



# Bracknell Town Council

Russell Reeve, Town Clerk

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

All Councillors for information

7<sup>th</sup> June 2016

Dear Councillor,

You are required to attend a meeting of the Strategy and Finance Committee to be held at **7.30pm on Tuesday 14<sup>th</sup> June**, 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 26<sup>th</sup> April and 10<sup>th</sup> May 2016** (attached).
4. **Matters arising out of the Minutes not to be discussed elsewhere.**
5. **To receive the final report from the Internal Auditor for the year ended 31 March 2016** (attached).
6. **To review 1. the Financial Statements (again) and 2. the Annual Return for the 2015/16 year** attached. Councillors are welcome to contact the Town Clerk or Office Services Manager in advance of the meeting regarding queries.
7. **Financial Report – 2016/17 year**
  1. To receive a report of Income and Expenditure against Budget for months one and two for the 2016/17 year as attached, together with notes of the Budget Monitoring Group meeting held on 7<sup>th</sup> June (notes to follow).
  2. To consider recommendations for appropriate levels of reserves and balances levels for the start of the 2016/17 year (see attached)

**8. Corporate and Business Service Risks**

To receive a Corporate Risk Assessment Register update– attached.

**9. Health and Safety**

To receive an update on any Health and Safety matters.

**10. Clerks Report**

1. Great Hollands pavilion – VAT, budget and design
2. Valuation of assets update
3. Neighbourhood Plan update

**11. Small Grant request**

To consider a small grant request from Bracknell Gymnastics Club - attached

**12. Next Meeting**

The next meeting of the Strategy and Finance Committee will take place at 7.30pm on Tuesday 27<sup>th</sup> September 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.*