



Bracknell Town Council

Strategy and Finance Committee Minutes 2nd February 2021

Attendance

Councillors Present	Paul Bidwell, Gill Birch, Isabel Mattick, Sanjeev Prasad, Malcolm Tullett, Chris Turrell
Substitutes	Councillor Dai Roberts
Councillor's Co-opted	Paul Byron, Michael Skinner
In Attendance	Allan Moffat (RFM), Rachel Gordge (SAO)

The meeting opened via Zoom at 7.30pm and closed at 8.44pm

SF1304	Declarations of Interest
	There were no declarations of interest
SF1305	Minutes
	The minutes of the Strategy and Finance Committee held on 10 th November 2020 were proposed by Councillor Chris Turrell and seconded by Councillor Malcolm Tullett. It was RESOLVED that the recommendations contained therein are received and adopted as a correct record and signed by the Chair
SF1306	Matters Arising from the Minutes
	There were no matters arising from the minutes
SF1307	Covid Update
	The RFM gave an update regarding BTC facilities due to the most recent lockdown: <ul style="list-style-type: none"> • Great Hollands pavilion is being hired out for use as a Lateral Flow Testing Centre for 10 weeks. BTC Grounds Staff will be tested at this facility • All other closures remain the same since the last meeting • Grounds staff must now wear masks when in mess rooms
SF1308	Budget 2021-22
	The report and budget prepared by the Town Clerk was discussed. Uncertain times due to the pandemic has meant that the budget is slightly different to previous years with additional reserves in place. There has been a loss in income for the Council, however, there has also been a reduction in outgoing costs due to events being cancelled. The precept is being raised slightly to cover some of the losses from closures and retain balance in the budget. Questions were asked about the reserves as they look different from previous budgets and it was advised to email the Town Clerk for a direct response. It was proposed to recommend the budget for 2021-22 by Councillor Chris Turrell and seconded by Councillor Mrs Isabel Mattick APPROVED
SF1309	CIL
	Councillors offered new ideas for future CIL funds and discussed approved requests: <ul style="list-style-type: none"> • Barry Square – add play equipment for older children • Barry Square – Councillor Birch to take request of a natural barrier for balls to Environmental Services Committee



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	<ul style="list-style-type: none"> The Larges Lane Board that is already approved is to be expedited <p>The following new requests for CIL funding were proposed en bloc by Councillor Chris Turrell and seconded by Councillor Malcolm Tullett:</p> <ul style="list-style-type: none"> New and replacement handrails along Board Walk at Mill Park £12,500 2 purpose built interpretation boards at Mill Park £1,800 1 interpretation board at North Lake £900 3 sections of path along far side of Mill Pond £20,470 3 section cycle racks for Braybrooke, Jocks Lane, Stoney Road, The Elms, Harmans Water, Birch Hill Pavilion, Dryden Woods, South Road, Jurassic Park, Mill Park and Great Hollands Pavilion £1,200 Replacement bins at North Lake £10,000 <p>APPROVED</p>
SF1310	Budget Monitoring
	The chair of the Budget Monitoring Working Group was not available for an update, this item is deferred to the next Strategy and Finance Committee meeting
SF1311	BTNP Steering Group
	Work is continuing for the BTNP to be ready for the Referendum on May 2021
SF1312	Card Machine Policy
	A card machine policy was written by the Financial Administrative Officer and Pavilion Supervisor for all staff using the machines to sign. The policy was discussed by the Committee and APPROVED
SF1313	Risk Assessment
	The risk assessment has been updated by the Town Clerk to include further Covid-19 risks. Councillors thanks Jackie for her hard work to keep this fluctuating document up to date. An additional risk is to be added to section 6. Operational to be titled 6.8. Supply Chain. The updated risk assessment will be brought to the next meeting for review
SF1314	Birch Hill Toilets
	The lease for Birch Hill toilets has been reviews by BTC solicitors. After in depth discussion about the terms of the lease, it was agreed that an edit is required. There is a clause stating that there is no provision for demolition, however, further to the research done by the RFM (thank you Allan for the research) the most cost-effective way to make the building fit for purpose is to demolish it and re-build. The Town Clerk will contact the solicitors for the amendment to be made. It was proposed that the amended lease be brought to Full Council on 16 th February for discussion AGREED
SF1315	Bracknell Matters
	A paper copy of the Bracknell Matters was due in Spring 2021, however, due to the current lockdown there are new challenges facing the publication. Deliveries of leaflets are not allowed during lockdown, there have been no events to write stories



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	about, and staff workloads are high. It was proposed that the paper copy of the Bracknell Matters be postponed until after the AGM in May subject to the pandemic situation and guidance at the time APPROVED
SF1316	Community Events 2020
	The next meeting of the committee is planned for 10 th March 2021 where virtual events will be discussed. The Queen's Jubilee of 2022 will be discussed as this will be a big celebration for the UK
SF1317	Internal Auditor
	Following years of service, Claire Connell is appointed as the Internal Auditor for BTC for the year 2021/22 APPROVED
SF1318	Grants 2021/22
	Official notification of grants approved was sent out to recipients during January to date BTC have received 3 replies it is anticipated more will be received NOTED

The date of the next meeting is 20th April 2021

Sign:	
Date:	