

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on  
Tuesday 24 September 2013 at 8 pm**

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**Present:** Councillors W. Soane (Chairman); K. Baker; T. Barker; A. Chadwick; P. Challis; J. Cheng; N. Cox; R. Duncan; K. Gilder; B. Franklin; K. Haines; L. Hayward; L. Higgs; M. Holmes; C. Lawley; D. Mills; R. Neall; S. Outen; S. Rahmouni; E. Rowland; D. Smith; M. Storry; M. Walker; M. Willson

**Officers present:** D. Mander, Town Clerk; K. Murray, Service Support Manager;

**Also present:** 10 members of the public

42. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor A. Downes

43. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

44. **MOTION TO VARY THE ORDER OF BUSINESS**

The Chairman proposed that given the topic of the motion the Council had before it later in the meeting and the attendance at the Town Forum by members of the Bulmershe Youth Centre's Friday night youth club who had posed questions to the Council, the order of business be changed to consider agenda item 8 forthwith. This motion was seconded by Councillor Challis and, on being put to the vote, it was

**RESOLVED:**

- ◆ To consider agenda item 8 as the next item of business.

45. **NOTICE OF MOTION**

The following motion was proposed by Councillor Challis and seconded by Councillor Lawley.

"Woodley Town Council regrets the decision of Wokingham Borough Council to reduce funding on Youth Services in the borough and the resulting loss of universal Youth Services.

Over many years Woodley Town Council has demonstrated its commitment to supporting the youth of Woodley, and notes that this has had a very positive impact for all residents.

Woodley Town Council confirms the council's continuing commitment to supporting the young citizens of Woodley.

To meet this commitment to youth, Woodley Town Council agrees to take positive and urgent action, including financial assistance to ensure that Youth Services, such as youth clubs at the Bulmershe Centre, continue to be available to all young citizens of Woodley."

An amendment to the original motion was proposed by Councillor Baker, seconded by Councillor Walker:

"Woodley Town Council regrets the decision of Wokingham Borough Council to *remove* funding on *the Universal Youth Provision* in the borough.

Over many years Woodley Town Council has demonstrated its commitment to supporting the youth of Woodley, and notes that this has had a very positive impact for all residents.

Woodley Town Council confirms the council's continuing commitment to support the young citizens of Woodley.

To meet this commitment to youth, Woodley Town Council agrees to *work with existing youth club providers, sports providers and organisations such as JAC to ensure their current provision evolves to accommodate the needs of those Woodley youths who go to the Youth Club.*"

After debate the amendment was voted upon and declared carried, 11 Members voting for, 1 voting against and 10 abstaining.

A further amendment was proposed by Councillor Hayward, seconded by Councillor Rowland, to add the following words to the end of the substantive motion:

"and make best efforts to continue the Friday night youth club at Bulmershe until Christmas 2013 to allow the Town Council to further investigate possibilities for the future"

After debate the amendment was voted upon and carried unanimously.

Members then voted on the substantive motion and unanimously

**RESOLVED:**

"Woodley Town Council regrets the decision of Wokingham Borough Council to remove funding on the Universal Youth Provision in the borough.

Over many years Woodley Town Council has demonstrated its commitment to supporting the youth of Woodley, and notes that this has had a very positive impact for all residents.

Woodley Town Council confirms the council's continuing commitment to support the young citizens of Woodley.

To meet this commitment to youth, Woodley Town Council agrees to work with existing youth club providers, sports providers and organisations such as JAC to ensure their current provision evolves to accommodate the needs of those Woodley youths who go to the Youth Club and make best efforts to continue the Friday night youth club at Bulmershe until Christmas 2013 to allow the Town Council to further investigate possibilities for the future."

46. **MINUTES OF THE COUNCIL MEETING OF 25 JUNE 2013**

Under this item and in response to a question the Town Clerk confirmed that matters arising did not form part of the consideration of the minutes under the Council's standing orders, although it was the Council's practice for Members to update or provide further information relating to matters in the minutes.

**Minute 29 – Community Services Minutes 4 June 2013**

In response to a question relating to the parking refund for Lidl customers and when this would be introduced Council Hayward reported that this was supposed to have been up and running in September and that Lidl had yet to finalise arrangements for this.

### **Minute 31 – Plan Committee minutes 18 June 2013**

In response to a question, the Town Clerk reported that she had no further information as to when Wokingham Borough Council would be providing training to councillors on making representations to the Borough's Planning Committee.

### **Minute 38 - Open space, sports and recreation strategy**

The Town Clerk agreed to amend the minute to add the number of new homes to be built in Woodley and the fact that this was not far short of the increase planned in the North Wokingham SDL.

### **Minute No 39 – Armed Forces Community Covenant**

After further explanation from Councillor Challis, that the point of his question as to whether the Town Council could allow free swimming for service personnel and their families was to establish what practical action the Council may take, the Town Clerk agreed to amend the minutes to reflect this.

The amended minutes of the meeting held on 25 June 2013 would be presented to the next meeting for approval.

#### 47. **AUDIT 2012/13**

The Town Clerk presented the Audited Annual Return which had been received earlier that day and drew the Council's attention to the external auditor's report which stated:

"On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

#### **RESOLVED:**

- ◆ To adopt the Audited Annual Return for 2012/13

#### 48. a) **MINUTES OF THE PLANS COMMITTEE: 16 July 2013**

Councillor Cheng presented the Plans Committee minutes of the meeting of 16 July 2013.

#### b) **MINUTES OF THE PLANS COMMITTEE: 13 August 2013**

Councillor Cheng presented the Plans Committee minutes of the meeting of 13 August 2013.

#### c) **MINUTES OF THE LEISURE SERVICES COMMITTEE: 27 August 2013**

Councillor Franklin presented the Leisure Services Committee minutes of the meeting of 28 May 2013.

### **Minute 15: Garden of Remembrance**

The Chairman referred to the decision of the committee to offer, free of charge, a memorial plaque in the garden to the family of Honorary Townspeople who have passed away; and read out a letter of thanks from Mrs Shelagh Flower on behalf of the family of Mr Fred Willis, who had recently passed away.

### **Minute 15: Memorial Ground**

In response to a question on when the next meeting with the Woodley War Memorial Project would take place the Service Support Manager reported that he had spoken to the landscape architect and hoped to have

information about the design for the civic space in which the memorial would sit in the following week and once that was received he would arrange a meeting.

d) **MINUTES OF THE COMMUNITY SERVICES COMMITTEE: 3 September 2013**

Councillor Hayward presented the Community Services Committee minutes of the meeting of 3 September 2013.

**Minute 22 a): Highways requests**

In response to the minute referring to the Town Council not having been informed of a petition on the matter of speeding on Nightingale Road Councillor Rowland informed the meeting that the petition had been collected by residents following an accident in which three garden walls had been demolished. This had been presented to Wokingham Borough Council and Councillor Rowland said that there was no process for advising town and parish councillors of such petitions and that she wasn't sure that it would be practical for the Borough Council to do so.

**Minute 22 b): Cycle Design Guide**

The Chairman updated Members on the arrangements for a meeting with a Senior Transport Planner, Wokingham Borough Council. This would now be held in Wokingham at the Borough Council offices where plans would be available, with an engineer present, and to which all Members of Council were invited. This would enable Members to raise concerns and provide local information to the officers.

**Minute 22 e) My Journey campaign**

In response to a question the Town Clerk confirmed that she had followed up on the criteria relating to the sustainable travel grants and passed information on to Councillor Outen. Councillor Outen reported that he had been in contact with Councillor Baker regarding the matter raised by residents at Alexandra Place and that he had informed them that it would not be possible to reroute the No 19 bus.

**Minute 26: Citizens Awards review**

In response to a question the Town Clerk informed the meeting that the consideration of nominations for Citizens Awards by the Community Services Committee would be taken in a confidential session because the this matter involved personal information.

**Minute 34: 2013 Berkshire Recorders Day – A shared vision for biodiversity**

Councillor Mills reported that he was now unable to attend the Berkshire Recorders Day and offered the place to any Member who may be interested.

It was noted that Minute 21 and 22 required amendments before being presented for approval by the committee.

e) **MINUTES OF THE STRATEGY AND RESOURCES COMMITTEE: 11 September 2013**

Councillor Baker presented the minutes of Strategy and Resources Committee meeting on 11 September 2013.

### **Minute 20: Recommendation from the Leisure Services Committee**

In response to a question the Town Clerk clarified that the allocation of £30,000 from the general reserve for a software bookings management system did not give authority for the total sum to be spent without further reference to the Committee. In the first instance a business plan was required and the Leisure Services Committee had resolved to present this to the Strategy and Resources Committee.

#### **f) MINUTES OF THE PLANS COMMITTEE: 17 September 2013**

Councillor Cheng presented the Plans Committee minutes of the meeting of 17 September 2013.

#### **g) RESOLVED:**

◆ to receive:

- the minutes of the Plans Committee of 16 July 2013
- the minutes of the Plans Committee of 13 August 2013
- the minutes of the Leisure Services Committee of 27 August 2013.
- the minutes of the Community Services Committee of 3 September 2013.
- the minutes of the Strategy and Resources Committee of 10 September 2013.
- the minutes of the Plans Committee of 17 September 2013.

#### **49. COMMITTEE SCHEDULE 2013/14**

The Leader of the Council explained that, as part of the budget process for 2013/14, there would be an informal meeting to which all Members of Council would be invited to discuss the draft budget figures. The proposed amendment to the meeting dates would allow the meeting to take place with time for any review required before the Council considered the budget at its meeting on 11 February. Councillor Rowland asked why that date had been chosen as the Liberal Democrat Group had a group meeting scheduled for that date. The Town Clerk explained that this option was being proposed because it was a Tuesday, a usual day for meetings, and because the deadline date to inform the Borough Council of the precept level set didn't leave many options at that time of the year. The Town Clerk confirmed that the meeting was not a formal meeting of Council or a decision making meeting, that it would not be a public meeting and that officers would be present.

Councillor Rowland asked if notes of the meeting would be available and the Leader agreed to this. Councillor Challis suggested that agreed review of the Council's Standing Orders address the process for meetings of this nature.

#### **RESOLVED:**

- ◆ to approve the revised Council meeting schedule for 2013/14, as attached.

#### **50. OPEN SPACE, SPORTS AND RECREATION STRATEGY**

Members noted the response to the consultation that had been delegated to Councillors Challis, Outen, Smith and Willson to prepare and submit to Wokingham Borough Council. The Town Clerk reported that she understood a response to the Council's submission was being prepared.

#### **RESOLVED:**

- ◆ to note the response to the Open Space, Sports and Recreation Strategy consultation.

51. **SITE OF URBAN LANDSCAPE VALUE JOINT WORKING PARTY**

Members discussed the suggestion that the joint working party pose a public question to Wokingham Borough Council relating to the treatment of green space and

**RESOLVED:**

- ◆ that a proposal to pose a public question to Wokingham Borough Council be supported.

52. **REPRESENTATIVES ON OUTSIDE BODIES**

Members noted the following written reports:

- Poor's Land Charity from Councillor Cheng
- ARC from Mrs Shelagh Flower
- Robert Palmer Almshouse Charity from Councillor Rahmouni

Councillor Hayward reported that she had attended the AGM of the Citizens Advice Bureau. The service was running smoothly. Two members of staff who had left had been replaced. The bureau is short of space. The number one matter raised by clients is debt.

Councillor Baker informed the meeting that the next meeting of the Town Centre Management Initiative Management Committee would be looking at options for the north end of the town centre and all Members would be welcome to attend.

53. **LEADER'S STATEMENT**

Given the late hour, the Leader of the Council said he would distribute his statement to all Members outside the meeting.

54. **FREE SWIMMING**

Members were pleased to note the letter from the Executive Members for Environment, Internal Services and Health and Wellbeing, Wokingham Borough Council thanking the Council for taking part in the free swimming programme over the summer holidays.

55. **TOWN MAYOR'S ENGAGEMENTS**

The Town Mayor informed the Council of the 11 engagements he had attended since the last meeting.

He also announced that the charity he would be supporting during his year of office would be the Woodley War Memorial Project.

The Deputy Mayor had attended 2 engagements.

56. **FUTURE AGENDA ITEMS**

Councillor Rowland said she would like to see Youth Services matters reported at both Community Services Committee and Full Council.

Councillor Challis reminded the meeting that a meeting of the Standing Orders Working Party was required to deal with matters that arose in relation to the Annual Meeting.

Meeting closed at 10.10 pm

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