

MINUTES OF THE EXTRAORDINARY MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY

Held on Wednesday, 10th December, 2025 at 5.30 pm



**RBFRS Headquarters, Pincent Kiln, Newsham Court, Calcot,
Reading RG31 7SD**

Members: (*present) (** virtual)	** Councillor George Blundell Councillor Greg Bello Councillor Dennis Benneyworth * Councillor Jeff Brooks Councillor Tricia Brown Councillor Billy Drummond * Councillor Rachelle Shepherd-DuBey * Councillor Peter Frewer * Councillor Paul Gittings * Councillor Wendy Griffith	Councillor Mohammed Nazir * Councillor Andy NG Siu-hong * Councillor Dave McElroy ** Councillor Tina McKenzie-Boyle Councillor Owen Jeffery Councillor Dilbagh Parmar Councillor Wayne Smith Councillor Zafar Satti * Councillor Neil Knowles Councillor Simon Werner
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In Attendance: Wayne Bowcock (Chief Fire Officer, CFO)
Mark Arkwell (Deputy Chief Fire Officer, DCFO)
Becci Jefferies (Head of Human Resources and Learning and Development, HHR&L&D)
Graham Britten (Monitoring Officer, MO) - Virtual
Paul Brooks (Head of Assets, HoA)
Conor Byrne (Head of Finance and Procurement, HF&P)
Nikki Richards (Deputy Chief Executive, DChEx)
Michaela Smith (Democratic Support Officer, DSO)
Fayth Rowe (Executive Services Manager)
Mark Antell (Communications and Engagement Manager)
Annie Pratt (Head of Corporate Services, HCS)

36. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Smith.

Councillors McKenzie-Boyle and Blundell joined the meeting on-line.

37. DECLARATIONS OF INTEREST

There were no Declarations of Interest from Members in accordance with the provisions of the Fire Authority's Local Code of Conduct.

Action

There were no Declarations of Interest received from Officers.

38. PETITIONS AND QUESTIONS FROM THE PUBLIC UNDER STANDING ORDERS 19 AND 25

There were no petitions and questions from the Public under Standing Orders 19 and 25.

39. ISSUES ARISING FROM THE AUDIT AND GOVERNANCE COMMITTEE

There were no issues arising from the Audit and Governance Committee.

40. QUESTIONS FROM MEMBERS UNDER STANDING ORDER 30

There were no questions from Members under Standing Order 30.

41. NOTICES OF MOTION UNDER STANDING ORDER 44

There were no notices of Motion under Standing Order 44.

42. RECOMMENDATIONS OF COMMITTEES

There were no recommendations from Committees.

43. APPOINTMENT TO COMMITTEE

The Chair confirmed the recommendation was to appoint the ungrouped Member Councillor Neil Knowles onto the Management Committee and to note Councillor Helen Taylor stepped down from the Authority and her membership ended on 30 November 2025.

The Chair asked that thanks be given to Councillor Helen Taylor for her service to the Fire Authority.

The Chair asked it be noted there was no requirement for Members of Audit & Governance Committee to attend this meeting unless they wished to.

In line with recommendation 2.1 The Chair confirmed the ungrouped Member Councillor Neil Knowles be appointment onto Management Committee as follows:

Management Committee (11 seats)	<ol style="list-style-type: none">1. (Lib Dem) Councillor Jeff Brooks2. (Lib Dem) Councillor George Blundell3. (Lib Dem) Councillor Rachelle Shepherd-DuBey4. (Lib Dem) Councillor Simon Werner5. (Lab) Councillor Paul Gittings6. (Lab) Councillor Wendy Griffith7. (Lab) Councillor Peter Frewer8. (Con) Councillor Tina McKenzie-Boyle9. (Con) Councillor Wayne Smith10. (Green) Councillor Dave McElroy11. (Independent) Councillor Neil Knowles
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The Chair moved the recommendation, and it was seconded by Councillor Shepherd-DuBey.

On being put to the vote, it was unanimously **RESOLVED** that:

- 1) The ungrouped Member Councillor Neil Knowles (Independent) be appointed onto Management Committee; and
- 2) It be noted Councillor Helen Taylor stepped down from the Authority and her membership ended on 30 November 2025.

44. FORWARD PLAN

RESOLVED that the Forward Plan be noted.

45. MINUTES OF THE STANDING COMMITTEES

RESOLVED that it be noted the Minutes of recent meetings were published on RBFRS website.

46. DATE OF THE NEXT MEETING

Tuesday 25 November 2025, 6.30pm at RBFRS Headquarters, Newsham Court, Pincent Kiln, Calcot, Reading RG31 7SD.

(The meeting concluded at 17:35)