



SANDHURST TOWN COUNCIL

COUNCIL OFFICES
SANDHURST MEMORIAL PARK
YORKTOWN ROAD
SANDHURST, BERKSHIRE
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Executive Officer
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Strategy & Policy Committee Meetings are open to the Public and Press.

Dear Councillors N. Allen (Chairman), Mrs J. Bettison (Vice Chairman), D. Birch, A. Blatchford, Mrs S Davenport, Mrs H Hill, P. Hodge, Ms G Kennedy, J. Porter.

You are hereby summoned to attend a meeting of the **Strategy & Policy Committee** to be held in the **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst**, on **Thursday 30 May 2019 at 7.30pm** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Angela Carey (Executive Officer)

1. Apologies for absence

To receive and approve apologies for absence.

2. Members' interests

To receive any declaration of interests from Members on the business to be transacted.

3. Minutes of Strategy & Policy Committee

To receive and confirm the Minutes of the proceeding of the Strategy & Policy Committee held on 28 March 2019, as a true and correct record (pages 0872-0875).

4. Neighbourhood Action Group

Standing item to receive documents relating to work of the sub-committee where available (Annexe 1). (Information item)

5. Health and Safety

To receive a verbal update confirming of any incident in the period (non-injury), and any other Health and Safety related items. (Decision item)

6. Sandhurst Youth Worker

To receive an update on the Sandhurst Youth Worker. (Information item)

7. Online Banking

To consider replacing the payment of invoices by cheque with payments via online banking facilities and to review the banking options available (Annexe 2). (Decision item)

8. Speed Watch Equipment

To consider the type of speed equipment that is to be purchased. Further to resolution 1802 concerning the purchase of speed watch equipment, an updated version of the apparatus is now available at a higher cost (Annexe 3). (Decision item)

9. Community Hall – Sandhurst Gardens

To discuss the transfer of the Community Hall to Sandhurst Town Council and to consider the running costs. (Decision item)

10. SANG

To receive an update on resolution 1367 (23rd November 2017) to designate the ancient woodland as SANG land (Annexe 4). (Decision item)

11. Code of Conduct

To discuss the request from BFC to nominate two Councillors (who cannot be twin hatted) to be representatives for Code of Conduct Panels. (Decision item)

12. Councillor Emails

To discuss the use of individual email addresses by Councillors. (Decision item)

13. Press and Publicity

To plan press and publicity messages for the forthcoming period if required. (Decision item)

14. Exclusion of Press and Public

To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for a discussion of confidential business relating to

- a) to receive the recommendations of the Personnel Sub-Committee in relation to staff salaries and Performance Awards for 2018/2019 (Confidential Annexe 5).
(Decision item)
- b) to receive the recommendations of the Leisure Committee concerning the arrangements for a lease to be created for leaseholder A.(Confidential Annexe 6).

15. Date of next meeting

The date of the next meeting to be confirmed as 25th July 2019.
(Procedural item)

10th April 2019

Minutes of the proceedings of the **Sandhurst Neighbourhood Action Group** held this day in the **Kitty Dancy Room Sandhurst Town Council** commencing at **9.30am** and finishing at **10.04 am**.

PRESENT

Chairman: Cllr M Brossard (STC)
Cllr Mrs J Bettison (STC), Cllr A Blatchford (STC), A Carey (STC),
V Crosby-Clarke (SRA), S O'Sullivan (Resident), V Routledge (Resident).

INTRODUCTIONS (Agenda Item 1)

The meeting opened with a welcome from the Chairman.

APOLOGIES FOR ABSENCE (Agenda Item 2)

Apologies were received and accepted from:
G Campion (TVP), A Blair (Resident), A Hull (Resident).

MINUTES OF THE PREVIOUS MEETING (Agenda Item 3)

It was proposed by the Chairman and the following was

**RESOLVED
1811**

that the Minutes of the Neighbourhood Action Group held on 9th January 2019 be received as a true and correct record and that they be confirmed and signed by the Chairman.

THAMES VALLEY POLICE UPDATE (Agenda Item 4)

- a) PCSO Taylor Walmsley has moved on to a new position within the Police Force. He has been replaced by PCSO James Dolton.
- b) There have been a number of reports about items stolen from donations left on the doorstep of Thames Valley Hospice Charity Shop recently. TVP have been working with the store to obtain CCTV information and to warn donators that this is happening.
- c) TVP continue to patrol Pyes Acre Car Park on a regular basis and expect issues to be easier to resolve now that CCTV has been installed.
- d) The Police volunteers are no longer manning the Police Point on the Memorial Park. It is now being used as a base for the Neighbourhood Policing Team. Going forward TVP plan to start drop in surgeries.
- e) With the recent issues concerning thefts of tools from vans across the area a proactive operation has been running. This has resulted in offenders being arrested. Police patrols have also increased.

PYES ACRE CAR PARK - ASB (Agenda Item 5)

The new CCTV facility is now active in Pyes Acre Car Park and should help to decrease the amount of anti-social behaviour happening in this area.

TVP CONTRIBUTION TO SRA MAGAZINE (Agenda item 6)

The article from TVP was well received and a copy of the magazine will be left in the Police Point to enable the staff that do not live in the area to see the publication.



BOLLARD REMOVAL GREENWAYS (Agenda item 7)

Further to resolution 1726 Cllr M Brossard is liaising with BFC and will update this committee with any information received.

GATE DAMAGE END OF THIBET ROAD (Agenda item 8)

The large gate at the entrance to Wildmoor Heath has now been fixed however the small gate still needs attention. Further to discussion it was proposed by Cllr M Brossard and the following was

**RESOLVED
1812**

that Cllr M Brossard will liaise with the Rangers about getting the gate fixed.

ACTION: Cllr M Brossard

SUSPICIOUS VANS – LONGDOWN LODGE ESTATE (Agenda item 9)

TVP have previously advised that any suspicious behaviour needs to be reported to them. This item will now be removed from the agenda.

TVP ALERTS (Agenda Item 10)

Cllr M Brossard confirmed that he will continue to send the alerts that he receives to the local policing team.

**POLICE AND CRIME COMMISSIONER COMMUNICATION
(Agenda Item 11)**

Nothing to report.

SPEEDWATCH (Agenda Item 12)

STC have agreed the budget for the purchase of speed watch equipment. Following this approval TVP have notified STC that an updated version of the SID, including a camera that will record the session is now available to purchase. Further to discussion it was proposed by Cllr M Brossard and the following was

**RESOLVED
1813**

that a quote for the purchase of the new equipment is obtained to ascertain if it is within the agreed budget.

ACTION: Cllr M Brossard

A3095 SPEED REDUCTION (Agenda item 13)

The proposal to install traffic lights and a pedestrian crossing at the Owlsmoor Road junction has been approved by BFC and the speed limit has been reduced to 50 MPH (during the installation it will be 30MPH). There has been a report from a resident of their house shaking with the speed of the traffic on the road. They are advised to report this to BFC.

MEADOWS GYRATORY IMPROVEMENTS (Agenda item 14)

Surrey Heath are considered to be doing a good job so far with the improvements. There has been little impact on the local traffic movement throughout this time. It was confirmed that the new traffic lights will be traffic sensitive to improve the flow of traffic.



VAN PARKING ON PINEHILL RISE (Agenda item 15)

As previously stated the situation will be resolved once the renovations are finished, therefore this item will be removed from the agenda.

ANY OTHER BUSINESS (Agenda item 16)

Concern has been raised about the Wellington Arms Public House. Local residents have complained about an increase in anti-social behaviour on Friday nights and rumoured drug use in the establishment. TVP have been informed.

DATE OF NEXT MEETING (Agenda Item 17)

The date of the next meeting is Wednesday 10th July 2019, commencing at 9.30am in the Community Hall at Sandhurst Town Council.

SIGNED AND DATED BY CHAIRMAN



Business Bank Account comparison

NatWest	
Automated credits	0.35p
BACS DDRs	0.35p
Manual Credits	0.70p
Cheques paid in	0.70p
Cheques and other debits	0.70p
Cash paid in branches	0.70p per £100
Cash out in branches	0.70p per £100
Monthly Fee	N/A

Digital Banking	Online Banking	Bankline
Monthly Service Fee	No Charge	Accounts registered 1 to 5 = £20 per month

Security & Control		
2 to sign authorisation for payments and administration	NO	Yes the administrator would give the instruction which could then be authorised by 2 persons
Payment limit per day Faster Payments	£20k	£250k

Statements	Free
Stopped cheques	Free if lost/stolen

Lloyds

Monthly fee	£6.50	
Automated credits	Free	
BACS DDRs	Free	
Manual Credits	0.65p	
Cheques paid in	0.65p	
Cheques and other debits	0.65p	
Cash paid in branches	£1.00 per £100 for first £1500 per month	
Cash out in branches	0.80p per £100 over £1500 per month	

Internet Banking	
Electronic payments	Free
Faster payments	Free

Security & Control		
2 to sign authorisation for payments and administration	Yes	Online Payment Control allows authorisation by 2 or 3 registered internet banking users.
Payment limit per day	Set own limits	

Statements	Free
Stopped cheques	Free if lost or stolen

Barclays	
Automated credits	0.35p
BACS DDRs	0.35p
Manual Credits	0.65p
Cheques paid in	0.65p
Cheques and other debits	0.65p
Cash paid in branches	0.90p per £100
Cash out in branches	0.90p per £100
Monthly Fee	£6.00

Online Banking	Online Banking	Barclays.net
Monthly service fee	No Charge	1 Account £20 per month 2 to 20 accounts £13 per account per month

Security & Control	Online Banking	Barclays.net
2 to sign authorisation for payments and administration	YES 1 additional Authoriser only	YES 1 originator plus 2 additional authorisers possible.
Payment limit per day Faster Payments	£50k	

Statements	Free - monthly
Stopped cheque	Free if lost stolen

ANNEXE 3: Speed Watch Equipment	
Meeting: Strategy & Policy Committee	Date: 30th May 2019
Agenda item: 8	Author: Angela Carey

1. Purpose of report

To apprise Councillors of the proposed purchase of speed watch equipment.

2. Background

A budget line was created to allow for the purchase of Speed Watch Equipment by STC. The budget was approved (resolution number 1760).

The purchase price was confirmed as £2454.00 including VAT & Delivery.

Since the original request STC have been informed by TVP that there is an updated piece of equipment which is now available to purchase.

The original option requires the operator to manually record details of the car and number plate. The updated version video's the cars and gives TVP the opportunity to prosecute offenders.

The new apparatus is £3964.00 including VAT & Delivery. This is an increase of £1670.00.

3. Recommendation

To discuss and consider the options and possible increase to the budget line in order to purchase the equipment.

ANNEXE 4: SANG	
Meeting: Strategy & Policy	Date: 30th May 2019
Agenda item: 10	Author: Angela Carey

1. Purpose of report

To apprise councillors of an update on the previously proposed area of the land on the Memorial Park recommended to be classified as SANG.

2. Background

Following resolution 1367, 23rd November 2017, where the Committee considered a suggestion from Stephen Chown Head of Parks and Countryside BFC England to consider the designation of some parts of the Sandhurst Memorial Park to serve a function as Suitable Alternative Natural Greenspace (SANG) BFC have provided an update.

The original areas considered are the ancient woodland, the meadow areas and the land around the balancing pond across to the Sandhurst Town Football Club.

The first site visit has taken place and the initial recommendations are that the area requires the following improvements

- Path surfacing, to extend the circular routes from Shepherd Meadows into the new areas
- Signage (entrance signs & fingerposts ensuring good linking to the extended areas)
- Coppice restoration of the ancient woodland (establish coupes and then cutting the trees on rotation)
- Scrub control (push back bramble edges in Seeby's meadow and remove invading trees from Blackwater meadow)
- Site interpretation (to explain the wildlife and natural features of the areas)

SANG site enhancements on the relevant parts of the council land will be funded by developer monies and they also will contribute funds for some or all of the future maintenance of the relevant areas for a period of 125 years.

Having walked through the area with the ranger and the head groundsman, both Nick & I are concerned about the suggestion of laying a boardwalk path through the area. An alternative of natural paths with natural hedges to block short cuts could be a more habitat friendly option.

3. Recommendation

To discuss the initial recommendations and consider any alternatives to suggest to BFC.

BFC have advised that there will be number of meetings to consider the improvements before they are finalised.