



Bracknell Town Council

Full Council Tuesday 7th November 2023

Date	Tuesday, November 7, 2023
Time	19:30 – 20:38
Location	Council Chamber
Present	Councillors: Mary Temperton, Kathryn Neil, Paul Bidwell, Guy Gillbe, Roy Bailey, Elizabeth Baker, Simon Carter, Janet Cochrane, Caroline Egglestone, Graham Firth, Jeffrey Gillbe, Iskandar Jefferies, Ellen MacHale, Kathleen Nugent, Jenny Penfold, Helen Purnell, Cath Thompson, Jodie Watts, Gerry Webb, Cherise Welch, Megan Wright, Kwabena Adu-Quaye
Apologies	Councillors: Ryan Frost, Anna Keen, Imara Wright, Lucy Young, Naheed Ejaz
Virtual	Councillors: Donna Sidebotham
Officers	Jackie Burgess, Rachel Gordge

Minutes

FC135/23 ATTENDANCE

Apologies were received from Councillors Ryan Frost, Anna Keen, Imara Wright, Naheed Ejaz and Lucy Young. Councillor Donna Sidebotham attended virtually.

FC136/23 DECLARATIONS OF INTEREST

There were no declarations of interest

FC137/23 MINUTES

The minutes of the meeting held on 27th June 2023 were proposed by Councillor Simon Carter and seconded by Councillor Jodie Watts APPROVED

FC138/23 MATTER ARISING FROM THE MINUTES

To matters arising from the minutes not discussed elsewhere on the agenda were NOTED

- SF104/22 Thames Water at Jocks Lane - The works at Jocks Lane have been completed and the grass has been re-seeded NOTED

FC139/23 MAYOR'S ANNOUNCEMENTS

The Deputy Town Mayor gave a report on her recent activities including the Summer of Fun, sweet shop opening, Reception of the High Sheriff of Berkshire and the tour of BTC parks.

The Town Mayor gave a report on his recent activities including the Wokingham Job Support Centre AGM, a Bracknell Choral Society performance, and the Summer of Fun – thanks to all the staff that put on these events. Councillor Carter attended the Wizard of Oz Showcase at SHP, the induction of the Reverend at St Michaels Church,

the Freshers Fair and the Twinning visit from Leverkusen. Bracknell Chess Club had an open event at their new premises and Councillor Carter attended the Lord Lieutenant's Award Ceremony in Sandhurst and the SHP 50th birthday celebration. It has been 6 months since becoming the Mayor and it is such an honour. The training for the virtual marathon continues to raise money for the Mayoral charity of the year, Power of Parenting. Thank you for all donations so far. On behalf of the Bracknell Twinning Association Councillor Mary Temperton thanked the Town Mayor for all his support during the visit from Leverkusen.

FC140/23 PLANNING COMMITTEE

Councillor Kwabena Adu-Quaye presented the minutes of the meetings for approval on the following dates:

- 4th July 2023
- 25th July 2023
- 15th August 2023
- 5th September 2023
- 26th September 2023
- 17th October 2023

This was seconded by Councillor Jenny Penfold all APPROVED

FC141/23 ENVIRONMENTAL SERVICES COMMITTEE

Councillor Kathleen Nugent presented the minutes of the meeting on the 26th of September 2023 for approval including the bullet points below that are contained within.

- Environmental Services recommends that BTC accepts the Public Rights of Way charge from BFC of £2236 per year from 2024
- Offer from BFC to sponsor the Culture and Community Day and Pride Event for £5000 per event to ensure the events go ahead

This was seconded by Councillor Mary Temperton APPROVED

It was proposed by Mary Temperton to approve sponsorship for both the Pride and Community events, this was seconded by Councillor Iskander Jefferies APPROVED

FC142/23 STRATEGY AND FINANCE COMMITTEE

Councillor Guy Gillbe presented the minutes of the meeting on the 17th October 2023 for approval including the bullet points below that are contained within.

- The Strategy and Finance Committee recommends that the Risk Register is adopted
- The Strategy and Finance Committee recommends approval that BTC move to three electronic Bracknell Matters editions per year with 1000 paper copies printed each time and distributed at public place such as libraries, GP surgeries, Community halls and cafes

- The Strategy and Finance Committee recommends approval that the Town Clerk is able to move funds into and out of the CCLA fund where deemed necessary
- The Strategy and Finance Committee recommends that the Town Clerk moves forward with negotiating the termination of the Hockey Club lease.
- To note that the Brooke House tenants have assigned their lease to another organisation as previously agreed
- To note that the Strategy and Finance Committee and Officers will be reviewing the Budget and Annual Grant Applications and will bring recommendations to the next Strategy and Finance Meeting.

Congratulations to the Town Clerk and Finance Officer for their clean audit.

This was seconded by Councillor Jodie Watts APPROVED

- Jealotts Hill Landshare has requested that the remainder of their Annual Grant be released now that the CIC is set up. The approval of releasing the funds was proposed by Councillor Guy Gillbe and seconded by Councillor Jodie Watts APPROVED

FC143/23 STAFFING COMMITTEE

Councillor Cath Thompson presented the minutes of the meeting on the 5th of September 2023 for approval. This was seconded by Councillor Guy Gillbe APPROVED

The Town Clerk reported that the Deputy Town Clerk has completed her CILCA portfolio and has passed all modules. As previously agreed the Town Clerk and the Staffing Committee Chairman will carry out her appraisal and review her responsibilities and remuneration NOTED

The NJC Pay Award has been agreed upon and is being paid to staff in November NOTED

FC144/23 THAMES VALLEY COMMUNITY FUND AWARD

It was NOTED that the Deputy Town Clerk has been successful in a grant application under the Police and Crime Commissioner to prevent future crime in Berkshire. £5000 has been awarded to fund youth workers until April 2024 in BTC parks. The Town Clerk is working with The Wayz to secure this project moving forward. To invite The Wayz to the next meeting to do a presentation for the Council regarding the Youth Provision they can provide.

FC145/23 ANNUAL GOVERNANCE ACCOUNTABILITY RETURN (AGAR)

It was NOTED that following the submission of the AGAR for 2022-23, BTC has received a clean audit from the External Auditors. Special thanks to the Finance Officer for her work on the year-end accounts and to the Town Clerk for her hard work to achieve this clean audit.

FC146/23 TERMS OF REFERENCE

The Terms of Reference for the Community Events and Carbon Reduction Working Groups were proposed for adoption by Councillor Simon Carter and seconded by Councillor Graham Firth APPROVED

FC147/23 LOCAL COUNCIL AWARD SCHEME

Council discussed the Local Council Award Scheme and it was proposed by Councillor Mary Temperton that Officers work towards and apply for the Quality level of the award ready for approval at the AGM. This was seconded by Councillor Jodie Watts APPROVED

FC148/23 TV GRANT SCHEME

Council was briefed on how the TV Grant Scheme operates and relevant questions were answered. It was proposed by Councillor Mary Temperton to investigate this at the additional Strategy and Finance Committee meeting with more detailed figures, potential means of advertising and new wording ideas to be discussed. This was seconded by Councillor Iskander Jefferies APPROVED

FC149/23 CIL REPORT

The CIL report was reviewed as per the notes below and NOTED. Councillors were asked to send ideas to the Town Clerk via email. The Town Clerk will send a memo to advise Councillors of the criteria for spending CIL funds.

Cycle Racks – Remove from the CIL report as these will be added as a part of general maintenance when required

Harmans Water Recreation Ground – discuss with the ward Councillors to see if there is a need for this in the Community and then review the item

Queensway Bench – to be removed from the CIL report due to antisocial behaviour
To move the planting of the Lebanon Cedar Trees into approved expenditure once an agreement has been reached on how many trees are required and the locations they will be planted in.

FC150/23 RECEIVED INCOME TRANSACTIONS

The received income transactions as reviewed by the Strategy and Finance Committee for the period 1st April 2023 to 31st August 2023 inclusive were NOTED

FC151/23 PAID EXPENDITURE TRANSACTIONS

It was proposed by Councillor Simon Carter that the Mayor be authorised to sign the paid expenditure transactions as reviewed by the Strategy and Finance Committee for the period 1st April 2023 to 31st August 2023 inclusive. This was seconded by Councillor Paul Bidwell APPROVED

Date of the next Meeting: 13th February 2024 7.30 pm Council Chamber Brooke House

Sign:

Date: