



Bracknell Town Council

Jackie Burgess, Town Clerk

To: Cllrs: Paul Bidwell, Gill Birch, Jennie Green, Isabel Mattick, Sanjeev Prasad, Malcolm Tullett, **Chris Turrell.**

Substitutes: Cllrs Roger Meakes, Dai Roberts, Mary Temperton, Kathryn Neil.

All Councillors for information

5th June 2019

Dear Councillor,

You are required to attend a meeting of the Strategy and Finance Committee to be held at **7.30pm on Tuesday 11th June 2019** in the Council Chamber, Brooke House, High Street, Bracknell RG12 1LL. The meeting is open to the press and public.

Yours sincerely

Jackie Burgess

Town Clerk

A G E N D A

1. **To receive apologies for absence.**
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
A request for dispensation will be made on an individual basis
3. **To approve as a correct record the Minutes of the meeting held on 16th April and 14th May 2019** (attached).
4. **Matters arising out of the Minutes not to be discussed elsewhere.**
2506 BALC
5. **Health and Safety and Risk Registers**
The updated Risk Register as approved by the Internal Auditor will follow, work still needs to be completed on changing the assessment to a 5 x 3 matrix
6. **To receive the final report from the Internal Auditor for the year ended 31st March 2019** (to follow)
Councillors are requested to approve the report and approve the appointment of Claire Connell as the Internal Auditor for 2019/20
7. **Accounting and Advisory Services**
To receive the report and NOTE the recommendations (attached)

8. **Financial Statement and Annual Return for 2018/19** (Attached)
Councillors are requested to review the Financial Statement and Annual Return for 2018/19 and to agree with the responses on page 4 of the Annual Return. If approved to recommend the report to Full Council to be ratified on 18th June 2019 and signed by the Town Mayor. Please contact the Town Clerk before the meeting if you have any queries.
9. **Community Infrastructure Levy (CIL)**
To recommend approve of the 2018/19 CIL report for signing at Full Council as required by BFBC
10. **Standing Orders and Financial Regulations**
To review the Councils Standing Orders and Financial Regulations
11. **Budget Monitoring Group**
To receive the report of the Budget Monitoring Group meeting held on 4th June 2019 (to follow)
12. **Community Events Working Group**
To receive any updates regarding finances from the Community Events Working Group
13. **Carbon Footprint Working Group**
To receive an update from the Carbon Footprint Working Group
14. **Bracknell Town Neighbourhood Plan update.**
15. **Speedwatch**
To note the policy and instructions for use (to follow)
16. **IT Policy/Emails**
To review use of BTC email addresses.
17. **Grant Recipients.**
To note the letters received from Grant Recipients
MS Therapy Berkshire
Thames Valley Air Ambulance
Cruse Bereavement Care
Revitalise

Confidential Business

To move that in view of the confidential nature of the business to be transacted, that pursuant to Section 1(2) 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.

18. **South Hill Park Trust** – An Update will be given at the meeting
19. **Jealotts Hill Land Share** - An Update will be given at the meeting

Next Meeting

3rd September 7.30 pm Council Chamber Brooke House.

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.