



Bracknell Town Council

Strategy and Finance Committee Minutes 8th September 2020

Attendance

Councillors Present	Paul Bidwell, Gill Birch, Jennie Green, Isabel Mattick, Sanjeev Prasad, Malcolm Tullett (until 8.56), Chris Turrell
In Attendance	Jackie Burgess (TC), Allan Moffat (RFM)

The meeting opened via Zoom at 7.30pm and closed at 9.15pm

SF1141	Declarations of Interest
	There were no declarations of interest
SF1142	Minutes
	The minutes of the Strategy and Finance Committee held on 16 th June 2020 and 28 th July 2020 were proposed by Councillor Chris Turrell and seconded by Councillor Green and Councillor Tullett. It was RESOLVED that the recommendations contained therein are received and adopted as a correct record and signed by the Chair
SF1143	Matters Arising from the Minutes
	SF1060 AGAR (Annual Governance and Accountability Return) a response is awaited from PKF Little John the Town Councils External Auditor. The response is expected before 30 th September 2020 NOTED SF1067 Risk Registers. The registers have been updated to include the COVID19 risks NOTED SF1309 Bracknell Matters – The electronic edition was published on 7 th August and was well received. Committee asked if it is possible to record how many people viewed the edition. The TC will look into this and report back. SF1365 Standing Orders – these will be updated in the near future NOTED
SF1144	Financial Report
	The Town Clerk went through the Town Councils financial position and the impact COVID 19 has had on the Town Councils income. Hall Hire - Officers are now looking and how the halls can be opened up safely to our regular hirers without there being a negative cost to the Council with the additional cleaning. Currently halls are only open to the pre-schools. Officers have contacted all the regular hirers, first asking if they wish to return and then for the hirers risk assessments and method statements for restarting their classes. Hirers will be expected to clean before and after use but there is still a responsibility on the Council to ensure the halls are cleaned properly. This will be collated and reviewed if the Committee agree with a view to reopening in October. Committee endorsed this approach and gave approval for officers to take this forward, subject to any changes in legislation. Parking - The Company who hired the 35 parking spaces at The Elms have given notice and will no longer be using these spaces from 01.10.20. Committee requested that Officers investigate if it is feasible to run a pay and display car park to include some electric charging points. Office Space - Relate have also given notice that they will not be requiring the use of



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	<p>the office at Brooke House in the future.</p> <p>Outdoor Fitness – Officers have been trying to regularise this so that all users supply the Town Council with a risk assessment and a copy of their Public Liability. The cost to use an area would be £55 per month. A request has been received to waive this charge as they offer low cost classes which is important in the current times. Committee discussed and were concerned that a charge could be a disabler. Maybe only charge if classes are 6 or above but they still need to be able to prove they have Public Liability Insurance. Officers were tasked with reviewing this and putting together guidelines to cover different types of users NOTED</p> <p>Great Hollands Cricket - A request has been received from a Cricket Club for use of the Cricket Square at Great Hollands. Officers have arranged to meet the Club to ascertain what their requirements are. Information will be brought to Environmental Services Committee</p> <p>Birch Hill Toilets - The transfer of assets has been put on hold at the moment. However, the TC would like to recommend that we have the toilet block surveyed before we resume talks with BFC. The cost would be £320.00 + VAT. Committee agreed with the recommendation and instructed the TC to organise the survey.</p>
SF1145	Request to site a Uniform Sales Office for the Scouts at Braybrooke
	<p>Committee will remember they had discussed allowing the Scouts to put a building up behind the Braybrooke Depot for uniform sales. Unfortunately, investigation has shown that the shape of the building makes it unsuitable to be located there without taking out some trees which is not an option. The second option is to put it on the righthand side of the recreation ground just alongside from the main gate. Committee were concerned it would look out of place in this location. Planning permission will be required but the Scouts require permission from the Council before perusing this. The Local Green Space Designation within the Bracknell Town Neighbourhood Plan will also need to be checked. The RFM was tasked with confirming the size of the building and what planning permissions would be required, as well as exactly what the building will be used for. The Scouts to be requested to put in a full report with the above details to Council.</p>
SF1146	Mill Park Access Road
	<p>Committee noted the letter received from BFC. Committee were not appreciative of the tone of the letter from BFC. Committee discussed the matter and agreed that</p> <ul style="list-style-type: none">• The queueing on the road has a negative impact on the activity of BTC on the land it leases from BFC as well as causing issues with residents• Parking on the yellow lines is dangerous• The Working Group will be confirmed at Full Council and Terms of reference agreed• BTC could ask for a review of the license at The Keep <p>It was agreed that Councillor Turrell would write back to BFC expressing the Councils dissatisfaction with their response and request a meeting with BFC to include members from their legal team.</p>
SF1147	Budget 2021/22
	<p>Committee put the following forward to be considered for inclusion in the 2021/22</p>



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	<p>budget:</p> <ul style="list-style-type: none"> • Additional bins were requested – it was recommended that we do a survey of all of the BTC bins and then request Councillors to put in requests for any additional bins in their wards. There was also a request for some bigger bins at some locations. Following a discussion, it was agreed to trial two larger bins from this year’s budget and report back to Environmental Services on their use • A discussion was held on the condition of the bins at SHP but they are currently under the HLF conditions. The RFM is working with the SHP maintenance team regarding what can be done to improve them • Notice boards are starting to show signs of wear. The RFM was requested to carry out a review of all notice boards • Annual Grant applications will be considered as part of the budget setting for 2021/22
SF1148	Budget Monitoring
	The Chair of the Budget Monitoring Working Group introduced the notes of the meeting held on 1 st September 2020 NOTED
SF1149	BTNP Steering Group
	Work is continuing with the next meeting scheduled for 16 th September 2020 NOTED
SF1150	Events
	<p>The committee discussed the communication from the RBL that nationally they will no longer be able to organise the Remembrance Parades but only support them. Committee endorsed the proposal of the Community Events Working Group that Officers investigate the financial cost and manpower requirements if the Town Council took over the organisation of the Town Centre Parade each year. This year would be a virtual event and the Working Group is waiting for some guidelines on how this will be managed. The RFM was requested to organise the grass that is laid around the memorial. The Town Clerk will contact various organisations for information. Councillor G Birch will put forward the recommendation at Full Council. The next meeting of the Events Working group is 8th October and a representative from RBL will be invited.</p> <p>Possible Future Events</p> <ul style="list-style-type: none"> • Virtual McMillan Coffee morning 25th September 2020 • Possible online Christmas Carol Event
	CONFIDENTIAL BUSINESS
SF1151	South Hill Park Trust
	The next quarterly meeting is being arranged for the end of September 2020. The next SHP Trust Board meeting is scheduled for the end of September 2020.



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The date of the next meeting is 10th November 2020

Sign:	
Date:	