



# Bracknell Town Council

## Full Council Meeting 16<sup>th</sup> February 2021

### Attendance

Councillors Present	Paul Bidwell, Gill Birch, Marc Brunel-Walker, Paul Byron, Alvin Finch, Michael Gbadebo, Lizzy Gibson, Mike Gibson, Diana Henfrey, Peter Heydon, Anna Kempster, Ian Kirke, Isabel Mattick, Ash Merry, Kathryn Neil, Sanjeev Prasad, David Roberts, Mary Temperton, Michael Titheridge, Malcolm Tullett, Danielle Turner, Chris Turrell
Councillors Apologies	Jennie Green, Stuart Foston, Michael Skinner
Councillors Absent	Thomas Parker
In Attendance	Jackie Burgess (TC), Allan Moffat (RFM), Rachel Gordge (SAO), member of the public

Donna Cox from Bracknell Forest Council gave a presentation about the introduction of Household Waste management. 43% of waste in green bins is food waste and so BFC have implemented food waste caddies for every household which will reduce green bin waste and can also be used to provide energy for Bracknell. The presentation was highly informative, and Donna shared a video of the recycling process of the food waste collected.

### The meeting opened on Zoom at 7.30pm and closed at 8.57pm

<b>FC1323</b>	<b>Declarations of Interest</b>
	There were no declarations of interest
<b>FC1324</b>	<b>Minutes</b>
	The minutes of the meeting on 8 <sup>th</sup> December 2020 were proposed by Councillor Chris Turrell and seconded by Councillor Sanjeev Prasad. It was <b>RESOLVED</b> that the recommendations contained therein are received and adopted as a correct record and signed by the Mayor.
<b>FC1325</b>	<b>To Consider any Business Arising out of the Minutes</b>
	<b>FC1169 Jealotts Hill Land Share</b> – It was NOTED that there are currently no further updates
<b>FC1326</b>	<b>Mayor's Announcements</b>
	The Town Mayor Councillor Michael Titheridge advised that there has been no events to attend due to the lockdown. A donation of £500 was made via the Mayor to Involve and a donation of £500 was made to KIDS by a local resident, this was gratefully received.
	<b>Committee Reports</b>
<b>FC1327</b>	<b>Planning Committee</b>
	Councillor Alvin Finch introduced the reports of the meetings held on 24 <sup>th</sup> November 2020, 15 <sup>th</sup> December 2020, 12 <sup>th</sup> January 2021 and 2 <sup>nd</sup> February 2021. This was seconded by Councillor Michael Titheridge. It was <b>RESOLVED</b> that the recommendations contained therein are received and adopted.



<b>FC1328</b>	<b>Environmental Services Committee</b>
	<p>Councillor Malcolm Tullett introduced the reports of the meeting held on 19<sup>th</sup> January 2021. This was seconded by Councillor Anna Kempster. It was <b>RESOLVED</b> that the recommendations contained therein are received and adopted.</p> <ul style="list-style-type: none"> <li>• Allowing night Fishing at Mill Pond was proposed by Councillor Malcolm Tullett and seconded by Councillor Mary Temperton <b>APPROVED</b></li> <li>• The Carbon Reduction Action Plan was proposed by Councillor Malcolm Tullett and seconded by Councillor Michael Gbadebo <b>APPROVED</b></li> </ul>
<b>FC1329</b>	<b>Strategy and Finance Committee</b>
	<p>Councillor Chris Turrell introduced the report of the meeting held on 2<sup>nd</sup> February 2021. This was seconded by Councillor Sanjeev Prasad. It was <b>RESOLVED</b> that the recommendations contained therein are received and adopted</p> <ul style="list-style-type: none"> <li>• The following CIL funding requests were proposed by Councillor Chris Turrell and seconded by Councillor Malcolm Tullett: Boardwalk handrails £12,500; Interpretation boards for Mill Park £1,800; Interpretation board for North Lake £900; 3 sections of path at Mill Park £20,470; cycle racks £1,200 and bins at North Lake £10,000 <b>APPROVED</b></li> <li>• The card machine policy was proposed by Councillor Chris Turrell and seconded by Councillor Mrs Isabel Mattick <b>APPROVED</b></li> <li>• Councillor Chris Turrell proposed the appointment of the internal auditor for 21/22. This was seconded by Councillor Mary Temperton <b>APPROVED</b></li> </ul>
<b>FC1330</b>	<b>Budget 2021/22</b>
	<p>The budget for 2021/22 was discussed. It was confirmed that there is a grant that BTC may apply for with the LTA to cover other works on the tennis grounds. The budget for 2021/22 along with the proposed movement of general funds into Earmarked Reserves for projects not completed in 2020/21 was proposed by Councillor Michael Titheridge and seconded by Councillor Chris Turrell <b>APPROVED</b></p>
<b>FC1331</b>	<b>Standing Orders</b>
	<p>The amended Standing Orders were reviewed. Most changes were grammatical; some items were clarified such as Page 19-20 mentions the European Union. It was clarified that these laws were adopted by the UK even if they were EU regulations so are still currently in place. The Standing Orders were proposed by Councillor Chris Turrell and seconded by Councillor Paul Bidwell and will be adopted <b>APPROVED</b></p>
<b>FC1332</b>	<b>Birch Hill Toilets</b>
	<p>The amended lease for the Birch Hill Toilets has not been received yet. It was proposed by Councillor Michael Titheridge that this matter be deferred to the next Strategy and Finance Committee when received. This was seconded by Councillor Chris Turrell <b>APPROVED</b></p>
<b>FC1333</b>	<b>Engineer Project</b>
	<p>Councillor Sanjeev Prasad gave an update on the meeting of the key stakeholders involved in the project. It was confirmed that no funding is being requested from BTC. It was proposed by Councillor Chris Turrell that the Bracknell Town Council logo may be used in support of this project. This was seconded by Councillor Mrs Isabel Mattick <b>APPROVED</b></p>
<b>FC1334</b>	<b>Funfairs</b>
	<p>Council considered a request from Jimmy Noyce to open the funfair at North Lake in May</p>



	2021. Council discussed this in depth and it was decided that this request would be denied. It was proposed by Councillor Michael Titheridge that no funfairs are allowed on BTC land during 2021. This was seconded by Councillor Anna Kempster <b>APPROVED</b>
<b>FC1335</b>	<b>BTNP</b>
	Councillor Chris Turrell gave an update on the Bracknell Town Neighbourhood Plan. Work on the plan is ongoing and it is almost ready to be sent to Bracknell Forest Borough Council <b>NOTED</b>
<b>FC1336</b>	<b>Received Income Transactions</b>
	The received income transactions for the period 1st October 2020 to 31 <sup>st</sup> December 2020 inclusive were <b>NOTED</b>
<b>FC1337</b>	<b>Paid Expenditure Transactions</b>
	It was proposed by Councillor Chris Turrell that the Mayor be authorised to sign the paid expenditure transactions for the period 1st October 2020 to 31 <sup>st</sup> December 2020 inclusive. This was seconded by Councillor Sanjeev Prasad <b>APPROVED</b>
	<b>CONFIDENTIAL</b>
<b>FC1338</b>	<b>Staffing Committee</b>
	<p>Minutes of 26<sup>th</sup> January 2021 were proposed by Councillor Chris Turrell seconded by Councillor Danielle Turner <b>APPROVED</b></p> <p>Minutes of 9<sup>th</sup> February 2021 were proposed by Councillor Chris Turrell seconded by Councillor Isabel Mattick <b>APPROVED</b></p> <p>Following the retirement of Allan Moffat the recruitment package for a new RFM was discussed. The Job Description, Person Specification, Terms and Conditions were approved for distribution and proposed by Councillor Chris Turrell. This was seconded by Councillor Marc Brunel-Walker <b>AGREED</b></p> <p>Councillor Chris Turrell proposed that the recruitment advertisement placement/schedule and job poster be published and funds used from the Miscellaneous Staffing Budget. This was seconded by Councillor Marc Brunel-Walker <b>APPROVED</b></p> <p>The interview dates were <b>AGREED</b></p> <p>It was agreed to approve the recommendation of the Town Clerk to change the Senior Administrative Officer job title to Office Manager and the Finance and Administrative Assistant title to Financial Officer as per the confidential papers provided to Full Council. These two job roles will now form the Senior Leadership team with the TC and meet weekly with the new RFM.</p> <p>Councillor Chris Turrell proposed that as per the papers the two members of staff be moved to the next pay grading scale as befitting the level of responsibility they have taken on as well as the additional duties. This was seconded by Councillor Titheridge and all were in favour <b>APPROVED</b> The Changes will be implemented from 1<sup>st</sup> April 2021</p>

The next meeting is the Annual Meeting on 18<sup>th</sup> May 2021 at 7.30pm

Sign:	
Date:	