



Bracknell Town Council

Jackie Burgess, Town Clerk

To: Cllrs: Paul Bidwell, Gill Birch, Marc Brunel-Walker, Isabel Mattick,
Iain McCracken, Jennie McCracken, Sanjeev Prasad, Malcolm Tullett, Chris Turrell.
Substitutes: Cllrs Ash Merry, Michael Skinner, Mary Temperton.

All Councillors for information

17th April 2018

Dear Councillor,

You are required to attend a meeting of the Strategy and Finance Committee to be held at 7.30pm on Tuesday 24th April 2018, in the Council Chamber, Brooke House, High Street, Bracknell RG12 1LL. The meeting is open to the press and public.

Yours sincerely
Jackie Burgess
Town Clerk

A G E N D A

1. To receive apologies for absence.
2. Declarations of Interest.
 - 2.1 To receive declarations of interest from Councillors on items on the agenda
 - 2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - 2.3 To grant any requests for dispensation as appropriate
3. To approve as a correct record the Minutes of the meeting held on 30th January 2018 (attached).
4. Matters arising out of the Minutes not to be discussed elsewhere.
5. **Terms of Reference**
To review the Terms of Reference for the Strategy and Finance Committee (papers attached)
6. **Budget Monitoring Group Report**
To receive a report of Income and Expenditure against Budget for months 1 to 11 of the 2017/18 year (attached), showing a satisfactory overall spending position, together with notes of the Budget Monitoring Group meeting held on 20th March 2018
7. **Great Hollands Pavilion Rebuild.**
 - a) To Note the minutes of the working Group meeting held on 27th March 2018 (attached).
 - b) To approve the Terms of Reference for the 2018/19 year (attached)

8. CIL working Group

- 1) To note the minutes of the CIL working Group of 12th March 2018 (attached)
- 2) To approve the Terms of reference for the Working Group (attached)
- 3) To approve the draft CIL spending Policy (attached)
- 4) To approve the CIL return for 2017/18 (attached)
- 5) a) To review a request to spend CIL monies on improvements at Larges Lane Cemetery.
 - Replacing the old notice board with a new wooden one which would be more in keeping with the environment. £1,200
 - Replacing 6 open mesh bins with wooden bins on a 3 year rolling programme £1500 per year for 3 years.
- b) To review a request to spend CIL monies on installing a new notice board for the Community at Hedgehog Park (Birch Hill Central) £1,200

9. Community Events Working Group

To receive the notes of the meetings held on 7th February, 5th March and 16th April (to follow).
To review the budget for the event (papers to follow).
To approve the Terms of Reference

10. Budget 2018/19

To review the proposed carried forwards (papers to follow)

11. Health and Safety

To receive any updates

12. Internal Auditor

To note the interim report from the Internal Auditor for the year 2017/18 (attached)
The previous External Auditor will again be working on the Statement of Accounts with the Town Clerk and will also undertake training of the Finance and Administration Officer on completing this work.

13. GDPR

BALC is offering a Council Data Protection Officer (DPO) service to member parish and town councils on a consultancy basis for which BALC will charge an annual retaining fee. The anticipated fee for BTC would be £100 per year plus travelling expenses when the DPO have to visit Bracknell. The Town Clerk is mindful to recommend signing up to the service as detailed in the attached information to safeguard the Town Council moving forward.

14. Land Transfer

BFBC are still working on the proposals for the proposed land transfers and will be bringing information to the June meeting of the Parish and Town Councils liaison meeting.

15. Standing Orders.

New Model Standing Orders have been produced by NALC. The Town Clerk will bring any updates to the June 2018 Strategy and Finance Meeting

Confidential Business

To move that in view of the confidential nature of the business to be transacted, that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, Members of the Press and Public be excluded from the meeting.

16. **South Hill Park** - Report attached.
 - 1) Grant Conditions
 - 2) Fire Risk Assessment
 - 3) Leases.

17. **Representation at South Hill Park.** – report attached

18. **Holiday Hours** - report attached

Next Meeting 12th June 2018 7.30 pm Council Chamber Brooke House.

Guidance on declaration of interests

Members are requested to declare any personal interests. Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Town Clerk that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days. It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should be regarded as a Disclosable Pecuniary Interest. Members are advised to seek the advice of the Clerk well before the meeting as it may be necessary to refer the matter the Monitoring Officer for a decision.