

28th June 2018

Minutes of the proceedings of the **Sandhurst Town Council** held this day in the **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst** commencing at **7.30pm** and finishing at **9.14pm**.

PRESENT

Chairman: Cllr A Blatchford (Mayor)
Councillors: P Bettison, D Birch, M Brossard, Mrs S Davenport, Mrs H Hill, P Hodge, Ms G Kennedy, Mrs P McKenzie, R McKenzie, G Oberholzer, J Porter, D Perera.

IN ATTENDANCE

Executive Officer (Angela Carey)

BOOK OF REMEMBRANCE (Agenda Item 1)

The Council stood in silence as the Mayor turned a page in the Book of Remembrance.

QUESTIONS FROM MEMBERS OF THE PUBLIC (Agenda Item 2)

A question was raised from a member of the public concerning the implications of accidents on the motorways impacting on the Meadows Gyratory road works. This was addressed during the presentation from Surrey County Council.

APOLOGIES FOR ABSENCE (Agenda item 3)

Apologies were received and accepted from Councillors
N Allen (Indisposed)
Mrs J Bettison (Vacation)
Mrs E Birch (Business)
K Miah (Business)
M Sanderson (Business)
P Wallington (Vacation)

MEMBERS' INTERESTS (Agenda item 4)

There were no declarations of interest on the business to be discussed.

MINUTES OF THE TOWN COUNCIL (Agenda item 5)

It was proposed by Cllr A Blatchford and seconded by Cllr D Birch and the following was

**RESOLVED
1561**

that the Minutes of the Town Council meeting held on 3rd May 2018 (pages 0732-0739) be received as a true and correct record, and that they be confirmed and signed by the Chairman. (Unanimous)

THE MEADOWS GYRATORY (Agenda item 12 brought forward)

A presentation was received from Surrey County Council concerning the improvement project on the Meadows Gyratory. Work will commence 9th July 2018 and will continue for approximately a year. The objective of the project is to minimise congestion at the roundabout therefore reducing journey times. Any work that requires lane closures will be done between the hours of 8pm – 6am.

The question from the member of the public was addressed. It was confirmed that Highways England monitor disruptions and accidents and



react to the situation accordingly. They will give instructions to the site if necessary.

Regular updates are available on www.A331.today and there is a dedicated email address for correspondence meadows.improvmnts@surreycc.gov.uk.

MAYOR'S REPORT (Agenda item 6)

For the information of members the written report listing the Mayoral engagements was received. The Freedom March Event was highlighted as a fabulous occasion. Cllr A Blatchford thanked the Executive Officer and the team for their professionalism throughout the organisation and execution of the event. Cllr P Bettison moved a motion to thank all staff and to congratulate them on the wonderful way they conducted themselves at the event. This was seconded by Cllr D Birch.

MINUTES OF THE STRATEGY & POLICY COMMITTEE (Agenda Item 7)

It was proposed by Cllr J Porter and seconded by Cllr Ms G Kennedy and the following was

**RESOLVED
1562**

that the Minutes of the Strategy & Policy Committee meeting held on 24th May 2018 (pages 0750-0753) be received. (Unanimous)

MINUTES OF THE LEISURE COMMITTEE (Agenda Item 8)

It was proposed by Cllr J Porter and seconded by Cllr Ms G Kennedy and the following was

**RESOLVED
1563**

that the Minutes of the Leisure Committee meeting held on 17th May 2018 (pages 0745-0749) be received. (Unanimous)

MINUTES OF THE ENVIRONMENT COMMITTEE (Agenda Item 9)

It was proposed by Cllr Ms G Kennedy and seconded by Cllr Mrs S Davenport and the following was

**RESOLVED
1564**

that the Minutes of the Environment Committee meeting held on 10th May 2018 (pages 0740-0744) be received. (Unanimous)

MINUTES OF THE PLANNING COMMITTEE (Agenda Item 10)

It was proposed by Cllr G Oberholzer and seconded by Cllr Mrs H Hill and the following was

**RESOLVED
1565**

that the Minutes of the Planning Committee meetings held on 30th April 2018 (pages 0727-0731), and 29 May 2018 (pages 0754-0756) be received.

COUNCILLORS REPORTS (Agenda Item 11)

Cllr D Birch reminded the Council that BFC are currently running a consultation on locally listed buildings as part of their draft heritage policy. Each ward has been asked to prepare a list and to take this to the extraordinary meeting of the planning committee which will be arranged following the completion of the lists.



Cllr G Oberholzer stated that the date of this meeting will be confirmed shortly.

Cllr D Birch informed the Council that East Berks Clinical Commissioning Group are currently undertaking a consultation, which they are calling a conversation with residents concerning urgent care.

Cllr Mrs P McKenzie advised the Council that she is still waiting for feedback from some of the Chelsea Fringe events and that she will provide a full update of the overall event via the Environment Committee.

Cllr Mrs H Hill informed the Council that she has presented her cheque to her chosen charity Sandhurst Counselling Service. Over £9100 was raised and Cllr Mrs H Hill thanked everyone who came to her events.

Cllr Mrs H Hill shared that she has received favourable feedback from hall users about the new part time caretaker.

Cllr J Porter informed the Council that he and Cllr Mrs J Bettison attended the AGM for Sandhurst Sports Club recently and that a new committee has been formed.

Cllr J Porter thanked the Executive Officer and the staff for a fantastic job at the Freedom Event and said he was proud of everyone.

Cllr A Blatchford passed on the positive feedback from the High Sheriff of Berkshire who said he had a wonderful time at the Freedom event and that he stayed far later than he had intended.

STATEMENT OF ASSURANCE AND FINANCIAL ANNUAL RETURN (Agenda Item 13)

The various documents comprising the external audit submission for 2017 / 2018 were received in advance of the statutory deadline of 30 June 2018. Further to consideration of the Annual Return Section 1 it was proposed by Cllr A Blatchford and seconded by Cllr D Birch and the following was

RESOVLED 1566

that the Annual Return Section 1 – Annual Governance Statement for the financial year ended 31 March 2018 be approved and that the documents be duly completed and signed by the Mayor and Executive Officer on behalf of, and in the presence of, the meeting. (Unanimous)

ACTION: EO

Further to consideration of the remaining documents listed below it was proposed by Cllr A Blatchford and seconded by Cllr D Birch and the following was

RESOLVED 1567

that the Annual Return Section 2 – Accounting Statements for the financial year ended 31 March 2018 be approved and that the documents be duly completed and signed by the Mayor and Executive Officer on behalf of, and in the presence of, the meeting. (Unanimous)

ACTION: EO



STANDING ORDERS (Agenda Item 14)

The recommendation from the Strategy and Policy Committee to review and adopt the amended Standing Orders for the forthcoming year was noted. Further to discussion it was proposed by Cllr A Blatchford and seconded by Cllr D Perera, and the following was

**RESOLVED
1568**

that the Standing Orders be adopted. (Unanimous)

STRATEGY & POLICY COMMITTEE (Agenda Item 15)

The recommendation from the Strategy and Policy Committee to amend the wording on the terms of reference for its committee was received. A motion was moved by Cllr D Birch and seconded by Cllr Mrs P McKenzie to reject the amendments and to have no limitations on a maximum amount of members allowed on the Committee. A debate followed this motion. Following discussion it was proposed by Cllr D Birch and the following was

**RESOLVED
1569**

that the amendment to the terms of reference for the Strategy and Policy Committee is rejected and that there is no maximum number of members imposed. (Vote 10 in favour 2 against 1 abstain).

ACTION: EO

Cllr D Birch nominated Cllr Mrs H Hill to be appointed to the Strategy and Policy Committee. This was seconded by Cllr Mrs P McKenzie. The following was

**RESOLVED
1570**

that Cllr Mrs H Hill be appointed to the Strategy and Policy Committee. (Vote 10 in favour 2 against and one abstain).

ACTION: EO

EXECUTIVE OFFICER'S REPORT (Agenda Item 16)

The Executive Officer's report was received for information.

BALANCE AT BANK (Agenda Item 17)

The balances of the Council bank accounts as at 31 May 2018 were received as follows:

Current account	£3,607
Business reserve	£658,377
Capital reserve	£374,629
Mayors Charity	£0

ACCOUNTS (Agenda Item 18)

It was proposed by Cllr A Blatchford and seconded by Cllr J Porter and the following was

**RESOLVED
1571**

that the payments for April 2018 and May 2018 and receipts for April 2018 and May 2018 be received.

DATE OF NEXT MEETING (Agenda Item 19)

The date of next meeting was confirmed as 6th September 2018.



EXCLUSION OF PUBLIC AND PRESS (Agenda item 20)

It was proposed by Cllr A Blatchford and seconded by Cllr P Bettison and the following was

**RESOLVED
1572**

that in accordance with the Public Bodies (Admission to Meetings) Act 1960 the public and press would be excluded for discussion regarding the engagement, terms of service and conduct of employees where publicity might be prejudicial to the special nature of the business.

**PERFORMANCE AWARDS 2017 / 2018 AND SALARY INCREASE
2017/18 (Agenda item 21)**

The recommendation as referred by the Strategy and Policy Committee from the Personnel Sub-Committee, with reference to the Confidential Annexe 007 was received.

It was proposed by Cllr D Birch and seconded by Cllr P Bettison and the following was

**RESOLVED
1573**

that the Performance Award payments be made to staff for the period April 2017 to March 2018 in accordance with the table in Confidential Annexe 007. (Unanimous).

**RESOLVED
1574**

and that the salary increase recommendations are actioned and backdated payments are issued. (Unanimous).

ACTION: EO

SIGNED AND DATED BY

MAYOR

