

Bracknell Town Council  
Strategy and Finance Meeting  
11<sup>th</sup> June 2019

Present: Cllrs Paul Bidwell, Jennie Green, Malcolm Tullett, **Chris Turrell**  
Apologies: Cllrs Isabel Mattick and Sanjeev Prasad  
Substitutes: Cllrs Dai Roberts and Stuart Foston  
In Attendance: Jackie Burgess – TC, Rachel Gordge – CA

**The meeting opened at 7.37pm and closed at 8.45pm**

**1057 Declarations of Interest**

None

**1058 Minutes**

The minutes of the meetings held on 16<sup>th</sup> April and 14<sup>th</sup> May 2019 were agreed and accepted as a true record of the meetings and signed by the Chairman.

**1059 Matters arising out of the minutes**

2506 BALC – The Chairman recommended that the fee is paid to BALC and the service monitored. BTC will attend the AGM in November to voice any concerns.

**AGREED**

2507 Birch Hill Toilets – BTC will wait until the Lease Agreement is received for the toilets from BFC before a decision is made regarding taking over management of the facilities.

**1060 Health and Safety and Risk Registers**

The internal auditor is happy with the current format of the Risk Register and has no issues with the matrix being changed to 5x3, but said this is not necessary.

Cllr Malcolm Tullet offered his thanks to the Town Clerk, Jackie Burgess for her hard work on this.

**1061 To receive the final report from the Internal Auditor for the year ending 31<sup>st</sup> March 2019**

The Internal Auditor's report was scrutinised. Appendix 1 B was the only issue in that there was an error in the procedure for obtaining quotations for the work at Birch Hill. It was **AGREED** that the report be adopted.

It was recommended that Claire Connell be appointed as the Internal Auditor for 2019/20

**1062 Accounting and Advisory Services**

A report was received and a discussion was held. Work will be carried out during the year on the recommendations on EMR. **NOTED**

**1063 Financial Statement and Annual Return for 2018/19**

The Financial Statement and Annual Return for 2018/19 was reviewed and it was recommended that the report is to be sent to Full Council for approval and signing by the Mayor.

**1064 Community Infrastructure Levy (CIL)**

The CIL report for 2018/19 was reviewed and it was recommended that the report is to be sent to Full Council for approval and signing.

**1065 Standing Orders and Financial Regulations**

The Standing Orders and Financial Regulations were reviewed and AGREED.

**1066 Budget Monitoring Group**

The Chair of the Budget Monitoring Group gave an update from the meeting held on 4<sup>th</sup> June 2019. The meeting went smoothly.

**1067 Community Events Working Group**

The Chair of the Community Events Working Group gave an update. The group are currently working on: VE day 2020; Great Hollands pavilion opening; Merchant Navy Day; long service awards and The Elms statue photo call.

**1068 Carbon Footprint Working Group**

An update on the carbon Footprint Working Group was given. The new chairman has given tasks for each member of the group to work on before their next meeting.

**1069 Bracknell Town Neighbourhood Plan**

The Chairman gave an update on the Bracknell Town Neighbourhood Plan which is currently with the independent examiner for further assessment.

**1070 Speedwatch**

The Speedwatch policy was scrutinised and it was recommended to take it to Environmental Services for a thorough assessment. Until the policy is confirmed and training is arranged, the Speed Indicator Device will not be booked out of the office.

**1071 IT Policy/Emails**

Thanks were given to everyone involved in implementing the new server. Some Cllrs are still struggling to access their BTC emails and they were advised to contact Frank Kay for assistance.

**1072 Grant Recipients – To note the letters received from Grants Recipients**

**NOTED**

**CONFIDENTIAL**

**1073 South Hill Park Trust**

An update was given regarding the South Hill Park Trust which included the following points:

- Cllr Michael Gbadebo is the new Observer at the SHP Trust meetings.

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- The Town Clerk and the SHP Observer have attended a meeting and has pushed for confidential parts of their agenda where the Observer is asked to leave, to be detailed on the minutes so that the Observer remains up to date.
- Accounts were discussed and SHP is working to complete year end for 2018/19.
- The implications of BTC giving a grant to a company with a going concern were discussed.

**1074 Jealotts Hill Landshare**

The Town Clerk explained what the Jealotts Hill Landshare is for the benefit of the new Councillors.

An update on the future partnerships of the landshare was given and a Councillor visit will be arranged.