



Bracknell Town Council

Full Council Tuesday 13th February 2024

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| Date | Tuesday 13th February 2024 |
| Time | 19:48 - 20:48 |
| Location | Council Chamber, Brooke House |
| Present | Paul Bidwell, Ellen MacHale, Cherise Welch, Helen Purnell, Anna Keen, Jeffrey Gillbe, Mary Temperton, Elizabeth Baker, Cath Thompson, Guy Gillbe, Ryan Frost, Gerry Webb, Kathleen Nugent, Simon Carter, Kwabena Adu-Quaye, Graham Firth, Janet Cochrane, Caroline Egglestone, Lucy Young, Megan Wright, Jodie Watts, Donna Sidebotham |
| Apologies | Councillors: Imara Wright, Jenny Penfold |
| Virtual | Councillors: Roy Bailey, Kathryn Neil, Naheed Ejaz |
| No Contact | Iskandar Jefferies |
| Officers | Jackie Burgess, Rachel Gordge |

Minutes

FC1/24 7PM PRESENTATION - THE WAYZ

Gareth Mephram presented about The Wayz and the youth work that is done by the organisation in BTC parks. This session was followed by a question and answer session. Councillors would like a tour of The Wayz at Calfridus Way and thanked Gareth for his in-depth presentation.

FC2/24 7.48PM - ATTENDANCE

Apologies were received from Councillors: Imara Wright
Councillors who attended Virtual Cllrs Kathryn Neil, Naheed Ejaz, Roy Bailey
No Contact: Councillor Iskandar Jefferies

FC3/24 DECLARATIONS OF INTEREST

There were no declarations of interest

FC4/24 MINUTES

The minutes of the meeting held on 7th November 2023 were reviewed. It was proposed by Councillor Simon Carter that the minutes be approved as a correct record of the meeting and signed by the Town Mayor. This was seconded by Councillor Jodie Watts APPROVED

FC5/24 MATTER ARISING FROM THE MINUTES

There were no matters arising

FC6/24 MAYOR'S ANNOUNCEMENTS

The Deputy Town Mayor, Councillor Elizabeth Mary Baker gave an update on the activities she has attended including:

- Remembrance wreath laying at St Michael's Church where the youth were actively involved
- Just Around the Corner charity event – they provide equine therapy and vocational training to help with future jobs and the mental health of the young people and children in attendance

- Second-hand toy event at Christmas
- Sleeping Beauty pantomime at South Hill Park
- The Wayz Youth Centre tour and presentation to DanceXcite with an award of £2000 which was won at a dance competition

Bracknell Town Mayor, Councillor Simon Carter gave an update on his term as Mayor with 13 weeks left to go. He discussed the fundraising efforts for his charity of the year Power of Parenting and the activities he has attended including:

- Bracknell Remembrance Parade
- Christmas lights switch on
- Pinewood Gymnastics Christmas Extravaganza
- 1st GH Brownies winter fayre
- Home-Start Christmas Party
- Foster Parents Christmas Party
- Bracknell Choral Society concert
- Bracknell Forest History Society
- Power of Parenting Christmas Ball to help raise money for his charity of the year

Preparations for the Virtual London Marathon are ongoing and Councillor Carter thanked all those who have donated and supported the charity including the Bracknell Town Council office staff for donating their Secret Santa funds to the charity.

FC7/24 PLANNING COMMITTEE

Councillor Adu-Quaye proposed the minutes of the Planning Committee meetings below for approval as a correct record including the recommendations contained within. This was seconded by Councillor Janet Cochrane APPROVED

The members of the committee were thanked for their attendance and their ongoing commitment to the meetings.

- 7th November 2023
- 28th November 2023
- 19th December 2023
- 16th January 2024
- 6th February 2024

FC8/24 ENVIRONMENTAL SERVICES COMMITTEE

Councillor Lucy Young proposed the minutes of the Environmental Services Committee meetings below for approval as a correct record including the recommendations contained within. This was seconded by Councillor Adu-Quaye APPROVED

- 23rd January 2024
- The Funfair dates for 2024 are:
 - 7th May start
 - 14th July start
- The school trip to Brooke House to discuss the changing landscape of Bracknell over the last 50 years was a success
- Mill Park Boat House was broken into and is being managed by the Town Clerk, the Police and Insurance companies

FC9/24 STRATEGY AND FINANCE COMMITTEE

Councillor Guy Gillbe proposed the minutes of the Strategy and Finance Committee meetings below for approval as a correct record including the recommendations contained within. This was seconded by Councillor Anna Keen APPROVED

The members of the Committee were thanked for attending the meetings and the officers were thanked for their ongoing hard work.

- 4th December 2023
- 6th February 2024

- The Birch Hill Toilets have been repaired following the arson and the door and lock is being replaced as the final part of the BFC handover
- The Police Crime Commissioner is visiting Great Hollands on the 16th February at 2 - 4 pm to see how the £5000 funding has been spent on youth work in Bracknell, Councillors are encouraged to attend
- The Internal Auditor visited Brooke House to complete the interim audit in January
- The lease at Brooke House for Kite Griffin is being worked on by the BTC Solicitors ready to hand over to the new tenants
- The BTC lease at Brooke House expires in 18 years
- The BTC application for the King's portrait has been accepted
- Officers are working on the next edition of the Bracknell Matters
- The Town Clerk has been requested to appoint a Lease Company to assess the Birch Hill building to establish the lease value, and the lease would then be advertised for all lease enquiries for transparency

FC10/24 STAFFING COMMITTEE

Councillor Anna Keen proposed the minutes of the Staffing Committee meetings below for approval as a correct record including the recommendations contained within. This was seconded by Councillor Cath Thompson APPROVED

The Town Clerk and Deputy Town Clerk were thanked for their detailed work on the staff salary review.

- 9th January 2024

- The Grounds Team salary comparison has been completed and found to be acceptable
- The staff salary and value review has been completed and 5 cases were reviewed, amendments were made as necessary
- The Town Clerk and RFM will be appraised by the end of April

FC11/24 GRANT APPLICATION RECOMMENDATIONS

The grant award recommendations were reviewed after being scrutinised by the Strategy and Finance Committee. It was proposed by Councillor Guy Gillbe to approve the grant recommendations en bloc. This was seconded by Councillor Elizabeth Mary Baker APPROVED

The officers were thanked for their work assessing the grant applications in the first instance.

FC12/24 BUDGET 2024-25

The Budget for 2024-25 was presented by the Chair of the Strategy and Finance Committee, Councillor Guy Gillbe. Following scrutinisation by the Strategy and Finance Committee, the budget for 2024-25 including the recommendations below was proposed for approval by Councillor Guy Gillbe. This was seconded by Councillor Graham Firth APPROVED

- £142,000 grant to South Hill Park Arts Centre
- £10,000 grant to Jealotts Hill Community Landshare
- 2% precept increase

The officers and Councillors involved in bringing this budget together were thanked for the thorough work.

FC13/24 TV GRANTS WORKING GROUP

It was proposed by Councillor Graham Firth to create a TV Grants Working Group to review how the grant can move forward. This was seconded by Councillor Guy Gillbe APPROVED

The following Councillors were nominated and approved to join the Working Group:

- Mary Temperton
- Jodie Watts
- Janet Cochrane
- Cherise Welch
- Simon Carter

The membership of the working group was proposed by Councillor Graham Firth and seconded by Councillor Megan Wright APPROVED

FC14/24 LOCAL COUNCIL AWARD SCHEME APPLICATION

The work started towards the LCAS Quality Application was NOTED and it was advised that all relevant documents will be reviewed and adopted before the submission date of the 6th September 2024.

Councillors will book to use the foyer at Brooke House to engage residents as this is one of the criteria for the LCAS application, along with engaging the community at the Annual Town Meeting on the 14th May 2024 starting at 7 pm at Great Hollands Pavilion.

FC15/24 BIODIVERSITY STATEMENT

It was proposed by Councillor Mary Temperton that the Biodiversity Statement be approved and adopted by Bracknell Town Council. This was seconded by Councillor Kath Nugent APPROVED This will be checked against the Bracknell Town Neighbourhood Plan to ensure it is sympathetic to the overarching goals within.

FC16/25 MEETING SCHEDULE 2024 - 25

It was proposed by Councillor Guy Gillbe that the meeting schedule for 2024 - 25 be approved and adopted by Bracknell Town Council. This was seconded by Councillor Graham Firth APPROVED

FC17/24 INTERNAL AUDITOR APPOINTMENT 2024-25

It was proposed by Councillor Graham Firth that Claire Connell be approved and appointed as the BTC internal auditor for 2024 - 25. This was seconded by Councillor Helen Purnell APPROVED

FC18/24 CIL REPORT

The CIL report was reviewed. Councillors would like to hold a CIL training workshop to engage with Councillors to encourage ideas. The Town Clerk will send out the dates of the workshop to all Members. Councillors we encouraged to send new CIL funding ideas to the Town Clerk.

It was proposed by Councillor Guy Gillbe to approve the CIL Report to BFC. This was seconded by Councillor Ryan Frost APPROVED

BTC owns a CIL-funded speed watch camera, any Councillors with details of a Community Group interested in using the camera can advise them to speak to the office on 01344 420079.

FC19/24 RECEIVED INCOME TRANSACTIONS

The received income transactions for the period 1st September 2023 to 31st December 2023 inclusive were NOTED

FC20/24 PAID EXPENDITURE TRANSACTIONS

It was proposed by Councillor Simon Carter to sign the paid expenditure transactions for the period 1st September 2023 to 31st December 2023 inclusive as a correct record. This was seconded by Councillor Mary Temperton APPROVED

**Date of the next Meeting: Annual Town Meeting and AGM 14th May 2024 7.00 pm
Council Chamber Brooke House**

Sign:

Date: