



Bracknell Town Council

Full Council Agenda Tuesday 25th June 2024

Dear Councillors,

All Bracknell Town Councillors are summoned to attend this **Full Council Meeting** in the **Council Chamber at Brooke House** on the **Tuesday 25th 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

FC44/24 - Attendance

To receive apologies

FC45/24 - 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

FC46/24 - Minutes

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

Attachments

[2024-05-14 - Full Council AGM - Minutes.pdf](#)

FC47/24 - Matter Arising from the Minutes

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

- Biodiversity Audits - These have taken place at Mill Park, Great Hollands, Braybrooke and Jocks Lane and Officers are awaiting the reports

FC48/24 - Mayor's Announcements

To receive an update from the Town Mayor

FC49/24 - Planning Committee

Committee Chair to present the minutes of the meetings for approval on the following dates:

- 14th May 2024
- 21st May 2024
- 11th June 2024

Attachments

[2024-05-21 - Planning - Minutes.pdf](#)

[2024-06-11 - Planning \[In-person\] - Minutes.pdf](#)

[2024-05-14 - Planning Committee Meeting - Minutes.pdf](#)

FC50/24 - Environmental Services Committee

Committee Chair to present the minutes of the meetings for approval from the following dates:

- 14th May 2024
- 4th June 2024
- Committee Membership: To remove Councillor Egglestone and add Councillor Thompson to the Environmental Services Committee

Attachments

[2024-05-14 - Environmental Services Committee Meeting - Minutes.pdf](#)

[2024-06-04 - Environmental Services - Minutes.pdf](#)

FC51/24 - Staffing Committee

Committee Chair to present the minutes of the meetings for approval from the following dates:

- 14th May 2024
- 18th June 2024 - Minutes to follow

Attachments

[2024-05-14 - Staffing Committee Meeting - Minutes.pdf](#)

FC52/24 - Strategy and Finance Committee

Committee Chair to present the minutes of the meetings for approval from the following dates:

- 14th May 2024
- 11th June 2024

Attachments

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

[2024-06-11 - Strategy Finance - Minutes.pdf](#)

FC53/24 - Internal Auditor's Report

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

Attachments

[BTC FINAL report 2024.pdf](#)

FC54/24 - Annual Governance Accountability Return (AGAR) 2023-24

To approve the Mayor to sign the AGAR as recommended by the Strategy and Finance Committee

- Section 1 (page 4) – Annual Governance Statement section 1 – Strategy and Finance Committee recommend that Council answer yes to all the questions detailed and for the Town Mayor and Town Clerk to sign the document

- Section 2 – Accounting Statements 2023-24 – Strategy and Finance Committee have reviewed all the figures and recommend the Town Mayor and Town Clerk sign the document and to send to the external auditors
- Council to approve the dates on the Notice of Public Rights and Publication document

Attachments

[AGAR 2023-2024.pdf](#)

[Notice of Public Rights and Publication 2024.pdf](#)

FC55/24 - Financial Statements 2023-24

To approve the financial statements as recommended by the Strategy and Finance Committee and to recommend the Town Mayor sign as a correct record

Attachments

[BTC financial statements 2024.docx](#)

FC56/24 - Financial Regulations and Standing Orders

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 and the Standing Orders. Therefore the Town Clerk will bring details to a later meeting following the review

FC57/24 - Budget Monitoring Working Group

To review a request from the Strategy and Finance Committee to reinstate the Budget Monitoring Working Group which will meet quarterly to scrutinise the accounts and look at payments in more detail. If approved, nominations are requested for the membership of this working group.

FC58/24 - Bracknell History Working Group

To review a request from the Environmental Services Committee to create a Bracknell History Working Group. The proposed group would focus on celebrating the history of Bracknell and its landmarks, with public participation and Councillor-led meetings. A standing agenda item will feed into the Environmental Services Committee and financial

requests will be recommended to the Strategy and Finance Committee. The recommended membership is:

- Councillor Ellen Mac Hale
- Councillor Janet Cochrane
- Councillor Jodie Watts
- Councillor Guy Gillbe
- Councillor Graham Firth
- Councillor Gerry Webb
- Councillor Jenny Penfold

Attachments

[Bracknell History Working Group.docx](#)

FC59/24 - Community Events Working Group

To review a request from the Environmental Services Committee to disband the Community Events Working Group and instead manage events through a standing agenda item at the Environmental Services Committee Meetings. The remit for this agenda item will be:

- Feedback and debriefing following events
- To discuss new ideas for events
- To recommend funding for events to the Strategy and Finance Committee

FC60/24 - Standing Order 18

To review a request from the Strategy and Finance Committee to:

1. Suspend the Standing Order 18 to allow Council to use a preferred expert supplier for the pump track and three playground refurbishments

If the above item is approved, Council is to review the requests from the Strategy and Finance Committee to:

2. Approve the use of Clark & Kent Contractors for the Pump Track Project
3. Approve the use of HAGS UK for the play area refurbishment at Ennerdale, replacement ship at Mill Park and additional equipment at Jocks Lane

FC61/24 - Outside Body Reports

To receive and note a short report from each of the Outside Body Representatives after their first year representing Bracknell Town Council:

South Hill Park Trust (Charity number 265656 Company no 1104422) <i>1 representative and 1 substitute</i>	Member: Cllr Paul Bidwell <i>Substitute: Cllr Jennifer Penfold</i>
Community Associations	
Birch Hill	Cllr Janet Cochrane
Bullbrook	Cllr Caroline Egglestone
Crown Wood	Cllr Elizabeth Mary Baker
Easthampstead & Wildridings	Cllr Guy Gillbe
Great Hollands	Cllr Lucy Young
Hanworth	Cllr Kathleen Nugent
The Parks	Cllr Kwabena Adutwum-Quaye
New Priestwood	Cllr Ellen Mac Hale
Jennett's Park	Cllr Jeffrey Gillbe
Bracknell Forest Council (BFC)	
Borough/Parish Liaison Committee <i>2 representatives</i>	Cllr Kwabena Adutwum-Quaye Cllr Graham Firth
Lily Hill Park Steering Committee	Cllr Graham Firth
South Hill Park - Management Group <i>2 representatives</i>	Cllr Kathleen Nugent Cllr Jennifer Penfold
Local Organisations	
Age Concern	Cllr Megan Wright
Bracknell Twinning Association <i>Mayor + 2 representatives</i>	Cllr Guy Gillbe Cllr Anna Keen
Bracknell Forest Nature Partnership	Cllr Helen Purnell
Citizens Advice Bureau	Cllr Simon Carter

FC62/24 - CIL Report

- To note the current CIL report
- To note the CIL spending criteria which is attached as it was requested by the Council
- Request to move £80,500 CIL funding for Ennerdale, Jocks Lane and Mill Park to the approved section of the report to allow these projects to begin
- Councillors to send new CIL funding ideas to the Town Clerk

Attachments

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

FC63/24 - Received Income Transactions

To note received income transactions as reviewed by the Strategy and Finance Committee for the period from 1st April 2024 - 30th April 2024 inclusive (available for inspection via the Town Clerk)

FC64/24 - Paid Expenditure Transactions

To authorise the Mayor to sign the paid expenditure transactions as reviewed by the Strategy and Finance Committee for the period 1st April 2024 - 30th April 2024 inclusive (available for inspection via the Town Clerk)

Date of the next Meeting: 1st October 2024 in the Council Chamber at Brooke House