



# Bracknell Town Council

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TO: ALL TOWN COUNCILLORS

4<sup>th</sup> May 2022

Dear Councillor,

You are required to attend the Annual Meeting of the Council to be held in person at the Council Chamber at Brooke House on **Tuesday 10<sup>th</sup> May 2022 at 7.30pm. The Annual Town meeting will be held prior to this meeting starting at 7pm.**

The meeting is open to the press and public.

Yours sincerely

*Jackie Burgess*

**Town Clerk**

## A G E N D A

1. **Apologies**  
To receive apologies
2. **Town Mayor's Welcome**  
Councillor Sanjeev Prasad will welcome everyone to the meeting
3. **APPOINTMENT OF TOWN MAYOR 2022/23**  
Councillor Sanjeev Prasad - Town Mayor 2022/23 will request nominations  
On appointment the Town Mayor 2022/23 will receive the Chain of Office and read and complete the Declaration of Acceptance of Office
4. **APPOINTMENT OF DEPUTY TOWN MAYOR 2022/23**  
The incoming Mayor will request nominations - on appointment the Deputy Mayor will receive the Chain of Office.
5. **Declarations of Interest**
  - 5.1 To receive declarations of interest from Councillors on items on the agenda
  - 5.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - 5.3 To grant any requests for dispensation as appropriate

## 6. COMMITTEE AND WORKING GROUP APPOINTMENTS

To receive nominations and appoint to the various Committees and Working Groups of the Town Council.

### COMMITTEES

#### *Strategy and Finance Committee*

Cllr Chris Turrell	<i>Substitutes:</i>
Cllr Jennie Green	
Cllr Gill Birch	<i>Cllr Dai Roberts</i>
Cllr Mrs Isabel Mattick	<i>Cllr Marc Brunel-Walker</i>
Cllr Sanjeev Prasad	
Cllr James Alexander	
Cllr Diana Henfrey	<i>Cllr Mary Temperton</i>
Cllr Paul Bidwell	<i>Cllr Kathryn Neil</i>

#### *Environmental Services Committee*

Cllr Anna Kempster	<i>Substitutes:</i>
Cllr Lizzy Gibson	<i>Cllr Michael Titheridge</i>
Cllr James Alexander	<i>Cllr Marc Brunel-Walker</i>
Cllr Jennie Green	
Cllr Michael Skinner	
Cllr Stuart Foston	
Cllr Sanjeev Prasad	<i>Cllr Kathryn Neil</i>
Cllr Mary Temperton	<i>Cllr Danielle Turner</i>

#### *Staffing Committee*

Cllr Chris Turrell	<i>Substitutes:</i>
Cllr Ian Kirke	<i>Cllr Ash Merry</i>
Cllr Mrs Isabel Mattick	<i>Cllr Michael Titheridge</i>
Cllr Jennie Green	
Cllr Gill Birch	
Cllr Michael Skinner	<i>Cllr Kathryn Neil</i>
Cllr Danielle Turner	<i>Cllr Mary Temperton</i>

#### *Planning Committee*

Cllr Alvin Finch	<i>Substitutes:</i>
Cllr Mike Gibson	<i>Cllr Stuart Foston</i>
Cllr Dai Roberts	<i>Cllr Marc Brunel-Walker</i>
Cllr Paul Byron	
Cllr Ian Kirke	
Cllr Michael Titheridge	<i>Cllr Mary Temperton</i>
Cllr Paul Bidwell	<i>Cllr Danielle Turner</i>

### WORKING GROUPS

#### *Budget Monitoring*

Cllr Jennie Green	<i>Substitutes:</i>
Cllr Diana Henfrey	
Cllr Paul Byron	

Cllr Anna Kempster		
Cllr Kathryn Neil		<i>Cllr Paul Bidwell</i>

### ***Carbon Reduction Working Group***

Cllr Michael Gbadebo		<i>Substitutes:</i>
Cllr Paul Byron		<i>Cllr Mrs Isabel Mattick</i>
Cllr Marc Brunel-Walker		<i>Cllr James Alexander</i>
Cllr Paul Bidwell		<i>Cllr Mary Temperton</i>

***Green Champion:*** Cllr Mrs Isabel Mattick

### ***Community Events***

Cllr Gill Birch		
Cllr Lizzy Gibson		
Cllr Anna Kempster		
Cllr Ash Merry		
Cllr Danielle Turner		

### ***Grants***

Cllr Mrs Isabel Mattick		
Cllr Diana Henfrey		
Cllr Michael Gbadebo		
Cllr Mike Gibson		
Cllr Dai Roberts		
Cllr Danielle Turner		

### ***Community Governance Review Working Group***

Cllr Anna Kempster		<i>Substitutes</i>
Cllr Lizzy Gibson		<i>Cllr James Alexander</i>
Cllr Gill Birch		
Cllr Michael Gbadebo		
Cllr Mary Temperton		

### ***Play Areas Working Group***

Cllr James Alexander		<i>Substitutes</i>
Cllr Gill Birch		
Cllr Lizzy Gibson		
Cllr Paul Bidwell		<i>Cllr Mary Temperton</i>

## **7. OUTSIDE BODIES**

To receive nominations and appoint representatives/observers to outside bodies, please note that some of these are contested:

<b><i>South Hill Park Trust (Charity number 265656 Company no 1104422)</i></b>	Cllr Dai Roberts or Cllr Paul Bidwell (Contested) Substitute Observer Cllr Mike Gibson or Cllr Mary Temperton (Contested)
<b><i>Community Associations:</i></b>	
Birch Hill	Cllr Gill Birch
Bullbrook	Cllr Dai Roberts

Crown Wood	Cllr Marc Brunel-Walker or Cllr Danielle Turner (Contested)
Easthampstead & Wildridings	Cllr Stuart Foston
Great Hollands	Cllr Michael Gbadebo
Hanworth	Cllr Anna Kempster
The Parks	Cllr Isabel Mattick
New Priestwood	Cllr Michael Titheridge
Jennetts Park	Cllr Kathryn Neil

<b>BFC :</b>	
Borough/Parish Liaison Committee <i>2 representatives</i>	Cllr Chris Turrell Cllr Paul Byron
Lily Hill Park Steering Committee	Cllr Dai Roberts
South Hill Park - Management Group <i>2 representatives</i>	Cllr Gill Birch Cllr Paul Byron

<b>Local Organisations:</b>	
Age Concern	Cllr Lizzy Gibson
Bracknell Twinning Association Mayor + 2 representatives	Cllr Diana Henfrey Cllr Lizzy Gibson
Bracknell Forest Nature Partnership	Cllr Paul Byron
Citizens Advice Bureau	Cllr Chris Turrell
Bracknell in Bloom	Cllr Isabel Mattick Cllr Gill Birch Cllr Ash Merry
Jealotts Hill Landshare	Cllr Alvin Finch + Town Clerk
Federation of Burial and Cremation Authorities	Cllr Isabel Mattick ( <i>NB: term of office runs to 2023</i> )

## 8. Minutes

To approve as a correct record and to authorise the Mayor to sign as a correct record the minutes of the meeting held on 8<sup>th</sup> February 2022 (pg. 1-2), 9<sup>th</sup> February 2022 (pg. 3) and 3<sup>rd</sup> May 2022 (pg. 32)

## 9. Matters Arising

To consider any business arising out of the minutes

## 10. Mayor's Announcements

## 11. COMMITTEE REPORTS

### Planning Committee

22 <sup>nd</sup> February 2022	Pages 4 – 8
15 <sup>th</sup> March 2022	Pages 12 – 15
5 <sup>th</sup> April 2022	Pages 21 – 26
26 <sup>th</sup> April 2022	Pages 27 – 31

**Environmental Services Committee**

8<sup>th</sup> March 2022

Pages 9 – 11

**Staffing Committee**

29<sup>th</sup> March 2022

Pages 16 – 17

**Strategy and Finance Committee**

29<sup>th</sup> March 2022

Pages 18 – 20

**12. To adopt the general power of competence**

To confirm that Bracknell Town Council meets the criteria for General Power of Competence for 2022/23

- The Council had 27 members elected at the 2019 election, with 27 seats still maintained the Council exceeds the required criteria of two thirds of 18 elected members for 2022/23
- The Town Clerk is CiLCA qualified

Full Council is recommended to resolve to adopt the use of the General Power of Competence for 2022/23 as set out in the Parish Councils ((General Power of Competence) Prescribed Conditions) Order 2012

**It is recommended that Council resolves to adopt to use the General Power of Competence**

**13. Code of Conduct Panel**

Two members from Town and Parish Councils are invited to form part of a pool of members to consider any complaints submitted. This on a rota basis and it is Bracknell Town Council's turn to nominate one single hatted Member for a two year term starting in May 2022

**14. Standing Orders and Financial Regulations**

To NOTE that standing orders and Financial Regulations will be brought to the Full Council meeting in June 2022

**15. Temporary Scheme of Delegation**

To NOTE the temporary scheme of delegation has ended for standing committees and face to face meetings have resumed. Working Groups will continue virtually subject the each Chair's decision

**16. Received Income Transactions**

To note received income transactions from the 1<sup>st</sup> December 2021 to 31<sup>st</sup> January 2022 (available for inspection at Brooke House)

**17. Paid Expenditure Transactions**

To agree paid expenditure transactions from the 1<sup>st</sup> December 2021 to 31<sup>st</sup> January 2022 inclusive (available for inspection at Brooke House).

To authorise the Mayor to sign these as a correct record

**18. Meetings Schedule for 2022/23 year**

To NOTE the meeting schedule for 2022/23

## **Meetings of all Committees**

Agendas attached:  
Strategy and Finance Committee  
Environmental Services Committee  
Staffing Committee  
Planning Committee

## **The Town Mayor will read out a list of Grants that have been paid to local groups:**

4<sup>th</sup> Bracknell Sea Scouts  
ABC to Read  
Autism Berkshire  
Bracknell Forest Natural History Society  
Berkshire MS Therapy Centre  
Bracknell & District Parkinsons Branch  
Home-Start  
Keep Mobile Country Tours  
St Pauls Contact Centre  
Thames Hospice  
The Autism Group  
The Look In Café  
Wokingham Job Support  
Youthline  
Citizens Advice Bureau  
South Hill Park Trust

The date of the next meeting is 29<sup>th</sup> June at 7.30pm in the Council Chamber

### **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 the Monitoring Officer for a decision.*