



Bracknell Town Council

Strategy & Finance Committee Meeting

Tuesday 11th June 2024

Dear Councillors,

All Members of the Strategy and Finance Committee are summoned to attend this **Strategy & Finance Committee Meeting** in the **Council Chamber, Brooke House** on **Tuesday 11th June 2024** from **19:30 - 21:30**.

Please note that this is a face-to-face meeting and if Councillors attend virtually this will not be counted as attendance and they will not be able to vote.

The meeting is open to the press and the public, who may join either in person or virtually.

Yours sincerely,

Jackie Burgess

Jackie Burgess
Town Clerk

AGENDA

SF65/24 - Attendance

To receive apologies, substitutions and requests for co-option

SF66/24 - Declarations of Interest

- 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

SF67/24 - Minutes

To approve as a correct record the minutes of the meeting held on 7th May and 14th May 2024

Attachments

[2024-05-07 - Rescheduled Strategy and Finance Committee - Minutes\(1\).docx](#)

[2024-05-14 - Strategy and Finance Committee Meeting - Minutes.docx](#)

SF68/24 - Matter Arising from the Minutes

To discuss matters arising from the minutes not discussed elsewhere on the agenda

SF69/24 - Clerk's Report

To note the following items:

- Biodiversity Audit: The audit of Mill Park, Great Hollands Rec, Jocks Lane and Braybrooke will take place in June
- A request for a Bracknell History Working Group is being taken to Full Council following the meeting of the ES Committee with recommended membership of Ellen, Janet, Jodie, Guy, Graham and Gerry. This will be open to the public.
- The Environmental Services Committee is requesting that Full Council disband the Community Events Working Group with a standing agenda item feeding into the committee instead with changes to the ES Committee Membership.

SF70/24 - Finance Reports

To review the reports, receive questions and approve the financial reports at the end of Month 1

Attachments

[Update on the Financial position of Bracknell Town Council as at 30.04.2024.pdf](#)

[Detailed Income Expenditure by Account 30 04 2024.PDF](#)

[Bank - Cash and Investment Reconciliation as at 30 April 2024.PDF](#)

[30.04.2024 - Statement - CCLA.pdf](#)

[Lloyds Bank - Print Friendly Statement - Capital Account.pdf](#)

[Lloyds Bank - Print Friendly Statement - Current Account.pdf](#)

[Lloyds Bank - Print Friendly Statement - TV Grants.pdf](#)

SF71/24 - Internal Auditor's Report

To review and note the Internal Auditor's report for 2023-24

Attachments

[BTC FINAL report 2024.pdf](#)

SF72/24 - Annual Governance Accountability Return (AGAR) 2023-24

To review the AGAR and if in agreement recommend to Full Council that the Town Mayor sign the AGAR and send to the External Auditor

- Committee is requested to review the Annual Governance and Accountability Return for 23/24. Committee is requested to review pages 4 to 6 and recommend to Full Council a response to questions 1-9 and approval of the accounts. Full Council will review the response and the Town Mayor will sign the document on 25th June 2024 before being submitted to the External Auditor.
- Please contact the Town Clerk before the meeting if you have any queries

Attachments

[AnnualReturnForm3PC 2023-24 e.pdf](#)

[BTC IA AGAR24 1.pdf](#)

SF73/24 - Financial Statements 2023-24

Councillors are requested to review the Financial Statements 2023-24. If in agreement with the Statements, recommend them to Full Council to be ratified and signed by the Town Mayor. Please contact the Town Clerk before the meeting if you have any queries.

Attachments

[BTC financial statements 2024.docx](#)

SF74/24 - Financial Regulations

To note that the Financial Regulations have been rewritten by NALC and the Internal Auditor has recommended that a thorough review of the Council's Financial Regulations be undertaken during 2024-25, this will include the Investment Strategy. Therefore the Town Clerk will bring details to a later meeting following the review.

SF75/24 - Standing Orders

To note that changes to the Standing Orders will be brought to the Committee once the Financial Regulations have been reviewed

SF76/24 - Budget Monitoring Working Group

A request has been received to reinstate the Budget Monitoring Working Group. The Working Group would meet 7-14 days before each Strategy and Finance Committee meeting to scrutinise the accounts and look at payments in more detail. Committee is requested to consider this request and make a recommendation to Full Council with nominations of the Membership.

SF77/24 - Great Hollands Till Upgrade

Committee is requested to consider the proposal attached to purchase a Point of Sale (POS) till for Great Hollands Coffee shop

Attachments

[POS Till - Great Hollands.pdf](#)

SF78/24 - Pump Track

- To request suspension of the standing orders to allow the Council to use a preferred supplier for this project
- To approve the use of the preferred supplier for the pump track project
- To review the plans from the supplier - to be brought to the meeting
- 247 online consultation submissions received and 20 paper submissions all in favour of the project

SF79/24 - Play Equipment

To receive a request from the Environmental Services Committee to approve £80,500 CIL funding to refurbish the play areas at the sites below. The Environmental Services Committee encourages the installation of inclusive play equipment at all sites and keeping as many well-established trees as possible at Jocks Lane.

- Ennerdale
- Latimer
- Mill Park
- Jocks Lane

SF80/24 - CIL Report

- To note the current CIL report and to review items to move from the wish list to the approved section
- Councillors to send new CIL funding ideas to the Town Clerk

Attachments

[CIL DOCUMENT 2024-25 updated may 2024.pdf](#)

SF81/24 - Date of the Next Meeting

The next meeting of the Strategy and Finance Committee is 17th September 2024 in the Council Chamber at Brooke House