

BRACKNELL TOWN COUNCIL  
STRATEGY AND FINANCE COMMITTEE  
26<sup>th</sup> April 2016

Present: Chairman Cllr: Chris Turrell.  
Cllrs: Paul Bidwell, Gill Birch, Peter Heydon, Iain McCracken  
Isabel Mattick, Mark Phillips, Malcolm Tullett  
Apologies: Cllrs: Marc Brunel-Walker, Mark Phillips  
In Attendance R Reeve (TC).

The meeting opened at 7.30pm and closed at 8.40pm

**1323 Declarations of Interest.**

There were no declarations of interest

**1324 Minutes**

The minutes of the meeting held on 2nd February 2016 were accepted as a true record of the meeting and signed by the Chairman.

**1325 Matters arising out of the minutes not to be discussed elsewhere**

1261 – Health and Safety awareness training was successfully provided to Grounds persons by Cllr Tullett.

**1326 Budget Monitoring Group Report.**

The Committee NOTED the minutes of the BMG of 12<sup>th</sup> April 2016 and the report of income and expenditure for months 1 to 12. The Town Clerk also introduced and answered some questions about the draft 2015/16 financial statements which had been circulated separately to the agenda papers NOTED Councillors asked that appreciation be recorded of the work of the Office Services Manager in managing the Council's finances during the year.

**1327 Risk Management**

The updated 2015/16 Corporate Risk assessment was NOTED. For the 2016/17 year it was AGREED that the format be reviewed, including to shorten and to highlight key project risks, such as for the planned Great Hollands Pavilion, and to also include a rating of risk impact and extent of mitigation achievable/ achieved.

**1328** The provision of the recent Health and Safety training meant that much of the action plan from the Corporate H&S review had now been tackled. NOTED

**1329 Confidential business**

It was agreed that following contractual items on the agenda be treated as confidential.

**1330 Great Hollands update and appointment of Design Team.**

The Great Hollands working Group had identified a preferred Design Team provider. It was proposed by Councillor McCracken and AGREED that both the financing of the pavilion and agreement to proceed with the preferred design team be further considered at a Full Council meeting which would, whilst not a strict requirement of paragraph 3.4 of Financial Regulations, allow more certainty to be achieved over currently uncertain funding elements within the £2m budget. It was also AGREED that the Pavilion Nursery would need to demonstrate an ability to self-finance a separate 'porta cabin' type building to enable Council assistance to be further considered.

**1331 Insurance contract extension**

It was proposed by Councillor McCracken and seconded by Councillor Heydon that the proposals for an extension into a three-year contract with the current provider be AGREED on the terms offered, subject to a comment that any legislation changes for insurance provision be checked.

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**1332 AVIS contract Car Parking**

The extension of the current annual contract into a 5 year contract was AGREED in principal, with Councillors suggesting revisions to use a commercial property price index and to also include a mid-point 'break clause'. The reference to 'Lloyds TSB' should also be updated.

**1333 Internal Audit – interim report**

This was noted and AGREED, with councillors saying this reflected well on the Office Services Manager/ the office team. The final stage of the 2015/16 internal audit was about to commence.

**1334 East Bracknell Community Association (EBCA) request for payment**

A request from EBCA to pay over money held on behalf of the Harmans Water/ Martins Heron NAG was considered. Councillors RESOLVED that this request be politely declined, and that Ward Councillors instead identify a suitable community scheme for spending this sum previously awarded by Bracknell Forest Council within the wards to which it was granted.

**1335 Neighbourhood Plan**

Progress is being made in producing a draft Neighbourhood Plan and the NP Working Group was working with the Consultant to make sure all required information needed was obtained, clearly documented and referenced, particularly assisted by input from Councillor Henfrey. The next meeting of the Working Group was on 12<sup>th</sup> May.

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The meeting finished at 8.40pm.

Next Meeting 10<sup>th</sup> May at 7.30pm at Braybrooke Hall.

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

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