



# Bracknell Town Council

Russell Reeve, Town Clerk

**To:** Cllrs: Paul Bidwell, Gill Birch, Marc Brunel-Walker, Peter Heydon, Isabel Mattick, Iain McCracken Mark Phillips, Sanjeev Prasad, Malcolm Tullett, **Chris Turrell**.  
*Substitutes: Cllrs Ash Merry, Mrs J McCracken, M Skinner, Mary Temperton*

All Councillors for information

1st September 2015

Dear Councillor,

You are required to attend a meeting of the Strategy and Finance Committee to be held at **7.30pm on Tuesday 8<sup>th</sup> September**, in the Council Chamber, Brooke House, High Street, Bracknell RG12 1LL. The meeting is open to the press and public.

Yours sincerely

*Russell Reeve*

Town Clerk

## A G E N D A

**1. To receive apologies for absence.**

**2. Declarations of Interest.**

To receive declarations of interest from Councillors on items on the agenda

To receive written requests for dispensations for disclosable pecuniary interests

**3. To approve as a correct record the Minutes of the meeting held on 14<sup>th</sup> July 2015 (attached).**

**4. Matters arising out of the Minutes not to be discussed elsewhere.**

**5. Audit matters**

1. To note unqualified ('clean') opinion from the External Auditor for the year ended 31 March 2015 (opinion attached).

2. To agree to continue with our Internal auditor for the 2015/16 year (letter attached).

**6. Financial Report for 2015/16 financial year**

**To receive** a report of Income and Expenditure against Budget for months 1 to 5 of the 2015/16 year (attached), showing a satisfactory overall spending position, together with notes of the Budget Monitoring Group meeting held on 1<sup>st</sup> September (to follow).

**7. Corporate and Business Service Risks**

To receive a Corporate Risk Assessment Register update for the end August 2015 (attached).

**8. Health and Safety**

To receive an update on Health and Safety matters (from the H&S representative), including to:

1. Note/ ratify terms of reference of Health and Safety Champion attached.
2. To receive a latest review of Health and Safety arrangements attached.
3. To receive/ agree an updated Health and Safety Policy attached

**9. Clerks Report**

1. Great Hollands pavilion update
2. Request for funding from bowls club (for ditches)
3. Use of CIL receipts
4. Nomination to Health and Wellbeing Board

**10. Small Grant applications**

1. Age Concern - £118.99 to purchase wi-fi unit, to provide 'hotspot'.
2. Sebastian's Action Trust - £500 contribution to movement aids for physically disabled children

**11. Next Meeting**

The next meeting of the Strategy and Finance Committee will take place at 7.30pm on Tuesday 10<sup>th</sup> November 2015 in the Council Chamber at Brooke House, High Street, Bracknell RG12 1LL.

**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.*