



# Bracknell Town Council

## Strategy and Finance Committee Agenda 14<sup>th</sup> June 2022

**Jackie Burgess, Town Clerk**

**To Councillors:** James Alexander, Paul Bidwell, Gill Birch, Jennie Green, Diana Henfrey, Isabel Mattick, Sanjeev Prasad, **Chris Turrell**.

**Substitutes Councillors:** *Cllrs Marc Brunel-Walker, Kathryn Neil, Dai Roberts, Mary Temperton.*

Dear Councillors,

You are required to attend this meeting of the Environmental Services Committee on 24<sup>th</sup> May 2022 at 7.30pm in the Council Chamber at Brooke House. In order for decisions to be made at this meeting, Officers require the attendance of a minimum of 5 Councillors to be present in person to meet the quorum. Councillors may attend virtually, but please note that votes and attendance from virtual attendees will not count.

The meeting is open to the press and the public, either in person or virtually via MS Teams.

Yours sincerely,

*Jackie Burgess*

Town Clerk

### Agenda

<b>1</b>	<b>To Receive Apologies</b>
<b>2</b>	<b>Declarations of Interest</b>
	2.1 To receive declarations of interest from Councillors on items on the agenda 2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any) 2.3 To grant any requests for dispensation as appropriate
<b>3</b>	<b>Minutes</b>
	To approve as a correct record the minutes of the meeting held 29 <sup>th</sup> March 2022 and 10 <sup>th</sup> May 2022 - papers attached
<b>4</b>	<b>Matters Arising from the Minutes</b>
	<b>SF1076 Birch Hill Toilets</b> – To receive an update from the Town Clerk <b>SF1172 Open Spaces Leases</b> -The leases have been received and the Town Clerk will give an update at the meeting <b>SF1325 Play Area Working Group</b> – The first meeting of the working Group is scheduled for 19 <sup>th</sup> July in the meantime all Councillors are encourage to visit Bracknell Town Council play areas
<b>5</b>	<b>Internal Auditors Report 2021/22</b>
	To review the Internal Auditors reports for the Year to 31 <sup>st</sup> March 2022 (papers attached)
<b>6</b>	<b>Annual Governance Accountability Return (AGAR)</b>
	The Committee is requested to review the Annual Return for 2021/22. If Committee is in agreement with the report to recommend the report to Full Council for signing on 28 <sup>th</sup> June by the Town Mayor before being submitted to the External Auditors. Please contact the Town Clerk before the meeting if you have any queries. (papers attached)
<b>7</b>	<b>Financial Statement 2021/22</b>



# Bracknell Town Council

## Strategy and Finance Committee Agenda 14<sup>th</sup> June 2022

	Councillors are requested to review the Financial Statement 2021/22. If approved to recommend the report to Full Council to be ratified on 28 <sup>th</sup> June and signed by the Town Mayor. Please contact the Town Clerk before the meeting if you have any queries. (papers attached)
<b>8</b>	<b>Financial Regulations</b>
	To review the Financial Regulations – (papers attached) no changes have been made
<b>9</b>	<b>Standing Orders</b>
	To review the Standing Orders – (papers attached ) changes have been highlighted in the document
<b>10</b>	<b>Draft IT Policy</b>
	To note the IT policy is being updated and will be brought to a future meeting
<b>11</b>	<b>Budget Monitoring Working Group</b>
	To receive an update from the Chair of the Budget Monitoring Working Group
<b>12</b>	<b>Community Events Working Group</b>
	To receive an update from the Chair of the Community Events Working Group
<b>13</b>	<b>CIL</b>
	To Review and recommend the Annual CIL Report for 2021/22 to Full Council and to approve any new ideas for CIL funding (papers attached 2022/23 CIL report)
<b>14</b>	<b>Terms of Reference</b>
	To review the Terms of Reference (papers attached)
<b>15</b>	<b>Credit Card</b>
	The Town Clerk would like to request a named credit card with a low limit for the Office Manager to enable small but integral purchases when the Town Clerk is out of the office
	<b>Confidential</b> To move that in view of the confidential nature of the business to be transacted, that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as applied by Section 100 of the Local Government Act 1972, Members of the Press and Public be excluded from the meeting.
<b>16</b>	<b>South Hill Park Report</b>
	The CEO of South Hill Park will report on the financial year of 2021/22
<b>17</b>	<b>Insurance Claim</b>
	To receive an update from the Town Clerk

Date of the next Meeting: **27<sup>th</sup> September 2022 at 7.30pm**

### Notes on Declaration of Interest

*Members are requested to declare any personal interests. Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Town Clerk that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days. It is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should be regarded as a Disclosable Pecuniary Interest. Members are advised to seek the advice of the Clerk well before the meeting as it may be necessary to refer the matter to the Monitoring Officer for a decision.*