

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on  
Tuesday 11 February 2025 at 8 pm**

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**Present:** *Councillors J. Anderson (Chairman); K. Baker; G. Bello; D. Bragg;  
A. Chadwick; J. Cheng; Y. Edwards; M. Firmager; K. Gilder;  
L. Guttridge; M. Holmes; R. Horskins; C. Jewell; M. Kennedy;  
V. Lewis; M. Nagra; J. Sartorel; P. Singh; D. Smith;  
A. Swaddle; J. Taylor*

**Officers present:** *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk;*

**Also present:** *Cllr B. Rowland (Virtual Attendance)  
Presley Shearer - Wokingham Borough Council Youth Councillor  
1 member of the public*

77. *A maximum of 30 minutes was set aside at the beginning of the meeting for members of the public to pose questions to the Council in the Town Forum, as reported in **Appendix A**.*

78. *Prior to the meeting commencing, Wokingham Borough Council Youth Councillor Presley Shearer provided Members with a presentation on the Youth Council, explaining their role and achievements, including details of the Youth Charter which the Youth Council had created.*

*A comment was raised regarding how keen the Town Council were to engage with members of the Youth Council and to get them involved to help the Town Council achieve the aims of its Youth Strategy. Councillor Shearer indicated that, whilst he was unable to offer a commitment on the Youth Council's behalf, the important thing was to start a dialogue to spread the Youth Council's campaign goals and believed there were local possibilities.*

*It was agreed that the Mayor of Woodley and Town Council officers would seek to meet with Councillor Shearer and other members of the Youth Council to discuss the Town Council's Youth Service aims.*

*Following a request, Councillor Shearer confirmed he would send his presentation slides to the Town Council for circulation to Members.*

79. **APOLOGIES**

Apologies were received from Councillors Charles Bey, Errawalla and Rowland. Councillor Rowland attended the meeting virtually.

80. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

81. **MINUTES OF THE COUNCIL MEETING HELD ON 3 DECEMBER 2024**

The Town Mayor presented the minutes of the Council meeting held on 3 December 2024.

**RESOLVED**

- ◆ To approve the minutes of the Council meeting held on 3 December 2024 and that they be signed by the Town Mayor as a correct record.

Voting: For: 19 Against: 0 Abstentions: 2 No Vote: 0

82. **ACTIONS / FOLLOW UPS**

Members noted the update to actions and follow up items raised at previous meetings, as provided in the agenda.

**3 December 2024 – Minutes 69.4**

Following a request for a target date to be added to the action to provide Members with a written explanation of the budget setting process, the Town Clerk advised that Officers were looking to amend the previous process over coming months, with the aim to bring forward the review of future year's budgets to earlier in the municipal year. He confirmed this process would involve additional, early informal engagement with Councillors, as well as public consultation. It was noted the planned process would be provided in a future Council meeting agenda for Members.

83. **FINANCE UPDATE**

Members noted that the appropriate authorised bank signatories have checked and signed the Council's bank reconciliations up to 31 December 2024.

84. **COMMITTEE REPORTS**

84.1 **Minutes of the Planning and Community Committee: 10 December 2024**

Councillor Bragg presented the minutes of the Planning and Community Committee meeting held on 10 December 2024.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 10 December 2024.

84.2 **Minutes of the Planning and Community Committee: 7 January 2025**

Councillor Bragg presented the minutes of the Planning and Community Committee meeting held on 7 January 2025.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 7 January 2025.

84.3 **Minutes of the Leisure Services Committee: 14 January 2025**

Councillor Smith presented the minutes of the Leisure Services Committee meeting held on 14 January 2025.

**RESOLVED:**

- ◆ To receive the minutes of the Leisure Services Committee meeting held on 14 January 2025.

84.4 **Minutes of the Strategy and Resources Committee: 21 January 2025**

Councillor Baker presented the minutes of the Strategy and Resources Committee meeting held on 21 January 2025.

**Minute 66: Investment Sub Committee / Minute 67: Risk Management Sub Committee**

**RESOLVED:**

- ◆ To adopt the 2025/26 Treasury Management Strategy, as set out in the agenda.
- ◆ To adopt the 2025/26 Risk Management Strategy, as set out in the agenda.

Voting: For: 20 Against: 0 Abstentions: 1 No Vote Registered: 0

Two queries were raised regarding the detailed Risk Register. Firstly, it was queried whether the document had been written to reflect that, in relation to risk PA04, the installation of hard standing in front of the play wall in Wheble Park, proposed to take place in 2022, had not taken place and whether this was due to a lack of budget. Secondly, it was queried whether, in relation to risk PA06, it had been noted that the play area in Wheble Park did not have any gates, and whether this should impact the risk rating in relation to the potential for litter and dog mess. The Town Clerk confirmed he had discussed the reinstallation of gates for at the Wheble Park play area with the Amenities Manager and it was being looked into.

**RESOLVED:**

- ◆ To note the 2025/26 Risk Register summary pages.
- ◆ To adopt the 2025/26 Disaster Recovery Plan, as set out in the agenda.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

**Minute 69: Charges 2025/26**

Councillor Baker advised that, in relation to Oakwood Centre charges, rates had been increased by the RPI figures from the previous September, as has been in the case in previous years. He commented that this process could cause issues where higher RPI figures related to intervening months, and that Officers had been requested to review this process in future.

**RESOLVED:**

- ◆ To approve the charges for the Oakwood Centre for 2025/26, as set out in the agenda.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

Councillor Baker advised that proposed Leisure Services charge increases were different to the Oakwood Centre, with the proposals based on analysis of the pricing of similar local provisions. Councillor Baker requested it be put on record the great work the Leisure Service Manager does in researching these prices and setting the charge figures.

- ◆ To approve the charges for Leisure Services for 2025/26, as set out in the agenda.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

**Minute 71.2: Budget and Precept 2025/26**

Members noted that the tax base figure used in the earlier precept calculations, as presented to the Strategy & Resources Committee and included in the budget appendix, had been slightly understated due to a previous rounded figure being provided to Officers. Instead of the earlier stated tax base of 10,926, the tax base had now been confirmed as 10,926.6. Members were advised this meant the actual precept level for consideration, based on the correct tax base figure and the Strategy & Resources Committee's recommendation for a 0% increase to the equivalent Band D rate, was £1,165,759.

Members noted that changes to the way certain expenditure, particularly employer national insurance and pensions contributions, was now apportioned to specific cost centres meant it was difficult this year to compare budgets with previous years. However, it was agreed this new methodology would help Officers and Councillors to more accurately assess the cost of running particular services and facilities.

**RESOLVED:**

- ◆ To approve the Budget for 2025/26, as set out in the agenda.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

- ◆ To approve a precept level of £1,165,759 for the 2025/26 financial year.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

**RESOLVED:**

- ◆ To receive the minutes of the Strategy & Resources Committee meeting held on 21 January 2025.

84.5 **Minutes of the Planning and Community Committee: 4 February 2025**

Councillor Bragg presented the minutes of the Planning and Community Committee meeting held on 4 February 2025.

**RESOLVED:**

- ◆ To receive the minutes of the Planning and Community Committee meeting held on 4 February 2025.

85. **DIRECT DEBIT MANDATES**

**RESOLVED:**

- ◆ To note the current direct debit mandates in place are as follows:

- Rydal – CCTV Maintenance / Support
- Ecotricity – Gas Supply
- Pozitive Energy – Electricity supply
- Merchant Rentals – Payment Card Terminals
- Lloyds Bank – Bank charges / Card processing
- Go Cardless – WPLC membership payments
- Les Mill Fitness – WPLC Club membership / licence
- B E Fuelcards – Petrol/diesel
- Global 4 Communications – Phones / internet
- Devonshire Trading – Gym equipment lease
- SGW – Payroll services
- Pitney Bowes – Franking machine top-up
- Mailcoms – Franking machine maintenance contract
- CF Corporate – Copier Lease
- Public Works Loan Board – Project loans

86. **LEADER'S STATEMENT**

Councillor Baker, as Leader of the Council, read out a statement, included at **Appendix B**.

87. **WOODLEY MEMORIAL RECREATION GROUND CHARITY**

87.1 **RESOLVED:**

- ◆ To note that the Annual Return of the Woodley Memorial Recreation Ground Charity was submitted on 20 September 2024.

87.2 The Town Clerk presented Report No. FC 1/25 regarding accounting processes in relation to the Woodley Memorial Recreation Ground Charity, for which the Council is the corporate trustee.

**RESOLVED:**

- ◆ To note Report No. FC 1/25.
- ◆ To agree to maintain Memorial Ground on behalf of the Woodley Memorial Recreation Ground Charity.

Voting: For: 21 Against: 0 Abstentions: 0 No Vote Registered: 0

88. **OUTSIDE BODIES**

Councillor Kennedy advised Members that the next meeting of the Wokingham Borough / Parish Liaison Forum was due to take place on Tuesday 18 February 2025, and invited Members to contact him should they have any matters they wished him to raise on behalf of the Town Council.

In relation to the Highwood Management Conference, Councillor Jewell advised that a new Chairman had been appointed. She also advised that the extent of the management of Highwood now also covered the South Lake area, and that she had proposed to Wokingham Borough Council that the name of the body might be changed to reflect this.

**RESOLVED:**

- ◆ To note the written reports from Town Council representatives on outside bodies provided to Members at the meeting, and included at **Appendix C**.

89. **TOWN MAYOR'S ENGAGEMENTS**

Members noted the details of the events which the Town Mayor and the Deputy Town Mayor had attended since the last Full Council meeting, as provided in the agenda.

90. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

91. **PUBLICITY AND WEBSITE**

There were no publicity and website items raised by Members.

Councillor Jewell advised Members that it was the 1<sup>st</sup> anniversary of the Woodley Repair Café in January, and wished to thank the Council for its support and assistance with publicising the group.

Meeting closed at 8:58 pm

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**TOWN FORUM****11 February 2025**

One member of the public attended the Town Forum.

A question was submitted in writing by one member of the public prior to the meeting. The question posed was:

*"[There is] CCTV in Headley Road Car Park, right next to Woodley Library. So why is Councillor Alex Freeny and Councillor Alison Swaddle ask[ing] for CCTV [to be] installed?"*

It was noted that this question was referring to the actions of Wokingham Borough Councillors and related to a Wokingham Borough matter, albeit linked to the Town Council's project to install CCTV in the town precinct.

In response, Councillor Swaddle responded to consider there was CCTV in Headley Road Car Park covering the front of Woodley library, but that this didn't provide full coverage, and that CCTV coverage was also needed along library parade. Whilst Councillor Swaddle advised this would need to be formally confirmed by Wokingham Borough Council, she stated that, at a recent meeting with the Leader of Wokingham Borough Council, Councillor Stephen Conway had indicated he was happy for £15k to be put towards additional cameras being added to the Town Council's CCTV system to cover those areas referred to. It was suggested any remaining funds the Town Council might have might be used to support on-going maintenance costs of the system. Although there were more questions to resolve around the specifics of this, she stated this was a great result.

The Town Clerk further updated Members to confirm that the new CCTV system was ready for installation, and that he had confirmed with the installers it would be possible to extend the system in future, if required.

In relation to previous discussions around the offer from Wokingham Borough Council to provide £15k funding for the CCTV system, but that the funding was not received, a comment was made that Councillor Conway had indicated at a recent Wokingham Borough Council Full Council meeting that he had been made aware the Town Council would not require the funding, with the full cost covered by the grant provided by the Thames Valley Police Police Crime Commissioner. A question was raised as to how Councillor Conway would've been made aware of this, and the Town Clerk confirmed that he had provided a copy of the relevant Town Council minutes, when this matter was referred to, to the relevant Wokingham Borough Council officer.

## LEADERS STATEMENT

Cllr Keith Baker  
11<sup>th</sup> February 2025

Well, that was the end of a very difficult period of financial review in order to set next year's precept. The current economic situation our residents and the Town Council have found themselves in is very, very difficult. Residents are finding more and more financial pressures imposed on them. Energy prices are rapidly increasing; cost of living continue to rise; pensioners losing their Winter Fuel Allowance are just a few examples of those pressures. The Town Council, as an employer, has been hit hard with the increases in National Insurance combined with a lower threshold of payment. The increased costs due to the NI increase will inevitably be passed on, in part or full, to customers of the businesses. That will impact on both residents and the Town Council.

Following the earlier decision, Council has now approved a zero percent increase in the precept. This means that since we took control from the LibDems in 2013 we will have reduced our Town Council tax by 7%. To put that in perspective if we had increased the 2013 tax by the rate of RPI inflation it would be nearly 60% higher than it is now. In that period Earley Town Council has increased their Town Council Tax by 45% and Wokingham Town Council increased by 61%. That has also meant the gap between us and both Earley & Wokingham has significantly reduced and is now 18% and 34% respectively.

Finally, looking forward, setting the Tax for 2026/27 is going to be very difficult so we will be commencing a period of consultation with residents. This will be very comprehensive comprising such items as a survey and public meetings with the objective to allow residents to shape the level of town council tax for that year. I believe we are the first Town Council in the Borough to engage residents in this way.

## APPENDIX C

### REPORTS FROM TOWN COUNCIL REPRESENTATIVES TO OUTSIDE BODIES

OUTSIDE BODY	APPOINTED REPRESENTATIVE/S	REPORT PROVIDED	PAGE
<b>ARC</b>	Cllr K. Gilder Mrs S. Flower	Yes	<b>3</b>
<b>Berkshire Association of Local Councils</b>	Cllr M. Kennedy	Yes	<b>4</b>
<b>Citizens Advice Wokingham</b>	Cllr V. Lewis	Yes	<b>6</b>
<b>Friends of Woodford Park Committee</b>	Cllr R. Horskins	Yes	<b>7</b>
<b>Highwood Management Conference</b>	Cllr K. Gilder Cllr M. Holmes	Yes	<b>8</b>
<b>Keep Mobile</b>	Cllr L. Guttridge	No	-
<b>Museum of Berkshire Aviation Trust</b>	Cllr B. Soane	No	-
<b>Poor's Land Charity</b>	Cllr M. Holmes Cllr K. Gilder Mrs S. Flower <b>VACANCY</b>	Yes	<b>9</b>
<b>ReadiBus</b>	Cllr L. Guttridge	No	-
<b>Robert Palmer's Almshouse Charity</b>	Cllr D. Bragg	No	-
<b>Sonning &amp; District Welfare &amp; Education Trust</b>	Cllr D. Smith	No	-
<b>Wokingham Borough/Parish Liaison Forum</b>	Cllr M. Kennedy	Yes	<b>10</b>
<b>Woodley Bowling Club Management Committee</b>	Cllr K. Gilder	No	-
<b>Woodley Volunteer Centre</b>	Cllr M. Kennedy	Yes	<b>11</b>



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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



**MUNICIPAL YEAR: 2024/25**

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	ARC		
<b>Name of Councillor</b>	Shelagh Flower		
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	trustees		
<b>Number of formal meetings held / invited to</b>	one meeting held December 17th		
<b>Number of formal meetings attended</b>	None		
<b>Reasons for not attending (if below 50%)</b>	illness		
<b>Please give a brief overview of the Outside Body for Members:</b>			
<p><b>ARC is an Adult and Youth Counselling Service based in Wokingham, it also offers support within schools and some GP surgeries. It has a regular surgery at the Oakwood Centre. Training and support is also offered to families and teachers.</b></p>			
<b>Please give a brief synopsis of the Outside Body's activities since the last report:</b>			
<p><b>Apologies as I have not had the minutes of that meeting</b>  <b>I have no dates yet for the 2025 meetings</b></p>			
<b>Please provide any additional information that fellow Members might find useful:</b>			

	<b>Shelagh Flower</b>	<b>Dated:</b>	<b>4<sup>th</sup> February 2025</b>
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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



## MUNICIPAL YEAR: 2024/25

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	Berkshire Association of Local Councils (BALC)
<b>Name of Representative</b>	Cllr Mike Kennedy
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	Town Council's appointed representative
<b>Number of formal meetings held / invited</b> (since last report)	0
<b>Number of formal meetings attended since last report</b> (since last report)	0
<b>Reasons for not attending</b> (if attendance below 50%)	0
<b>Please give a brief overview of the Outside Body for Members:</b>	
BALC is a membership body which represents, supports and advises parish and town councils across the county of Berkshire. BALC is one of 38 county associations in England affiliated to the National Association of Local Councils (NALC) and support parish and town councillors to help them serve their communities.	
<b>Please give a brief synopsis of the Outside Body's activities since the last report:</b>	
<p>The January 2025 Newsletter was circulated by the Deputy Town Clerk on 16<sup>th</sup> January. Full details of all courses available to councillors and officers are contained therein. The fee for attending training courses offered for BALC members, continues to be included within our membership package.</p> <p>The government is seeking views on proposals to introduce measures to strengthen the standards and conduct regime for local authorities in England. The proposals being consulted upon include:</p> <p>The introduction of a mandatory minimum code of conduct for local authorities in England;</p> <p>A requirement that all principal authorities convene formal standards committees to make decisions on code of conduct breaches, and publish the outcomes of all formal investigations;</p> <p>The introduction of the power for all local authorities (including combined authorities) to suspend councillors or mayors found in serious breach of their code of conduct and, as appropriate, interim suspension for the most serious and complex cases that may involve police investigations:</p> <p>A new category of disqualification for gross misconduct and those subject to a sanction of suspension more than once in a 5 year period:</p> <p>A role for a national body to deal with appeals.</p>	

The consultation is available at <https://www.gov.uk/government/consultations/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england> and closes on 26 February 2025.

**Please provide any additional information that fellow Members might find useful:**

**Representative:**

**Cllr Mike Kennedy**

**Dated:**

**31.1.2025**

# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



## MUNICIPAL YEAR: 2024/25

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	Citizen's Advice Bureau (Wokingham)
<b>Name of Representative</b>	Vin Lewis
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	Observer
<b>Number of formal meetings held / invited</b> (since last report or 1 May)	0
<b>Number of formal meetings attended since last report</b> (since last report or 1 May)	0
<b>Reasons for not attending</b> (if attendance below 50%)	Change of CEO / Board
<b>Please give a brief overview of the Outside Body for Council Members:</b>	
The Citizens Advice Bureau Service offers free, independent and confidential advice.	
<b>Please give a brief synopsis of the Outside Body's recent activities:</b>	
Made contact with new CEO 11 & 22 October 2024. Followed up 17 Jan 2025.  Expected to meet anytime after 10 Feb 2025 – subject to availability of CEO.	
<b>Please provide any additional information that Council Members might find useful:</b>	

<b>Representative:</b>	<b>Vin Lewis</b>	<b>Dated:</b>	<b>05 Feb 2025</b>
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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



**MUNICIPAL YEAR: 2024/25**

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	Friends Of Woodford Park
<b>Name of Representative</b>	Robert Horskins
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	Appointed
<b>Number of formal meetings held / invited</b> (since last report or 1 May)	0
<b>Number of formal meetings attended since last report</b> (since last report or 1 May)	0
<b>Reasons for not attending</b> (if attendance below 50%)	None held over the winter
<b>Please give a brief overview of the Outside Body for Council Members:</b>	
The friends of Woodford Park are a group of volunteers who have come together to help improve Woodford park. Their first job was was to create the flower bed near the war memorial celebrating late Queen Elizabeth's 90 <sup>th</sup> birthday. They rely on funding from donations by local businesses, members of the public and from the sale of cards and plants.	
<b>Please give a brief synopsis of the Outside Body's recent activities:</b>	
The group has been very quiet, as per usual, over the dormant winter months.	
<b>Please provide any additional information that Council Members might find useful:</b>	
There has been some concern from residents and users of the park over the state of some of the paths. It is certainly more of a problem in the winter after rain. Costings are being prepared by the amenities manager for the worst effected areas. The group were pleased to be invited to continue to provide seasonal plants to the new planters in front of the Oakwood centre at Crumbs café. An approach has been made from a pre-school group to involve the children in some manner. This will be discussed shortly to see what they have in mind, the practicalities and safeguarding thereof and has also been mentioned to the Amenities Manager. There is concern about apparent lack of control of dogs by some park users. Although the group feels notices would have little effect, it could go some way to enforce and reduce this problem. It has been recommended that possibly a water fountain would be a good attraction to the lake this would help with oxygenating too.	

<b>Representative:</b>	<b>RJC Horskins</b>	<b>Dated:</b>	<b>5.2.25</b>
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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



## MUNICIPAL YEAR: 2024/25

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Highwood Management Conference
Name of Representative	Councillors Kay Gilder and Mary Holmes
Capacity appointed; e.g. trustee, director, observer etc	Appointed Woodley Town Council members
Number of formal meetings held / invited (since last report or 1 May)	0
Number of formal meetings attended since last report (since last report or 1 May)	0
Reasons for not attending (if attendance below 50%)	-----
Please give a brief overview of the Outside Body for Members:	
<p>The Highwood Management Conference's members meet on an annual basis with an officer of the Wokingham Borough Council, who takes the minutes, and the Head Ranger of Wokingham Borough Council's Dinton Pastures Country Park. There are two councillors from Wokingham Borough Council plus two from Earley Town Council and two from Woodley Town Council.</p>	
Please give a brief synopsis of the Outside Body's activities since the last report:	
<p>Ongoing outdoor work continues by the Wokingham Borough Council's Dinton Pastures Country Park team.</p>	
Please provide any additional information that fellow Members might find useful:	

<b>Representative:</b>	<b>Cllr Kay Gilder and Cllr Mary Holmes.</b>	<b>Dated :</b>	<b>28/01/25</b>
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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



## MUNICIPAL YEAR: 2024/25

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Poorsland Charity
Name of Representative	Councillors Kay Gilder and Mary Holmes and Mrs Shelagh Flower
Capacity appointed; e.g. trustee, director, observer etc	Appointed trustees by Woodley Town Council
Number of formal meetings held / invited (since last report or 1 May)	One meeting
Number of formal meetings attended since last report (since last report or 1 May)	One meeting was attended by one trustee.
Reasons for not attending (if attendance below 50%)	Clashing with other appointments - one such clash was with a Woodley Town Centre Partnership meeting chaired by Cllr Holmes.
Please give a brief overview of the Outside Body for Members:	
<p>The Poorsland committee's trustees aim to meet monthly, to help with the running of this charity. The set of buildings called Cedar Place are part of the Almshouse Association situated in Loddon Bridge Road, Woodley.</p>	
Please give a brief synopsis of the Outside Body's activities since the last report:	
<p>There has been 1 committee meeting since the last report. Discussions revolve around redecorating flats ahead of re-letting them, and remedial works to outside pipework as a result of encroachment by tree roots. A successful Christmas party was held in the committee room on the evening of 11th December for both the residents and trustees. All three of our representatives attended. Several of the trustees have attended the coffee mornings arranged on Friday mornings for both the residents and trustees. The treasurer unexpectedly resigned in mid-January, and the previous treasurer has kindly stepped into the breach ahead of advertising for a replacement treasurer.</p>	
Please provide any additional information that fellow Members might find useful:	
<p>There is still one vacant trustee position which WTC can fill.</p>	

<b>Representative:</b>	<b>Cllr Kay Gilder and Cllr Mary Holmes and Mrs Shelagh Flower</b>	<b>Dated:</b>	<b>28/01/25</b>
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# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



## MUNICIPAL YEAR: 2024/25

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	Wokingham Borough/Parish Liaison Forum		
<b>Name of Representative</b>	Cllr Mike Kennedy		
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	Town Council's appointed representative		
<b>Number of formal meetings held / invited</b> (since last report)	1		
<b>Number of formal meetings attended since last report</b> (since last report)	1		
<b>Reasons for not attending</b> (if attendance below 50%)	0		
<b>Please give a brief overview of the Outside Body for Members:</b>			
Meetings are held quarterly between representatives from the Borough Council and Town and Parish Councils. The purpose of the Parish Liaison Forum is to encourage communication and networking between the Parish and Town Councils in Wokingham and the Borough Council.			
<b>Please give a brief synopsis of the Outside Body's activities since the last report:</b>			
The Parish Liaison Forum last met on 14 October 2024 and I submitted my report on this to the December meeting. The next meeting of the Liaison Forum takes place on 10 February.			
<b>Please provide any additional information that fellow Members might find useful:</b>			
<b>Representative:</b>	<b>Cllr Mike Kennedy</b>	<b>Dated:</b>	<b>31.1.2025</b>

# OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



**MUNICIPAL YEAR: 2024/25**

This feedback report will be provided to Members at the next Full Council meeting

<b>Name of Outside Body</b>	Woodley Volunteer Centre
<b>Name of Representative</b>	Cllr Mike Kennedy
<b>Capacity appointed; e.g. trustee, director, observer etc</b>	Town Council's appointed representative
<b>Number of formal meetings held / invited</b> (since last report)	1
<b>Number of formal meetings attended since last report</b> (since last report)	1
<b>Reasons for not attending</b> (if attendance below 50%)	
<b>Please give a brief overview of the Outside Body for Members:</b>	
Woodley Volunteer Centre (WVC) was set up in 1982 and evolved from a Good Neighbours Scheme. Originally, volunteers provided support to Woodley residents in many ways such as gardening, DIY, and shopping but now their focus is purely on transporting clients to their medical appointments. Woodley Volunteer Centre receives an annual grant from Wokingham Borough Council (WBC) of £1,250. Last year Woodley Town Council awarded £350 towards a new printer. Clients are able to use their bus passes issued to them by WBC in payment of all medical jobs undertaken. Drivers are reimbursed 50p per mile for their services.	
<b>Please give a brief synopsis of the Outside Body's activities since the last report:</b>	
The Centre has re-opened its books for new clients and has taken on 6 new persons from January 2025. A new volunteer is supporting the team in the office as one member has been unwell. One new driver has been recruited but more are needed. All DBS checks for drivers are almost complete. A new safeguarding policy is being worked up. Last month WVC accepted its 3,000 <sup>th</sup> job since Covid in October 2021 equating to around 1,000 job per annum. Our automatic grant of £1,250 was not received from WBC. The treasurer will issue an invoice which should generate payment. A grant application for funding will be submitted to the town council to support a recruitment campaign for more drivers. Disappointment was expressed that the Council was not able to run a feature in the Woodley Herald. I have raised this with the Town Clerk.	
<b>Please provide any additional information that fellow Members might find useful:</b>	
I have transported 78 clients to their GP and hospital appointments since I volunteered as a driver in July 2023. <b>If any Member can spare a little of their time to help Woodley Volunteer Centre, please contact them on 0118 969 8849.</b> Appointments are mostly during the day time and on weekdays with some occasional weekend work.	

<b>Representative:</b>	<b>Cllr Mike Kennedy</b>	<b>Dated:</b>	<b>31.1.2025</b>
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