



Date **16/05/2023**
Time **19:30 - 22:00**
Location **Great Hollands Pavilion**
To **All Bracknell Town Councillors**

Dear Councillor,

You are required to attend the Annual Town Meeting and Annual General Meeting of the Council to be held in person at Great Hollands Pavilion (RG40 3EE) **Tuesday 16th May 2023 at 7.30pm.**

The meeting is open to the press and public.

Yours sincerely

Jackie Burgess

Town Clerk

Town Meeting / AGM

Full Council

bracknelltowncouncil.gov.uk

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FC136/23

FC136/23 - Annual Town Meeting Minutes

To approve the minutes of the last Annual Town Meeting held on 10th May 2022 as a correct record

For Decision

[#minutes](#)

Attachments

[Annual Town Meeting Minutes 10.05.22.pdf](#)

FC137/23

FC137/23 - Matters Arising from the Minutes

To discuss any business arising out of the minutes of the last meeting not discussed elsewhere on the agenda

For Discussion

[#minutes](#)

FC138/23

FC138/23 - Mayor's Report

To receive a report from Bracknell Town Mayor 2022/23 on his year in office

For Information

FC139/23

FC139/23 - Discussion

To consider and discuss any comments, points of question about Bracknell Town Council's services or other matters relating to the Town Council from members of the public or Members in attendance

If you have any questions of points for Bracknell Town Council that you would like discussed at this meeting, please email them to enquiries@bracknelltowncouncil.gov.uk or drop it off in writing to the Brooke House office and then join the meeting for the discussion

For Discussion

FC140/23

FC140/23 - Date of the Next Meeting

- The next Annual Town Meeting is being held on Tuesday 14th May 2024 at Great Hollands Pavilion
- The Annual Town Meeting is closed

For Information

FC141/23

FC141/23 - Annual General Meeting Attendance

To receive apologies for the Annual General Meeting

For Information

FC142/23

FC142/23 - Bracknell Town Mayor's Welcome

Bracknell Town Mayor 2022/23, Councillor Dai Roberts, will welcome everyone to the Annual General Meeting of Bracknell Town Council

For Information

FC143/23

FC143/23 - Appointment of Town Mayor 2023/2024

- The Town Mayor 2022/23 will request Town Mayor nominations and seconders
- On appointment the Town Mayor 2023/24 will receive the Chain of Office, read and complete the Declaration of Acceptance of Office and invite their consort to receive their Chain of Office
- The Town Mayor 2023/24 will thank the outgoing Mayor for their service

For Decision

[#mayor](#)

FC144/23

FC144/23 - Appointment of Deputy Town Mayor 2023/2024

- The incoming Mayor will request Deputy Town Mayor nominations and seconders
- On appointment the Deputy Town Mayor 2023/24 will receive the Chain of Office, read and complete the Declaration of Acceptance of Office and invite their consort to receive their Chain of Office
- The Deputy Town Mayor 2023/24 will thank the outgoing Deputy Town Mayor for their service

For Decision

[#mayor](#)

FC145/23

FC145/23 - 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

For Information

#doi

FC146/23

FC146/23 - Committee Appointments

To receive the nominations for Committee memberships, and appoint to the various Committees of the Town Council

Nominations to be tabled at the meeting

- Strategy and Finance Committee - 7 members and 2 substitutes
- Environmental Services Committee - 7 members and 2 substitutes
- Staffing Committee - 5 members and 2 substitutes
- Planning Committee - 5 members and 2 substitutes

For Decision

FC147/23

FC147/23 - Working Group Appointments

To receive the nominations for Working Group Memberships, and appoint to the various Working Groups of the Town Council

Nominations to be tabled at the meeting

- Carbon Reduction Working Group
- Community Events Working Group

For Decision

FC148/23

FC148/23 - Outside Body Appointments

To receive the nominations for the Outside Body appointments, and to appoint to the various Outside Bodies

Nominations to be tabled at the meeting

- South Hill Park Trust - 1 member and 1 substitute
- Birch Hill Community Association - 1 member
- Bullbrook Community Association - 1 member
- Crown Wood Community Association - 1 member
- Easthampstead and Wildridings Community Association - 1 member
- Great Hollands Community Association - 1 member
- Hanworth Community Association - 1 member
- The Parks Community Association - 1 member
- New Priestwood Community Association - 1 member
- Jennetts Park Community Association - 1 member
- BFC Borough/Parish Liaison Committee - 2 members
- Lily Hill Park Steering Committee - 1 member
- South Hill Park - Management Group - 2 members
- BFC Code of Conduct Panel 2023/24 - 1 single-hatted member
- Age Concern - 1 member
- Bracknell Twinning Association - Mayor and 2 members
- Bracknell Forest Nature Partnership - 1 member
- Citizens Advice Bureau - 1 member

For Decision

FC149/23

FC149/23 - Minutes

To approve and to authorise the Mayor to sign as a correct record, the minutes of the meeting held on 21st February 2023

[#minutes](#)

Attachments

[2023-02-21 - Council - Minutes.pdf](#)



Date	21/02/2023
Time	19:30 - 20:30
Location	Council Chamber Brooke House
Present	Cllrs, Gill Birch, Mike Gibson, Sanjeev Prasad, Dai Roberts, Jennie Green, Mary Temperton, Michael Gbadebo, Lizzy Gibson, Anna Kempster, Isabel Mattick, Ash Merry, Chris Turrell, Peter Heydon, Stuart Foston, Diana Henfrey, Guy Gillbe
Apologies	Cllrs: Ian Kirke, Alvin Finch(online), Michael Skinner, Paul Bidwell, Michael Titheridge, Paul Byron, , James Alexander
Town Clerk	Absent Marc Brunel-Walker, Danielle Turner, Kathryn Neil, Thomas Parker Jackie Burgess

MINUTES

FC117/23 - Declarations of Interest

There were no Declarations of Interest

FC118/23 - Minutes

The minutes of the meeting held on 11th October 2022 were proposed by Councillor Turrell and seconded by Councillor Mrs G Birch it was RESOLVED that the recommendations contained therein were received and adopted as a correct record and signed by the Town Mayor

FC119/23 - Matter Arising from the Minutes

ES1038 Birch Hill Toilets – The refurbishment of the Birch Hill toilets are due to be completed by the end of February 2023. The lease has been signed by the Mayor and Councillor Chris Turrell and will be completed when the inspection of the premises has been completed. An opening event will be held.

FC120/23 - Mayor's Announcements

The Mayor gave an updated on the events attended by both the Town Mayor and the Deputy Mayor over the last few months.

The Mayor is delighted to be representing Bracknell Town Council at the following event in Brussels

The Bracknell Forest Society is participating in a three-year research project (2020-2023) to examine the cultural and urban development of Bracknell in the interwar period: 1918-39. OGV (Opladen Geschichtsverein), the History Society in Bracknell's Twin Town of Leverkusen led the application for European Union Erasmus funding for the project in collaboration with Bracknell and Leverkusen's six other twin towns in countries across Europe.

Our part of the project has been to examine the cultural and urban development of Bracknell as a small and growing market town during this period, before the post-war development of the new town.

The primary objective is to produce a multilingual, electronic and innovative film kit for use online by young adults in Bracknell, as well as in the other partner towns. It will also provide a historical record for all who are interested and serve to keep the history of Bracknell alive for the young, and future generations.

FC121/23 - Planning Committee

Councillor Mike Gibson introduced the reports of the meetings listed below. This was seconded by Councillor Dai Roberts. It was **RESOLVED** that the recommendations contained therein were received and adopted.

18th October 2022

8th November 2022

29th November 2022

20th December 2022

31st January 2023

FC122/23 - Environmental Services Committee

Councillor Anna Kempster introduced the report of the meeting listed below. This was seconded by Councillor Lizzy Gibson. It was **RESOLVED** that the recommendations contained therein were received and adopted.

29th November 2022

FC123/23 - Staffing Committee

Councillor Chris Turrell introduced the report of the meeting listed below. This was seconded by Councillor Mrs Isabel Mattick. It was **RESOLVED** that the recommendations contained therein were received and adopted.

17th January 2023

FC124/23 - Strategy and Finance Committee

Councillor Chris Turrell introduced the report of the meeting listed below. This was seconded by Councillor Jennie Green. It was **RESOLVED** that the recommendations contained therein were received and adopted.

24th January 2023

FC125/23 - Community Events Working Group

The Chairman of the Community Events Working Group proposed the following plan for Events in 2023. This was seconded by Councillor Chris Turrell and **APPROVED** by the Council

- Coronation of King Charles 6th May 2023 -

Grants 13 wards limit up to £200 per application. Apply by 17th March decision made by working Group 20th March.

Large Cedar Tree to be planted

Wildflower Seeds to be given out to schools by the Town Mayor.

- AGM Great Hollands Pavilion Tuesday 16th May
- Spring Event - Not this year due to Thames Water Works and elections
- Fun Fairs 26th May to 4th June and 21st July to 30th July
- Teddy Bears Picnic 21st June Jocks Lane Recreation Ground
- Summer of Fun 2nd & 30th August 2023
- Diwali 23rd October 2023
- Remembrance Parade 12th November 2023

FC126/23 - Budget 2023/24

The Budget for 2023/24 was put to the Council by the Town Clerk which included consolidation of the Ear Marked Reserves..

Introducing the budget for 2023/24 for Bracknell Town Council, the leader of the council, Councillor Chris Turrell, said:

"Bracknell Town Council precept increase held to 3% through careful budgeting. This year, more than ever, it is important that our budget is sound and that our finances are managed responsibly, and that is what this budget achieves. "We benefit from having negotiated energy costs fixed until next year, and from our well-established policy of putting away funds year by year, clearly earmarking them for known high-cost items - such as AstroTurf pitches - and elections.

"This budget allows us to continue our important rolling programme of maintenance and improvement of our sports pitches, parks and play areas. "We will continue to give grants to local organisations, and to maintain our financial support for South Hill Park. "Separately, we are offering a small grants scheme to help residents celebrate the King's coronation, a first-in-a-lifetime event for nearly all of us. "Good budgeting has enabled us to cope with the local government pay increase. I would like to take this opportunity to thank all our staff for their hard work in another busy year.

"At a time of 10.1% inflation, the increase in our fees and charges is held to 5% or less, and that of our precept at Band D to 3%, giving a figure of £97.35, or just under £1.95 per week."

The budget for 2023/24 with a precept increase of 3%, consolidation of Ear marked reserves and a 5% increase on recreational facilities charges for the next two years was proposed by Councillor Chris Turrell and seconded by Councillor Jennie Green. The above was unanimously **APPROVED** by Bracknell Town Council.

FC127/23 - Code of Conduct, Civility and Respect Pledge and Member Officer Protocol.

The updated Code of Conduct, Member Officer Protocol and to sign up to the Civility and Respect Pledge was proposed by Councillor Turrell and seconded by Councillor Mary Temperton. The above was unanimously APPROVED by Bracknell Town Council.

FC128/23 - CIL Report

The CIL report was NOTED

FC129/23 - Investment Fund

Following a discussion it was proposed by Councillor Chris Turrell to move funds to CCLA investment fund to secure better interest rates on the Town Councils investments. CCLA is well respected with in the industry. Councillor Gill Birch seconded the proposed and it was unanimously APPROVED by Full Council and the Town Clerk was instructed to move the agreed funds to the CCLA investment fund..

FC130/23 - Bracknell Town Council Risk Register

The Risk Register was reviewed. Approval of the document was recommended by Councillor Chris Turrell and seconded by Councillor Anna Kempster. APPROVED unanimously

FC131/23 - Queen Elizabeth II Street naming

It was proposed by Councillor Chris Turrell and seconded by Councillor Ash Merry that Bracknell Town Council put forward a proposal for the following names to be added to the bank of names. Queen Elizabeth Avenue, Queen Elizabeth II, this was unanimously APPROVED and the Town Clerk requested to get official approval.

FC132/23 - Meeting Schedule 2023/2024

The meeting schedule for 2023/24 was proposed by Councillor Turrell and seconded by Councillor Gill Birch. This was unanimously APPROVED.

Confidential Items

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 e excluded from the meeting.

FC133/23 - Jealotts Hill Community Landshare

Following a discussion it was proposed by Councillor Chris Turrell and seconded by Councillor Lizzy Gibson that Bracknell Town Council stand down form being a partner of the Jealotts Hill Community Landshare. Bracknell Town Council will continue to support JHCL and look forward to working with them in the future. The proposal was unanimously APPROVED.

FC134/23 - Braybrooke Hut

Following a discussion it was proposed by Councillor Turrell and seconded by Councillor Dai Roberts that the Town Clerk accept the offer from BFC to take over ownership of the hut in Braybrooke. The proposal was unanimously approved

FC135/23 - Date of next meeting

The next meeting is the Annual Meeting of the Town Council and will be held at Great Hollands Pavilion on 16th May 2023 starting at 7.30pm

Councillor Turrell thanked all the Councillors who are not standing in the Election on 4th May 2023 for all their hard work over the last 4 years.

Councillor Mary Temperton reminded Councillors that the Bracknell Twinning Association is holding its annual Quiz on Friday 24th February at Braybrooke to help raise funds for the 50th Anniversary celebrations that will be held the weekend of 14th to 19th September 2023.

Signed Dated

FC150/23

FC150/23 - Matters Arising

To consider any business arising out of the minutes not discussed elsewhere on the agenda

For Discussion

FC151/23

FC151/23 - Mayor's Announcements

To receive a short speech from the newly nominated Town Mayor 2023/24

For Information

FC152/23

FC152/23 - Planning Committee Reports

To note the following minutes of the Planning Committee as a correct record

- 21st February 2023
- 14th March 2023
- 4th April 2023
- 2nd May 2023

For Information

Attachments

[2023-02-21 - Planning - Minutes.pdf](#)

[2023-03-14 - Planning - Minutes.pdf](#)

[2023-04-04 - Planning - Minutes.pdf](#)

[2023-05-02 - Planning - Minutes.pdf](#)



Date 21/02/2023
Time 18:00 - 19:00
Location
Present Debbie Horton, Mike Gibson, Ian Kirke, Dai Roberts, Alvin Finch, Paul Bidwell
Absent Marc Brunel-Walker, Danielle Turner, Mary Temperton, Stuart Foston, Michael Titheridge, Paul Byron
Note Taker Debbie Horton

Agenda

1 - Attendance

2 - Declarations of Interest

3 - Minutes

4 - Matters Arising

5 - To consider Planning Applications received

22/01000/FUL Wildridings & Central Columbia Centre, Station Road
Replacement, redecoration of façade, render to building and car park, including replacement of signage, new landscaping and low-level lighting.

No Objection

23/00021/FUL Bullbrook 1 Kenton Close
Proposed conversion of existing 3 storey end terrace house into two separate residential units. Single storey rear extension and 2 storey side extension.

BTC Recommend Refusal – overdevelopment and out of character, infill of land joining two separate roads as if they are one will conflict with BTNP policy HO5.

BFC Parking standards are not adhered to, B.T. Councillors still disagree that 3 cars could be parked on the existing drive.

Councillors appreciate some of the issues have been addressed but still refuse this application for the reasons stated.

23/00025/FUL Bullbrook 21 Spring Meadow
Erection of single storey side/rear extension following demolition of existing conservatory, new front porch plus internal alterations.

No Objection

23/00029/FUL Priestwood & Garth 2 Makepiece Road
Proposed change of use of amenity land to provide residential parking.
B.T Councillors recommend refusal, as in other applications the land referred to should be purchased by the owner of the property then permission should be applied for change of use to

parking. Amenity land is for the benefit/use of all residents and should not be solely for the use of one.

23/00036/FUL

Bullbrook

12 Flint Grove

Erection of two storey front extension, single storey side / rear extension following demolition of existing garage.

B.T.C recommend refusal, the parking plan shows space for 3 cars, this area is not large enough for 3 cars so cannot meet BFC parking standards.

23/00051/FUL

Great Hollands South

123 Holbeck

Proposed erection of single storey rear extension, following demolition of conservatory, and replacement of window on front elevation with a bay window.

No Objection

23/00014/TRTPO

Wildridings & Central

2 Poneys Close, Broad Lane

TPO 1073 – Application to fell 1 tree.

B.T.C. defers to the experience of the tree officer.

23/00027/FUL

Great Hollands South

Great Hollands Bowls Club, South Road, Wokingham

Proposed creation of car parking area.

No Objection.

23/00043/FUL

Wildridings & Central

Floringham Lodge, Old Bracknell Lane East

Demolition of existing dwelling and associated structures and redevelopment of site to provide a later living residential development of 42 one and two bed dwellings, including associated communal facilities and guest accommodation, access from Old Bracknell Lane East, parking, landscaping and all other associated works.

No Objection.

23/00018/TRTPO

Priestwood & Garth

Maxis 2, Western Road

TPO 405 – Application to prune 3 trees.

B.T.C. defers to the experience of the tree officer.

22/00994/FUL

Bullbrook

14 Holly Spring Lane

Proposed first floor garage conversion into habitable space for use as ancillary to main residence for family members when visiting and Airbnb at other times.

No Objection.

22/01027/FUL

Harmans Water

98 Harmans Water Road

Proposed extension to existing porch and changes to fenestration.

No Objection.

23/00074/FUL

Hanworth

48 Qualitas

Proposed erection of part first floor / part two storey side extension, partial conversion of existing garage, plus single storey rear extension.

No Objection.

6 - Decision Notices

7 - Applications for Prior Approval

8 - Notice of Tree Preservation Orders

9 - Confirmation of Tree Preservation Order

10 - Notice of Appeals

11 - Notice of Appeal Decisions

12 - Outline Planning Applications

13 - Date of the next meeting



Date	14/03/2023
Time	18:30 - 19:15
Location	Council Chamber
Present	Cllr Alvin Finch, Cllr Mike Gibson, Cllr Dai Roberts, ,
Remote	Cllr Paul Bidwell
Apologies	Cllr Ian Kirke
Absent	Cllr Michael Titheridge, Cllr Paul Byron
Note Taker	Debbie Horton

Agenda

1 - Attendance

2 - Declarations of Interest

3 - Minutes

4 - Matters Arising

5 - To consider Planning Applications received

- | | | |
|--|----------------------------------|--|
| 23/00078/FUL | Wildridings & Central | Cherry Tree Cottage,
5 The Ridgeway |
| Erection of ground floor rear extension, first floor front/side extension and porch. | | |
| No Objection. | | |
| 23/00079/FUL | Hanworth | 1 Ollerton |
| Erection of two storey front extension with balcony and roof-lights to front and rear elevations. | | |
| No Objection. | | |
| 23/00083/FUL | Great Hollands South | 53 Spinis |
| Erection of 2 storey front in-fill extension, front gable extension over integral garage, single storey entrance porch and rear extensions. | | |
| No Objection. | | |
| 23/00109/RTD | Crown Wood | Telecommunications |
| Mast, | | Opladen Way |
| Installation of a new 15, -high telecommunications monopole, 3 ground-based equipment cabinets with ancillary development. | | |
| B.T. Councillors have no objection to telecommunications masts but are concerned about their placement regard traffic sight line and road safety for pedestrians so would ask the case officer and highways to consider that issue in this application. | | |
| 23/00089/FUL | Priestwood & Garth | Grayswood House,
7 Sherring Close |
| Proposed single storey front, side and rear extension and garage conversion. | | |

No Objection.

23/00096/FUL

Old Bracknell

7 Hopper Vale

Proposed single storey rear and side extensions and garage conversion following the removal of an existing conservatory.

No Objection.

23/00101/FUL

Great Hollands North

3 Gull Lane

Proposed erection of single storey rear extension.

No Objection.

23/00080/FUL

Wildridings & Central

47 Fountains Garth

Proposed erection of single storey front extension.

No Objection.

23/00099/FUL

Great Hollands North

61 Ashbourne

Proposed erection of two storey front extension following demolition of existing front porch.

No Objection.

23/00036/TRTPO

Bullbrook

15 Martins Lane

TPO 1234 – Application to prune 1 tree,

Observation: B.T. Councillors would concur with the experience of the tree officer.

23/00039/TRTPO

Old Bracknell

Rainforest Walk

TPO 1268 – Application to fell 3 trees.

Observation: B.T Councillors would prefer to see trees pruned rather than removed but, in this case, due the decline of the trees would concur with the tree officer.

6 - Decision Notices

Application no	Address	BFB Decision	BTC Comments
21/00675/FUL	Ranelagh School Playing Fields, Larges Lane	Approved and Legal Agreement Signed	No Objection
22/00760/FUL	28 Honeyhill Road	Approval	B.T Councillors recommend refusal for the following reason: 1) The BFC parking standards cannot be met for this property due to the size/scale of the drive, in a street that already suffers from parking congestion Councillors concur with the highways consultation and recommend refusal. 2) No bin & recycling storage to be provided, this conflicts with BTNP policy HO4 for new

			developments to manage & improve the streetscape.
22/00169/FUL	6 - 10 High Street	Withdrawn	<p>B.T Councillors recommend refusal for the following reasons:</p> <p>1) The height of this proposed development is far in excess of and would overshadow the neighbouring residents.</p> <p>2) The plans are Out of Character and Oppressive to all the local surrounding buildings contravening Policies HO4 & HO7 of the Bracknell Town Neighbourhood Plan.</p> <p>3) Other surrounding residential properties have supplied sufficient parking, residents of flats very often have cars and this should be catered for.</p> <p>B.T Councillors are disappointed no consultation was made for this application considering this development will have a large impact on the Town Centre.</p>

7 - Pre-Planning Consultation

8 - Disabled Parking Bay Proposals

9 - Notice of Appeals

10 - Date of the next meeting

4th April 2023.



Date 04/04/2023
Time 18:30 – 20.00
Location Council Chamber
Present Cllr Mike Gibson, Cllr Dai Roberts, Cllr Alvin Finch,
Apologies Ian Kirke, Paul Bidwell, Michael Titheridge, Paul Byron
Note Taker Debbie Horton

Agenda

1 - Attendance

2 - Declarations of Interest

3 – Minutes

**23/00072/3 Great Hollands South Wooden Hill Primary School,
Staplehurst**

Enlargement of existing car park to provide an additional 14 car parking spaces.
Although B.T Councillors have No Objection they do have concerns on pedestrian safety and ask this is taken into consideration.

23/00112/FUL Great Hollands North 69 Appledore

Proposed erection of single storey rear extension, ramp access to property and creation of parking space with dropped kerb, including change of use of amenity land to provide vehicular access to rear.

Bracknell Town Councillors recommend refusal:

- 1- The loss of amenity land sets a precedent for other similar proposals which cumulatively would have an adverse effect on this locality.**
- 2- Any amenity land used for parking should benefit all residents.**
- 3- Pedestrian safety would be compromised.**

23/00115/FUL Harmans Water 64 Calfridus Way

Change of use from public amenity land to residential garden.

Bracknell Town Councillors recommend refusal:

The loss of amenity land sets a precedent for other similar proposals which cumulatively would have an adverse effect on this locality.

23/00120/FUL Priestwood & Garth 27 Fernhill Close

Proposed single storey front and rear extensions.

No Objection.

23/00130/FUL Wildridings & Central 6 – 10 High Street, Bracknell

Demolition of existing one and two storey buildings and erection of part 8, part 7 storey above ground level plus basement building in mixed use with Class E commercial ground floor and first floors and 39 flats above (made up of 21 one bed flats and 18 two bed flats) with associated landscaping, bicycle storage, parking and bin storage.

Bracknell Town Councillors recommend refusal:

Although Councillors appreciate the reduction in height and the quantity of flats,

- 1- The parking for the other residential flats in the High Street is already oversubscribe and residents struggle to get spaces and are often blocked in by vehicles using the service yard and the room for waste disposal such as bin lorries is extremely difficult.**
- 2- There is also pedestrian access which give huge safety concerns on the volume of traffic expected to use this access.**

23/00140/FUL

Harmans Water

12 Vickers Row

Proposed loft conversion with triangular gable feature windows; plus raised windowsills to kitchen.

B.T.C have No Objection subject to parking constraints.

23/00043/TRTPO

Priestwood & Garth

Land to the Rear of 35 Grange Road

Road

TPO 1247 – Application to prune trees.

B.T.C have No Objection to pruning trees so defer to the experience of the tree officer.

23/00117/FUL

Wildridings & Central

Amber House, Market Street

Section 73 application to vary conditions 09 (Cycle Parking), 19 (Car Park Management) and 20 (Refuse Storage) of planning permission 19/00639/FUL which itself was a S73 to vary planning permission 15/01035/FUL for the erection of building accommodating 193no. residential apartments (Use class C3) with flexible commercial use at ground level within use classes A1 (shops), A2 (financial and professional services), A3 (restaurants and cafes), B1 (business), D1 (non-residential institutions) and D2 (assembly and leisure) and associated car parking, amenity space, landscaping, servicing and access following the demolition of Amber House and Northgate House. (For Clarification: this application seeks (1) a reduction in number of car parking spaces (2) a change in the position to the cycle stores (3) a change to the car parking barrier to security gates and (4) a change in location to refuse store.

Bracknell Town Councillors recommend refusal:

- 1. 1-Reduction of any parking spaces should not be acceptable when the Town Centre suffers from a lack of parking spaces for the amount of residential properties.**
- 2. 2-Councillors are disappointed that several changes are applied for after the application has been approved. B.T.C would like to see the original approved plans adhered to.**

23/00150/FUL

Bullbrook

22 Lynwood Chase

Proposed part single storey and part two storey rear extension, following demolition of the existing conservatory.

No Objection.

23/00143/A

Great Hollands South

The Evergreens Site, South Road, Wokingham

Advertisement consent for the display of 1 monolith sign, 6 small monoliths, 1 landscape sign plus 6 static flags in association with The Evergreens site.

Bracknell Town Councillors strongly recommend refusal:

- 1. 1-The size of the monolith advertising board on the corner of South Road & Beaufort Park (photo 2) is excessive in size and on this busy road leading to the cemetery and park will severely compromise road safety by restricting car and pedestrian vision.**
- 2. 2-The 6x monolith signs (photo 1) in Beaufort Park Road are excessive in number and should be reduced in number.**

3-The static flags (photo 1) are again excessive in number and should be reduced, Councillors main concern is due to the height of the flag poles they will be noticeable from the Easthampstead Park

Cemetery grounds, Councillors are concerned that this is disrespectful to grieving families and visiting mourners, they should be reduced in height so they are hidden by the large hedgerow lining Beaufort Park Road.

23/00148/FUL

Old Bracknell

59 South Lynn Crescent

Change of use from amenity land to hard standing.

Bracknell Town Councillors recommend refusal:

- 1. 1-Obstruction to surrounding properties and concerns for the safety of Pedestrians.**
- 2. 2-The loss of amenity land sets a precedent for other similar proposals which cumulatively would have an adverse effect on this locality.**

4 - Matters Arising

5 - Presentation by Bracknell Football Club development

6 - To consider Planning Applications received

7 - Decision Notices

8 - Applications for Prior Approval

9 - Proposed upgrade of the existing base station site adjacent to Crowthorne Road, Great Hollands, RG12 7YY

10 - Pre Planning Consultation Cornerstone 13168123

11 - Date of the next meeting

2nd May 2023



Date 02/05/2023
Time 18:30 - 19:30
Location Microsoft Teams Meeting
Present Debbie Horton, Mike Gibson, Alvin Finch, Paul Bidwell, Paul Byron
Apologies Ian Kirke, Dai Roberts, Michael Titheridge
Note Taker Debbie Horton

Agenda

1 - Attendance

2 - Declarations of Interest

3 – Minutes

23/00128/FUL Crown Wood 17 Fencote
Proposed conversion of existing 3-bedroom dwelling into two dwellings (1 x 2 bedroom and 1 x 1 bedroom) to include part first floor and part 2 storey side, first floor front extensions and single storey front extension with associated parking and cycle parking, following removal of existing shed to rear.

No Objection

23/00172/FUL Harmans Water Adjacent to 46 and Opposite 25 Woodmere

Change of use of amenity land into porous block paved residential parking bays in 2 areas in Woodmere.

No Objection

23/00179/FUL Great Hollands South 97 Staplehurst

Proposed single storey rear extension.

B.T. Councillors Recommend refusal as no information was available on this application.

23/00234/HAS Great Hollands North Waitrose Ltd, Doncastle Road
Application for Hazardous Substances Consent for the storage of 33.5 tonnes of liquefied flammable gases – including 32 tonnes of liquefied natural gas (LNG) and 1.5 tonnes of Bio-Compressed Natural Gas (Bio-CNG) at land fronting Doncastle Road, Waitrose Campus.

Observation: B.T.C defers to the experience of the officers at BFC.

23/00191/FUL Great Hollands South 19 Tawfield

Proposed two storey side extension and porch, following demolition of garage to side.

B.T. Councillors recommend refusal:

- 1. The plans contravene B.T.C Neighbourhood Plan policy HO1**
- 2. No parking plan has been submitted; the amount of parking available does not conform with BFC standards for the size of the property.**

23/00208/FUL Wildridings & Central 14 Braccan Walk

Proposed installation of a new window to the first floor south facing elevation at the rear of the building.

No Objection.

23/00224/FUL **Harmans Water** **16 Wellington Drive**
Proposed single-storey rear extension and new enclosed front porch.
B.T.C recommend refusal due to the size of the proposed extension is overbearing and out of character with the surrounding properties.

23/00238/T **Wildridings & Central** **Blues Smokehouse, High Street**
Proposed erection of temporary tent structure over existing outdoor seating area.
No Objection.

23/00239/LB **Wildridings & Central** **Blues Smokehouse, High Street**
Listed building application for the erection of temporary tent structure over existing outdoor seating area.
No Objection

23/00243/FUL **Priestwood & Garth** **25 Anneforde Place**
Proposed erection of single storey rear extension.
No Objection.

23/00072/TRTPO **Bullbrook** **9 Sherwood Close**
TPO 158 – Application to prune trees.
Observation: B.T.C defer to the experience of the tree officer.

23/00077/TRCA **Old Bracknell** **Land rear of 14 The Green**
CONS AREA – Notification to fell 1 tree.
Observation: B.T.C defer to the experience of the tree officer.

23/00078/TRCA **Old Bracknell** **40 Pond Moor Road**
CONS AREA – Application to prune 1 tree.
Observation: B.T.C defer to the experience of the tree officer.

4 - Matters Arising

None

5 - To consider Planning Applications received

Noted

6 - Decision Notices

Noted

7 - Applications for Prior Approval

Noted

8 - Planning consultation 23/00234/HSA

Noted

9 - Notice of Appeals

Noted

10 - Date of the next meeting

23rd May 2023

FC153/23

FC153/23 - Environmental Services Committee Reports

To note the following minutes of the Environmental Services Committee as a correct record

- 28th February 2023

For Information

Attachments

[2023-02-28 - Environmental Services - Minutes.pdf](#)

FC154/23

FC154/23 - Strategy and Finance Committee Reports

To note the following minutes of the Strategy and Finance Committee as a correct record

- 14th March 2023

For Information

Attachments

[2023-03-14 - Strategy Finance - Minutes.pdf](#)



Bracknell Town Council

Environmental Services Committee

Environmental Services Minutes

Date	28/02/2023
Time	19:30 - 20:30
Location	Council Chamber Brooke House
Present	Cllrs: Jennie Green, Mary Temperton, Anna Kempster , Stuart Foston, Guy Gilbe (co-opted), Chris Turrell (co-opted).
Apologies	Sanjeev Prasad, Marc Brunel-Walker, Danielle Turner, Michael Skinner, Michael Titheridge, James Alexander, Kathryn Neil, Lizzy Gibson.
In Attendance	Jackie Burgess Town Clerk , Ian Evans recreational Facilities Manager

Agenda

ES1 / 23 - Attendance

Apologies were NOTED. Councillors Guy Gilbe and Chris Turrell were Co-opted.

ES2 / 23 - Declarations of Interest

There were no declarations of interest

ES3 / 23 - Minutes

To approve as a correct record, the minutes of the Environmental Services Committee meeting held on 29th November 2022. The minutes were proposed by Cllr Anna Kempster and seconded by Councillor Mary Temperton all Councillors were in agreement.

ES4 / 23 - Matters Arising

ES1161/22 SSEN Scottish and Southern Electricity Network - the Chairman gave an update following a recent meeting between Councillors and the SSEN. SSEN have provided a SLA which details how long they have to fix broken lights. Councillor Kempster was thanked for arranging such an interesting meeting.

ES1165/22 Mill Park Access - The funding has been approved by Strategy and Finance to carry out a survey of the access route as discussed previously. The Town Clerk was tasked with arranging a suitable date with the company to carry out the survey.

ES1038/22 Birch Hill Toilets. The Clerk updated the meeting that the works are still on going and a handover date is expected in the next few weeks, handover will not be accepted if the works are not completed to the BTC satisfaction.

ES1041 Thames Water Jocks Lane recreation ground – There has been a delay to the works and the Town Council has been informed that Thames Water will be on site until at least mid May. The area will be roped off and reseeded once work has been completed. Thames Water to be informed that a 3 year remedial plan will need to be in place in case of any subsidence over the excavated area.

ES1150 South Berkshire Hockey Club – The meeting was unfortunately cancelled due to illness.

ES1166/222 Thames Valley Police. The Chairman gave an update on the recent meeting held between Councillors and the Thames Valley Sergeants for Bracknell.

ES5 / 23 - Community Events Working Group

The Following events were NOTED
16th May Annual Town Council Meeting Great Hollands Pavilion
21st June Teddy Bears Picnic Jocks Lane Recreation Ground
2nd August Summer of Fun Great Hollands
30th August Summer of Fun Braybrooke
23rd October Diwali Great Hollands
12th November Remembrance Parade Town Centre

ES6 / 23 - Play Area Working Group

To note that a successful consultation was held at Ullswater Play area - the survey is being held open for one more week and then the results will be analyzed. Councillor Temperton took the consultation to one of the local Toddler Group. Preferred Suppliers will be used as we have worked successfully with several Play equipment Manufacturers.

ES7 / 23 - Carbon Reduction Working Group

The next meeting of the Carbon Reduction Working Group is scheduled for 20th March 2023.

ES8 / 23 - Green Champion

The Committee Noted the report from the Green Champion Councillor Mrs I Mattick on the recent activities.

ES9 / 23 - Jealotts Hill Community Landshare

The presentation has been postponed until later in the year due to Staff capacity but Councillors were pleased to report that they had an interesting visit to the Landshare.

ES10 / 23 - CIL report

To Note the CIL report. Councillors suggested having a standardized bench, but this is not always realistic as manufacturers change their stocks all the time. BTC will look at staying with higher benches and arms. NOTED

ES11 / 23 - The Big Help Out

The Town Council has been approached by the South East Division of guiding to ask if they could arrange a tidy up/litter pick across the local area. Possibly something along the idea of the Big Spring Clean. Committee were in support of the idea and a date will be agreed for later in the year. *After meeting update: Date has been agreed for 27th May 2023.*

ES12 / 23 - Ongoing Projects

1. Cycle Hub at Great Hollands. A trial run was held over the half term week which was very successful and it will be looked to carry this forward over the Easter Holidays.
2. Hedgehog Corridor - further saplings will be planted when the weather is suitable

ES13 / 23 - Pump Track

Committee is asked to consider a request from a local resident to consider installing a Pump Track in Bracknell - As you can see from the picture they can be fitted into relatively small unused area to make an outdoor activity space . The RFM was asked to do some further research into this idea. Talk to local schools, investigate what area, look for the Companies to supply a model of what it would look like. Visit any local area that currently offer this. Facility



ES14 / 23 - Food Trucks.

Committee considered two requests for Food Trucks to operate from Bracknell Town Council land. After a discussion it was AGREED to refuse these applications, there are a variety of food trucks already in Bracknell. At this point in time Bracknell Town Council do not allow food trailers in any of the car parks or Recreation Grounds under their management.

ES15 / 23 - Work Start and Completed

The Work started and completed was reviewed. The Town Clerk was asked to pass on the Committees thanks to the staff for all their hard work.

ES16 / 23 - Date of next meeting

6th June 2023 7.30 pm



Bracknell Town Council Strategy and Finance Committee Minutes

Date 14/03/2023
Time 19:30 – 20:15
Location Council Chamber Brooke House
Present Cllrs: Gill Birch, Dai Roberts, Jennie Green, **Chris Turrell**, Diana Henfrey.
Apologies Cllrs: Isabel Mattick, Paul Bidwell, Sanjeev Prasad, James Alexander.
In Attendance Jackie Burgess

Agenda

SF18 / 23 - Attendance

To receive apologies as listed above.

SF19 / 23 - Declarations of Interest

There were no Declarations of Interest

SF20 / 23 - Minutes

To approve as a correct record the minutes of the meeting held 24/01/2023. The minutes were proposed by Councillor Turrell and seconded by Councillor Birch, all were in agreement.

SF21 / 23 - Matters Arising from the Minutes

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

- Thames Water works at Jocks Lane – There has been a further delay on the completion of these works and the expected date is now mid May 2023.
- Birch Hill toilets – The works are on going, once finished BTC will carry out an inspection and agree to the handover if all work has been completed to satisfaction.
- King Charles portrait – we have been advised to leave the late Queen's portrait in place until such a time that the new portrait of King Charles has been released. Once the new portrait has been taken and released, you can then keep the existing one but either put it on another wall or location or it should be at a lower height to The Kings portrait. We will be notified as soon as the portrait is released NOTED
- The survey for the access route at Mill Park recreation Ground will be undertaken within the next few weeks.
- Ullswater Play area – the Consultation is complete and work will now be undertaken on pulling together quotations with the preferred suppliers as AGREED.

SF22 / 23 - Budget Monitoring Working Group

The chairman of the Budget Monitoring Work Group gave an update on the meeting held on 7th March 2023. The accounts are looking good as we approach the end of the financial year. NOTED

SF23 / 23 - Community Events Working Group

To note the next meeting is scheduled for 20th March 2023 where work will be undertaken on reviewing the applications for the coronation Grants.

SF24 / 23 - CIL

The CIL report was reviewed and agreed for the BFC return to be made. Councillor G Birch reported that the new Speed Watch camera is working really well.

SF25 / 23 - Financial report

The Town Clerk updated the Committee on areas of the budget where money will be carried forward so that projects can be undertaken /or completed in the new financial year. This was proposed by Cllr Turrell and seconded by Cllr Birch, all Committee were in AGREEMENT. A full report will be completed as part of the year end accounts.

SF26 / 23 - Next Meeting

The next meeting is scheduled for 20th June 2023 at 7.30pm

FC155/23

FC155/23 - Staffing Committee Reports

To note the following minutes of the Staffing Committee as a correct record

- 7th March 2023

For Information

Attachments

[2023-03-07 - Staffing - Minutes.pdf](#)

FC156/23

FC156/23 - To Adopt the General Power of Competence

The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation. It applies to all principal councils (district, county and unitary councils etc). It also applies to eligible parish and town councils. It replaces the wellbeing powers in England that were provided under the Local Government Act 2000.

To confirm that Bracknell Town Council meets the criteria for General Power of Competence:

- The Council had 28 members elected at the 2023 election with 28 seats still maintained the Council exceeds the required criteria of 19 elected members for 2023/24
- The Town Clerk is CiLCA Qualified

Council is recommended to resolve to adopt the use of the General Power of Competence for 2023-2027 as set out in the Parish Councils ((General Power of Competence) Prescribed Conditions) Order 2012

For Decision



Bracknell Town Council Staffing Committee Minutes

Date 07/03/2023
Time 19:30 - 20:30
Location Council Chamber Brooke House
Present Cllrs: Guy Gillbe (online) Diana Henfrey (Co-opted), Jennie Green, Michael Skinner (online),
Chris Turrell,
Apologies Cllrs: Gill Birch, Ian Kirke, Isabel Mattick, Michael Titheridge
In Attendance Jackie Burgess Town Clerk.

Agenda

S11 / 23 - Attendance

To receive apologies, substitutions, and requests for co-option. Apologies were NOTED and Councillor Henfrey co-opted.

S12 / 23 - Declarations of Interest

There were no declarations of interest

Confidential Business

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.

S13 / 23 - Minutes

To approve as a correct record, the minutes of the last meeting held on 17th January 2023. The minutes were proposed by Councillor Turrell and seconded by Councillor J Green.

S14 / 23 - Matters Arising from the Minutes

There were no matters arising not already listed on the Agenda

S15 / 23 - Brooke House Staffing

The Deputy Town Clerk is still on medical leave with this in mind the Town Clerk was given permission to approach a former member of staff to see if they would be interested in working on Bracknell Matters so that it is ready to go to print early June 2023 APPROVED

S16 / 23 - Training

The Town Clerk updated the Committee on all the training that had been carried out since the last meeting. Councillors requested the Town Clerk to look into First Aid Training (including Defib) for Councillors

S17 / 23 - Health and Safety

The Recreational Facilities Manager is undertaking the NEBOSH qualification and this knowledge is being implemented into the working practices of Bracknell Town Council.

S18 / 23 - Absence Report

The Staff Absence Report was NOTED

S19 / 23 - Appraisals

To discuss management appraisals if applicable including:

- Town Clerk – the Town Clerks appraisal is booked for March 2023.
- Recreational Facilities Manager. The RFM's appraisal will be carried out once he has finished his NEBOSH qualification.

Signed Dated

FC157/23

FC157/23 - Meetings and Events Schedule 2023/2024

- To note that the Meeting Schedule for 2023/24 has some changes from the schedule in the Councillor Induction Packs
- To note the Events Schedule and essential Councillor training dates for 2023

For Information

Attachments

[Meeting Schedule 2023-24.pdf](#)

[Events Schedule 2023.pdf](#)

FC158/23

FC158/23 - Received Income Transactions

To note received income transactions from 1st November 2022 to 31st January 2023
Available for inspection at Brooke House

For Information

FC159/23

FC159/23 - Paid Expenditure Transactions

- To agree the paid expenditure transactions from 1st November 2022 to 31st January 2023 inclusive
- To authorise the Mayor to sign these as a correct record

Available for inspection at Brooke House

For Decision



Bracknell Town Council

MEETING SCHEDULE 2023-2024

2023	Day	Date	Month	6.30 start	7.30 start
	Tuesday	16	May		COUNCIL / AGM Great Hollands Pavilion
	Tuesday	23	May	Planning	
	Tuesday	6	June	Staffing	Environmental Services
	Tuesday	13	June	Planning	
	Tuesday	20	June		Strategy & Finance
	Tuesday	27	June		COUNCIL
	Tuesday	4	July	Planning	
	Tuesday	11	July	Community Events WG	
	Tuesday	25	July	Planning	
	Tuesday	15	August	Planning	
	Tuesday	5	September	Planning	Staffing
	Tuesday	12	September	Carbon Reduction WG	
	Tuesday	26	September	Planning	Environmental Services
	Tuesday	10	October	Community Events WG	Strategy & Finance
	Tuesday	17	October	Planning	
	Tuesday	7	November	Planning	COUNCIL
	Tuesday	28	November	Planning	
	Tuesday	19	December	Planning	
2024	Tuesday	9	January	Staffing	
	Tuesday	16	January	Planning	
	Tuesday	23	January		Environmental Services
	Tuesday	30	January	Community Events WG	Strategy & Finance
	Tuesday	6	February	Planning	
	Tuesday	13	February		COUNCIL
	Tuesday	27	February	Planning	
	Tuesday	19	March	Planning	
	Tuesday	26	March	Carbon Reduction WG	
	Tuesday	9	April	Planning	
	Tuesday	16	April	Staffing	
	Tuesday	23	April		Environmental Services
	Tuesday	30	April	Planning	Strategy & Finance
	Tuesday	14	May		COUNCIL / AGM Great Hollands Pavilion
	Tuesday	21	May	Planning	

Notice of any additional meetings, time changes and/or cancellations will be posted on the official notice board outside the Brooke House entrance and on the Council's website. Meetings are held in the Council Chamber at Brooke House unless otherwise notified.

All Councillors will receive formal notification by Agenda for all meetings. If they wish to attend meetings when they are not members, they may seek permission to do so from the Chairman. They may also attend and speak as a member of the public.

Members of the Public may attend meetings of the **Council** also those of the **Planning Committee, Environmental Services, and the Strategy & Finance Committee.**



Bracknell Town Council

EVENTS SCHEDULE 2023

Vital	Date	Month	Time	Event	Notes
!	16	May	7.30pm	Annual Parish Meeting Great Hollands Pavilion RG40 3EE	The public can ask questions of Council at this meeting
!	16	May	Following Parish Meeting	AGM Great Hollands Pavilion RG40 3EE	You will receive a formal summons for this meeting via email
	27	May		Litter Pick	Various sites – please confirm your interest for more details
!	14	June	7pm	Code of Conduct Training Memorial Park, Sandhurst Town Council GU47 9BJ	You are encouraged to attend one of the three Code of Conduct Training Sessions. Organised by Bracknell Forest Council
!	16	June	9am – 5pm	Councillor Training Great Hollands Pavilion RG40 3EE	This is an essential full day of training to prepare you for your role as a Councillor. Organised by Bracknell Town Council
!	19	June	7pm	Code of Conduct Training Time Square Bracknell Forest Council RG12 1JD	You are encouraged to attend one of the three Code of Conduct Training Sessions. Organised by Bracknell Forest Council
	21	June	11 – 2pm	Teddy Bear's Picnic	Pre-school fun day in partnership with Bracknell Forest Council to provide support to young families. Site to be confirmed
!	5	July	7pm	Code of Conduct Training Binfield Parish Council RG42 4EW	You are encouraged to attend one of the three Code of Conduct Training Sessions. Organised by Bracknell Forest Council
	2	August	11 – 3pm	Summer of Fun	Great Hollands Pavilion
	30	August	11 – 3pm	Summer of Fun	Braybrooke Recreation Ground
	1	September	11am	Merchant Navy Day Brooke House	Flag hoisting with the Royal Naval Association
	12	November	10.30am	Remembrance Parade Bracknell Town Centre	We will require Councillor volunteers to assist with this large event

Key: Essential training organised by Bracknell Town Council
 Training organised by Bracknell Forest Council

FC160/23 - Date of Next Meeting

The next Full Council meeting is being held on Tuesday 27th June 2023 at 7.30pm in the Council Chamber at Brooke House

For Information

- *The meeting will be closed by the Town Mayor*
- *Individual Committee Meetings to nominate and appoint a Chair and Vice Chair will now take place*
- *Each community group awarded a grant for 2023-24 will give a short update on how their grant funds will be spent*
- *Please join Officers in the café for light refreshments*