

BRACKNELL TOWN COUNCIL  
STRATEGY AND FINANCE COMMITTEE  
8<sup>th</sup> November 2016

Present: Chairman      Cllr: Chris Turrell.  
                          Cllrs: Paul Bidwell, Gill Birch, Isabel Mattick, Sanjeev Prasad, Malcolm Tullett.

Apologies:              Cllrs: Marc Brunel-Walker, Peter Heydon, Iain McCracken, Jennie McCracken.

In Attendance:           R Reeve (TC), J Burgess (DTC).

The meeting opened at 7.30pm and closed at 8.55pm

**1538 Declarations of Interest.**

There were no declarations of interest.

**1539 Minutes**

The minutes of the meetings held on 27<sup>th</sup> September 2016 were accepted as a true record of the meeting and signed by the Chairman.

**1540 Matters arising out of the minutes not to be discussed elsewhere - None.**

**1541 Financial Report – 2016/17 year**

The report of income and expenditure against budget for months one to seven for the 2016/17 year was reviewed and noted by councillors, together with the notes of the Budget Monitoring Group meeting held on 1<sup>st</sup> November. Overall spending was within budget and income was running ahead of expectations.

**1542 Fees and Charges for 2017/18**

A report that outlined options for Fees and Charges for 2017/18 was provided. Councillors agreed that fees for sports hire and hall hire should remain unchanged but that the Committee should recommend to Full Council that Cemetery fees increase by up to 50%. The Town Clerk was also requested to provide a projection of the number of cremation plots still available at Larges Lane and also to investigate the possibility of a future additional site for cremations. The recommendation for the Fun Fair charges for 2017/18 was not to increase the fee but to include within the contract provision for an additional charge for any clean-up of the site needed and also a further charge if posters are not removed at the end of the event.

**1543 Policies update**

A number of policies had reached their intended review date, and Councillors considered updates now needed. These involved some changes to formats and style, as well as some updating of those named as being responsible for actions being performed. Further work will be carried out on the Health and Safety Policy with the input of Councillor Tullett to reflect recent legislative changes and the Town Clerk will also update the Complaints Policy as per new regulations.

**1544 Corporate and Business Service Risks**

The Corporate Risk Assessment Register update was noted and changes also agreed to the format, style and content to be presented at future meetings. The Committee thanked Councillor Tullett for his help in designing the new format. Once all the Town Council's risks have been moved over to this new format, the Committee would then agree its response to each risk (Accept, Avoid, Transfer, Reduce).

**1545 Health and Safety**

An update on Health and Safety matters was provided. No particular problems had arisen in the period since the last meeting.

**1546 Great Hollands pavilion update**

Councillors noted that the design for the new pavilion buildings was being progressed alongside a planning pre-application. Further consultation was to be scheduled locally with users/ clubs on design proposals. The agreed budget remained at £1.7m for the two buildings; there would also be costs associated with fitting out, as well as in providing extra car parking if needed, re-provision of play equipment and replacing the

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existing paddling pool to be additionally built into the 2017/18 budget. The Town Clerk is investigating new funding, including that being made available in December from Sports England. At the next GHP WG meeting in December there would be clearer information, such as following liaison with the BFC planners at pre-planning stage. The Chairman of the GHP Working Group was to be invited to attend the next Strategy and Finance Meeting in January to report on the governance of this project, along with providing clearer costings and a fuller progress update. The Committee were concerned that if this project slipped it would have a big reputational impact for the Council. This project would continue to be overseen by the GHP Working Group. **Councillors noted progress made and agreed next steps as outlined, including a full update on progress being provided at the next meeting.**

**1547 Birch Hill Nursery update**

The Birch Hill nursery was still waiting on the DfE funding decision in order to be able to relocate to Birch Hill recreation Ground. They nursery had provided designs for their building on the site and were seeking planning approval. Next steps would include sorting a site lease, for which the nursery would reimburse our legal costs. **Councillors noted update for the relocation of Birch Hill nursery, and next steps planned.**

**1548 Brooke House**

Officers were hopeful that the installation of new front windows and replacement front and rear doors would soon proceed, but timing appears to be dependent on the work on the Bull Public House being more fully completed.

**1549 Neighbourhood Plan update**

Work was progressing to prepare the draft Neighbourhood Plan in advance of further consultation planned for early 2017, together with an inspector examination over the next year.

**Councillors noted progress being made.**

**1550 Response to BFC consultation on proposed changes to the Local Council Tax Discount Scheme**

Councillors did not raise concerns over proposed changes to BFC's Local Council Tax Discount Scheme.

**Next Meeting – 31<sup>st</sup> January at 7.30pm at Brooke House.**

Signed ..... Dated .....