY**

The Cycling in Woodley Working Party had not met since the last meeting of the Planning and Community Committee.

Councillor Jewell informed Members that the bridge over the river from the Loddon Park estate was currently closed off because it was unsafe and Wokingham Borough Council was seeking funding to enable repairs to be undertaken.

RESOLVED:

- ◆ To write to Wokingham Borough Council asking for the repairs to the bridge over the river at the Loddon Park estate to be carried out as soon as possible.

65. **WOKINGHAM BOROUGH COUNCIL: CONSULTATION FOR REMOVAL OF PAYPHONES**

Members considered correspondence received from Wokingham Borough Council regarding a consultation by BT for the removal of nine telephone boxes within the Wokingham area, three of which were located in Woodley.

RESOLVED:

- ◆ To make the following recommendations to Wokingham Borough Council:
 - The phone box located at the junction of Hearn Road and Drovers Way (not used in the past year) should be fully removed.
 - The phone box in Crockhamwell Road (used 46 times in the past year) should stay as it is.
 - The phone box at the junction of Welford Road and Headley Road (used 5 times in the past year) should be fully removed.

66. **READING BOROUGH COUNCIL: TRANSPORT STRATEGY CONSULTATION**

This item had been deferred from the Planning and Community Committee meeting held on 14 July 2020 (minute number 47).

Councillor Skegg informed Members that he had read through the consultation document and had made some notes for the Committee to consider,

RESOLVED:

- ◆ That Councillor Skegg's notes would be circulated to all Committee members and a response to the consultation would be agreed by email. The response would be reported in the agenda for the next meeting of the Planning and Community Committee, on 8 September 2020.

67. **READING BOROUGH COUNCIL: HOUSE EXTENSION DESIGN GUIDE CONSULTATION**

Members noted that Reading Borough Council had produced a Draft Design Guide for House Extensions for consultation.

68. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - *Connecting Communities in Berkshire E-Bulletin – July 2020*
 - *Me2 Club Newsletter – July 2020*

69. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

70. **PUBLICITY/WEBSITE**

There were no suggestions for items to be publicised.

71. **ENFORCEMENT ISSUES**

RESOLVED:

- ◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 8:40 pm

11 August 2020

Woodley Town Council

Observations on the following Planning Applications

Application No. & Address	Proposal
201525 Ashley View, Beggars Hill Road, Charvil, RG10 0UB	ADJOINING PARISH CONSULTATION Householder application for proposed erection of a detached double storey garage with 4 No. rooflights and first floor habitable accommodation.
Observations: No comment.	
201567 3 Copse Mead, Woodley, RG5 4RP	Householder application for the proposed erection of a part single part two storey front extension, plus 3 No. dormers to front of dwelling, part single part two storey rear extension, partial conversion of existing garage to form habitable accommodation.
Observations: No objections.	
201594 16 Mitchell way, Woodley, RG5 4NQ	Householder application for the re-alignment of fence and driveway and shed. (Retrospective)
Observations: No objections.	
201605 10 Radcot Close, Woodley, RG5 3BG	Householder application for the proposed erection of a part first floor part two storey side extension and part garage conversion plus single storey front gable roof and changes to fenestration.
Observations: No objections.	
201648 37 Carrick Gardens, Woodley, RG5 3JD	Householder application for proposed garage conversion to create habitable accommodation, single storey rear extension including the insertion of 2 No. rooflights, plus a single storey front extension to form a porch.
Observations: The Committee did not object to the proposal, but had concerns about the adequacy of the proposed parking provision.	

<p>201749 39 Lunds Farm Road, Woodley, RG5 4PZ</p>	<p>Householder application for proposed erection of a single storey front extension to form a porch following removal of existing canopy roof.</p>
<p>Observations: No objections.</p>	
<p>201771 4 Harrier Close, Woodley, RG5 4PE</p>	<p>Householder application for the proposed erection of a single storey front extension, single storey rear extension, garage conversion to create habitable accommodation plus erection of chimney stack and changes to fenestration.</p>
<p>Observations: No objections.</p>	
<p>201781 11 Caldbeck Drive, Woodley, RG5 4LA</p>	<p>Householder application for the proposed erection of a first floor side and rear extension and a single storey rear extension with 2 No. rooflights.</p>
<p>Observations: No objections.</p>	
<p>201782 13 Enstone Road. Woodley, RG5 4QU</p>	<p>Householder application for proposed erection of a single storey rear extension including the insertion of 2 No. rooflights, following the demolition of existing conservatory.</p>
<p>Observations: No objections.</p>	
<p>201799 Cedar Rise, Glendevon Road, Woodley, RG5 4PL</p>	<p>Householder application for the proposed single storey side/rear extension and first floor front extension to existing dwelling.</p>
<p>Observations: No objections.</p>	
<p>201807 44 Malone Road, Woodley, RG5 3NJ</p>	<p>Householder application for proposed erection of a part single part two storey rear extension to existing dwelling, plus changes to fenestration.</p>
<p>Observations: The Committee had concerns about the massing effect and overbearing nature of the proposed extension.</p>	

<p>201853 41 Howth Drive, Woodley, RG5 3EE</p>	<p>Householder application for proposed erection of a single storey rear extension following the demolition of existing rear extension, plus insertion of 3 No. rooflights at rear elevation.</p>
<p>Observations: No objections.</p>	
<p>201885 45 Millbank Crescent, Woodley, RG5 4EP</p>	<p>Householder application for the proposed erection of a part single, part two storey side extension following demolition of existing garage and rear conservatory.</p>
<p>Observations: No objections.</p>	

**Minutes of a meeting of the Leisure Services Committee held remotely
on Tuesday 1 September 2020 at 8:00 pm**

Present: *Councillors D. Bragg (Chairman); N. Al-Sanjari; K. Baker; M. Doyle;
A. Heap; D. Smith; A. Swaddle*

Officers present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk;
E. Whitesmith, Leisure Services Manager; L. Matthews, Committee Officer
T. Gough, Grounds Maintenance Manager*

Also present: *Sam Milligan, Just Around the Corner charity
2 members of the public*

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S. Rahmouni and B. Soane.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **MINUTES OF THE MEETING HELD ON 14 JANUARY 2020**

RESOLVED:

- ◆ That the minutes of the Leisure Services Committee meeting of 14 January 2020 be approved and signed by the Chairman as a correct record.

4. **JUST AROUND THE CORNER (JAC)**

Sam Milligan, Just Around the Corner charity (JAC), was welcomed to the meeting and presented the JAC report. He informed Members that both JAC and the equine centre, Rehoboth, were recognised as essential agencies and had been allowed to keep operating during the restrictions introduced to limit the spread of Covid-19. JAC had continued their outreach work during the pandemic and had also helped with the delivery of food parcels, which had helped them to maintain contact with vulnerable families.

Sam Milligan answered questions about JAC's outreach work and confirmed that they visited the Sandford Farm development but did not go over the river. He also confirmed that JAC worked closely with other agencies, such as ARC, and referred young people to these agencies when necessary. 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 this could be itemised and reported on at future meetings, if necessary.

In reply to further questions, Sam Milligan informed Members that JAC had not seen any evidence of domestic violence during the pandemic, but were aware that there had been a significant increase in the levels of anxiety among young people. He also reported that JAC had not seen signs of drug activity in Woodley, but that did not mean that it was not occurring.

Sam Milligan updated Members on the Loddon Mead project and reported that young people had started to visit again in the past month and had continued working on the art work, which was being done on boards that could be stored away from the site. He confirmed that Councillor Richard Skegg had been in contact with JAC and had visited the

Loddon Mead site and the land over the river formerly used for park and ride. The mention of Borough Councillor Richard Dolinski in the report was an error.

The Chairman thanked Sam Milligan for his report and for attending the meeting.

5. **BUDGETARY CONTROL**

The Town Clerk presented Report No. LS 9/20 and reported that overall expenditure was below the level that would be expected at this point in the year, mainly due to many of the facilities being closed for several months due to the Covid-19 restrictions. Members were informed that income for leisure services was well below the expected level and mainly consisted of furlough payments from the government for staff that were unable to work because of the Covid-19 restrictions. When asked whether income predictions taking into account the effect of the pandemic had been produced, the Town Clerk replied that predictions had been made previously, but now that more activities were possible at Woodford Park Leisure Centre, the August income figures would allow a more accurate prediction to be made. The spreadsheet would be updated later in the week and would be circulated to all Councillors. The Council's financial situation would be discussed at the next meeting of the Strategy and Resources Committee on 15 September 2020.

RESOLVED:

- ◆ To note Report No. LS 9/20.

6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**

The Leisure Services Manager presented Report No. LS 10/20 and informed Members that Woodford Park Leisure Centre had been closed from 21 March until early in July, when lockdown measures started to be eased. During that time, all Centre staff (apart from the Leisure Services Manager) had been furloughed and the only activity within the Centre had been maintenance work and routine building checks. Some outdoor activities were able to resume from 6 July and the "Gym IN the Car Park" programme was launched to provide outdoor exercise classes for gym members. The leisure centre officially reopened on 27 July for certain activities, in line with Government advice. By the end of August approximately 50% of the Centre staff had returned to work.

When asked about the staff members who were currently not working, the Leisure Services Manager replied that they would return to work as more business returned. Business would normally be expected to increase in September, as hirers returned when the school holidays ended, and it was hoped that all leisure centre staff would therefore be back at work by October.

In reply to a question, the Leisure Services Manager said that it was difficult to gauge what impact the opening of the new Bulmershe Leisure Centre would have, but the main effect was likely to be on gym membership. Many gym members had stayed at Woodford Park Leisure Centre because they did not want to be tied in to a long-term contract and also because they appreciated the more friendly and personal nature of the centre. Members suggested that the marketing strategy should stress the community links and personal approach of the leisure centre and note that it is funded and supported by the Town Council.

The Chairman thanked all the staff at the leisure centre for the wonderful job they were doing.

RESOLVED:

- ◆ To note Report No. LS 10/20.

7. **PARKS AND BUILDINGS**

The Deputy Town Clerk presented Report No. LS 11/20 and informed Members of the work undertaken at the leisure centre to allow the function room to be utilised as an extension to the gym, enabling the gym to operate more effectively while observing social distancing requirements. Members noted that it was not feasible to open the paddling pool while current restrictions were in place. The Deputy Town Clerk advised members that work to replace the poor quality felt roofing previously installed at the leisure centre was on-going and a report on the current situation would be presented to the next meeting of the Strategy and Resources Committee.

The Deputy Town Clerk reported on matters relating to Woodford Park and informed Members that the Rotary Club had provided funding for rose bushes, in order to establish a rose garden within the Rotary Garden. The rose garden would also provide residents with an opportunity to purchase a rose bush in memory of a loved one. Members noted that essential safety works had been scheduled to address issues with dead and dying poplars along the boundary with St Dominic Savio School and would take place during the October half term holiday. At the bowling green, three rinks had been prepared for practice sessions, but all fixtures had been cancelled for the season. New goal posts had been installed on the football pitches, with funding from the Football Foundation, and football bookings were beginning to return.

Members were pleased to note that the Council's play areas had re-opened to the public on 4 July in accordance with Government guidance, and signage had been installed at all sites advising of social distancing and other measures. In reply to a request that grass not be cut right up to the park boundaries, in order to leave an uncut margin for wildlife, the Deputy Town Clerk replied that this was being done where it was safe to do so, for example in Woodford Park, but that in play areas the nettles had to be kept under control to prevent children being stung and it was therefore necessary to cut right up to the boundary.

The Deputy Town Clerk informed Members that the allotments had been exceptionally busy during the lockdown period and there were currently 70 people on the waiting list. The project to install bee hives at the site was running successfully, with 11 bee hives in place and routine inspections being carried out by a representative from the National Bee Unit. The first batch of honey had already been produced by one of the bee keepers.

Members noted the update on the work undertaken this year by the Friends of Woodford Park and the information provided on the Council's wildlife and environmental initiatives.

Members were informed that bookings in Chapel Hall and Coronation Hall remained very quiet, as many of the bookings in these halls tended to be social gatherings, which were not currently taking place. Appropriate safety measures had been put in place in the halls so that bookings could be accommodated whenever possible. A broadband line and wifi router would be installed in Chapel Hall to enable virtual dance classes to be run by the dance school.

RESOLVED:

- ◆ To note Report No. LS 11/20.

8. **TOWN CENTRE TREE GARDEN**

The Deputy Town Clerk presented Report No. LS 12/20 and reported on the suggestions for planting and use of the space received from members of the public during a consultation conducted via the website and social media. In addition, he informed Members that the Rotary Club had volunteered to plant crocuses in the garden. Members considered the suggestions and also stressed the aim of making this a community garden, with local residents involved in helping to maintain the garden.

RESOLVED:

- ◆ To note Report No. LS 12/20.
- ◆ That the Council's ground staff produce a shortlist from the submitted suggestions, for consideration by the Committee. The short list should consist of a variety of different types of plants that would survive in the available conditions and should include fragrant plants for the enjoyment of the blind and partially sighted.
- ◆ That the proposals also include a variety of seating solutions suitable for all members of the community, in particular the elderly and disabled.

9. **EQUALITY IMPACT ASSESSMENT - SERVICE LEVEL AGREEMENT FOR THE PROVISION OF DETACHED YOUTH WORK IN WOODLEY**

The Town Clerk presented Report No. LS 13/20. Members considered whether to arrange for an Equality Impact Assessment to be carried out on the current provider of detached youth work in Woodley, who's contract ran until the end of March 2021, or to carry out this work when the new contract was awarded, possibly with a new provider, from 1 April 2021.

RESOLVED:

- ◆ To note Report No. LS 13/20.
- ◆ That an Equality Impact Assessment be carried out after the appointment of a contractor to provide detached youth work in the town from 1 April 2021.

Voting:

FOR	AGAINST
K. Baker	N. Al-Sanjari
D. Bragg	M. Doyle
D. Smith	A. Heap
A. Swaddle	
For: 4	Against: 3

At this point in the evening Councillor Doyle left the meeting.

10. **WOODFORD PARK DESTINATION PLAY AREA**

Members noted the results of the online questionnaire that had been carried out to obtain initial data and suggestions from users of the play areas in Woodford Park. This data would be included in the tender invitation pack, which would be advertised shortly. Further public consultation would be carried out on the project designs in the submitted tenders as part of the selection process. In reply to a question, the Deputy Town Clerk informed Members that, in order to reach people who did not currently use the park, the consultation would be publicised on the Council's website and social media, in the Woodley Herald and via displays at the Oakwood Centre and Woodford Park Leisure Centre.

11. **MAINTENANCE DEPOT**

Members noted the update on the project to provide a new building at the maintenance depot in Woodford Park, given in the agenda. The new building was expected to be erected in late September/early October, with the project being completed before the winter months.

12. **DRAFT CLIMATE EMERGENCY ACTION PLAN**

The Deputy Town Clerk presented the draft Climate Emergency Action Plan, which it had previously been agreed would be provided to the Leisure Services Committee for information prior to approval at the next meeting of the Strategy and Resources Committee (Leisure Services Committee meeting, 14 January 2020, minute number 51).

RESOLVED:

- ◆ To note the draft Climate Emergency Action Plan.

13. It was proposed by the Chairman and

RESOLVED:

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

14. **WOODLEY BOWLING CLUB**

RESOLVED:

- ◆ To accept the offer from Woodley Bowling Club of a contribution of £4,160 towards the Council's costs in the current year in respect of the annual ground rent fee and costs incurred in order that the quality of the green was maintained for future years by the Grounds Maintenance team.

15. **WOKINGHAM CULTURAL STRATEGY**

Due to the lateness of the hour and the limited time available to agree a response to the Wokingham Cultural Strategy consultation on behalf of the Council, it was

RESOLVED:

- ◆ That Members submit their own individual comments to the Wokingham Cultural Strategy consultation.

16. **TERMS OF REFERENCE OF WORKING PARTIES AND SUB COMMITTEES**

a) **Community Youth Partnership**

RESOLVED:

- ◆ To approve the Terms of Reference of the Community Youth Partnership.

Voting: For: 4 Abstentions: 2

b) **3G Pitch Steering Group**

RESOLVED:

- ◆ To approve the Terms of Reference of the 3G Pitch Steering Group.

Voting: For: 5 Abstentions: 1

c) **Woodford Park Leisure Centre Regeneration Task & Finish Group**

RESOLVED:

- ◆ To approve the Terms of Reference of the Woodford Park Leisure Centre Regeneration Task & Finish Group.

Voting: For: 5 Abstentions: 1

17. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

18. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - The status of Woodford Park Leisure Centre as a Town Council owned community asset with a personal approach towards service.
 - The progress of the bees project at the allotments.
 - The environmental and wildlife initiatives being undertaken by the Town Council.

The meeting closed at 10:10 pm

**Minutes of a Meeting of the Planning and Community Committee held remotely
on Tuesday 8 September 2020 at 7:45 pm**

Present: *Councillors: J. Cheng (Chairman); K. Baker; D. Bragg; K. Gilder; C. Jewell;
J. MacNaught; D. Mills*

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

Also present: *1 member of public*

72. **APOLOGIES**

Apologies for absence were received from Councillors M. Nagra, S. Rahmouni, R. Skegg and P. Wicks.

73. **DECLARATIONS OF INTEREST**

Councillor D. Mills – Personal interest: Agenda item 4, planning application 202152: 75 Fairwater Drive, and planning application 202151: 77 Fairwater Drive, as the owner of 75 Fairwater Drive is personally known to him.

Councillor Mills took no part in the discussion or decision on planning application 202152 or planning application 202151.

Councillor K. Baker - Prejudicial interest: Agenda item 10: Planning Application 200996 - Addington School, as he is a governor of Addington School.

Councillor Baker took no part in the discussion or the decision on agenda item 10.

74. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON
11 AUGUST 2020**

RESOLVED:

- ◆ That the minutes of the Planning and Community Committee meeting held on 11 August 2020 be approved and be signed by the Chairman as a true and accurate record.

75. **CURRENT PLANNING APPLICATIONS**

RESOLVED:

- ◆ To forward comments to the planning authority as detailed in **Appendix A**.

76. **PLANNING DECISIONS**

RESOLVED:

- ◆ To note information on decision notices received from the planning authority since the last meeting, as given in the agenda.

77. **EXISTING LAWFUL DEVELOPMENT CERTIFICATE NOTIFICATION**

RESOLVED:

- ◆ To note application 201893
Location: Bungalow at 72b Headley Road, Woodley, RG5 4JE.
Proposal: Application for a certificate of existing lawful development for an existing dwelling for Domestic Residential use (Use Class C3)

78. **TREE PRESERVATION ORDERS**

RESOLVED:

- ◆ To note application 201821
Location: TPO 3/1951, Woodland 3: 68 Antrim Road, Woodley.
Proposal: To selectively prune three trees.
- ◆ To note application 201886
Location: TPO 3/1951, Woodland 3: 48 Fairwater Drive, Woodley.
Proposal: To selectively prune one Sycamore tree.
- ◆ To note application 201995
Location: TPO 832/1996, G2: 10 Highcliffe Close, Woodley.
Proposal: To selectively prune one Horse Chestnut.
- ◆ To note application 202001
Location: TPO 256/1984, Area 1: 24 Mannock Way, Woodley.
Proposal: To selectively prune one Oak tree.
To fell one Ash tree which is obscuring a street light.
- ◆ To note application 202198
Location: TPO 1732/2020: 27 Hudson Road, Woodley.
Proposal: To selectively prune one Oak tree.
- ◆ To note that Wokingham Borough Council had made the following Tree Preservation Order:
TPO 1745/2020 – relating to a birch tree and a tulip tree on the rear boundary of 263 and 265 Loddon Bridge Road, Woodley.
This order took effect, on a provisional basis, on 25 August 2020 and would continue in force for 6 months or until the order was confirmed by Wokingham Borough Council.
- ◆ To note that Wokingham Borough Council had made the following Tree Preservation Order:
TPO 1747/2020 – relating to trees on the rear boundary of 25 Tiggall Close, Earley, and the railway embankment.
This order took effect, on a provisional basis, on 28 August 2020 and would continue in force for 6 months or until the order was confirmed by Wokingham Borough Council.

79. **READING BOROUGH COUNCIL: TRANSPORT STRATEGY CONSULTATION**

As resolved at the Planning and Community Committee meeting held on 11 August 2020 (minute number 66), a response to the Reading Borough Council Transport Strategy consultation was agreed by email correspondence between Committee members. Members noted the agreed response, which had been provided in the agenda.

80. **PLANNING APPLICATION 200951: SONNING GOLF CLUB, DUFFIELD ROAD**

As resolved at the Planning and Community Committee meeting held on 11 August 2020 (minute number 59), correspondence was sent to Wokingham Borough Council asking why

the Town Council had not been consulted on planning application 200951 as an adjoining parish. Members noted the response from Wokingham Borough Council, which had been provided in the agenda.

RESOLVED:

- ◆ To write again to Wokingham Borough Council asking that neighbouring parishes be consulted with regard to the effect a proposed development would have on the adjoining parish, and not just by considering whether the site boundary adjoins the parish boundary.

81. **PLANNING APPLICATION 200996: ADDINGTON SCHOOL, WOODLANDS AVENUE**

At the Extraordinary Council Meeting held on 25 August 2020 (minute number 25.5), a question was asked regarding whether the impact of the proposal on the SULV had been considered when planning application 200996 was determined by Wokingham Borough Council. Members considered whether any further action was required regarding this planning application.

RESOLVED:

- ◆ To take no further action regarding the impact of the proposal on the SULV.
- ◆ To write to Wokingham Borough Council asking what steps are being taken to protect cyclists and pedestrians on the cycleway and pathway along Woodlands Avenue adjacent to Addington School.

Voting: For: 4 Against: 2

As noted in minute number 73: Declarations of interest, Councillor Baker did not take part in the discussion or vote on this item.

82. **TERMS OF REFERENCE OF WORKING PARTIES AND SUB COMMITTEES**

Members considered the terms of reference of the Cycling in Woodley Working Party.

RESOLVED:

- ◆ To approve the terms of reference of the Cycling in Woodley Working Party.

83. **PROPOSED CHANGES TO THE PLANNING SYSTEM**

Members noted the press release from Wokingham Borough Council regarding the Government's proposed changes to the planning system.

RESOLVED:

- ◆ To support Wokingham Borough Council's attempt to reduce the number of homes that would need to be built in Wokingham Borough under the Government's proposed changes to the planning system.

84. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - *Connecting Communities in Berkshire E-Bulletin – August 2020*
 - *Me2 Club Newsletter – August 2020*

85. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

86. **PUBLICITY/WEBSITE**

There were no suggestions for items to be publicised.

87. **ENFORCEMENT ISSUES**

RESOLVED:

- ◆ To note the information on enforcement issues received from the planning authority, as given in the agenda.

The meeting closed at 8:30 pm

8 September 2020

Woodley Town Council

Observations on the following Planning Applications

Application No. & Address	Proposal
201804 70 Colemans Moor Lane, Woodley, RG5 4BT	Householder application for the proposed single storey side/rear extension to existing dwelling, plus part retrospective conversion of existing garage to create habitable accommodation.
Observations: The Committee had no objections to the proposed extension, but asked that a condition be imposed to ensure the protection of retained trees by the use of non-invasive foundations and the use of protective fencing and ground protection to prevent the roots being affected by soil compaction, as recommended in the Arboricultural Report.	
201876 17 Lytham Road, Woodley, RG5 3BT	Householder application for proposed erection of single storey rear extension to form a conservatory.
Observations: No objections.	
201894 4 Maxwell Close, Woodley, RG5 4LS	Householder application for the proposed part single storey, part two storey side extension to dwelling and single storey front extension to form porch.
Observations: No objections.	
201929 1 Tamarisk Gardens, Woodley, RG5 3BW	Householder application for the proposed erection of a single storey side extension with 1 No. rooflight.
Observations: No objections.	
201972 Sonning Cutting Filling Station, 709 London Road, Woodley, RG6 1BG	Full application for the installation of 2 No. electric vehicle charging bays plus associated works including installation of new service bay, power infrastructure, fencing and 2 No. floodlights. (Retrospective)
Observations: No objections.	
201974 7 Tiverton Close, Woodley, RG5 3BE	Householder application for the proposed conversion of existing garage to create habitable accommodation.
Observations: The Committee had no objections to the proposal, but were concerned that it might not be possible to access the three proposed parking spaces shown on the plans.	

202031 35 Harvard Close, Woodley, RG5 4UJ	Householder application for the proposed erection of a single storey side/rear extension including the insertion of 1 No. rooflight.
Observations: No objections.	
202050 312 Kingfisher Drive, Woodley, RG5 3LH	Householder application for the proposed erection of a two storey side extension following demolition of existing conservatory.
Observations: No objections.	
202060 18 Munro Avenue, Woodley, RG5 3QY	Householder application for the proposed garage conversion to create habitable accommodation, including replacement walls and roof, plus the insertion of 1 No. rooflight to the rear of the property.
Observations: No objections.	
202106 Paddicks Patch, Waingels Road, Charvil, RG10 0UA	ADJOINING PARISH CONSULTATION Full planning application for the proposed erection of new meeting hall following demolition of existing meeting hall, relocation of three metal storage containers, plus car park improvements with the installation of a cycle stand.
Observations: No objections.	
202108 56 Pitts Lane. Earley, RG6 1BU	ADJOINING PARISH CONSULTATION Householder application for proposed single storey rear extension with roof lantern following demolition of existing conservatory.
Observations: No objections.	
202147 72 Crockhamwell Road, Woodley, RG5 3LD	Householder application for the proposed erection of a single storey front extension to form a porch and part two storey, part first floor side and part two storey, part single storey rear extensions.
Observations: No objections.	
202151 77 Fairwater Drive, Woodley, RG5 3JG	Householder application for the proposed erection of a single storey front extension.
Observations: No objections.	

<p>202152 75 Fairwater Drive, Woodley, RG5 3JG</p>	<p>Householder application for the proposed erection of a single storey front extension.</p>
<p>Observations: No objections.</p>	
<p>202172 9 Caldbeck Drive, Woodley, RG5 4LA</p>	<p>Householder application for proposed first floor side extension and ground floor rear extension.</p>
<p>Observations: The Committee had concerns about the overbearing nature of the proposed extension, as No.9 is higher than the neighbouring property due to the incline in the road.</p>	
<p>202195 41 Buccaneer Close, Woodley, RG5 4XP</p>	<p>Householder application for the proposed erection of a two storey side extension to dwelling following demolition of existing garage conversion.</p>
<p>Observations: No objections.</p>	

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**Minutes of a meeting of the Strategy & Resources Committee held at remotely
on Tuesday 15 September 2020 at 7:00 pm**

Present: *Councillors K. Baker (Chairman); S. Brindley; A. Chadwick; K. Gilder;
T. McCann; M. Nagra; B. Rowland; P. Wicks*

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

Also present: *Councillors D. Bragg; M. Doyle
2 members of the public*

1. **APOLOGIES**

There were no apologies for absence.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED:

- ◆ That in view of the confidential nature of the business about to be transacted in relation to legal and financial matters, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following two agenda items.

4. **WOODFORD PARK LEISURE CENTRE ROOF**

The Deputy Town Clerk presented Report No. SR 12/20.

RESOLVED:

- ◆ To note Report No. SR 12/20.
- ◆ To allocate £40,000 from available CIL monies to fund the replacement of the flat roof at Woodford Park Leisure Centre.
- ◆ To commence legal measures to recover costs as detailed in Report No. SR 12/20.

5. **COUNCIL FINANCES**

The Town Clerk presented Report No. SR 13/20.

In addition to the two recommendations made in the report, a third recommendation was proposed by Councillor Baker and seconded by Councillor Brindley.

RESOLVED:

- ◆ To note Report No. SR 13/20.
- ◆ That the Urgency Committee meet monthly to review the Council's financial position.
- ◆ That the Urgency Committee, at its first meeting, examines the alternative sources of funding for the shortfall as detailed on the first page of Report No. SR 13/20.

Members of the public rejoined the meeting prior to the discussion of the next item.

6. **MINUTES OF THE MEETING HELD ON 21 JANUARY 2020**

In reply to a question, the Town Clerk informed Members 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. She also informed Members that it had not been deemed appropriate to review the guidelines for awarding Community Grants in between the two rounds of applications in a municipal year, and that the guidelines would be reviewed at the next meeting, after the second round of Community Grants for 2020/21 had been considered.

RESOLVED:

- ◆ That the minutes of the Strategy and Resources Committee meeting of 21 January 2020 be approved and signed by the Chairman as a correct record.

7. **FINANCE**

a) **Budgetary Control**

The Town Clerk presented Report No. SR 14/20.

Members noted the need to strictly review the Council's spending, due to the loss of income caused by the restrictions necessitated by the Covid-19 pandemic, and agreed the importance of focussing on maintaining as much as possible of the service provided to the local community.

RESOLVED:

- ◆ To note Report No. SR 14/20.

b) **Payments**

RESOLVED:

- ◆ To approve the following payments, listed in **Appendix A** (January), **Appendix B** (February), **Appendix C** (March), **Appendix D** (April), **Appendix E** (May), **Appendix F** (June), **Appendix G** (July) and **Appendix H** (August):

	Current account	Imprest account
January 2020	£69,414.69	£53,986.95
February 2020	£64,868.18	£54,938.57
March 2020	£207,495.87	£56,119.83
April 2020	£106,162.89	£51,144.66
May 2020	£75,849.83	£53,991.65
June 2020	£104,853.96	£50,197.82
July 2020	£56,794.22	£48,422.58
August 2020	£67,959.93	£56,478.38

8. **OAKWOOD CENTRE UPDATE**

The Deputy Town Clerk presented Report No. SR 15/20 and informed Members that the Catering Partnership meeting scheduled for earlier that day had not taken place and would be rescheduled.

The Deputy Town Clerk reported that the Oakwood Centre was now open and taking bookings and the coffee shop was also open. Both were operating in a Covid secure way with appropriate measures in place, in accordance with Government rules and advice.

Rooms had been set out to accommodate the maximum numbers possible whilst maintaining social distancing, and bookings had started to be made by some regular hirers with small attendance numbers and some new hirers. Unfortunately, the recent tightening of restrictions and the Government's newly introduced "Rule of Six" would now make the situation more difficult again. Members were informed that officers were keeping costs down as much as possible by reviewing staff deployment and the level of service provided, and hirers would continue to be notified that the Centre was open for business.

In reply to a question, the Deputy Town Clerk agreed to provide information on room capacities in normal operation and under the current social distancing restrictions.

RESOLVED:

- ◆ To note Report No. SR 15/20.

9. **CLIMATE EMERGENCY WORKING GROUP**

The Deputy Town Clerk presented Report No. SR 16/20 of the Climate Emergency Working Party meeting held via video conferencing on 13 August 2020 and Members considered the Climate Emergency Action Plan.

Members noted that a meeting would take place shortly between members of the working party and climate officers from Wokingham Borough Council to discuss the borough-wide initiatives and how the Town Council could support and avoid duplication of these.

RESOLVED:

- ◆ To note Report No. SR 16/20.
- ◆ To approve the Climate Emergency Action Plan.

10. **OAKWOOD CENTRE ROOF**

The Deputy Town Clerk presented Report No. SR 17/20 and updated Members on the situation regarding the work required to resolve issues of water ingress into the Oakwood Centre.

Members noted that RAM Building Consultancy, who had carried out specialist surveys on the Oakwood Centre, had provided an estimate in the order of £325,000 for remedial work to fully address all of the identified issues. The Deputy Town Clerk advised Members that there were other measures that could be taken to greatly improve the situation in the short term and that this might be a preferable course of action with regard to the financial pressure the Council was facing due to the effects of the Covid-19 pandemic. This work would include the installation of a valley gully membrane across the length of the building, with sealing of joints and spot repairs across the rest of the roof and could be carried out by the Council's Maintenance Team. It was considered that this work would have a significant impact in eliminating water ingress into the building and would stop further deterioration within the building fabric for 3 - 5 years while options for funding more extensive works were considered.

RESOLVED:

- ◆ To note Report No. SR 17/20.
- ◆ To allocate £5,000 from available CIL funds to fund in-house repairs to the roof as detailed in Report No. SR 17/20.

11. **COMMUNITY GRANTS**

Members considered the requests for grant funding, as set out in Report No. SR 18/20, in line with the community grants criteria. Due to the cancellation of the Strategy and Resources Committee meetings scheduled for April and June 2020, the first round of grant

applications for 2020 were being considered in September. Members noted that the two applications for individual grants to help towards travelling and accommodation costs for the European Cheerleading Championships had been withdrawn, as the competition had been cancelled.

RESOLVED:

- ◆ That, under Section 137 of the Local Government Act 1972, the following grants be awarded:

2nd Woodley Scout Group	£250	To purchase camping equipment and activity equipment.
Berkshire Vision	£250	Towards the cost of providing services and a range of events and activities to enhance the lives of the visually impaired.
Home-Start Wokingham District	£250	Towards the cost of running a training course for new volunteers and mentoring current volunteers.
Kick Twist Cheerleading	£250	Towards the cost of 4 training sessions at the Bulmershe Gymnastics Club.
Me2 Club	£250	Towards the cost of recruiting and screening 5 new volunteers within Woodley.
Woodley Festival of Music & Arts	£250	Towards the cost of providing the Festival of Music and Arts.
Woodley United FC	£250	Towards the cost of enabling 4 volunteers to obtain the FA Level 1 Football Coaching qualification.

12. **WOODLEY TOWN CENTRE MANAGEMENT INITIATIVE**

RESOLVED:

- ◆ To note the report of the Woodley Town Centre Management Initiative meeting held on 29 January 2020.
- ◆ To note the report of the Woodley Town Centre Management Initiative meeting held on 21 May 2020.
- ◆ To note the report of the Woodley Town Centre Management Initiative meeting held on 22 July 2020.

13. **PROJECTS SCHEDULE 2020/21**

The Deputy Town Clerk presented the updated Projects Schedule 2020/21.

In response to a question, the Deputy Town Clerk confirmed that the initial consultation with potential users of the Woodford Park destination play area had been carried out to determine the needs of the people who would use the facility and the type of play equipment they would like to be provided. The design brief to be included in the tender

pack would identify these requirements and would stress the need for inclusivity and compliance with the Council's environmental policies.

RESOLVED:

- ◆ To note the information contained in the updated Projects Schedule 2020/21.

14. **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

- a) Members noted that the July Neighbourhood CIL Proportion (Transfer to Parish/Town Councils) Report identified potential CIL funds to the Town Council of £88,643.
- b) Members noted that CIL payment of £2,670 received by Wokingham Borough Council was due to be paid to the Town Council in October 2020 and that a further £134,542 due to the Town Council had been invoiced by the Borough Council but not yet received by them.

15. **CONNECTING COMMUNITIES IN BERKSHIRE (CCB)**

Members considered the invitation to become a member of the Connecting Communities in Berkshire (CCB) charity.

RESOLVED:

- ◆ Not to become a member of the CCB charity at this time, but to review the invitation in the future.

16. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

17. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - The work being undertaken by the Town Council with regard to the Climate Emergency.

The meeting closed at 9:47 pm

**Woodley Town Council
Current Account**

List of Payments made between 01/01/2020 and 31/01/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
17/01/2020	2nd Woodley Scout Group	5.60	Xmas post deliveries
17/01/2020	Alan Hadley Ltd	297.00	Refuse collection
17/01/2020	ASAP Computer Services	1902.00	Annual IT support
24/01/2020	AYS Cleaning Contractors Ltd	2257.69	Cleaning supplies
03/01/2020	Be Fuelcards Ltd	105.47	Diesel
31/01/2020	Be Fuelcards Ltd	9.23	BP Plus card
17/01/2020	Berkshire Upholstery Services Ltd	5994.00	Theatre seating upholstered
24/01/2020	Bowak Ltd	119.08	Cleaning supplies
31/01/2020	Bowak Ltd	69.62	Cleaning supplies
17/01/2020	Brake Bros Foodservice Ltd	225.25	Vending supplies
24/01/2020	Brown Bag Cafe Ltd	556.64	Catering services
17/01/2020	Castle Water	1862.33	Water rates
24/01/2020	Castle Water	102.18	Water rates
24/01/2020	Churchill Contract Services Ltd	2484.90	Cleaning WPLC
02/01/2020	Club Manager Ltd	80.40	Clubmanager monthly fee
20/01/2020	Crown Gas & Power	270.25	Gas supply
20/01/2020	Crown Gas & Power	275.10	Gas supply
20/01/2020	Crown Gas & Power	1187.02	Gas supply
20/01/2020	Crown Gas & Power	1192.11	Gas supply
24/01/2020	D J Mace & Son Ltd	735.36	Electrical works
17/01/2020	EDF Energy 1 Ltd	14.47	Electric supply
17/01/2020	Energy Electrical Distributors Ltd	59.40	Electrical supplies
10/01/2020	Epos Now Ltd D/D	30.00	Monthly Epos till charge
10/01/2020	Global 4 Communications	289.54	Phone
24/01/2020	HMRC Cumbernauld	14512.89	PAYE & NI
17/01/2020	InTouch	82.05	Web site support/2 yearly domain renewal
24/01/2020	Lamps-Tubes Luminations Ltd	1101.00	Christmas lighting works in town centre
17/01/2020	Laundry Depot	31.90	Laundry/pressing
27/01/2020	Les Mills Fitness UK Ltd	203.69	Body balance coach
15/01/2020	Lloyds Bank D/D	238.90	Cardnet charges
24/01/2020	Lyreco UK Ltd	178.65	Stationery supplies
14/01/2020	Mainstream Digital Ltd	61.90	Qtrly rental/phone
15/01/2020	Merchant Rentals Ltd	15.44	Cardnet Machine rental
15/01/2020	Merchant Rentals Ltd	15.29	Cardnet Machine rental
31/01/2020	PHS Group	364.74	Dust mats rental
20/01/2020	Pitney Bowes Ltd	150.00	Postage topup
13/01/2020	Plusnet Plc	52.20	Phone
20/01/2020	Plusnet Plc	52.20	Phone
24/01/2020	Prudential	307.24	AVC payment deducted from pay
31/01/2020	Reading Borough Council	3650.00	Part payment - lease of allotment site
06/01/2020	SGW Payroll Ltd	168.02	Payroll services
31/01/2020	SGW Payroll Ltd	172.10	Payroll services
15/01/2020	Siemens Financial Services	1100.80	Gym Equip rental
17/01/2020	SSE Southern Electric	4644.13	Electric supply
27/01/2020	SWALEC	72.34	Electric supply-Public toilet
31/01/2020	Technical Surfaces Ltd	480.00	3G pitch maintenance- rubber crumb
24/01/2020	The Berkshire Pension Fund	16269.41	Pension - employers & employees
24/01/2020	Trade UK - Screwfix	207.17	Various maintenance items
24/01/2020	Unison Collection Ac	34.00	Union fees deducted from pay
31/01/2020	Universal Services	111.60	Trampoline service
24/01/2020	Veolia ES - UK Ltd	694.93	Waste collection
20/01/2020	Vodafone	281.46	Moblie phones

02/01/2020	Wokingham BC - Rates	2246.00	Rates-WPLC
02/01/2020	Wokingham BC - Rates	358.00	Rates-Coro Hall
02/01/2020	Wokingham BC - Rates	386.00	Rates-Public toilet
02/01/2020	Wokingham BC - Rates	162.00	Rates-Chapel Hall
02/01/2020	Wokingham BC - Rates	884.00	Rates-OC
		69414.69	

CLERKS IMPREST A/C

List of Payments made between 01/01/2020 and 31/01/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
31/01/2020	(Personal Information)	300.00	Photography of OC for Website
20/01/2020	(Personal Information)	200.00	Grant-Dec 2019
13/01/2020	(Personal Information)	15.00	Refund key deposit
03/01/2020	(Personal Information)	15.00	Refund key deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	50.00	Refund deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	40.50	Refund wplc
20/01/2020	(Personal Information)	200.00	Refund deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
27/01/2020	(Personal Information)	50.00	Refund deposit
20/01/2020	(Personal Information)	50.00	Refund deposit
03/01/2020	(Personal Information)	15.00	Refund key deposit
20/01/2020	(Personal Information)	45.00	Refund deposit
07/01/2020	(Personal Information)	15.00	Refund key deposit
27/01/2020	(Personal Information)	40.50	Refund WPLC
20/01/2020	Adobe PS Creative	364.03	Photoshop software charge
24/01/2020	Amazon.co.uk	4.48	Blackanti-slip mouse pad
24/01/2020	Amazon.co.uk	36.34	13 inch clock/stapler
24/01/2020	Amazon.co.uk	290.00	Sundeala notice pinboard
27/01/2020	Amazon.co.uk	6.95	VE day in colour DVD
27/01/2020	Amazon.co.uk	25.23	A3 Foam boards/3M spray adhesi
31/01/2020	Amazon.co.uk	41.86	Laptop holder/keyboard
15/01/2020	Concrete.co.uk	2500.00	Concrete - Depot
17/01/2020	Firstaid.co.uk	8.38	Fabric/Stretch plasters
20/01/2020	Hampshire Assoc Local Councils	108.30	Paid inv 16110 twice in error
20/01/2020	Janitorial Direct	44.05	4x Washing up liquid
13/01/2020	Lloyds Bank D/D	14.10	Bank charges
22/01/2020	Lloyds Banks	47265.36	Net January 2020 payroll
22/01/2020	One Direct	163.19	2x Motorola walkie talkies
27/01/2020	Prostate Cancer UK	857.71	Donations paid (Mayor's charity)
27/01/2020	Solopress	18.78	Poster - WTCMI
27/01/2020	U3A Woodley & District	50.00	Refund dep-U3A Wdly & District
07/01/2020	Wickes Building	444.00	Tarmac/bitumen sealer
27/01/2020	Wickes.co.uk	308.19	Timber post/Postcrete /Plywood
		53986.95	

Woodley Town Council

Current Account

List of Payments made between 01/02/2020 and 29/02/2020

Date Paid	Payee Name	Amount Paic	Transaction Detail
14/02/2020	Alan Hadley Ltd	297.00	Skip collection
21/02/2020	Alan Hadley Ltd	297.00	Skip collection
28/02/2020	Alan Hadley Ltd	297.00	Skip collection
14/02/2020	All Glass Window Cleaning	30.00	Window cleaning - Chapel Hall
28/02/2020	AYS Cleaning Contractors Ltd	2230.13	Contract cleaning
07/02/2020	Be Fuelcards Ltd	1.52	Admin fee-fuel card
28/02/2020	Be Fuelcards Ltd	32.22	Unleaded fuel-Depot
07/02/2020	Blandy & Blandy LLP	1062.00	Legal advice
21/02/2020	Bowak Ltd	353.34	Cleaning supplies
07/02/2020	Brake Bros Foodservice Ltd	291.73	Vending supplies
21/02/2020	Brake Bros Foodservice Ltd	191.46	Vending supplies
28/02/2020	Brewers Decorator Centrens	531.81	Paint supplies
21/02/2020	Brown Bag Cafe Ltd	1304.72	Catering services
24/02/2020	BT Telephone Payment Centre	329.40	Phone-Broadband WPLC
14/02/2020	Castle Water	1312.64	Water rates
14/02/2020	CDK Casting Ltd	96.60	Plaque for Garden of Remembrance
21/02/2020	Central Sports UK Ltd	410.68	Badminton supplies
28/02/2020	Churchill Contract Services Ltd	2484.90	Cleaning contract WPLC
03/02/2020	Club Manager Ltd	80.40	Gym software monthly fee
28/02/2020	CoolerAid Ltd	143.02	Bottled water
17/02/2020	Crown Gas & Power	1227.31	Gas supply-Oakwood
17/02/2020	Crown Gas & Power	1135.98	Gas supply-WPLC
17/02/2020	Crown Gas & Power	268.28	Gas supply-Coro Hall
17/02/2020	Crown Gas & Power	282.26	Gas supply-Chapel Hall
21/02/2020	Direct Soccer	84.93	Football equipment
07/02/2020	EDF Energy 1 Ltd	14.47	Electricity supply
12/02/2020	Epos Now Ltd D/D	30.00	Monthly Epos till charge
11/02/2020	Global 4 Communications	290.96	Phone
07/02/2020	Harlequin Marquee Hire	120.00	For planned summer event
27/02/2020	HMRC Cumbernauld	15171.02	PAYE & NI
14/02/2020	IBS Office Solutions Ltd	1222.54	Photocopier rental
07/02/2020	John Willis	125.00	Window cleaning
28/02/2020	John Willis	125.00	Window cleaning
28/02/2020	Lamps-Tubes Luminations Ltd	132.96	WTCMI re lighting
21/02/2020	Laundry Depot	49.90	Laundry - tablecloths
27/02/2020	Les Mills Fitness UK Ltd	203.69	Bodybalance-coach
04/02/2020	Lloyds Bank D/D	45.35	Bank service charges
14/02/2020	Lloyds Bank D/D	336.08	Monthly cardnet service charge
28/02/2020	Lyreco UK Ltd	294.59	Stationery supplies
14/02/2020	Mainstream Digital Ltd	0.61	Phone
17/02/2020	Merchant Rentals Ltd	15.44	Cardnet machine rental
17/02/2020	Merchant Rentals Ltd	15.29	Cardnet machine rental
12/02/2020	Plusnet Plc	52.20	Phone
18/02/2020	Plusnet Plc	52.20	Phone-WPLC
14/02/2020	PNC FS UK Ltd-Arnold Laver & Co	37.62	Purchase of wood
21/02/2020	PNC FS UK Ltd-Arnold Laver & Co	43.03	Purchase other materials
27/02/2020	Prudential	307.24	AVC payment deducted from pay
03/02/2020	Rathbones Invest Mge Ltd	2893.48	VAT reclaimed paid to Rathbone
21/02/2020	Reading Borough Council	167.85	Lease payment - allotments
14/02/2020	Reading Community Energy Soc LI	333.12	Electricity supply WPLC & OC
28/02/2020	Rialtas Business Solutions Ltd	348.00	Bookings software support

14/02/2020	Seton	11.99	Health and safety notices
17/02/2020	Siemens Financial Services	1100.80	Gym equipment rental
07/02/2020	SSE Southern Electric	2138.13	Electricity supply
14/02/2020	SSE Southern Electric	1810.33	Electricity supply
28/02/2020	SSE Southern Electric	2685.32	Electricity supply
21/02/2020	Stackhouse Poland Ltd	112.00	Additional insurance payment - vehicle
28/02/2020	SWALEC	67.80	Electricity supply-Public toilet
07/02/2020	Technical Surfaces Ltd	360.00	3G pitch maintenance
14/02/2020	Thames Valley Water Services Ltd	204.00	Water checks
27/02/2020	The Berkshire Pension Fund	16588.81	Pension - employers and employees
14/02/2020	Token Security Solutions Ltd	330.00	Keyholding - WPLC
21/02/2020	Trade UK - BandQ	155.29	Maintenance items
21/02/2020	Trade UK - Screwfix	103.65	Maintenance items
28/02/2020	Travis Perkins Trading Co	331.43	Grounds depot materials
27/02/2020	Unison Collection Ac	34.00	Union fees deducted from pay
28/02/2020	Veolia ES - UK Ltd	641.97	Waste collection
18/02/2020	Vodafone	281.46	Phone
14/02/2020	Wingfield Engineering Ltd	246.23	Service & MOT
21/02/2020	Wokingham B Sports Council	75.00	Grant towards the annual prize giving
03/02/2020	Wokingham BC - Rates	386.00	Rates-Public Toilet
		64868.18	

CLERKS IMPREST A/C

List of Payments made between 01/02/2020 and 29/02/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
03/02/2020	(Personal Information)	50.00	Refund deposit
05/02/2020	Amazon.co.uk	15.98	2x Tate & Lyle sugar sachets
05/02/2020	Amazon.co.uk	70.79	1000 Kraft 12oz Ripple cups
11/02/2020	Amazon.co.uk	18.47	2x Habor room thermometers
17/02/2020	Artemis Studios Performing	58.00	Refund deposit
12/02/2020	Classic-Car-World.co.uk	30.86	High pressure hose
04/02/2020	Drainage sales	1103.08	Crates/membrane/pipe-Depot
28/02/2020	Easy Concrete Services Ltd	1056.00	Supply & pour C25 concrete
17/02/2020	(Personal Information)	50.00	Refund deposit
05/02/2020	Gentleworks Ltd	261.60	No-touch WC flushvalve-WPLC
17/02/2020	(Personal Information)	50.00	Refund deposit
14/02/2020	Gravelmaster.co.uk	484.00	4 Tonnes play sand
10/02/2020	(Personal Information)	24.99	Refund Gym fee
17/02/2020	(Personal Information)	50.00	Refund deposit
26/02/2020	Lloyds Bank	49322.70	February 2020 payroll net
14/02/2020	Lloyds Bank D/D	14.18	Bank service charges
24/02/2020	(Personal Information)	50.00	Refund deposit
26/02/2020	(Personal Information)	650.00	Woodley Herald delivery
03/02/2020	PETTY CASH A/C	140.86	Top up petty cash
03/02/2020	(Personal Information)	50.00	Refund deposit
17/02/2020	(Personal Information)	50.00	Refund deposit
07/02/2020	Solopress.com	57.70	A1 Signage boards
10/02/2020	Sound Foundation	100.00	Refund dep-Sound Foundation
05/02/2020	TV Licensing	154.50	TV License - Oakwood
14/02/2020	Wickes	624.00	Tarmac/fire door/internal door
25/02/2020	Willis & Ainsworth	350.86	11 Tonnes limestone
24/02/2020	Woodley Womens Club	50.00	Refund deposit
		54938.57	

**Woodley Town Council
Current Account**

List of Payments made between 01/03/2020 and 31/03/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
13/03/2020	Advanced Maintenance UK Ltd	156.00	Service checks on flat WPLC
13/03/2020	Alan Hadley Ltd	297.00	Skip hire
18/03/2020	Alan Hadley Ltd	297.00	Skip hire
13/03/2020	Awards of Distinction Ltd	226.80	Citizens awards
06/03/2020	AYS Cleaning Contractors Ltd	50.34	AYSCC-WTC
27/03/2020	AYS Cleaning Contractors Ltd	2230.13	AYSCC-WTC
06/03/2020	Be Fuelcards Ltd	1.52	Admin charge
18/03/2020	Bowak Ltd	377.48	Repairs to floor cleaner & cleaning supplies
06/03/2020	Brake Bros Foodservice Ltd	175.95	Vending supplies
13/03/2020	Brake Bros Foodservice Ltd	219.58	Vending supplies
27/03/2020	Brake Bros Foodservice Ltd	314.34	Vending supplies
27/03/2020	Brewers Decorator Centres	108.70	WOOD194-WTC
27/03/2020	Brown Bag Cafe Ltd	2396.48	BROWN01
06/03/2020	Business Stream	80.22	BUS01-WTC
27/03/2020	Came & Company	3450.03	Vehicle insurance for 20/21
02/03/2020	CF Corporate Finance Ltd	214.32	Qtrly Lease/annual serv fee
27/03/2020	Churchill Contract Services Ltd	2484.90	Cleaning - WPLC
02/03/2020	Club Manager Ltd	80.40	Monthly Clubmanager software
13/03/2020	CoolerAid Ltd	78.91	Bottled water
27/03/2020	CoolerAid Ltd	212.07	Bottled water
13/03/2020	CP Hire (GB) Ltd	450.00	Digger hire
18/03/2020	CP Hire (GB) Ltd	240.00	Digger hire
27/03/2020	CP Hire (GB) Ltd	240.00	Digger hire
06/03/2020	Dejac Associates Ltd	5646.00	Kerio connect mail server annual fee
18/03/2020	Dejac Associates Ltd	144.00	Purchase - Windows 10
24/03/2020	Ecotricity	358.19	Gas supply-Chapel Hall
24/03/2020	Ecotricity	1350.23	Gas supply-WPLC
24/03/2020	Ecotricity	1452.67	Gas supply-Oakwood
24/03/2020	Ecotricity	349.66	Gas supply - Chapel Hall
13/03/2020	EDF Energy 1 Ltd	13.64	EDF01
06/03/2020	Ellis Whittam Ltd	7140.00	HR and Health & Safety support - annual fee
12/03/2020	Epos Now Ltd D/D	30.00	Monthly WPLC till charge
27/03/2020	Ethos Communications Solutions Ltd	207.29	B3023009-WTC
27/03/2020	Fencing Products Ltd	300.10	Fenc01WoodleyTC
10/03/2020	Global 4 Communications	294.88	Phone
25/03/2020	HMRC Cumbernauld	15088.12	846PV00154888-WTC
18/03/2020	IBS Office Solutions Ltd	637.98	IBS01-WTC
18/03/2020	International Plywood (Importers) Ltd	654.50	INT01-WTC
06/03/2020	Just Around The Corner	6338.00	Just01WoodleyTC
18/03/2020	Laundry Depot	37.90	OakwoodCtre-WTC
27/03/2020	Les Mills Fitness UK Ltd	203.69	Body Balance-Coach
13/03/2020	Lightatouch	1041.66	Light02WoodleyTC
03/03/2020	Lloyds Bank D/D	43.71	Charges 10 Jan to 9 Feb 20
13/03/2020	Lloyds Bank D/D	257.25	Cardnet charges-new
31/03/2020	Lloyds Bank D/D	37.84	Bank service charges
27/03/2020	Lyreco UK Ltd	17.21	60459709-WTC
05/03/2020	Mailcoms Ltd D/D	328.34	Annual Mailcare Franking suppo
16/03/2020	Mainstream Digital Ltd	1.37	Phone
27/03/2020	Margaret Macknelly Design	405.00	Newsletter design
06/03/2020	Mark Harrod Ltd	2092.80	Football goals
16/03/2020	Merchant Rentals Ltd	15.44	Cardnet Machine rental
16/03/2020	Merchant Rentals Ltd	15.29	Cardnet Machine rental

23/03/2020	(Personal Information)	100.00	Refund deposit
27/03/2020	Nationwide CRC Ltd	639.73	VAT on van repairs
12/03/2020	Plusnet Plc	52.20	Phone-OC
18/03/2020	Plusnet Plc	52.20	Phone
25/03/2020	Prudential	307.24	L643AVC deducted from pay
02/03/2020	Public Works Loan Board	5874.06	Public Works Loan Board payment
25/03/2020	Public Works Loan Board	1528.16	Public Works Loan Board payment
30/03/2020	Public Works Loan Board	29093.75	Public Works Loan Board payment
31/03/2020	Public Works Loan Board	40204.33	Public Works Loan Board payment
23/03/2020	Reading Referees Association	80.00	Refund cancelation.
06/03/2020	Rialtas Business Solutions Ltd	202.80	Annual subscription
13/03/2020	SGW Payroll Ltd	170.06	Payroll services
16/03/2020	Siemens Financial Services	1100.80	Monthly gym equip rental
06/03/2020	SSE Southern Electric	92.35	Electricity supply
13/03/2020	SSE Southern Electric	1698.02	Electricity supply
27/03/2020	SSE Southern Electric	1611.61	Electricity supply
13/03/2020	Stackhouse Poland Ltd	29962.42	Insurance - annual
18/03/2020	Thames Valley Water Services Ltd	204.00	Water testing
25/03/2020	The Berkshire Pension Fund	16836.75	Pension - employers and employees
27/03/2020	The Letterworks Ltd	792.00	Delivery of newsletters
13/03/2020	Token Security Solutions Ltd	330.00	Annual key holding contract
18/03/2020	Token Security Solutions Ltd	24.00	Call out to alarm
18/03/2020	Trade UK - BandQ	357.50	Building materials
18/03/2020	Trade UK - Screwfix	665.55	Various maintenance items
27/03/2020	Travis Perkins Trading Co	109.58	Various maintenance items
25/03/2020	Unison Collection Ac	34.00	Union fees deducted from pay
13/03/2020	Universal Services	4781.82	Purchase trampoline
27/03/2020	Universal Services	75.96	trampoline parts
27/03/2020	Veolia ES - UK Ltd	655.12	Waste collection
18/03/2020	Vodafone	282.16	Phone
27/03/2020	Willis & Anisworth	692.77	Skelpings for depot project
23/03/2020	Wokingham Borough Council	10000.00	Transfer of Malone Park to WTC
		207495.87	

CLERKS IMPREST A/C

List of Payments made between 01/03/2020 and 31/03/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
31/03/2020	(Personal Information)	22.00	Refund deposit
31/03/2020	(Personal Information)	8.00	Refund deposit
31/03/2020	(Personal Information)	96.00	Refund deposit
09/03/2020	(Personal Information)	50.00	Refund deposit
30/03/2020	(Personal Information)	80.00	Refund deposit
16/03/2020	(Personal Information)	50.00	Refund deposit
23/03/2020	(Personal Information)	120.00	Refund deposit
16/03/2020	(Personal Information)	32.07	Cleaning supplies
31/03/2020	(Personal Information)	16.00	Refund deposit
02/03/2020	(Personal Information)	50.00	Refund deposit
30/03/2020	(Personal Information)	122.00	Refund deposit
16/03/2020	(Personal Information)	50.00	Refund deposit
02/03/2020	(Personal Information)	50.00	Refund deposit
16/03/2020	(Personal Information)	50.00	Refund deposit
23/03/2020	(Personal Information)	50.00	Refund deposit
09/03/2020	(Personal Information)	45.00	Refund deposit
30/03/2020	(Personal Information)	100.00	Refund deposit
23/03/2020	(Personal Information)	200.00	Refund deposit
31/03/2020	(Personal Information)	138.80	Refund deposit

23/03/2020	(Personal Information)	559.50	Refund deposit
31/03/2020	(Personal Information)	102.00	Refund deposit
31/03/2020	(Personal Information)	102.00	Refund deposit
16/03/2020	(Personal Information)	50.00	Refund deposit
31/03/2020	(Personal Information)	12.00	Refund deposit
23/03/2020	(Personal Information)	160.00	Refund
02/03/2020	(Personal Information)	4.00	Refund WPLC - SA Wheeler
31/03/2020	(Personal Information)	7.00	Refund deposit
09/03/2020	(Personal Information)	45.00	Refund deposit
23/03/2020	(Personal Information)	100.00	Refund deposit
31/03/2020	(Personal Information)	122.00	Refund deposit
30/03/2020	(Personal Information)	120.00	Refund deposit
23/03/2020	(Personal Information)	50.00	Refund deposit
09/03/2020	(Personal Information)	45.00	Refund deposit
23/03/2020	(Personal Information)	95.00	Refund deposit
23/03/2020	(Personal Information)	120.00	Refund deposit
16/03/2020	(Personal Information)	50.00	Refund deposit
31/03/2020	(Personal Information)	310.50	Refund deposit
23/03/2020	(Personal Information)	100.00	Refund deposit
06/03/2020	(Personal Information)	15.00	Refund deposit
02/03/2020	Amazon.co.uk	6.99	36x Yellow mini chicks
16/03/2020	Amazon.co.uk	7.28	100x Black cable ties
16/03/2020	Amazon.co.uk	7.99	50x Black cable ties
19/03/2020	Argos Ltd	69.98	Mobile phone/hard drive
12/03/2020	Crystal Awards	70.86	Crystal award engraving-R
23/03/2020	Current Account	80.00	Reading Referees Association
23/03/2020	Current Account	100.00	Mr Nicolas Blake
09/03/2020	Dance Stars CIC	103.50	Refund
05/03/2020	Easy Concrete Service	1756.80	15cm3 wet pour concrete
19/03/2020	EE Top up	10.00	iPhone EE top up
12/03/2020	Ikea.com	139.95	Glasses for Civic Award
13/03/2020	Janitorial Direct	101.66	Hand soap/dispensers
20/03/2020	Leisure Insure Ltd	201.44	Insurance for bouncy castles
25/03/2020	Lloyds Bank	47710.83	March 2020-net payroll
13/03/2020	Lloyds Bank D/D	14.76	Charges 10 Jan to 9 Feb 20
30/03/2020	Mostly G&S	882.50	Refund
03/03/2020	PETTY CASH A/C	133.42	Top up Petty cash
30/03/2020	Wdly Festival Music	960.00	Refund
24/03/2020	White Knights	263.00	Legal fees-WPLC Flat
		56119.83	

Woodley Town Council**Current Account****List of Payments made between 01/04/2020 and 30/04/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/04/2020	Airquee Ltd	376.31	Bouncy castle inspection
01/04/2020	AYS Cleaning Contractors Ltd	2230.13	Contract cleaning
21/04/2020	AYS Cleaning Contractors Ltd	67.18	Contract cleaning
24/04/2020	AYS Cleaning Contractors Ltd	1738.50	Contract cleaning
14/04/2020	Be Fuelcards Ltd	1.52	Admin charge-Fuel cards
24/04/2020	Berkshire Tree Care	4788.00	Tree works
01/04/2020	Binghams Brewery Ltd	840.07	Purchase for summer event
24/04/2020	Bowak Ltd	639.86	Cleaning supplies
01/04/2020	Brake Bros Foodservice Ltd	314.34	Vending supplies
01/04/2020	Brewers Decorator Centres	108.70	Paint
01/04/2020	Brown Bag Cafe Ltd	2396.48	Catering services
24/04/2020	Brown Bag Cafe Ltd	844.70	Catering services
01/04/2020	Came & Company	3450.03	Insurance payment
24/04/2020	Castle Water	3541.85	Water rates
01/04/2020	CDK Casting Ltd	96.60	Plaque - Garden of Remembrance
01/04/2020	Churchill Contract Services Ltd	2484.90	Cleaning contract
24/04/2020	Churchill Contract Services Ltd	578.39	Cleaning contract
01/04/2020	Club Manager Ltd	80.40	Gym monthly software charge
01/04/2020	CoolerAid Ltd	212.07	Bottled water
24/04/2020	CoolerAid Ltd	156.11	Bottled water
01/04/2020	CP Hire (GB) Ltd	240.00	Plant hire
21/04/2020	CP Hire (GB) Ltd	228.00	Plant hire
21/04/2020	Dejac Associates Ltd	288.00	Annual cloud back up charge
24/04/2020	Dejac Associates Ltd	2700.00	Annual support computers OC
28/04/2020	Ecotricity	300.84	Gas supply-Coro Hall
28/04/2020	Ecotricity	1129.07	Gas supply-WPLC
28/04/2020	Ecotricity	1213.75	Gas supply-Oakwood
28/04/2020	Ecotricity	294.37	Gas supply-Chapel Hall
21/04/2020	EDF Energy 1 Ltd	17.03	Electricity supply
14/04/2020	Epos Now Ltd D/D	30.00	EPOS monthly till charge
01/04/2020	Ethos Communications Solutions Ltd	207.29	Photocopier WPLC
01/04/2020	Fencing Products Ltd	300.10	Fencing materials
24/04/2020	Fraser Office Supplies Ltd	16.06	Stationery supplies
09/04/2020	Global 4 Communications	315.80	Phone
24/04/2020	HMRC Cumbernauld	15544.89	PAYE & NI
21/04/2020	JMVA Ltd	17.50	Website support services
01/04/2020	Keep Britian Tidy	394.80	Purchase of notices
27/04/2020	Les Mills Fitness UK Ltd	203.69	Body balance-WPLC
21/04/2020	Lister Wilder Ltd	55.20	Depot - oil
15/04/2020	Lloyds Bank D/D	119.62	Cardnet service charge
01/04/2020	Lyreco UK Ltd	17.21	Stationery supplies
24/04/2020	Lyreco UK Ltd	146.26	Stationery supplies
07/04/2020	Mailcoms Ltd D/D	83.94	Postage franking support
14/04/2020	Mainstream Digital Ltd	63.59	Phone
01/04/2020	Margaret Macknelly Design	405.00	Design of newsletter
15/04/2020	Merchant Rentals Ltd	15.44	Cardnet Machine rental
15/04/2020	Merchant Rentals Ltd	15.29	Cardnet Machine rental
21/04/2020	(Personal Information)	400.00	Market services
01/04/2020	Nationwide CRC Ltd	639.73	Accident repair to vehicle
21/04/2020	Opus Business Systems Ltd	1299.60	Offices telephone system
30/04/2020	PHS Group	364.74	Dust mat rental
15/04/2020	Plusnet Plc	52.20	Phone-OC

15/04/2020	Plusnet Plc	52.20	Phone-WPLC
21/04/2020	Portable Space Ltd	9828.00	Depot - toilet/shower/waste tank
24/04/2020	Prudential	307.24	AVC payment deducted from pay
01/04/2020	Public Works Loan Board	6676.72	Public Works Loan Board loan
24/04/2020	Rialtas Business Solutions Ltd	355.20	Annual support fee
01/04/2020	Seton	87.08	Health and safety items
30/04/2020	Seton	527.74	Health and safety items
06/04/2020	SGW Payroll Ltd	174.14	Payroll services
30/04/2020	SGW Payroll Ltd	231.26	Payroll services
15/04/2020	Siemens Financial Services	1100.80	Monthly gym equip rental
01/04/2020	SSE Southern Electric	1611.61	Electrical supply
21/04/2020	SSE Southern Electric	1559.02	Electrical supply
24/04/2020	SSE Southern Electric	254.49	Electrical supply
24/04/2020	Technical Surfaces Ltd	360.00	3G pitch maintenance
01/04/2020	Thames Valley Water Services Ltd	204.00	Water testing
24/04/2020	The Berkshire Pension Fund	17755.81	Pension - employers and employees
01/04/2020	The Letterworks Ltd	792.00	Printing of newsletter
21/04/2020	Token Security Solutions Ltd	24.00	Call out fee
01/04/2020	Travis Perkins Trading Co	109.58	Maintenance items
01/04/2020	Travis Perkins Trading Co	18.01	Maintenance items
24/04/2020	Unison Collection Ac	34.00	Union fees deducted from pay
01/04/2020	Universal Services	75.96	Sports equipment
01/04/2020	Veolia ES - UK Ltd	655.12	Waste collection
24/04/2020	Veolia ES - UK Ltd	673.00	Waste collection
17/04/2020	Vodafone	2.12	Phone-final bill
01/04/2020	Willis & Ainsworth	692.77	Purchase of aggregates - depot project
01/04/2020	Willis & Ainsworth	1047.47	Purchase of aggregates - depot project
01/04/2020	Wokingham BC - Rates	240.10	Rates-Public Toilet
01/04/2020	Wokingham BC - Rates	2282.25	Rates-WPLC
01/04/2020	Wokingham BC - Rates	366.70	Rates-Coro Hall
01/04/2020	Wokingham BC - Rates	161.70	Rates-Chapel Hall
01/04/2020	Wokingham BC - Rates	900.00	Rates-OC
21/04/2020	Wokingham Borough Council	4937.65	By election costs - Coronation East ward
		106162.89	

CLERKS IMPREST A/C

List of Payments made between 01/04/2020 and 30/04/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
24/04/2020	(Personal Information)	102.00	WPLC refund
20/04/2020	(Personal Information)	50.00	Refund deposit
24/04/2020	(Personal Information)	9.60	WPLC refund
24/04/2020	(Personal Information)	50.00	Refund deposit
06/04/2020	(Personal Information)	50.00	Stall holder refund
22/04/2020	(Personal Information)	81.53	Refund deposit
06/04/2020	(Personal Information)	35.00	Stall holder refund
06/04/2020	(Personal Information)	50.00	Refund deposit
06/04/2020	(Personal Information)	50.00	Refund deposit
20/04/2020	(Personal Information)	102.00	WPLC refund
24/04/2020	(Personal Information)	102.00	WPLC refund
27/04/2020	(Personal Information)	122.00	WPLC refund
13/04/2020	(Personal Information)	50.00	Refund deposit
06/04/2020	(Personal Information)	50.00	Refund deposit
13/04/2020	(Personal Information)	30.00	Stall holder refund
06/04/2020	(Personal Information)	20.00	Stall holder refund
27/04/2020	Amazon Business	17.49	Multipurpose white paper

27/04/2020	Argos.co.uk	47.94	WD 1TB hard drive
06/04/2020	Charity Link	600.00	Stall holder-Charity Link
22/04/2020	EE Communications	20.00	Top up-WTC mobile
30/04/2020	Laptops Direct	501.90	Asus Laptop/case/mouse
22/04/2020	Lloyds Bank	48021.33	Net April 2020 payroll
14/04/2020	Lloyds Bank D/D	14.26	Bank charges
06/04/2020	Madda Events	100.00	Stall holder refund-Madda Events
20/04/2020	Microsoft Office	59.99	WTCMI-Annual charge
06/04/2020	Oxfam Reading	35.00	Stall holder refund-Oxfam Reading
13/04/2020	Surrey Ices UK	100.00	Stall holder refund-Surrey Ices UK
24/04/2020	Thames Valley Railway FC	150.00	WPLC refund-Thames Valley Rail
24/04/2020	Zoom Video Communications	143.88	Annual Zoom charge
29/04/2020	Zoom Video Communications	378.74	Zoom Webinar annual
		51144.66	

Woodley Town Council**Current Account****List of Payments made between 01/05/2020 and 31/05/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
21/05/2020	Advanced Maintenance UK Ltd	4200.00	Annual service - all boilers
28/05/2020	Alan Hadley Ltd	297.00	Waste collection
01/05/2020	Be Fuelcards Ltd	84.10	Diesel
11/05/2020	Be Fuelcards Ltd	0.77	Admin fee-Depot
26/05/2020	BT Telephone Payment Centre	333.72	WPLC - Phone broadband
01/05/2020	Club Manager Ltd	80.40	Monthly gym software fee
11/05/2020	DCK Accounting Solutions Ltd	984.00	Year end accountancy support
21/05/2020	Dejac Associates Ltd	36.00	SSL VPN license - emails
26/05/2020	Ecotricity	258.10	Gas - Coro Hall
26/05/2020	Ecotricity	965.70	Gas - WPLC
26/05/2020	Ecotricity	1037.52	Gas - OC
26/05/2020	Ecotricity	252.48	Gas - Chapel Hall
28/05/2020	EDF Energy 1 Ltd	15.63	Electricity supply
13/05/2020	Epos Now Ltd D/D	30.00	Monthly WPLC till charge
11/05/2020	Global 4 Communications	622.09	Phone charges
21/05/2020	HMRC Cumbernauld	14687.17	PAYE & NI
11/05/2020	Just Around The Corner	6338.00	SLA payment
28/05/2020	Les Mills Fitness UK Ltd	203.69	Body balance- coach
05/05/2020	Lloyds Bank D/D	23.85	Current a/c service charges
14/05/2020	Mainstream Digital Ltd	0.55	Phone-OC
15/05/2020	Merchant Rentals Ltd	15.44	Monthly cardnet rental
15/05/2020	Merchant Rentals Ltd	15.29	Monthly cardnet rental
28/05/2020	Playsafety Ltd	727.80	Annual inspection play areas
13/05/2020	Plusnet Plc	52.20	Phone
18/05/2020	Plusnet Plc	52.20	Phone-Buisness Fibre-WPLC
21/05/2020	Prudential	307.24	AVC payment deducted from pay
21/05/2020	Reading Community Energy Soc Ltd	946.82	Electricity supply OC/WPLC
15/05/2020	Rialtas Business Solutions Ltd	142.80	Annual fee
11/05/2020	Roof Asset Management	8854.62	Oakwood Centre - roofing survey
15/05/2020	Seton	107.99	Maintenance items
05/05/2020	SGW Payroll Ltd	159.86	Payroll services
15/05/2020	Siemens Financial Services	1100.80	Monthly gym equip rental
21/05/2020	South East Employers	744.00	Annual Membership payment
15/05/2020	SSE Southern Electric	891.92	Electricity supply
21/05/2020	SSE Southern Electric	501.52	Electricity supply
26/05/2020	SWALEC	150.75	Electricity-Public toilet
21/05/2020	The Berkshire Pension Fund	17089.91	Pension - employers and employees
21/05/2020	Trade UK - BandQ	613.20	Maintenance items
21/05/2020	Trade UK - Screwfix	151.45	Maintenance items
15/05/2020	Ukactive	970.20	PPL music licence
21/05/2020	Unison Collection Ac	34.00	Union fees deducted from pay
28/05/2020	Veolia ES - UK Ltd	337.91	Waste collection
21/05/2020	West Berkshire Council	70.00	Premises licence
15/05/2020	WFL UK Ltd	1692.94	Diesel delivery to depot
21/05/2020	Windowflowers Ltd	5713.20	WTCMI flowers/hanging baskets
01/05/2020	Wokingham BC - Rates	245.00	Rates-Public Toilet
01/05/2020	Wokingham BC - Rates	2283.00	Rates-WPLC
01/05/2020	Wokingham BC - Rates	364.00	Rates-Coro Hall
01/05/2020	Wokingham BC - Rates	165.00	Rates-Chapel Hall
01/05/2020	Wokingham BC - Rates	898.00	Rates-Oakwood
		75849.83	

CLERKS IMPREST A/C**List of Payments made between 01/05/2020 and 31/05/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
28/05/2020	(Personal Information)	26.09	March 2020-O/t 2.5 hours
18/05/2020	(Personal Information)	340.28	Market services
18/05/2020	(Personal Information)	50.00	Refund deposit
18/05/2020	(Personal Information)	274.70	Refund deposit
18/05/2020	(Personal Information)	50.00	Refund deposit
26/05/2020	Adobe Acropro.com	150.92	Annual Software charge
21/05/2020	Argos.co.uk	48.94	WD hard drive 1TB
05/05/2020	Clean-Hands	124.96	70% Isopropyl Sanitiser
07/05/2020	Clean-Hands	482.91	70% Isopropyl Sanitiser x 8
18/05/2020	Costco Wholesale	45.00	WTCMII purchases
18/05/2020	DVLA	265.00	Vehicle Tax-MW65 EHN
26/05/2020	Electrical Direct	106.20	ABUS Steel shutter padlocks
27/05/2020	Lloyds Bank	51462.95	May 2020-net payroll
15/05/2020	Lloyds Bank D/D	13.98	Imprest service charges
21/05/2020	Solopress.com	24.72	Signage boards-WTCMI
27/05/2020	Weight Watchers Ltd	525.00	Refund
		53991.65	

Woodley Town Council**Current Account****List of Payments made between 01/06/2020 and 30/06/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
11/06/2020	Agile Hospitality Solutions Ltd	1086.00	New booking system
25/06/2020	Alan Harland	400.00	Support - year end accounts
04/06/2020	ARC	5500.00	Grant
30/06/2020	AYS Cleaning Contractors Ltd	4595.73	Cleaning contract
05/06/2020	Be Fuelcards Ltd	20.63	BP unleaded-MW65EHN
12/06/2020	Be Fuelcards Ltd	16.18	BP Unleaded-Depot
25/06/2020	Brewers Decorator Centrers	377.64	Paint etc
30/06/2020	Business Stream	14.92	Public toilet water supply
01/06/2020	CF Corporate Finance Ltd	166.32	Qtrly Photocopier rental
04/06/2020	Churchill Contract Services Ltd	578.39	Cleaning contract
25/06/2020	Churchill Contract Services Ltd	578.39	Cleaning contract
01/06/2020	Club Manager Ltd	80.40	Monthly gym software charge
30/06/2020	Dejac Associates Ltd	474.00	Computer services
04/06/2020	Easy Invoice Finance Ltd	9368.40	Resealing of WPLC sports hall floor
25/06/2020	Ecotricity	174.76	Gas charges - OC
30/06/2020	Ecotricity	41.60	Gas supply - Chapel Hall
11/06/2020	EDF Energy 1 Ltd	16.15	Electricity supply
11/06/2020	Epos Now Ltd D/D	30.00	Monthly WPLC till charge
25/06/2020	Ethos Communications Solutions Ltd	61.73	Photocopier WPLC
25/06/2020	Fair Account t/a P Reynolds	250.00	Internal audit services
25/06/2020	Fenland Leisure Products Ltd	141.60	Spare parts for play equipment
09/06/2020	Global 4 Communications	561.14	Phone
25/06/2020	Henry Street Garden Centre	155.97	Plants for rose garden
18/06/2020	HMRC Cumbernauld	14365.19	Pension - employers & employees
25/06/2020	Just Around The Corner	6338.00	SLA payment
04/06/2020	Keep Mobile	500.00	Grant
18/06/2020	Lantec Security Ltd	1008.00	Annual intruder alarm support
29/06/2020	Les Mills Fitness UK Ltd	203.69	Bodybalance-Coach
18/06/2020	Lightatouch	208.33	Internal audit services
02/06/2020	Lloyds Bank D/D	12.18	Bank service charges
30/06/2020	Lloyds Bank D/D	11.54	Bank service charges
15/06/2020	Mainstream Digital Ltd	0.67	Phone
15/06/2020	Merchant Rentals Ltd	15.44	Monthly cardnet charge-OC
15/06/2020	Merchant Rentals Ltd	15.29	Monthly cardnet charge-WPLC
30/06/2020	(Personal Information)	180.00	Market services
11/06/2020	(Personal Information)	400.00	Market services
25/06/2020	(Personal Information)	500.00	Market services
25/06/2020	(Personal Information)	650.00	Market services
12/06/2020	Plusnet Plc	52.20	Phone
18/06/2020	Plusnet Plc	52.20	Phone - WPLC
11/06/2020	Portable Space Ltd	4128.00	Shipping containers
18/06/2020	Prudential	307.24	AVC payment deducted from pay
26/06/2020	Public Works Loan Board	10640.58	PWLB payments
04/06/2020	Readibus	9605.50	SLA payment
04/06/2020	Revitalise	382.00	Grant payment
04/06/2020	Seton	262.01	Signs OC and WPLC - Covid-19
11/06/2020	Seton	104.90	Sanatising station
18/06/2020	Seton	524.64	Safety signs
25/06/2020	SGW Payroll Ltd	182.30	Payroll services-May 20
15/06/2020	Siemens Financial Services	1100.80	Monthly gym rental charge
18/06/2020	Southern Law Services Ltd	1558.38	Payment for services
11/06/2020	SSE Southern Electric	930.19	Electrical supply

30/06/2020	SSE Southern Electric	62.12	Electrical supply
26/06/2020	SWALEC	19.93	Electrical supply-Public Toilet
18/06/2020	Technical Surfaces Ltd	360.00	3G pitch maintenance
18/06/2020	The Berkshire Pension Fund	16907.63	Pension - employers and employees
18/06/2020	Trade UK - BandQ	80.00	Maintenance items
18/06/2020	Trade UK - Screwfix	262.41	Maintenance items
04/06/2020	Tudor Environmental	457.20	Gloves/sanitiser/wipes
18/06/2020	Tudor Environmental	45.00	3-ply facemasks
18/06/2020	Unison Collection Ac	34.00	Union fees deducted from pay
25/06/2020	Veolia ES - UK Ltd	241.45	Waste collection
01/06/2020	Wokingham BC - Rates	2283.00	Rates - WPLC
01/06/2020	Wokingham BC - Rates	364.00	Rates - Coro Hall
01/06/2020	Wokingham BC - Rates	245.00	Rates - Public toilet
01/06/2020	Wokingham BC - Rates	165.00	Rates - Chapel Hall
01/06/2020	Wokingham BC - Rates	898.00	Rates - OC
04/06/2020	Wokingham-Citizens Advice	3500.00	Grant payment
		104853.96	

CLERKS IMPREST A/C

List of Payments made between 01/06/2020 and 30/06/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
01/06/2020	(Personal Information)	45.00	WTCMI Marekt refund
15/06/2020	(Personal Information)	387.50	Refund deposit
01/06/2020	(Personal Information)	50.00	Refund deposit
08/06/2020	(Personal Information)	65.00	Refund WPLC
15/06/2020	(Personal Information)	50.00	Refund deposit
08/06/2020	(Personal Information)	50.00	Refund deposit
08/06/2020	(Personal Information)	15.00	Refund key deposit
22/06/2020	(Personal Information)	50.00	Refund deposit
23/06/2020	Amamzon.co.uk	4.51	4x Compatible black ink
23/06/2020	Amazon.co.uk	98.80	20x Gentsy unisex face masks
15/06/2020	Amazon.com	46.34	7x Neon fluor cloth tape
15/06/2020	Amazon.com	88.10	5x Homes amber glass spray bot
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
15/06/2020	Amazon.com	16.09	Self-adhesive frosted glass
23/06/2020	Clean-Hands.co.uk	302.89	Isopropanol 70% sanitise gel
09/06/2020	Currys online	359.99	Beko Silver-Tall fridge
08/06/2020	Czech School Berkshire	150.00	Refund deposit Czech School
23/06/2020	EE.co.uk	20.00	Top up mobile phone
24/06/2020	Lloyds Bank	47463.58	June 2020 - Net payroll
15/06/2020	Lloyds Bank D/D	13.50	Bank services charges
01/06/2020	McAfee.com	30.99	Security software
03/06/2020	McAfee.com	89.99	Security software
02/06/2020	Simply Plastics	471.92	Clear cast acrylic sheets
15/06/2020	Sizzlingpod	145.00	WTCMI Mkt-Sizzlingpod
08/06/2020	Stinkyink.com	25.99	Ink cartridges
04/06/2020	Total Tyre Co	45.00	Purchase tyre
		50197.82	

Woodley Town Council**Current Account****List of Payments made between 01/07/2020 and 31/07/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
09/07/2020	Agile Hospitality Solutions Ltd	4344.00	AGI01-WTC
09/07/2020	Alan Hadley Ltd	297.00	Waste collection
16/07/2020	Alan Hadley Ltd	309.00	Waste collection
17/07/2020	Alan Harland	270.00	Year end finance support
10/07/2020	Be Fuelcards Ltd	0.77	BP Fuel card admin
17/07/2020	Be Fuelcards Ltd	23.10	BP unleaded fuel - Depot
16/07/2020	Bowak Ltd	368.84	Cleaning materials
17/07/2020	Bowak Ltd	130.22	Cleaning materials
09/07/2020	Brake Bros Foodservice Ltd	191.77	Vending services
17/07/2020	Brewers Decorator Centres	655.32	Decorating supplies
16/07/2020	Castle Water	1771.90	Water rates
30/07/2020	Castle Water	26.16	Water rates
17/07/2020	Churchill Contract Services Ltd	578.39	Cleaning contract
02/07/2020	Club Manager Ltd	80.40	Gym monthly software fee
09/07/2020	Earth Anchors Ltd	201.54	Dog waste bin sacks
17/07/2020	Ecotricity	60.59	Gas supply - Chapel Hall
17/07/2020	Ecotricity	122.23	Gas supply - OC
09/07/2020	EDF Energy 1 Ltd	15.61	Electricity supply
10/07/2020	Epos Now Ltd D/D	30.00	Monthly Till charge - WPLC
09/07/2020	Global 4 Communications	576.05	Phone & Mobiles
17/07/2020	HMRC Cumbernauld	14405.62	Pension - employers and employees
09/07/2020	IBS Office Solutions Ltd	441.76	Photocopier OC
09/07/2020	iHasco Ltd	120.00	Online training
16/07/2020	IMAGE BOX	60.00	Design & marketing WPLC
16/07/2020	JMVA Ltd	35.00	Website support
16/07/2020	John Willis	125.00	Window cleaning
27/07/2020	Les Mills Fitness UK Ltd	203.69	Body balance-WPLC coach
16/07/2020	Lister Wilder Ltd	144.70	Depot repair
14/07/2020	Mainstream Digital Ltd	61.72	Qtrly charge & phone OC
15/07/2020	Merchant Rentals Ltd	15.44	Cardnet machine rental
15/07/2020	Merchant Rentals Ltd	15.29	Cardnet machine rental WPLC
09/07/2020	(Personal Information)	240.00	Market services
30/07/2020	PHS Group	383.76	Dust mats
13/07/2020	Plusnet Plc	52.20	Phone OC
20/07/2020	Plusnet Plc	52.20	Phone - WPLC
17/07/2020	Prudential	307.24	AVC payment deducted from pay
09/07/2020	R.E.S. Systems Ltd	1783.78	WOODTOWN-WTC
16/07/2020	R.E.S. Systems Ltd	300.00	WOODTOWN-WTC
30/07/2020	Reading Borough Council	3650.00	Alloment lease payment
09/07/2020	Seton	135.98	Face masks
10/07/2020	SGW Payroll Ltd	172.10	June 2020 - Payroll services
15/07/2020	Siemens Financial Services	1100.80	Gym equip rental
17/07/2020	SLCC Enterprises Ltd	440.00	Town Clerk -membership of SLCC
09/07/2020	SSE Southern Electric	921.53	Electrical supply
16/07/2020	SSE Southern Electric	131.38	Electrical supply
30/07/2020	SSE Southern Electric	27.47	Electrical supply
27/07/2020	SWALEC	20.89	Electric supply - Public Toilet
17/07/2020	The Berkshire Pension Fund	16900.10	Pension - employers and employees
09/07/2020	Trade UK - Screwfix	100.90	Building supplies
16/07/2020	Trade UK - Screwfix	169.74	Building supplies
16/07/2020	Tudor Environmental	65.70	Polycarbonate visor muffs
17/07/2020	Unison Collection Ac	34.00	Union fees deducted from pay

17/07/2020	Veolia ES - UK Ltd	168.34	Wast collection
01/07/2020	Wokingham BC - Rates	245.00	Rates - Public Toilet
01/07/2020	Wokingham BC - Rates	2283.00	Rates - WPLC
01/07/2020	Wokingham BC - Rates	364.00	Rates - Coro Hall
01/07/2020	Wokingham BC - Rates	165.00	Rates - Chapel Hall
01/07/2020	Wokingham BC - Rates	898.00	Rates - OC
		56794.22	

CLERKS IMPREST A/C

List of Payments made between 01/07/2020 and 31/07/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
20/07/2020	(Personal Information)	274.50	CN - Lara Collins
03/07/2020	(Personal Information)	50.00	Refund deposit
20/07/2020	Amazon.co.uk	48.99	10x A4 snap frame holders
10/07/2020	DVLA Vehicle Tax	265.00	KD51 WTW - Car tax - Depot
03/07/2020	(Personal Information)	37.00	Refund paid
22/07/2020	Lloyds Bank	47417.28	July 2020 net payroll
13/07/2020	Lloyds Bank D/D	13.50	Bank service charges
10/07/2020	Solopress	49.86	Vinyl Banners
31/07/2020	Solopress	43.85	Signage boards OC
13/07/2020	UK Planning Maps	15.60	Map of Ground Depot
06/07/2020	Wokingham BC	90.00	Planning application-WPLC
10/07/2020	Wokingham.gov.uk	117.00	Planning application-WPLC
		48422.58	

Woodley Town Council**Current Account****List of Payments made between 01/08/2020 and 31/08/2020**

Date Paid	Payee Name	Amount Paid	Transaction Detail
13/08/2020	Alder Glass Ltd	612.00	Window repairs
27/08/2020	AYS Cleaning Contractors Ltd	2366.43	Cleaning contract
13/08/2020	BALC	3186.03	Membership of BALC and NALC
07/08/2020	Be Fuelcards Ltd	28.46	BP Unleaded fuel-Depot
21/08/2020	Be Fuelcards Ltd	95.47	BP Diesel
06/08/2020	Bowak Ltd	100.58	Cleaning materials
21/08/2020	Bowak Ltd	561.14	Cleaning materials
27/08/2020	Brown Bag Cafe Ltd	32.40	Catering services
24/08/2020	BT Telephone Payment Centre	332.72	Broadband-WPLC phone
24/08/2020	BT Telephone Payment Centre	1.00	Broadband-WPLC phone
06/08/2020	Castle Water	5219.95	Water rates
27/08/2020	Churchill Contract Services Ltd	2629.02	Cleaning contract
03/08/2020	Club Manager Ltd	80.40	Clubmanager Software monthly
06/08/2020	Crowd Control Solutions Ltd	236.64	Heras fence/netting
18/08/2020	Ecotricity	55.45	Gas supply-Chapel Hall
18/08/2020	Ecotricity	21.36	Gas supply-Coro Hall
18/08/2020	Ecotricity	151.59	Gas supply-Oakwood
06/08/2020	EDF Energy 1 Ltd	16.15	Electrical supply
12/08/2020	Epos Now Ltd D/D	30.00	Epos support license-WPLC
21/08/2020	Fiddes & Son Ltd - Bowcom	360.00	10 litres bowgrass/markings paint
11/08/2020	Global 4 Communications	582.14	Phone & Mobiles
06/08/2020	Henry Street Garden Centre	137.92	Gardening supplies
21/08/2020	HMRC Cumbernauld	14820.40	Pension - employers & employees
28/08/2020	Information Commissioner's Office	35.00	Annual charge-Info Rights
21/08/2020	John Willis	125.00	Window cleaner
27/08/2020	Les Mills Fitness UK Ltd	203.69	Bodybalance-WPLC
13/08/2020	Lister Wilder Ltd	25.80	Rat poison
04/08/2020	Lloyds Bank D/D	15.27	Bank service charges
14/08/2020	Lloyds Bank D/D	40.66	Cardnet service charges
27/08/2020	Lyreco UK Ltd	137.82	Stationery supplies
14/08/2020	Mainstream Digital Ltd	3.19	Phone
13/08/2020	Margaret Macknelly Design	180.00	Woodley Hersed newsletter design
17/08/2020	Merchant Rentals Ltd	15.44	Monthly Cardnet charge
17/08/2020	Merchant Rentals Ltd	15.29	Monthly Cardnet charge
06/08/2020	MKR Electrical Services Ltd	240.00	Wireless switch replacement
13/08/2020	(Personal Information)	300.00	Market services
06/08/2020	(Personal Information)	800.00	Market services
12/08/2020	Plusnet Plc	52.20	Phone - OC
18/08/2020	Plusnet Plc	52.20	Phone-WPLC
21/08/2020	Prudential	307.24	AVC payment deducted from pay
21/08/2020	Reading Community Energy Soc Ltd	1206.60	Electricity OC & WPLC
06/08/2020	Seton	223.44	Keep safe sign
12/08/2020	SGW Payroll Ltd	172.10	July 20-Payroll services
17/08/2020	Siemens Financial Services	1100.80	Gym monthly rental
13/08/2020	SSE Southern Electric	1212.63	Electrical supply
27/08/2020	SSE Southern Electric	27.67	Electrical supply
28/08/2020	SWALEC	29.83	Electric supply-Public Toilet
06/08/2020	Technical Surfaces Ltd	360.00	3G pitch maintenance
21/08/2020	The Berkshire Pension Fund	17151.65	Pension - employer and employees
21/08/2020	Trade UK - BandQ	1251.15	Building materials
13/08/2020	Trade UK - Screwfix	21.98	Maintenance items
21/08/2020	Trade UK - Screwfix	75.20	Maintenance items

21/08/2020	Unison Collection Ac	34.00	Union fees deducted from pay
27/08/2020	Veolia ES - UK Ltd	409.59	Waste collection
21/08/2020	West Country Steel Buildings Ltd	6522.24	Depot project
03/08/2020	Wokingham BC - Rates	245.00	Rates-Public Toilet
03/08/2020	Wokingham BC - Rates	2283.00	Rates - WPLC
03/08/2020	Wokingham BC - Rates	364.00	Rates - Coro Hall
03/08/2020	Wokingham BC - Rates	165.00	Rates-Chapel Hall
03/08/2020	Wokingham BC - Rates	898.00	Rates - OC
		67959.93	

CLERKS IMPREST A/C

List of Payments made between 01/08/2020 and 31/08/2020

Date Paid	Payee Name	Amount Paid	Transaction Detail
10/08/2020	(Personal Information)	108.00	WPLC party refund
03/08/2020	(Personal Information)	200.00	Refund deposit
24/08/2020	(Personal Information)	24.99	Gym refund
10/08/2020	(Personal Information)	15.00	Refund key deposit
24/08/2020	(Personal Information)	24.99	Gym refund
17/08/2020	(Personal Information)	33.98	Gym refund
03/08/2020	(Personal Information)	15.00	Refund key deposit
17/08/2020	(Personal Information)	18.99	Gym refund
03/08/2020	(Personal Information)	75.00	Refund deposit
24/08/2020	(Personal Information)	24.99	Gym refund
03/08/2020	(Personal Information)	120.00	Cancelled party
24/08/2020	(Personal Information)	250.00	Refund deposit
10/08/2020	(Personal Information)	16.99	Gym refund
10/08/2020	1st Wdly Green Brownies	60.00	Extravaganza-Wdly Grn Brownie
04/08/2020	Amazon.co.uk	5.78	Vertical blind chain links
04/08/2020	Amazon.co.uk	169.00	Electra washing machine
21/08/2020	Amazon.co.uk	117.05	Microfibre cloths-WPLC
24/08/2020	Autism at Kingwood	283.05	Refund payment
13/08/2020	AVSfencing.co.uk	250.80	Feather Edge fence boards
10/08/2020	Costco Wholesale	45.00	Extravaganza-Costco WTCMI
03/08/2020	Easy Concrete Services	1440.00	C25 Mix S2 Slump-Depot
07/08/2020	Easy Concrete Services	2880.00	C20 Mix S2 Slump-Depot
27/08/2020	EE Top up	10.00	Mobile phone top up
03/08/2020	Gymcats Ltd	36.00	CN C226 refund-Gymcats Ltd
26/08/2020	Lloyds Bank	48641.94	Net August 2020 payroll
14/08/2020	Lloyds Bank D/D	13.50	Imprest service charges
20/08/2020	Merchant Rentals	72.00	Terminal swap-Cardnet
21/08/2020	Pipestock.com	260.67	Building supplies-Depot
10/08/2020	RNLI Reading branch	30.00	WTCMI-Extravaganza-RNLI
11/08/2020	Stinkyink.co.uk	21.16	Epson ink cartridges
12/08/2020	Wickes.co.uk	1062.00	White casement windows
03/08/2020	Wokingham,Bracknell	30.00	WTCMI-Extravaganza-WB
03/08/2020	Woodley & Earley Arts	62.50	Refund payment
10/08/2020	Woodley Volunteer Centre	60.00	Refund payment
		56478.38	

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Woodley Town Council

**Minutes of the Urgency Committee - held via video conferencing on
Tuesday 22 September 2020 at 2:00pm.**

Present: *Councillors K. Baker (Chairman); D. Bragg; C. Jewell; P. Wicks*

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

1. **APPOINTMENT OF CHAIRMAN**

After being duly proposed and seconded, Councillor Baker was appointed as Chairman of the Urgency Committee for the remainder of the 2020/21 municipal year.

2. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor D. Mills.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

4. **URGENCY COMMITTEE'S PROPOSED REMIT RELATING TO COUNCIL FINANCES**

Members considered the proposed remit of the Urgency Committee relating to Council finances, attached at Appendix A.

RESOLVED:

- ◆ To approve the Urgency Committee's proposed remit relating to Council finances, attached at Appendix A.

Voting:

FOR	AGAINST
K. Baker	C. Jewell
D. Bragg	
P. Wicks	
For: 3	Against: 1

5. **ACTUAL AND ESTIMATED INCOME AND EXPENDITURE 2020/21**

The Town Clerk presented the updated spreadsheet, attached at Appendix B, that had been presented to the Strategy and Resources Committee at its meeting on 15 September 2020.

6. **EARMARKED RESERVES**

Members carried out an initial review of the Earmarked Reserves, attached at Appendix C, to identify funds that could possibly be released to support the General Reserve.

RESOLVED:

- ◆ That the Town Clerk would amend the table of Earmarked Reserves to show the funds of £71,893.65 that Members had identified to be released to support the General Reserve, and that this would be provided to the next meeting.
- ◆ That Repair and Renewal funds of £14,000, allocated in the 2020/21 budget, also be released to the General Reserve.
- ◆ That an explanatory sheet would be attached to the table of Earmarked Reserves to explain the intended use of each Earmarked Reserve.

7. **ANNUAL PAYMENT TO RATHBONES INVESTMENT MANAGEMENT**

Members considered whether to confirm the planned payment of £80,000 to Rathbone Investment Management, as set out in the Treasury Management Strategy 2019 and approved by the Strategy and Resources Committee.

RESOLVED:

- ◆ To confirm the planned payment of £80,000 to Rathbone Investment Management, as set out in the Treasury Management Strategy 2019.

8. **PRECEPT CONSULTATION**

The Town Clerk advised Members of a proposal that the Council conduct a consultation exercise setting out the Council's financial situation and seeking residents' views on different levels of precept increase. She explained that the cost of the consultation could be taken from funds allocated for the residents' survey. The intention would be for the survey to be sent out for delivery during the week commencing 3 October, with the delivery process taking 3 weeks to deliver to all dwellings in Woodley. Survey forms could be completed online, or could be returned by Freepost or by hand delivery to the Oakwood Centre. It was hoped that the survey results would be received by mid-November. The cost of carrying out the survey was expected to be in the order of £1,500 but the final cost would depend on how many forms were returned by Freepost.

RESOLVED:

- ◆ To proceed with the precept consultation seeking residents' views on different levels of precept increase.
- ◆ That the draft survey, once completed, be provided to all Councillors, for information and comment.

9. **REVIEW OF BUDGET SPENDING**

Members noted that officers would be reviewing budgets to identify funding that may not be required this financial year in order to identify funds that could support the General Reserve at the 2020/21 year end. Suppliers used by the Council would also be reviewed to enable savings made where possible. An update on the budget reviews would be provided at the October meeting of the Urgency Committee and the minutes of the Urgency Committee would be circulated to all Councillors, for information.

Meeting closed at 3:15pm



The Oakwood Centre, Headley
Road, Woodley, Berkshire, RG5 4JZ
Tel: 0118 9690356
www.woodley.gov.uk

To: **Members of the Urgency Committee**

Councillors: K. Baker, D. Bragg, C. Jewell, D. Mills, P. Wicks

NOTICE IS HEREBY GIVEN that a meeting of the Urgency Committee will be held at 2pm on Tuesday 22 September 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

A handwritten signature in black ink that reads 'Deborah Mander'.

Deborah Mander
Town Clerk

A G E N D A

1. APPOINTMENT OF CHAIRMAN

To appoint a Chairman for the remainder of the municipal year.

2. APOLOGIES

3. DECLARATIONS OF INTEREST

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

4. URGENCY COMMITTEE'S PROPOSED REMIT RELATING TO COUNCIL FINANCES

To consider *Appendix A*.

5. ACTUAL AND ESTIMATED INCOME AND EXPENDITURE 2020/21

To receive the updated spreadsheet that was presented to the Strategy and Resources Committee at its meeting on 15/9/2020, *Appendix B*.

6. EARMARKED RESERVES

To carry out an initial review of the Earmarked Reserves to identify funds that may be released to support the General Reserve, *Appendix C*.

7. ANNUAL PAYMENT TO RATHBONES INVESTMENT MANAGEMENT

To consider confirming the planned payment of £80,000 to Rathbone Investment Management, as set out in the Treasury Management Strategy 2019.

8. PRECEPT CONSULTATION

To propose that the Council conduct a consultation exercise setting out the Council's financial situation and seeking residents' views on different levels of precept increase.

9. REVIEW OF BUDGET SPENDING

To note that officers will be reviewing budgets to identify funding that may not be required this financial year in order to identify funds that could support the general reserve at the 2020/21 year end. An update will be provided at the October meeting.

Urgency Committee Meetings regarding Council finances

Proposed remit relating to Council finances:

1. To carry out a monthly review of income and expenditure - both actual and estimated, once the previous month is closed.
2. To review earmarked reserves and other budget allocations that could be released the general reserve this year or in 2021/22.
3. To discuss the Council's financial strategy for 2021/22 and beyond.
4. To note Standing Order 8 a) Delegated Powers:

The Council delegates full powers to act in all cases of urgency to an Urgency Committee, comprising the Chairmen of the three standing committees with delegated budgetary responsibility (Leisure Services, Community Services and Strategy and Resources Committees), the Mayor and Leader of the Council and the Leader of the largest opposition party.

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Account	Opening Balance	Net Transfers	Closing Balance	Reserve Type
320 Capital Programme Fund	39718.56	36648	76366.56	1*2
321 Buildings & Facilities EMR	28688.94	-7378.85	21310.09	3
322 WPLC Roof EMR Reserve	0.00	40000	40000	3
323 Cap-Receipt-Assets	89400		89400	3
325 O/C Marketing reserve	86.86		86.86	1
326 Maintenance Workshop EMR	61102.85	-21444.49	39658.36	3
330 REP & RENEWALS FUND	25369.28		25369.28	2*3
332 WPLC Changing Room EMR	10000		10000	3
333 SPECIAL PROJECTS FUND	25040.30		25040.30	2*3
336 Oakwood Roof EMR	0.00	5000	5000	3
337 SINKING FUND BALANCE	19372.72	-2965.88	16406.84	3
338 Play Area Reserve	22662.06		22662.06	2
339 Mayoral Regalia	1610.40		1610.40	1
340 Bookings Software Reserve	30000	-4525	25475	1
341 3G Pitch Carpet Replace't EMR	48000		48000	2
342 BASKETBALL POSTS	686.73		686.73	3
343 JAC Loddon Mead EMR	2500		2500	3
345 WP Bursary Fund EMR	1500		1500	3
346 WP Community Sports Grants	8334.22	-50	8284.22	3
347 ELECTION RESERVE	0.00		0.00	3
348 ALLOTMENT TOILETS	1595	5	1600	2
349 Speedwatch Reserve	1246.08		1246.08	1
350 CAPITAL Receipt RSV (INV)	39105	-39105	0.00	N/A
351 WPLC Refurbishment Reserve	31169.42		31169.42	3
353 Allotment Security	333.23	5	338.23	3
354 INV Adjustment Account	1394335.54	67320.52	1461656.06	N/A
355 Anxiety Self Help EMR	778.75		778.75	3
356 Loddon Mead Art Proj EMR	800		800	3
357 Clock/Pagoda Reserve	2983.83		2983.83	3
358 WPLC GYM Reserve Fund	85.71		85.71	1
360 CIL FUNDS	37875.61	42855.17	80730.78	2*3
	1923570.16	67798.79	1991368.95	

KEY

1	Not capital - can be released
2	Some funds could be considered for release
3	Funds allocated for specific purpose
2*3	Proportion of funds could be considered
1*2	Some funds allocated £45K added 2020/21

Correspondence received from Wokingham United Charities

Dear All

We have recently had approval from the charity commission to increase our Area of Benefit to the whole of Wokingham Borough.

We currently provide Almshouse accommodation (27 flats in Wokingham) and have a substantial relief in need fund that provides grants to individuals and charities.

As a result, we are looking to invite representatives from the new parishes with local experience of any particular concerns/ needs in those areas to join our board. This could be councillors, church leaders, anyone with insight of local issues.

I am therefore reaching out to these parishes to ask for the names and contact details of anyone who may be interested in shaping our work. Alternatively, interested parties can contact me directly by email or phone. There is also the option to sit on either the Almshouse or Grants committees if individuals felt unable to commit to becoming trustees.

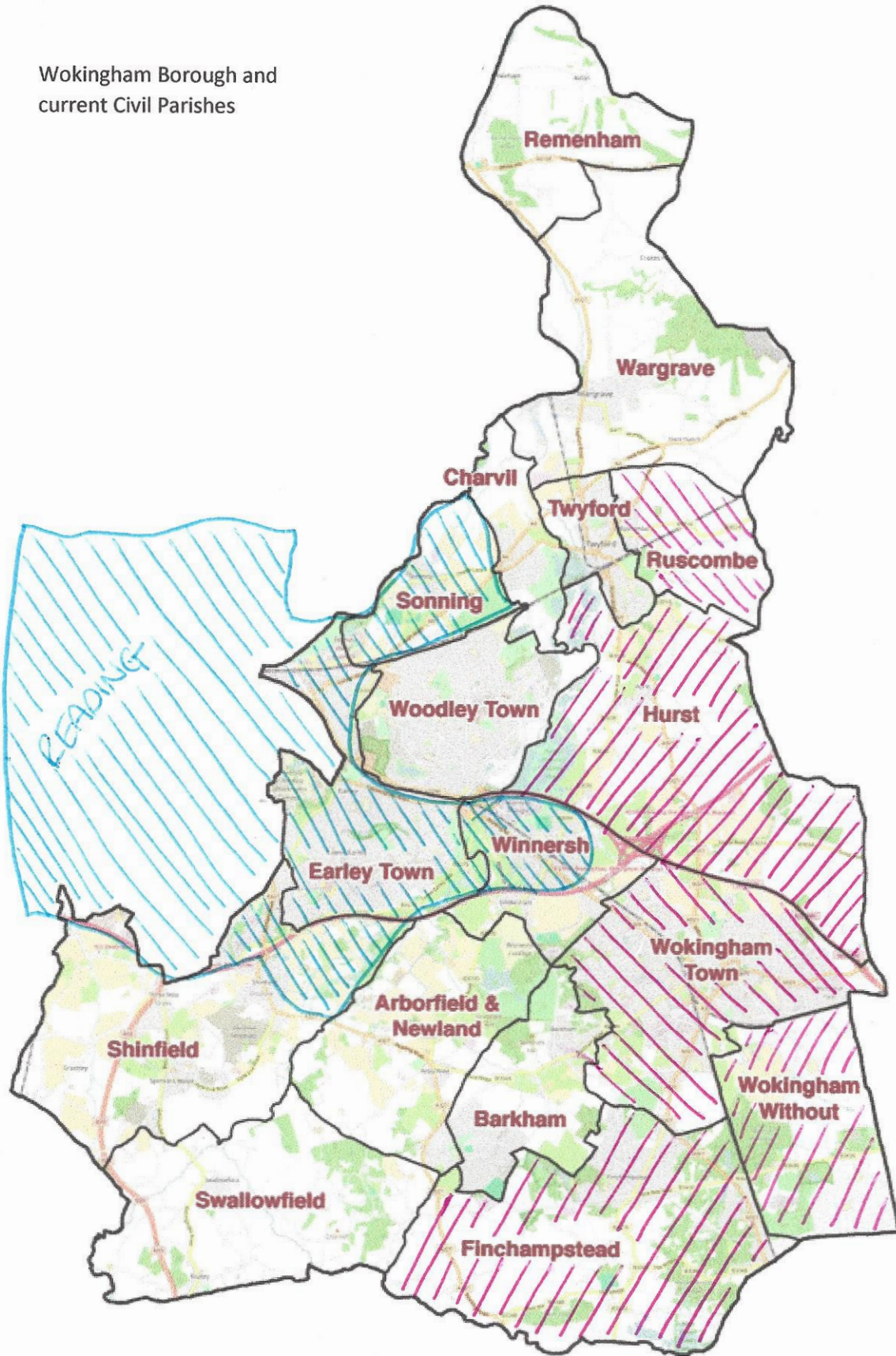
I look forward to hearing from you.

Regards

Tracey Hedgecox
Operations Manager
Wokingham United Charities

A map showing the current Area of Benefit is attached

Wokingham Borough and
current Civil Parishes



/// Earley Charity
Area of Benefit

/// WUC
Current
Area of Benefit

REPORTS FROM OUTSIDE BODIES

ARC (April 2020)

ARC has closed their offices during the current lockdown but are working from home, with some clients opting to be counselled by phone. They have also set up Zoom counselling sessions for those who may want it.

Obviously, all meetings and the AGM are cancelled.

Once the current situation is over it is anticipated there will be a huge demand for emotional support. To this end they are interviewing for new counsellors with interviews being done via Zoom.

ARC have been working with Wokingham's Schools Federation, putting together a training package for teachers and parents on parenting skills – with workshops for school staff and evening sessions for parents. The purpose of this is to try to reduce school exclusions across the Borough.

Shelagh Flower, April 2020

ARC (September 2020)

ARC has reopened their office on a low level basis with 5 shifts seeing adult clients. New procedures are in place to ensure both clients and counsellors are safe. These procedures are kept constantly under review. New fans have been installed and a paperless client management system is in operation to allow remote working and arranging of appointments etc. Cleaning and safety products have been purchased. All this of course has meant considerable additional costs. Whilst demand is presently lower than last year, undoubtedly the stress and pressure out there in the community will result in increased demand over time.

Plans are in place to resume counselling with young people in the Oakwood Centre. ARC is well prepared to support and anticipate additional pressures on young people resulting from the impact of Covid-19.

With schools back, counsellors are adapting to working in new circumstances with each school working slightly differently.

The usual annual training weekend has been cancelled and replaced by a Zoom training day.

Shelagh Flower, September 2020

Citizens Advice Wokingham

It is important at this time that I offer my congratulations and gratitude to the Executive Board, Staff and Volunteers of Citizens Advice Wokingham for their dedication to duty shown during the Coronavirus Pandemic. Throughout the period of lockdown the dedicated team have worked endlessly to help residents within the Borough through the

One Front Door initiative. During the last 12 weeks the team have helped as many people as the total helped during the whole of 2018. In total 2057 people have received help and support. Much of this has been via telephone contact with a large number of volunteers working from home and given the logistical nightmare of this scenario, the average queuing time for someone to speak to an advisor was only 2 seconds. A 24/7 voicemail system is also available and a referral form on their website. 51% of clients helped had either a disability or a long-term health condition. While one considers the One Front Door was established purely for Coronavirus issues, the core service continued with advice on benefits, debt, housing and relationship and family issues. When the core business is added, an amazing 2489 unique clients were helped since 19th March. This is a truly remarkable achievement.

The Bureau has over the last year been able to establish many new ventures through separate funding measures and has been successful in obtaining Lottery Funding for a Task Force Project within the community. As a result, the Charity is currently in a positive financial position and well placed for the future.

There is now a very strong feeling of positivity amongst the Trustees, staff, and volunteers, and pride in the achievements of the last 12 months and a desire to make the CAB the number 1 go-to Charity within the Wokingham Borough.

Cllr David Bragg, June 2020

Poors Land Charity – January - June 2020

Having been aware of this charity for many years it was a privilege to be appointed to replace Laurie Day who had served for over 30 years.

My first meeting was January 2020, I was very pleased that I knew some of the Trustees who sat round the table from my years of involvement in public life in Woodley. I was re-assured as they were also friendly and welcoming. I was given a set of the trust paperwork and members explained how they worked as we went through the meeting. I have attended ALL meetings either in person or via ZOOM.

One of the purposes of the charity is to provide housing for people in need it in the parishes of Woodley and Charvil. For residents, a lower than market rent is payable, and the residency is for a long as it is needed. Who is housed is a shared operation with WBC.

Currently the boilers in the buildings need work to enable both heating and hot water to be supplied and at the first meeting I attended the heating engineers were there to discuss a way forward. The most cost effective and efficient way is to replace the boilers – that also guarantees heat/water for the foreseeable future. This work has now been agreed and will be done during the spring so that the supply is secure for next winter. Residents will not be left without heat/water as temporary boilers will be installed. It is now hoped that the boilers will be replaced during the late summer 2020 so that all the work is complete before winter, it has been held up by the Covid Pandemic. At the same time the opportunity to wire in immersion heaters, which have been installed for some years but not wired in, will be taken. This is a major capital investment in the buildings.

I can't tell you how impressed I am with the trustees and their individual knowledge and care for the residents that they have. Many put in hours of time doing odd jobs around the site. Knowing each resident and being available when needed. The secretary of the charity also needed a new computer, this was discussed, and the expenditure approved.

The other arm of the charity is 'Relief in Need' for residents of several parishes. At each meeting the requests for help are considered, details of these residents are of course confidential. The Trustees discuss and work with these residents to get the best for them. I am impressed with the background work, with which I have been involved, that is done to investigate the need and do the best for the resident in their time of need. While we are not physically meeting, requests for support are still being handled in a timely way which means a lot more emails between trustees.

The charity is concerned that residents do not know that this charity exists and are preparing information to give to all the local churches, surgeries and other places that may be able to make residents aware of it and how to access the help that they need. This is currently on hold, again because of Covid-19 but will be progressed when time allows.

Cllr Beth Rowland, June 2020

Woodley Volunteers Committee Meeting - 7 September 2020

A Zoom meeting was held with Alistair Todd as Chair.

Woodley Volunteers have not been operative since the start of the Pandemic and this meeting was called to establish how to proceed in the near future.

Situation

1. The present office at Christ Church has been closed and at present is operating as a Food Bank.

All the office staff are over the age of 80 years and are considered vulnerable.

The office is small so that social distancing is impossible

2. At present there are around 30 volunteer drivers, many being well beyond retirement age, who may consider themselves vulnerable.

3. The operation requires considerable physical support of the clients, which could be problematic.

4. Alistair Todd has been in contact with the other local Volunteer centres and none are operative, but are interested in how Woodley wish to proceed.

Discussion

After considerable discussion all agreed that as we don't know what may happen in the near future, it was decided to remain closed until early January, but that the Chairman would "keep his eye on the ball" in case the Government decided things were much safer.

Cllr John MacNaught, September 2020