



# Bracknell Town Council

## Strategy and Finance Committee Meeting

14<sup>th</sup> June 2022

### Attendance

Councillors Present	Gill Birch, Jennie Green, Diana Henfrey, Isabel Mattick, Sanjeev Prasad, Dai Roberts (Sub), <b>Chris Turrell</b>
Attended Remotely	CLlr Paul Bidwell
Councillors Absent	James Alexander
In Attendance	Jackie Burgess (TC) Rachel Gordge (OM), Craig Titley CEO South Hill Park Trust, Member of the Public

The meeting opened via Zoom at 7.35pm and closed at 9.06pm

<b>SF1070</b>	<b>Declarations of Interest</b>
	There were no declarations of interest
<b>SF1071</b>	<b>Minutes</b>
	The minutes of the Strategy and Finance Committee held on 29 <sup>th</sup> March and 10 <sup>th</sup> May were approved. It was <b>RESOLVED</b> that the recommendations contained therein were received and adopted as a correct record and signed by the Chair
<b>SF1072</b>	<b>Matters Arising from the Minutes</b>
	<b>SF1076 Birch Hill Toilets</b> – currently awaiting final figures which will be brought to Full Council <b>SF1172 Open Spaces Leases</b> – Maps how now been agreed and we are awaiting the final legal documents for the Town Mayor to sign <b>SF1325 Play Areas Working Group</b> - The date for the Working Group meeting is 7.30 on 19 <sup>th</sup> July via Teams
<b>SF1073</b>	<b>Internal Auditors Report 2021/22</b>
	The Auditor reports were reviewed and compliments were given to Officers for a clean Internal Audit. Well done to all Staff involved. <b>APPROVED</b>
<b>SF1074</b>	<b>Annual Governance Accountability Return (AGAR)</b>
	The AGAR was reviewed and Councillors agreed to answer yes to questions 1-9 on Page 4 of the report. The report will now be recommended to Full Council for the Mayor to sign. <b>APPROVED</b>
<b>SF1075</b>	<b>Financial Statement 2021/22</b>
	The Financial Statements were reviewed and AGREED to be recommended to Full Council for signing and uploading to the BTC Website. The Town Clerk updated Committee that the Financial Statements are no longer a legal requirement but they are a detailed report of the previous financial year and show transparency and would like to recommend the report is continued each year Councillors thanked the TC and the Finance Officer for their hard work on these financial documents. This was APPROVED .



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<b>SF1076</b>	<b>Financial Regulations</b>
	The Committee reviewed the Financial Regulations, no legislation changes have been made. Committee AGREED the Financial Regulations are fit for purpose.
<b>SF1077</b>	<b>Standing Orders</b>
	The Committee reviewed the legislation changes to the Standing Orders. All items in bold are mandatory. Committee recommended the Changes to Full Council for Approval. The Town Clerk was requested to write a Press/media policy – this will be brought to a future meeting for approval. APPROVED
<b>SF1078</b>	<b>Draft IT Policy</b>
	Work is continuing on this large piece of work and will be brought to a future meeting
<b>SF1079</b>	<b>Budget Monitoring Working Group</b>
	The Chair of the Budget Monitoring Working Group gave an update following the meeting on 24 <sup>th</sup> May 2022. Monitoring of the BTC Asset Register will continue at this Working Group
<b>SF1080</b>	<b>Community Events Working Group</b>
	The Chair of the Community Events Working Group gave an update on all the events that BTC supported over the Platinum Jubilee weekend. The next events are the Early Years Event on 22 <sup>nd</sup> June and Armed Forces Day Flag raising on 24 <sup>th</sup> June. The Mayor was thanked for attending so many events and staff were congratulated on the decorations at Brooke House.
<b>SF1081</b>	<b>CIL</b>
	<p>The CIL Report for 2021/22 was reviewed and will be recommended to Full Council for approval to submit to BFC. <b>APPROVED</b></p> <p>CIL 2022/23</p> <ul style="list-style-type: none"><li>• £6000 had been approved for the purchase of 3 defibrillators. The Town Clerk has secured a grant from London Hearts and if Committee will approve the increase of the CIL monies to £6125.00 and increase of £125.00 Bracknell Town Council would be in a position to purchase 5 defibrillators in a heated locked outside box. The Town Clerk recommended the following five locations Great Hollands Pavilion, Jocks Lane Pavilion, Birch Hill Pavilion (Hockey Club) Braybrooke Hall, and Calfridus Way where the unit would be located on the Wayz building. Committee APPROVED the additional spend. The following were approved and will be moved to CIL approved expenditure</li><li>• Speed Watch Signs x 12 (3 signs for 4 areas) £50 each £600</li><li>• Defibrillators and heated outside cabinet x 5 £6125.00</li><li>• Speedwatch hand held camera £1500.00</li></ul>



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	A noticeboard has been requested by the Priestwood Environmental Group via Councillor Bidwell. Details of noticeboards have been sent out and the idea will be added to the wish list when they confirm their needs.
<b>SF1082</b>	<b>Terms of Reference</b>
	The Terms of Reference were <b>APPROVED</b> with no changes
<b>SF1083</b>	<b>Credit Card</b>
	Following a discussion it was AGREED that it made sense for the Office Manager to hold a credit card on behalf of Bracknell Town Council for emergency purchases in the absence of the TC. This was proposed by Cllr Mattick and seconded by Cllr G Birch with all the Committee in Favour. A credit card with a limit of £500 will be applied for
	<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>SF1084</b>	<b>South Hill Park Report</b>
	The CEO of South Hill Part Trust gave a presentation on the financial year of 2021/22 followed by a question and answer session
<b>SF1085</b>	<b>Insurance Claim</b>
	The Town Clerk gave an update on the insurance claim that is currently being submitted to the BTC insurers following a break in.

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