

**THATCHAM TOWN COUNCIL**  
**Minutes of a meeting of the**  
**Recreation and Amenities Committee**  
**held on Monday 17<sup>th</sup> June 2024 at 19:00hrs**  
**in the Council Chamber, Brownsfield Road, Thatcham**

- Present:** Councillor Tom McCann (Chairman)  
 Councillors John Boyd, Jeremy Cottam, Mark Lillycrop, Dave Lunn (substituting for Simon Pike), Ben Schiffer-Harte and Val Watts (substituting for Suzanne Adamantos)
- In attendance:** Mel Taylor (Town Clerk) and Laura Carlin (Deputy Town Clerk)
- RA/2024/12      APOLOGIES FOR ABSENCE**  
 Apologies for absence were received from Councillors Suzanne Adamantos (Val Watts appointed as substitute), Mike Cole, Owen Jeffery, and Simon Pike (Dave Lunn appointed as substitute).
- RA/2024/13      DECLARATIONS OF INTEREST**  
 There were no declarations of interest.
- RA/2024/14      MINUTES**  
**RESOLVED** to take as read and confirm as accurate, the Minutes of the meeting held on 26<sup>th</sup> February 2024, noting that the meeting scheduled for 15<sup>th</sup> April 2024 was cancelled as there was no business to be conducted.
- RA/2024/15      INCOME / EXPENDITURE COSTS**  
 Committee reviewed and noted income and expenditure for this Committee's budgets for the financial year to date.
- RA/2024/16      WORKING PARTIES 2024/25**  
**RESOLVED** to agree Working Parties reporting to this Committee (Environmental WP and Youth WP) and agree Terms of Reference and appointment of Members for the year 2024/25 as set out in appendix I to these Minutes.
- RA/2024/17      ENVIRONMENTAL WORKING PARTY**  
**RESOLVED** to note the Notes of the inquorate meeting of the Environmental Working Party held on 19<sup>th</sup> March 2024.
- RA/2024/18      CLIMATE ACTION PLAN 2024+**  
 Committee reviewed the draft Climate Action Plan 2024+, prepared by the Environmental Working Party.  
**RESOLVED** to support the work of the Environmental Working Party in preparing the draft Climate Action Plan and to submit the Plan for review by a small team, lead by Councillors Cottam and McCann, for presentation and further consideration at the next meeting of this Committee in September 2024.
- RA/2024/19      CARBON FOOTPRINT REPORT 2022**  
 Committee reviewed the Carbon Footprint Report 2022, prepared by the Environmental Working Party, and noted that the 2023 report was being prepared and would be presented to a future meeting of this Committee.  
**RESOLVED** to adopt the Carbon Footprint Report 2022.

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- RA/2024/20**      **PLASTIC FREE AUDIT 2024**  
 Committee considered a report from Eco-Friends West Berkshire, who conducted a Plastic Free Audit of the Council Offices in April 2024. The audit recognised existing good practice and made recommendations for further improvement that Officers were implementing.
- RESOLVED**      to note the report and to request an annual progress report on elimination of plastics from Town Council activities and to consider whether future funding was required.
- RA/2024/21**      **BURDWOOD COMMUNITY CENTRE FLOORING**  
 Committee considered a recommendation from Officers regarding replacement flooring at Burdwood Community Centre. Three companies were invited to quote, but only one responded. That contractor had confirmed their availability to carry out the work during the school summer holiday in August, thereby reducing impact on term-time hirers.
- RESOLVED**      to support the quotation obtained and to recommend to Full Council to approve expenditure of £16,475, allocated for this purpose in the 2024/25 revenue budget.
- RA/2024/22**      **APPROVED WORKS PROGRESS REPORT**  
 Committee noted a progress report on previously approved works.
- RA/2024/23**      **APPROVAL OF PAYMENTS**  
**RESOLVED**      to approve BACS payments due from the Imprest account (appendix II).

There being no further business the Chairman declared the meeting closed at 19:46hrs.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_