



# Bracknell Town Council

TO: ALL TOWN COUNCILLORS

25<sup>th</sup> September 2018

Dear Councillor,

You are required to attend a meeting of the Council to be held in the Council Chamber, Brooke House, 54 High Street, Bracknell RG12 1LL at 7.30pm on Tuesday 2<sup>nd</sup> October. The meeting is open to the press and public.

Yours sincerely

*Jackie Burgess*

Town Clerk

Jessica Jhundoo-Evans Chair of Board of Directors and Craig Titley Executive Director from South Hill Park Trust will give a presentation followed by a question and answer session

## A G E N D A

The open Full Council meeting will follow on the rising of the presentation at approximately 8pm

**1. To receive apologies**

**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. Minutes**

To approve as a correct record the minutes of the meeting held on 19<sup>th</sup> June pages 25 to 26 (attached).

**4. To consider any business arising out of the Minutes**

**5. Mayor's Announcements**

**6. COMMITTEE REPORTS**

**Planning Committee**

19<sup>th</sup> June 2018

10<sup>th</sup> July 2018

31<sup>st</sup> July 2018

21<sup>st</sup> August 2018

11<sup>th</sup> September 2018

Cllr A Finch

Pages 21 -24

Pages 27 - 30

Pages 31 - 33

Pages 37 - 39

Pages 42 - 46

**Environmental Services Committee**

31<sup>st</sup> July 2018

Cllr C Harrison

Pages 34 - 36

**Strategy and Finance Committee**

11<sup>th</sup> September 2018

Cllr C Turrell

Pages 47 -49

**Staffing Committee**

4<sup>th</sup> September 2018 (confidential)

Cllr C Turrell

Pages 40 - 41

**7. External Auditor Report.**

PKF Littlejohn has completed their external audit of the council. In accordance with regulations the Notice of conclusion of the Audit – Annual Governance & Accountability Return for the year ended 31st March 2018 will be displayed. Bracknell Town Council has received a clean audit. Papers attached

**8. Received Income Transactions**

To note received income transactions for the period 1<sup>st</sup> May 2018 to 31<sup>st</sup> July 2018 inclusive, (available for inspection at Brooke House).

**Paid Expenditure Transactions**

To note paid expenditure transactions for the period 1<sup>st</sup> May 2018 to 31<sup>st</sup> July 2018 inclusive, (available for inspection at Brooke House).

**To authorise the Mayor to sign these as a correct record.**

**9. Policies**

The following policies have been recommend for adoption by the Staffing Committee  
Dignity at Work and Officer/Member protocol. Please find papers attached.

The Officer/member relationship training scheduled for 18<sup>th</sup> September has been re-arranged for 11<sup>th</sup> December 2018.

**10. Small Grant**

Please find attached an application for a Small Grant from the Royal British Legion – Bracknell Branch. .  
Council is requested to consider this request. (papers attached).

**11. Updates on Council projects.**

Great Hollands Pavilion	An update will be given at the meeting
Birch Hill Astro Turf	An update will be given at the meeting
WW1 event 11/11/18	An update will be given at the meeting

**12. Notice of Motion**

The following motion has been put to the Council by Councillor Peter Hill with an amendment agreed on by the Strategy and Finance Committee

"This Council:

To consider switching to renewable energy once the current energy contracts are up for renewal in 2020 and 2021

Council is requested to vote on the motion.

**13. Committee Membership.**

To approve the changes to the committee membership for:-

Staffing Committee:	Cllr Ash Merry to replace Cllr Jennie McCracken
Planning Committee:	Cllr Ian Kirke to become a full member of this Committee
South Hill Park Observer:	Cllr Ian Kirke to substitute if required.

From 2019/20 to appoint an Observer to South Hill Park and a named Substitute due to the frequency of the Board meetings

Council is requested to approve the changes detailed above.

**14. To note the message received from Bracknell Forest Society.**

On behalf of The Bracknell Forest Society, I am writing to thank Bracknell Town Council for their help and support in staging the recent Pop-Up Museum at Brooke House.

The venue proved to be an ideal position with the birthday celebrations for The Lexicon taking place on the same weekend - several people had not seen the event being advertised but visited on seeing our posters in the window of Brooke House. The boards allowed us extra display space for pictures and information, while the rolling display jogged a few memories, especially the more recent photos of the bandstand water clock, etc. We had around 600 visitors to the museum over the two days, an amazing number that shows the amount of interest in the town's past.

We would also like to thank the Town Mayor, Cllr Sandra Ingham, for opening the museum on Saturday, and will provide you with the photos that were taken at the opening when we receive them from our photographer.

**15 SLCC update.**

Council is requested to note the following information received regarding referendum principles and the setting of precepts:

In 2018-19, The Government decided to defer the setting of referendum principles for town and parish councils for three years. However, this was conditional upon:

- The sector taking all available steps to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for other uses or for “invest to save” projects which will lower ongoing costs; and
- The Government seeing clear evidence of restraint in the increases set by the sector.

In 2018-19, the average Band D parish precept increased by 4.9% (£3.02). This compares to a 6.3% increase (£3.63) in 2017-18, and is the lowest year on year increase in parish precepts since 2015-16.

In view of this, the Government intends to continue the deferral of setting referendum principles to town and parish councils, but encourages parish councils to continue this downward trend, and will keep this area under active review.

**Confidential Business**

To move that in view of the confidential nature of the business to be transacted, that pursuant to Section 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 Trust**

To discuss any matters arising from the presentation.

**Date of next meeting:  
4<sup>th</sup> December 2018 at 7.30pm at Brooke House**

**Notes on Declaration of Interest:** *Councillors 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. 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. Councillors 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.*