



# Bracknell Town Council

TO: ALL TOWN COUNCILLORS

17<sup>th</sup> September 2019

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 **7.15pm on Tuesday 17<sup>th</sup> September 2019**. The meeting is open to the press and public.

Yours sincerely

*Jackie Burgess*

**Jackie Burgess**  
**Town Clerk**

Please be at the Council Chamber in Brooke House ready for a presentation by the Red Diamond Club at 7.15pm

## A G E N D A

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 Council minutes of the meetings held on 18<sup>th</sup> June 2019, pages 1 to 2 (attached).
4. **To consider any business arising out of the Minutes**
5. **Mayor's Announcements**
6. **COMMITTEE REPORTS**

<b>Planning Committee</b>	Cllr A Finch
2 <sup>nd</sup> July 2019	Pages 1 - 6
23 <sup>rd</sup> July 2019	Pages 7 - 12
13 <sup>th</sup> August 2019	Pages 13 - 18
3 <sup>rd</sup> September 2019	Pages 19 - 22
<b>Environmental Services Committee</b>	Cllr M Tullett
23 <sup>rd</sup> July 2019	Page 23 - 26
<b>Staffing Committee</b>	Cllr C Turrell
30 <sup>th</sup> July 2019	Page 27 - 28

- 7. External Auditors Report**  
To note that PKF Littlejohn has completed their external audit of the Council. In accordance with regulations the Notice of Conclusion of Audit –Annual Governance & Accountability Return for the year ended 31<sup>st</sup> March 2019 will be displayed. Bracknell Town Council has received a clean audit. Papers attached.
- 8. Budget Request**  
Strategy and Finance Committee recommend a budget of £5500 be included in the 2020/21 budget to allow celebrations for VE Day and VJ Day to be progressed in the Community Events Committee.
- 9. Electronic Banking**  
Lloyds Bank is changing its processes on charging for the processing of cheques. Following a meeting with the Lloyds Relationship Manager, Lloyds have agreed to continue to allow BTC to process cheques with no charge for twelve months in order for BTC to investigate and establish new electronic banking procedures. Strategy and Finance Committee recommend that Council allows officers to investigate electronic banking with the aim of bringing this into force by 1<sup>st</sup> April 2020.
- 10. Jealotts Hill Landshare**  
Silva Homes are withdrawing their support of Jealotts Hill Landshare in June 2020. Please find attached a letter from Warfield Parish Council setting out their position and a copy of the current agreement. Strategy and Finance Committee recommend that BTC should continue to contribute to the Jealotts Hill Landshare in 2020/21 subject to the progress report from Warfield Parish Council on 31<sup>st</sup> December 2019 being received and reviewed.
- 11. Royal British Legion**  
To note that the Vice Chairman of the RBL has been invited to the Community Events Working Group meeting on 25<sup>th</sup> September 2019 to discuss the Remembrance Day Parade and BTC taking a more active role in the organisation of the event.
- 12. Exclusively Dogs**  
To discuss the recommendation from Environmental Services to approve Exclusively Dogs to build a wooden classroom behind Braybrooke Community Hall to hold dog and puppy training classes. Report attached.
- 13. McDonalds**  
To note that a meeting is being arranged between BTC, BFC and a representative from McDonalds to discuss access at the Mill Pond site.
- 14. Corporate and Business Service Risk Assessment Register**  
To note the risk assessment register is currently being updated.
- 15. To confirm the events scheduled for 2019 and 2020**  
8<sup>th</sup> May 2020                      Berkshire VE Day Celebration  
15<sup>th</sup> August 2020                VJ Day Celebration  
15<sup>th</sup> November 2019          Request to move schools cross country from North Lake to Great Hollands  
Photo Call at The Elms to welcome back the Statue - Date to be confirmed
- 16. Birch Hill Recreation Ground**  
To consider a request from BM Active to utilise one of the changing room areas as a mini classroom to help facilitate their work with Bracknell Forest Schools with children who are challenged by a traditional school environment. This would be a short term solution

whilst alternative premises are sought but would allow them use of the sports facilities at Birch Hill with a sheltered area for learning.

**17. Received Income Transactions**

To note received income transactions for the period 1<sup>st</sup> June 2019 to 31<sup>st</sup> July 2019 inclusive (available for inspection at Brooke House).

**18. Paid Expenditure Transactions**

To note paid expenditure transactions for the period 1<sup>st</sup> June 2019 to 31<sup>st</sup> July 2019 inclusive (available for inspection at Brooke House).

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

**Date of next meeting: 3<sup>rd</sup> December at 7.30pm – 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.*