

**Minutes of the Annual Meeting of the Town Council held at the Oakwood Centre
on Tuesday 9 May 2017 at 8 pm**

Present: Councillors J. Cheng (Chairman); T. Barker; S. Brindley; A. Chadwick;
C. Dixon; R. Dolinski; P. Etherington; M. Forrer; D. Fradley; B. Franklin;
K. Gilder; M. Green; R. Horskins; J. MacNaught; D. Mills; S. Rahmouni;
S. Smith; W. Soane; D. Stares; J. Trick; M. Walker; P. Wicks

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

Also present: Recipients of grant cheques
Jason McMahon, Launchpad
3 members of the public

Before the start of the meeting, the Town Mayor presented grant cheques to representatives of the following local community groups, organisations and individuals:

Chemogiftbags, Me2 Club, Sport in Mind, Wokingham District Veteran Tree Association, Woodley Retired People's Club, Woodley United Football Club, Adrian Wakelin and Daniel Wakelin. A representative from Revitalise Respite Holidays was unable to attend.

The Town Mayor then presented a cheque to Jason McMahon from Launchpad, which had been the Mayor's charity during her term of office.

Following the presentation of the cheques a maximum of 30 minutes was set aside for members of the public to pose questions to the Council in the Town Forum. As there were no members of the public wishing to address the Council the Town Forum did not take place.

1. **ELECTION OF TOWN MAYOR**

The outgoing Mayor, Councillor Cheng, addressed the Council and said that she had very much enjoyed the past year as Town Mayor. She had attended a wide variety of events during the year and had met many interesting people and it had been an honour to represent the people of Woodley.

The outgoing Mayor then called for nominations for the office of Town Mayor for 2017/18.

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

RESOLVED:

- ◆ To elect Councillor Cheng to the office of Town Mayor of Woodley for the 2017/18 municipal year.

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

Councillor Cheng made and signed the Declaration of Acceptance of Office of Town Mayor and took the chair.

Councillor Cheng said that it was an honour to be elected for a second term of office as Mayor and she was sure she would enjoy the coming year just as much as the past year.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Baker and Lay.

4. **DECLARATIONS OF INTEREST**

Councillor Mills	Agenda Item 11.1 c Appointment of Working Parties and Sub Committees: Catering Partnership	Prejudicial pecuniary interest as he is employed by Brown Bag
------------------	---	--

Councillor Mills left the room for the discussion and vote on this item.

5. **ELECTION OF DEPUTY TOWN MAYOR**

It was proposed by Councillor Walker, seconded by Councillor MacNaught and

RESOLVED:

- ◆ To elect Councillor Rahmouni to the office of Deputy Mayor for the 2017/18 municipal year

6. **COMPOSITION OF THE COUNCIL**

RESOLVED:

- ◆ To note the current composition of the Council:
24 Conservative Members and 1 Liberal Democrat Member.

7. **POLITICAL GROUP LEADERS**

RESOLVED:

- ◆ To note the appointment of Councillor Cheng as Chairman and Councillor Dolinski as Deputy Chairman of the Conservative Group.

8. **LEADERSHIP OF THE COUNCIL**

8.1 It was proposed by Councillor Dolinski, seconded by Councillor Rahmouni and

RESOLVED:

- ◆ To elect Councillor Baker as Leader of the Council for the 2017/18 municipal year.

8.2 It was proposed by Councillor Brindley, seconded by Councillor Walker and

RESOLVED:

- ◆ To elect Councillor Dolinski as Deputy Leader of the Council for the 2017/18 municipal year.

9. **STANDING COMMITTEES**

9.1 **Strategy and Resources Committee**

RESOLVED:

- ◆ That there be 9 places on the Strategy and Resources Committee for the 2017/18 municipal year.
- ◆ To appoint Councillors Baker, Brindley, Chadwick, Cheng, Dolinski, Mills, Smith, Stares and Walker to the Strategy and Resources Committee for the 2017/18 municipal year.

9.2 **Leisure Services Committee**

RESOLVED:

- ◆ That there be 9 places on the Leisure Services Committee for the 2017/18 municipal year.
- ◆ To suspend Standing Order 4 a (iii) in order to propose that the Liberal Democrat Member be appointed to the Leisure Services Committee.
- ◆ To appoint Councillors Barker, Franklin, Gilder, Green, Lay, Rahmouni, Soane, Stares and Willson to the Leisure Services Committee for the 2017/18 municipal year.

9.3 **Planning Committee**

RESOLVED:

- ◆ That there be 13 places on the Planning Committee for the 2017/18 municipal year.
- ◆ To appoint Councillors Barker, Brindley, Cheng, Dolinski, Forrer, Fradley, Franklin, MacNaught, Mills, Rahmouni, Walker, Wicks and Willson to the Planning Committee for the 2017/18 municipal year.

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

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

10.1 **Strategy and Resources Committee**

a) **Chairman:**

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

RESOLVED:

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

b) **Vice Chairman:**

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

RESOLVED:

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

10.2 **Leisure Services Committee**

a) **Chairman:**

It was proposed by Councillor Barker, seconded by Councillor Rahmouni and

RESOLVED:

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

b) **Vice Chairman:**

It was proposed by Councillor Franklin, seconded by Councillor Rahmouni and

RESOLVED:

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

10.3 **Planning Committee**

a) **Chairman:**

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

RESOLVED:

- ◆ To appoint Councillor Barker Chairman of the Planning Committee for the municipal year.

b) **Vice Chairman:**

It was proposed by Councillor Barker, seconded by Councillor Franklin and

RESOLVED:

- ◆ To appoint Councillor Dolinski Vice Chairman of the Planning Committee for the municipal year.

11. **APPOINTMENT OF WORKING PARTIES AND SUB COMMITTEE**

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

11.1 **Strategy and Resources Committee**

a) **Investments Working Party:**

RESOLVED:

- ◆ To approve the terms of reference of the Investments Working Party.
- ◆ That there be 4 places on the Investments Working Party for the 2017/18 municipal year.
- ◆ To appoint Councillors Baker, Barker, Brindley and Mills to the Investments Working Party for the municipal year.

b) **Risk Management Working Party:**

RESOLVED:

- ◆ To approve the terms of reference of the Risk Management Working Party.
- ◆ That there be 4 places on the Risk Management Working Party for the 2017/18 municipal year.
- ◆ To appoint Councillors Green, Horskins, Lay and Mills to the Risk Management Working Party for the municipal year.

c) **Catering Partnership:**

RESOLVED:

- ◆ To approve the terms of reference of the Catering Partnership, subject to the amendment that the Catering Partnership would meet at two-monthly intervals instead of monthly, as reported to the Strategy and Resources Committee (18 April 2017, minute number 93).
- ◆ That there be 5 places on the Catering Partnership for the 2017/18 municipal year.
- ◆ To appoint Councillors Brindley, Dolinski, Green, MacNaught and Rahmouni to the Catering Partnership Working Party for the municipal year.

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

RESOLVED:

- ◆ To approve the terms of reference of the Standing Orders and Financial Regulations Working Party.
- ◆ That there be 3 places on the Standing Orders and Financial Regulations Working Party for the 2017/18 municipal year.
- ◆ To appoint Councillors Baker, Franklin and Smith to the Standing Orders and Financial Regulations Working Party for the municipal year.

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

RESOLVED:

- ◆ To approve the terms of reference of the PR/Marketing Working Group.
- ◆ That there be 4 places on the PR/Marketing Working Group for the 2017/18 municipal year.
- ◆ To appoint Councillors Baker, Brindley, Cheng and Smith to the PR/Marketing Working Group for the municipal year.

f) **Personnel Sub Committee:**

RESOLVED:

- ◆ To approve the terms of reference of the Personnel Sub Committee.
- ◆ That there be 4 places on the Personnel Sub Committee for the 2017/18 municipal year.
- ◆ To appoint Councillors Cheng, Dolinski, Rahmouni and Soane to the Personnel Sub Committee for the municipal year.

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

Woodford Park Leisure Centre Regeneration Task and Finish Group:

RESOLVED:

- ◆ To approve the terms of reference of the Woodford Park Regeneration Task and Finish Group.
- ◆ That there be 8 places on the Woodford Park Regeneration Task and Finish Group for the 2017/18 municipal year.
- ◆ To appoint Councillors Baker, Barker, Brindley, Cheng, Lay, Mills, Soane and Stares to the Woodford Park Regeneration Task and Finish Group for the municipal year.

11.3 **Leisure Services Committee**

a) **Community Youth Partnership:**

RESOLVED:

- ◆ To approve the terms of reference of the Community Youth Partnership.
- ◆ That there be 5 places on the Community Youth Partnership for the 2017/18 municipal year, together with up to 10 representatives from the voluntary sector.
- ◆ To suspend Standing Order 4 f in order to propose that the Liberal Democrat Member be appointed to the Community Youth Partnership.

- ◆ To appoint Councillors Cheng, Dolinski, Forrer, Gilder and Stares to the Community Youth Partnership for the municipal year.
- ◆ To appoint the following voluntary sector representatives to the Community Youth Partnership for the municipal year:
Sam Milligan (Just Around the Corner charity), Graham Sumbler (Woodley Baptist Church), Steve Outen (Woodley United), Natalie Yorke (Girlguiding), Trina Farrance (Bulmershe Gym Club), Paul Cassidy (ARC) and Sam Mutton (Emmanuel and St James Churches).

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

RESOLVED:

- ◆ To approve the terms of reference of the 3G Pitch Steering Group.
- ◆ That there be 3 places on the 3G Pitch Steering Group for the 2017/18 municipal year.
- ◆ To appoint Councillors Lay, Soane and Stares to the 3G Pitch Steering Group for the municipal year.

11.4 **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 Stares to the Bulmershe SULV Joint Working Party for the 2017/18 municipal year with Councillor Cheng as the substitute.

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

Having being duly nominated it was

RESOLVED:

- ◆ To appoint the following:

Berkshire Association of Local Councils (BALC) – 2 places
Councillor Barker

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)
Councillor Walker

Citizens Advice Wokingham – 1 place
Councillor Forrer

C-Salt Community Forum – 1 place
Councillor Baker

Highwood Management Conference – 2 places
Councillor Gilder and Mrs M. Holmes

Mid and West Berks Local Access Forum – 1 place

No representative

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 Walker with Councillor Cheng as deputy

Sonning & District Welfare & Education Trust – 1 place

Councillor Smith

The Bulmershe School: Governor – 1 place

No representative

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

Councillor Mills with Councillor Walker as deputy

Woodley Airfield Centre Management Committee – 2 places

Councillors Soane and Gilder

Woodley Bowling Club Management Committee – 1 place

Councillor Stares

Woodley Town Centre Management Initiative – 2 places

Councillor Mills and Mrs M. Holmes

Woodley Volunteer Centre – 1 place

Councillor MacNaught

Representation on the following outside bodies was noted:

Poor's Land Charity – 4 places

Councillor Mills and Mr Laurie Day serving to 2018

Councillor Cheng and Mrs S. Flower serving to 2020

Robert Palmer Almshouse Charity

Councillor Rahmouni serving to 2020

13. **CHEQUE SIGNATORIES 2016/17**

RESOLVED:

- ◆ To appoint Councillors Baker, Horskins, MacNaught, Mills and Stares as signatories to sign cheques and transfers on behalf of the Council.

14. **MINUTES OF THE COUNCIL MEETING HELD ON 7 FEBRUARY 2017**

The Town Mayor presented the minutes of the Council Meeting held on 7 February 2017.

RESOLVED:

- ◆ To approve the minutes of the Council meeting held on 7 February 2017 and that they be signed by the Mayor as a correct record.

15. **COMMITTEE REPORTS**

15.1 **Minutes of the Planning Committee: 28 February 2017**

Councillor Dolinski presented the Planning Committee minutes of the meeting of 28 February 2017.

Minute 210 c: Highways: Traffic calming measures: Waingels Road

In reply to a question Councillor Barker reported that no more had been heard of this matter to date.

RESOLVED:

- ◆ To receive the minutes of the Planning Committee held on 28 February 2017.

15.2 **Minutes of the Planning Committee: 28 March 2017**

Councillor Barker presented the Planning Committee minutes of the meeting of 28 March 2017.

RESOLVED:

- ◆ To receive the minutes of the Planning Committee held on 28 March 2017.

15.3 **Minutes of the Leisure Services Committee: 11 April 2017**

Councillor Soane presented the Leisure Services Committee minutes of the meeting of 11 April 2017.

RESOLVED:

- ◆ To receive the minutes of the Leisure Services Committee held on 11 April 2017.

15.4 **Minutes of the Strategy and Resources Committee: 18 April 2017**

Councillor Dolinski presented the Strategy and Resources Committee minutes of the meeting of 18 April 2017.

Minute 99: Public Toilet Update

In reply to a question Councillor Dolinski reported that Danfo had confirmed that the proposed new public toilet would have full disabled access and would conform with the required standards.

RESOLVED:

- ◆ To adopt the Risk Management Strategy 2017/18.
- ◆ To receive the minutes of the Strategy and Resources Committee held on 18 April 2017.

15.5 **Minutes of the Planning Committee: 25 April 2017**

Councillor Barker presented the Planning Committee minutes of the meeting of 25 April 2017.

RESOLVED:

- ◆ To receive the minutes of the Planning Committee held on 25 April 2017.

16. **DEPUTY LEADER'S STATEMENT**

The Deputy Leader of the Council made the following statement:

"Thank you, Madam Mayor, and may I congratulate you on your second term as the Mayor of Woodley. Congratulations to our new Deputy Mayor, Cllr Sam

Rahmouni who I understand will be kept very busy this coming year. Sam, you have a tough act to follow in Cllr Anne Chadwick, thank you for your work too.

May I take the opportunity to express my gratitude to all the committee chairman for their work and to all the councillors who have contributed to what has proved to be an exceptionally progressive year. Also, to thank each and every one of you for volunteering to continue serving on our various committees and outside bodies.

I would also like to go on record in thanking Cllr Keith Baker for his leadership and for his work for the council and the residents of Woodley.

This is an ambitious Council. It's a Council that demonstrates sound business acumen. It's a responsible Council, fully aware of its duty to the residents of Woodley. It's a Council that listens and delivers on what it promises.

A promise to deliver large projects like the 3G pitch, which despite its critics has proved to be a great success. The Gym on the Park which has equally proved to be an excellent investment and is delivering a growing membership and a healthy return as is the Brown Bag, which has become a popular cafe. In fact, the Oakwood Centre is attracting new users and is very much a community hub.

Despite the criticism that we hear that Woodley is a poor relative of Wokingham, the Town Centre refurbishment is a prime example of the continuing investment into Woodley. I have no doubt that the refurbished space will flourish and will attract multiple uses. The stage is already taking bookings even before its official opening on the Saturday 20th May. I do hope that everyone here tonight will join our Mayor at the opening event. I believe there will be a jazz band playing on stage.

This coming year we will embark on yet more ambitious projects including, refurbishing our Lake and the environs, which for far too long have lacked investment. The Woodford Park Lake should be the jewel in the crown and I'm pleased to report that the public consultation is well on its way with preliminary designs having already been produced. The scale of the project cannot be underestimated, it will demand new ways of working and I have no doubt will involve the help of volunteers. The Council is already fortunate to have the support of volunteers through The Friends of Woodford Park whose work has already attracted much praise. Our ambition is for Woodford Park to be accredited with the a Green Flag Award, a national scheme that recognises and rewards well managed parks and green spaces.

However, none of our projects or indeed the successes we have enjoyed would be possible without our exceptional Woodley Town Council employees led by our excellent Town Clerk, Deborah and her Deputy, Kevin. Thank you, your work is very much appreciated.

My final thanks must go to the residents of Woodley for their continued trust they have placed in each and every one of us. With exciting projects on the horizon I'm thinking we will have another good year to look forward to in Woodley."

17. **MINUTES OF THE URGENCY COMMITTEE – 20 APRIL 2017**

RESOLVED:

- ◆ To note Report No. FC 2/16 and receive the minutes of the Urgency Committee of 20 April 2017.

18. **REPRESENTATIVES ON OUTSIDE BODIES**

- a) Members noted the following written report:
- Sonning and District Welfare & Educational Trust report from Councillor Smith.

Councillor Rahmouni gave a verbal report on matters relating to the Robert Palmer Almshouses and informed Members that one resident had recently passed away.

- b) Members noted that a copy of the Sonning and District Welfare & Educational Trust's audited accounts for the year ended 31 December 2016 had been received.

19. **TOWN MAYOR'S ENGAGEMENTS**

- a) Councillor Cheng informed the Council of the 12 events she had attended as Town Mayor since the last meeting.

Councillor Cheng also informed Members that her chosen charity for the coming year would be the First Days charity, which collected used baby clothes, toys, equipment and furniture and redistributed them to those in need.

- b) Councillor Chadwick informed the Council of the 1 engagement she had attended as Deputy Town Mayor since the last meeting.

The meeting closed at 9:15pm

Town Mayor