



# Bracknell Town Council

## Full Council Agenda 14<sup>th</sup> December 2021

Jackie Burgess, Town Clerk

### To all Town Councillors

Dear Councillors,

You are required to attend this information gathering discussion on 14<sup>th</sup> December 2021 at 7.00pm, in accordance with the Schedule of Delegation approved by the Town Council on 4<sup>th</sup> May 2021, the Clerk is required to exercise delegated power in consultation with the members of Full Council.

Members are hereby summoned to attend a meeting on Tuesday 14<sup>th</sup> November 2021 at 7.00pm, Members will meet virtually via MS Teams. The link will be sent to you via email. Any members of the public wishing to join this meeting, please contact the Town Clerk [clerk@bracknelltowncouncil.gov.uk](mailto:clerk@bracknelltowncouncil.gov.uk)

The meeting is open to the press and the public.

Yours sincerely,

*Jackie Burgess*

Town Clerk

### To receive a presentation at 7.00pm from South Hill Park Trust

#### Agenda

<b>1</b>	<b>To Receive Apologies</b>
<b>2</b>	<b>Declarations of Interest</b>
	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
<b>3</b>	<b>Minutes</b>
	To approve as a correct record the minutes of the meetings held on 28 <sup>th</sup> September 2021 pages 1 – 4
<b>4</b>	<b>Matters Arising from the Minutes</b>
	<b>FC1112 Birch Hill Toilets</b> – To note that the grant application from the lease is still being processed. A decision is due in December. <b>FC1188 Open Spaces Lease</b> – To note that the leases are with the BFC solicitors for signing. Once signed they will be sent to BTC for the Town Mayor to sign <b>FC1185 IT Upgrade</b> – To note that Officers will be creating a new IT Policy to cover the new systems and access that is available. A first draft will be brought to Strategy and Finance in January. A reminder to Councillors that <b>all</b> communication will be via BTC email addresses <b>only</b> , so please ensure they are set up correctly and check your emails regularly so that meeting invitations and important communications are not missed. Three Training sessions have been held for Councillors and you can review these sessions within the Teams Training area



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<b>5</b>	<b>Mayor's Announcements</b>
	The Town Mayor will give a report at the meeting
	<b>Committee Reports</b>
<b>6</b>	<b>Planning Committee</b>
	Chair Councillor Alvin Finch 5 <sup>th</sup> October 2021 Pages 5 - 8 26 <sup>th</sup> October 2021 Pages 15 - 17 16 <sup>th</sup> November 2021 Pages 18 - 20 7 <sup>th</sup> December 2021 Papers to follow
<b>7</b>	<b>Environmental Services Committee</b>
	Chair Councillor Malcolm Tullett 19 <sup>th</sup> October 2021 Pages 11 - 14
<b>8</b>	<b>Strategy and Finance Committee</b>
	Chair Chris Turrell 30 <sup>th</sup> November 2021 Papers to follow
<b>9</b>	<b>Staffing</b>
	Chair Chris Turrell 19 <sup>th</sup> October 2021 Pages 9 - 10
<b>10</b>	<b>Temporary Scheme of Delegation</b>
	To discuss the Temporary Scheme of Delegation – papers attached
<b>11</b>	<b>Strategic Plan</b>
	To adopt the Strategic Plan as recommended by the Strategy and Finance Committee – Papers to follow
<b>12</b>	<b>Financial Regulations</b>
	To note the Financial Regulations after the typing errors have been corrected – Papers attached
<b>13</b>	<b>Community Governance Review</b>
	To appoint a task and finish group to review and respond to Community Governance documentation
<b>14</b>	<b>Play Areas Working Group</b>
	To appoint a working group to focus on the audit of the play areas and to prioritise renovations
<b>15</b>	<b>Art Donation</b>
	To discuss the donation of a large piece mural called 'Observations of a Town' based on Bracknell by Janet Curley Cannon
<b>16</b>	<b>Mill Park Improvements Working Group</b>
	<ul style="list-style-type: none"><li>To agree the recommendation to close the working group. Projects have either been completed or are in progress, any outstanding matters will feed into the Environmental Services Committee.</li></ul>



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	<ul style="list-style-type: none"><li>• To review the below final requests:<ul style="list-style-type: none"><li>○ £200 for two foldable grab rails for the toilets inside the café out of existing maintenance budget</li><li>○ £950 to re-paint the car park lines</li><li>○ £7500 to create an improved sensory garden with sensory pathway</li></ul></li></ul>
<b>17</b>	<b>Employee Assistance Program</b>
	To review a request to purchase an EAP for staff and their families which provides mental health counselling and health advice for £50 per month + VAT. This includes access to both the EAP Service and the My Healthy Advantage App. This will cover 35 employees and their immediate family members - papers attached
<b>18</b>	<b>Received Income Transactions</b>
	To NOTE received income transactions as reviewed by Budget Monitoring for the period 1 <sup>st</sup> August to 31 <sup>st</sup> September 2021 inclusive (available for inspection via the Town Clerk)
<b>19</b>	<b>Paid Expenditure Transactions</b>
	To authorise the Mayor to sign the paid expenditure transactions as reviewed by Budget Monitoring for the period 1 <sup>st</sup> August to 31 <sup>st</sup> September 2021 inclusive (available for inspection via the Town Clerk)

Date of the next Meeting: 8<sup>th</sup> February 2022

### Notes on Declaration of Interest

*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 to the Monitoring Officer for a decision.*