



Bracknell Town Council

Council Tuesday 25th June 2024

Date	Tuesday 25th June 2024
Time	19:30 – 20:14
Location	Council Chamber at Brooke House
Present	Councillors: Ellen MacHale (19.41), Cherise Welch, Helen Purnell, Mary Temperton, Elizabeth Baker, Roy Bailey, Cath Thompson, Guy Gillbe, Ryan Frost, Gerry Webb (19.50), Simon Carter, Graham Firth, Janet Cochrane, Caroline Egglestone, Megan Wright, Jodie Watts (19.40)
Apologies	Councillors: Kwabena Adutwum-Quaye, Paul Bidwell, Naheed Ejaz, Jeffrey Gillbe, Anna Keen, Kathryn Neil, Kathleen Nugent, Jenny Penfold, Imara Wright, Lucy Young
Absent	Councillors: Iskandar Jefferies, Donna Sidebotham
Officers	Jackie Burgess, Rachel Gordge

Minutes

FC44/24 ATTENDANCE

Apologies were received from Councillors Adutwum-Quaye, Bidwell, Ejaz, J. Gillbe, Keen, Neil, Nugent, Penfold, I. Wright and Young.

FC45/24 DECLARATIONS OF INTEREST

There were no declarations of interest made, no written requests for dispensations for disclosable pecuniary interests were received, and consequently, no requests for dispensation were granted.

FC46/24 MINUTES

The minutes from the meeting held on 14th May 2024 were reviewed. Councillor Elizabeth Mary Baker proposed the minutes as a correct record, and Councillor Mary Temperton seconded this. The minutes were approved unanimously without any corrections.

Decision: The minutes from the meeting held on 14th May 2024 were approved as a correct record.

FC47/24 MATTER ARISING FROM THE MINUTES

The Chair noted that biodiversity audits had taken place at Mill Park, Great Hollands, Braybrooke, and Jocks Lane, and officers were awaiting the reports.

No further matters arising from the minutes were discussed.

FC48/24 MAYOR'S ANNOUNCEMENTS

The Town Mayor, Councillor Elizabeth Mary Baker, provided an extensive update on her activities over the past month. She had attended nine engagements and spent six days

in Germany. Highlights included attending celebrating Volunteers Week, and participating in the 80th anniversary of D-Day. She also attended the South Hill Park Music and Food Festival, the Lord Lieutenant's summer reception at the Royal Windsor Flower Show, and the 8th anniversary of an Indian charity. The Mayor shared her experiences from a six-day trip to Leverkusen, Germany, including visits to the local state parliament, the Old Town of Dusseldorf, and the Bayer Leverkusen Football Club. She concluded her report by expressing gratitude to the organisers of the Twinning Associations for their work.

The Deputy Mayor, Councillor Ellen Mac Hale, provided an update on the activities she has attended in the past month. She had attended two events including the celebration of the 80th anniversary of D-Day at Bickerton House.

FC49/24 PLANNING COMMITTEE

The Vice Chair of the Planning Committee, Councillor Janet Cochrane presented the minutes of the meetings held on 14th May 2024, 21st May 2024, and 11th June 2024 for approval. The minutes were seconded by Councillor Ellan Mac Hale. The minutes were approved unanimously as a correct record of the meetings.

Decision: The minutes of the Planning Committee meetings held on 14th May 2024, 21st May 2024, and 11th June 2024 were approved.

FC50/24 ENVIRONMENTAL SERVICES COMMITTEE

In the absence of the Chair and Vice Chair, Councillor Mary Temperton, a member of the Environmental Services Committee presented the minutes of the meetings held on 14th May 2024 and 4th June 2024 for approval. The committee also proposed the removal of Councillor Egglestone and the addition of Councillor Thompson to the Environmental Services Committee. This proposal was seconded by Councillor Jodie Watts. The minutes and the recommendations contained within were unanimously APPROVED

Decision: The minutes of the Environmental Services Committee meetings held on 14th May 2024 and 4th June 2024 were approved.

Decision: The removal of Councillor Egglestone and the addition of Councillor Thompson to the Environmental Services Committee were approved.

Decision: The Community Events Working Group would be disbanded, and its functions would be integrated into the Environmental Services Committee meetings.

FC51/24 STAFFING COMMITTEE

The Vice Chair of the Staffing Committee, Councillor Cath Thompson presented the minutes of the meetings held on 14th May 2024 and 18th June 2024 for approval. This was seconded by Councillor Simon Carter. The minutes and the recommendations contained within were unanimously APPROVED

Decision: The minutes of the Staffing Committee meetings held on 14th May 2024 and 18th June 2024 were approved.

FC52/24 STRATEGY AND FINANCE COMMITTEE

The Chair of the Strategy and Finance Committee, Councillor Guy Gillbe presented the minutes of the meetings held on 14th May 2024 and 11th June 2024 for approval. The Chair thanked the officers for their support and highlighted that the Council had passed its internal audit with flying colours. The committee recommended that the Council declare itself in abidance with all parameters of the Annual Governance Accountability Review. Recommendations were also made regarding the reinstatement of a Budget Monitoring Working Group and the allocation of £80,500 from CIL reserves for play area refurbishments. This was seconded by Councillor Roy Bailey. The minutes and the recommendations contained within were APPROVED unanimously. Councillors were encouraged to research NALC training and to take any requests to the Town Clerk.

Decision: The minutes of the Strategy and Finance Committee meetings held on 14th May 2024 and 11th June 2024 were approved.

Decision: The Council declared itself in abidance with all parameters of the Annual Governance Accountability Review.

Decision: The reinstatement of a Budget Monitoring Working Group was approved.

Decision: The allocation of £80,500 from CIL reserves for play area refurbishments was approved.

FC53/24 INTERNAL AUDITOR'S REPORT

The Council reviewed and noted the Internal Auditor's reports for 2023-24. It was confirmed that Bracknell Town Council had received a clean internal auditor's report for the year and the Town Clerk, Officers and Councillors involved were thanked for their hard work.

FC54/24 ANNUAL GOVERNANCE ACCOUNTABILITY RETURN (AGAR) 2023-24

The Chair of the Strategy and Finance Committee, Councillor Guy Gillbe proposed that the Town Mayor sign the AGAR as recommended. The Council agreed to answer 'yes' to all questions in Section 1 of the Annual Governance Statement and approved the signing of the document by the Town Mayor and Town Clerk. The Council also approved the dates on the Notice of Public Rights and Publication document. This proposal was seconded by Councillor Mary Temperton and APPROVED unanimously.

Decision: The Council agreed to answer 'yes' to all questions in Section 1 of the Annual Governance Statement.

Decision: The signing of the AGAR document by the Town Mayor and Town Clerk was approved.

Decision: The dates on the Notice of Public Rights and Publication document were approved.

FC55/24 FINANCIAL STATEMENTS 2023-24

The Council reviewed the financial statements for 2023-24. As recommended by the Strategy and Finance Committee, it was proposed by Councillor Elizabeth Mary Baker that the statements were approved, and the Town Mayor was authorised to sign them

as a correct record. This was seconded by Councillor Graham Firth and APPROVED unanimously.

Decision: The financial statements for 2023-24 were approved.

Decision: The Town Mayor was authorized to sign the financial statements as a correct record.

FC56/24 FINANCIAL REGULATIONS AND STANDING ORDERS

The Council noted that the Financial Regulations have been rewritten by NALC and that a thorough review of the Financial Regulations, Investment Strategy and the Standing Orders would be undertaken during 2024-25. The Town Clerk will bring details to a later meeting following the review.

FC57/24 BUDGET MONITORING WORKING GROUP

As recommended by the Strategy and Finance Committee, Councillors Guy Gillbe proposed the reinstatement of the Budget Monitoring Working Group to scrutinise the accounts quarterly. Nominations for membership were requested, and Councillors Guy Gillbe, Graham Firth, Kathryn Neil, Simon Carter and Caroline Egglestone were nominated. The proposal was seconded by Councillor Roy Bailey and APPROVED unanimously.

Decision: The reinstatement of the Budget Monitoring Working Group was approved.

Decision: Councillors G. Gillbe, Firth, Neil, Carter and Egglestone were nominated for the Budget Monitoring Working Group.

FC58/24 BRACKNELL HISTORY WORKING GROUP

The Environmental Services Committee recommended the creation of a Bracknell History Working Group to celebrate the history of Bracknell and its landmarks. It was proposed by Councillor Ellen Mac Hale proposed the creation of the Working Group with the membership including Councillors Ellen McHale, Janet Cochrane, Jodie Watts, Guy Gilbe, Graham Firth, Gerry Webb, and Jenny Penfold. The proposal was seconded by Councillor Mary Temperton and approved unanimously.

Decision: The creation of the Bracknell History Working Group was approved.

Decision: The proposed membership of the Bracknell History Working Group was approved.

FC59/24 COMMUNITY EVENTS WORKING GROUP

The Environmental Services Committee recommended the disbandment of the Community Events Working Group. Instead, events would be managed through a standing agenda item at the Environmental Services Committee meetings. This was proposed by Councillor Janet Cochrane, seconded by Councillor Cath Thompson and approved unanimously.

Decision: The disbandment of the Community Events Working Group was approved.

Decision: Events will be managed through a standing agenda item at the Environmental Services Committee meetings.

FC60/24 STANDING ORDER 18

The Strategy and Finance Committee requested the suspension of Standing Order 18 to allow the Council to use a preferred expert supplier for the pump track and three playground refurbishments. The Council approved the use of Clark & Kent Contractors for the Pump Track Project and HAGS UK for the play area refurbishments at Ennerdale, Mill Park, and Jocks Lane. This was proposed by Councillor Mary Temperton, seconded by Councillor Cath Thompson and approved unanimously.

Decision: The suspension of Standing Order 18 was approved to allow the use of a preferred expert supplier for the pump track and three playground refurbishments.

Decision: The use of Clark & Kent Contractors for the Pump Track Project was approved.

Decision: The use of HAGS UK for the play area refurbishments at Ennerdale, Mill Park, and Jocks Lane was approved.

FC61/24 OUTSIDE BODY REPORTS

The Council received and noted reports from various Outside Body Representatives. Councillors shared verbal and written reports on their activities and engagements with various community associations and outside bodies, highlighting the collaborative efforts to support local initiatives.

Written Reports

- Councillors Jenny Penfold and Kath Nugent – Hanworth Community Association
- Councillor Caroline Egglestone – Bullbrook Community Association
- Councillor Graham Firth – Borough, Parish and Town Liaison Committee
- Councillor Graham Firth – Lily Hill Park Steering Committee
- Councillor Simon Carter – Citizen’s Advice Bureau

Verbal Reports

- Councillor Megan Wright – Age Concern
- Councillor Guy Gillbe – Easthampstead and Wildridings Community Association
- Councillor Guy Gillbe – Twinning Association
- Councillor Guy Gillbe on behalf of Councillor Jeffrey Gillbe – Jennett’s Park Association
- Councillor Jodie Watts – Crown Wood Community Association
- Councillor Ellen Mac Hale – New Priestwood Community Association
- Councillor Janet Cochrane – Birch Hill Community Association

FC62/24 CIL REPORT

The Council reviewed and noted the current CIL report and the CIL spending criteria. A proposal was made by Councillor Guy Gillbe to move £80,500 of CIL funding for

Ennerdale, Jocks Lane, and Mill Park refurbishments to the approved section of the report to allow these projects to commence. This proposal was seconded by Councillor Jodie Watts and approved unanimously. Councillors were also reminded to send new CIL funding ideas to the Town Clerk for consideration.

Decision: The Council approved the movement of £80,500 of CIL funding for Ennerdale, Jocks Lane, and Mill Park refurbishments to the approved section of the report.

Task: Send new CIL funding ideas to the Town Clerk

FC63/24 RECEIVED INCOME TRANSACTIONS

The Council noted the received income transactions for the period from 1st April 2024 to 30th April 2024. These transactions were reviewed by the Strategy and Finance Committee and made available for inspection via the Town Clerk.

FC64/24 PAID EXPENDITURE TRANSACTIONS

It was proposed by Councillor Elizabeth Mary Baker that the Council authorise the Mayor to sign the paid expenditure transactions for the period from 1st April 2024 to 30th April 2024. These transactions were reviewed by the Strategy and Finance Committee and made available for inspection via the Town Clerk. The proposal was seconded by Councillor Graham Firth and approved unanimously.

Decision: The Council authorised the Mayor to sign the paid expenditure transactions for the period from 1st April 2024 to 30th April 2024.

Date of the next Meeting: 1st October 2024 7.30 pm in the Council Chamber at Brooke House

Sign:

Date: