

Woodley Town Council

Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 22 November 2011 at 7.40 pm

Present: *Councillors E. Rowland (Chairman); K. Baker; A. Chadwick; P. Challis; R. Duncan; K. Gilder; S. Outen*

Also present: *Councillor C. Lawley*

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

Apologies: *Councillor K. Haines, D. Mills*

44. **DECLARATIONS OF INTEREST**

D. Mander, Town Clerk	Agenda Item 19 Just Around the Corner Youth Opportunities CIC	Daughter is employed part time by JAC Youth Opportunities CIC
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D. Mander was not present during the consideration of this item.

45. **MINUTES OF THE MEETING HELD ON 27 SEPTEMBER 2011**

RESOLVED:

- ◆ That the minutes of the Strategy and Resources Committee meeting of 27 September 2011 be approved and signed by the Chairman as a correct record.

46. **FINANCE**

a) **Budgetary Control**

RESOLVED:

- ◆ To note Report No. SR 32/11.

b) **Payments**

Under this item the cost of banking was discussed and the Chairman explained that a change in legislation was required to allow the Council to replace cheque payments with payments by BACS. The required legislation was anticipated and it was agreed that the Council's banking arrangements should be reviewed once this legislation was in place.

RESOLVED:

- ◆ To approve the following payments as set out in Appendix 4b:

	Current account	Imprest account
June 2011	£199,864.43	£55,450.65
July 2011	£105,221.71	£49,768.59

- ◆ That a review of the Council's banking arrangements and procedures be carried out once legislation relating to payments by parish councils is amended.

c) **Short term investments**

RESOLVED:

- ◆ To note the following investment of balances since the meeting of 27 September 2011:

Lloyds TSB High Interest Deposit account for a period of 3 months: £500,000 on 10 October at an interest rate of 0.9%.

47. **INVESTMENTS WORKING PARTY**

Councillor Challis presented the report of the Investments Working Party meeting held on 16 November. He drew Members' attention to the good performance of the fund, up by 5.91%, and the investment income targets set for the coming year. With reference to these targets Members asked that a further target, that of total value of fund, be specified by Rathbones and included as a target in the Treasury Management Strategy.

RECOMMENDED:

- ◆ That the Treasury Management Strategy 2012/13, as amended and attached at **Appendix A**, be approved.

RESOLVED:

- ◆ To note Report No. SR 33/11.

48. **GRANTS**

Members considered the grant applications set out in Report No. SR 34/11 and agreed they wished to provide a grant to each of the applicants. The total sum of all the requests was £2,400, £250 more than the budget allocated. Members agreed to fund the balance from the Councillors' training budget which the Town Clerk confirmed was likely to be underspent at the year end. There was some discussion about the criteria for assessing grant applications and it was also agreed that these be reviewed by the committee and that Members be provided with the existing form and criteria in the meantime.

RESOLVED:

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

Woodley and Earley Arts Group	£250	Towards the cost of celebrating their 20 th anniversary next year.
Cruse Bereavement	£250	Towards the cost of providing counselling to bereaved children and adults.
Woodley Volunteer Centre	£250	Towards the cost of providing transport and alarm aids to the elderly.
Woodley Food Store	£200	Towards the cost of providing parcels of food to those families in need.
Woodley United Football Club	£250	Towards the cost of coaching.

Woodley Festival of Music & Arts	£250	Towards the cost of providing the Festival of Music and Arts in 2012.
Vitalise	£250	Towards the cost of providing respite care breaks for disabled people.
Hands of Hope Puppet Team	£250	Towards the cost of new specialised backlight puppets for the Hands of Hope Team.
Berkshire County Blind Society	£200	Towards the cost of providing transport and offering a range of events and activities to enhance the lives of the visually impaired.
Home-Start Wokingham District	£250	Towards the cost of additional support to families for children's outings, a Christmas party and special events.

- ◆ That the additional £250 above the budget estimate for community grants be funded from the Councillor's training budget.
- ◆ That the committee review the grant procedure and criteria at the next meeting.

[Town Clerk's note: since the meeting it has been discovered that the reported sum applied by Berkshire County Blind Society was £250 and not £200 as provided in Report No. SR 34/11. Members may wish to consider reviewing the grant allocation in light of this information. Additional funds from Councillors' training budget could meet this extra cost].

49. **COUNCIL MEETINGS SCHEDULE 2012/13**

It was noted that the additional bank holiday in 2012 and the fixed timing of some Council meetings to meet legislation requirements meant that a Plans Committee meeting in June would be held on a Wednesday and that the Leisure Services Committee meetings on 28 August 2012 and 9 April 2013 would take place in school holidays.

RECOMMENDED:

- ◆ That the 2012/13 meeting schedule, attached at **Appendix B** be approved.

50. **ALLOTMENT RENT REVIEW**

Members considered Report No. SR 35/11 and

RESOLVED:

- ◆ To approve the following increase in the Reading Road allotment rents in January 2013:

10 poles	Woodley Resident	£36.20	Retired Woodley Resident	£18.10
	Non Woodley	£43.10	Retired Non Woodley	£21.55
5 poles	Woodley Resident	£18.10	Retired Woodley Resident	£9.05
	Non Woodley	£21.50	Retired Non Woodley	£10.75

51. **OAKWOOD CENTRE**

The Town Clerk presented Report No. SR 36/11. It was noted that additional information on the number of catered events had been provided with the report. During discussion on matters in the report the Town Clerk agreed to provide councillors with any new leaflets promoting the centre and to consider providing a children's party package at the centre, although it was noted that the Council's other facilities already ran this kind of package.

RESOLVED:

- ◆ To note Report No. SR 36/11.

52. **SECTION 106 DEVELOPERS CONTRIBUTIONS**

The Service Support Manager presented Report No. SR 37/11 and drew Member's attention to the Council's submission to Wokingham Borough Council's Task and Finish Group provided with the report.

Members considered the proposal to add the provision of a free standing public toilet in Woodley town centre to the project list and agreed that this be added with an estimated cost of £100,000.

With regard to the Council's application for funding for an outdoor gym in Southlake where the relevant development had been completed 18 months ago Councillor Gilder agreed to follow this up with the Corporate Head of Finance, Wokingham Borough Council, and Councillor Challis would raise this with the Task and Finish Group.

Members also discussed an expressed need from the Youth Working Party for a BMX track and Councillor Chadwick agreed to propose this at the next meeting. Councillor Challis referred to the Sandford Farm development which includes £200,000 towards community facilities as well as Section 106 funds towards leisure and highways. There may be a need to bid for projects for this fund which may soon become available.

RESOLVED:

- ◆ To note Report No. SR 37/11.
- ◆ To add the provision of a free standing toilet in Woodley town centre at an estimated cost of £100,000 to the project list.

53. **STANDING ORDERS AND FINANCIAL REGULATIONS WORKING PARTY**

RESOLVED:

- ◆ To establish a Standing Orders and Financial Regulations Working Party and approve the terms of reference of the working party at attached at **Appendix C**.
- ◆ to appoint Councillors Baker, Challis and Rowland to the working party subject to the Leader of the Conservative Group confirming councillor Baker's nomination.

54. **TOWN CENTRE PAGODA AND CLOCK**

Members noted that the management and maintenance of the town centre pagoda and clock had been transferred to Woodley Town Council from Wokingham Borough Council under a licence agreement.

55. **STANDARDS OF CONDUCT OF MEMBERS OF LOCAL AUTHORITIES IN ENGLAND - UPDATE**

It was noted that the Localism Act included a requirement that all local authorities must adopt a code of conduct consistent with the principles of selflessness, integrity, objectivity, accountability, openness, honesty, leadership and which includes a requirement on

councillors to register and disclose pecuniary interests, and interests other than pecuniary interests.

RESOLVED:

- ◆ That this matter be considered at the next meeting.

56. **THE CODE OF RECOMMENDED PRACTICE FOR LOCAL AUTHORITIES ON DATA TRANSPARENCY**

Members noted the legal briefing from the National Association of Local Council on the code.

The Town Clerk reported that she and the town clerks at Wokingham Town and Earley Town Councils were working together to follow guidance being developed on the code of recommended practice and the manner in which information be published.

57. **LOCALISM BILL**

Members noted that the Localism Act had received Royal Assent on 15 November and many of the measures had been discussed by the Council.

In many instances the Act provided for statutory instruments setting out specific rules and regulations to be enacted before the full details of the provisions would be known.

58. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - Community grants
 - Pagoda bookings now with Woodley Town Council

59. **RESOLVED:**

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

60. **OAKWOOD CENTRE FLOORING**

The Service Support Manager presented Report No. SR 38/11 the contents of which were discussed with further information provided by officers.

RESOLVED:

- ◆ To note Report No. SR 38/11.

61. **JUST AROUND THE CORNER YOUTH OPPORTUNITIES COMMUNITY INTEREST COMPANY**

- a) The Service Support Manager presented Report No. 39/11. Following discussion it was

RESOLVED:

- ◆ To note the written report of the verbal report made to the committee on 27 September 2011 and Report No. SR 39/11.
- ◆ To extend the arrangement in respect of rent for the month of January 2012 and that this be a final extension of this provision.

- ◆ That the Chairman of the JAC Youth Opportunities CIC attend the next meeting of the committee and be required to provide financial and business planning information.

The meeting closed at 9.40 pm
