



SANDHURST TOWN COUNCIL

COUNCIL OFFICES
SANDHURST MEMORIAL PARK
YORKTOWN ROAD
SANDHURST, BERKSHIRE
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All Town Council Meetings are open to the Public and Press.

Dear Councillors Mrs S. Davenport (Mayor), N. Allen, Mrs J. Bettison, P. Bettison, D. Birch, A. Blatchford, B. Brooks, M. Brossard, Mrs H Hill, P. Hodge, Ms G. Kennedy, R. Limbu, Mrs P. McKenzie, R. McKenzie, Mrs M. Mossom, R. Mossom, P. Panesar, D. Perera, J. Porter, M. Sanderson (Deputy Mayor), S. Thomas, M. Vandersluis, P. Wallington, Mrs N. York.

You are hereby summoned to attend a meeting of the **Sandhurst Town Council** to be held via **ZOOM** on **Thursday 5th November 2020** 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)

To join the video conference please use –

Join Zoom Meeting

<https://us02web.zoom.us/j/89346908337?pwd=dDJ0OUR0Mm9naFZRMUtzNIJpMlV5QT09>

Meeting ID: 893 4690 8337

Passcode: 197926

1. Questions from Members of the Public (Information item, to which a maximum of 15 minutes is allocated)

An opportunity is provided for the people of Sandhurst to ask questions of, and make comments to, the Town Council.

To speak at the meeting please raise a hand when the Chairman asks 'Are there any questions from the public?'

Members of the Public will be invited to speak in turn by the Chairman and are requested to restrict their question or comment to three minutes.

Questions which are not answered at this meeting will be answered in writing to the person asking the question.

For the avoidance of doubt, whilst the meeting will occur in the presence of the public it is not a public meeting.

Public participation is not permitted on any agenda item outside of this initial opportunity to receive public questions / comments.

2. Apologies for absence

To receive and accept apologies for absence.
(Information item)

3. Members' interests

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

4. Minutes of Town Council meeting

To receive and confirm the Minutes of the proceeding of the Town Council Meeting held on 3rd September 2020, as a true and correct record (pages 1040-1043)

5. Mayor's Report

To receive any communications or announcements from the Mayor and the list of engagements attended since the last Council meeting (Annexe 1).

6. Strategy and Policy Committee Meeting

To receive and adopt the minutes and any recommendations of the Strategy and Policy Committee meeting held on 24th September 2020 (pages 1051-1053).

7. Leisure Committee Meeting

To receive and adopt the minutes and any recommendations of the Leisure Committee meeting held on 17th September 2020 (pages 1047-1050).

8. Environment Committee Meeting

To receive and adopt the minutes and any recommendations of the Environment Committee meeting held on 10th September 2020 (pages 1044-1046).

9. Planning Committee Meeting

To receive and adopt the minutes and any recommendations of the Planning Committee meetings held on 27th July 2020 (pages 1033-1035) 24th August 2020 (pages 1036-1039) and 28th September 2020 (pages 1054-1059).

10. Councillors' Reports

To receive any reports from members serving on the Borough Council or members who represent the Town Council on Outside Bodies.

11. Delegated Decisions during Coronavirus Pandemic

To receive a list of the delegated decisions that have been made from 25th August 2020 to 30th October 2020 (Annexe 2). (Information item)

12. Executive Officer Report

To receive the report. (Annexe 3) (Information item)

13. Balance at Bank

To receive the balances at the bank as at 30 September 2020.

Current account	£2,000
Business reserve	£1,084,218
Capital reserve	£375,951
Mayors Charity	£0.00

(Information item)

14. Accounts

To receive and authorise the schedule of payments and receipts for August (48 payments totalling - £33,553.23) and September 2020 (62 payments totalling £48,891.12) (Annexe 4). (Decision item)

15. Date of next meeting (Procedural item)

To confirm the date of the next meeting as 7th January 2021.
(Procedural item)

16. 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 staff remuneration.
(Decision item)

17. Salary Increase 2020 / 2021

To receive the recommendation as referred by the Personnel Sub-Committee in relation to the staff annual salary increases.
(Confidential Annexe 005) (Decision item)

ANNEXE 1 (For information only)

Report: Mayoral Engagements	
Meeting: Town Council	Date: 05 November 2020
Agenda item: 5	Author: Cllr Mrs Davenport

MAYORS OFFICIAL ENGAGEMENTS Aug – Oct 2020		
Date	Engagements	Notes
29 th August 2020	Owlsmoor Community Centre AGM	
1 st September 2020	Reopening of the Day Centre	
4 th September 2020	College Town Montessori Nursery 30 th Anniversary	
5 th September 2020	Creative Minds Community performance	
11 th September 2020	High Sheriff visit to Sandhurst	Deputy Mayor attended
23 rd September 2020	Start Sponsored Walk – Co Op Owlsmoor	
13 th October 2020	Berkshire Youth 80 th Birthday Message sent	
20 th October 2020	Lord-Lieutenant’s SERFCA Awards Ceremony	Virtual Event

ANNEXE 2 (For information only)

Report: Delegated Decisions 25th August – 30 th October 2020	
Meeting: Town Council	Date: 5th November 2020
Agenda item: 11	Author: Angela Carey

1. 23/9/20.
Following the Government announcement that you should work from home if you can a rota has been drawn up to ensure minimum staff are in the office at one time.
Decision: Agreed – Cllr N Allen, Cllr Mrs J Bettison, Cllr J Porter & A Carey.
2. 1/10/20.
Remembrance Service 2020 is to be held on a date prior to the 8/11/20 and will not be advertised. It will be a scaled down service with only VIP wreath bearers. A video of the service will be released on the website and Facebook pages.
Decision: Agreed - Cllr Ms G Kennedy, Cllr Mrs S Davenport, Cllr Mrs J Bettison, Cllr J Porter & A Carey.
3. 1/10/20.
To consider engaging a professional to capture and edit the video of the Remembrance Service.
Decision: Agreed - Cllr Ms G Kennedy, Cllr Mrs S Davenport, Cllr Mrs J Bettison & A Carey.
4. 1/10/20.
A suggestion has been made that Pyes Acre Car Park is offered to BFC as a site for mobile COVID testing.
Decision: Agreed - Cllr N Allen, Cllr Mrs J Bettison & A Carey.

ANNEXE 3: Executive Officer's Report	
Meeting: Town Council	Date: 5 th November 2020
Agenda item: 12	Author: Angela Carey

1. Purpose of report

To appraise the Sandhurst Town Council of any important operational matters in the period September 2020 to October 2020 and to update with regard to work ongoing from previous decisions of the Town Council.

2. War Memorial

The police have decided not to prosecute the driver despite the CCTV footage. A claim has been successful against the driver's personal vehicle insurance and the cost of the repairs has been reimbursed. The stonemason is awaiting the arrival of the stone in order to commence the repairs.

3. Remembrance Service

The video of the service will be posted onto the STC website and Facebook page on Sunday 8/11/20.

4. Anti-Social Behaviour in the Park

An incident took place at the Memorial Park in September and two 14 year old boys were arrested one with a large kitchen knife on his person, the other with a knuckle duster and a hammer. In the following days 3 knives were recovered by members of the public which potentially were discarded by other members of the groups. Following this TVP conducted two weekends of stop and search. The fights have been prearranged and TVP have been monitoring the situation.

Further vandalism has continued. The basket swing in the adventure playground was targeted and the low level fencing was also demolished.

PAYMENTS - AUGUST 2020			
<u>Date Paid</u>		<u>Cheque/Ref</u>	<u>Amount Paid</u>
25/08/2020	Petty Cash	014962	29.38
04/08/2020	Bracknell Forest Borough Council	DD	£185.00
04/08/2020	British Gas	DD	£236.50
04/08/2020	British Gas	DD	£12.48
04/08/2020	British Gas	DD	£67.13
07/08/2020	Thamesway Limited	DD	£216.00
10/08/2020	Right Fuel Limited	DD	£1.22
10/08/2020	Mainstream Digital	DD	£1.64
10/08/2020	Mainstream Digital	DD	£0.73
10/08/2020	HMRC	DD	£4,524.43
10/08/2020	NatWest Bankline	DD	£35.75
10/08/2020	B & CE Pensions	DD	£872.59
13/08/2020	Information Commissioners Officer	DD	£35.00
13/08/2020	British Gas	DD	£72.67
14/08/2020	British Gas	DD	£10.95
20/08/2020	Vodafone Ltd	DD	£63.50
20/08/2020	NatWest Autopay	DD	£13,333.08
23/08/2020	NatWest Autopay	DD	£18.15
04/08/2020	H Goddard	BACS	£250.00
04/08/2020	Hampshire County Council	BACS	£84.40
04/08/2020	Kings & Sons (Sandhurst) Ltd	BACS	£65.99
04/08/2020	Peninsula Business Services Ltd	BACS	£197.34
10/08/2020	Seldram Supplies (formerly A)	BACS	£85.53
10/08/2020	Freight Products UK (Ltd)	BACS	£162.00
10/08/2020	Gardwell Securities	BACS	£28.32
10/08/2020	Rigby Taylor Ltd	BACS	£789.95
10/08/2020	SUEZ Recycling & Recovery UK Ltd	BACS	£533.87
10/08/2020	RMAS Central Bank	BACS	£200.00
13/08/2020	Complete Weed Control	BACS	£1,195.20
13/08/2020	Country Care (Southern) Ltd	BACS	£1,278.00
13/08/2020	Longacres Nursery	BACS	£85.60
13/08/2020	Tango Security Ltd	BACS	£36.00
14/08/2020	KSWs UK	BACS	£75.00
14/08/2020	Seldram Supplies (formerly A)	BACS	£320.06
14/08/2020	Chubb Fire & Security Ltd	BACS	£1,223.81
14/08/2020	Local Government Association	BACS	£1,200.00
14/08/2020	Peninsula Business Services Ltd	BACS	£1,112.28
17/08/2020	Local Government Association	BACS	£1,200.00
17/08/2020	M Tamburrini	BACS	£37.50
21/08/2020	Mayors Charity Account	BACS	£0.35
21/08/2020	KOMPAN Limited	BACS	£933.73
21/08/2020	Berkshire Pension Fund	BACS	£1,218.34
21/08/2020	Tango Security Ltd	BACS	£36.00
26/08/2020	Rice Associates Ltd	BACS	£456.00
26/08/2020	Society Of Local Council Clerk	BACS	£380.00
26/08/2020	Lister Wilder Ltd	BACS	£489.50
26/08/2020	Sum Up Payments Ltd	BACS	£154.80
26/08/2020	NatWest	BACS	£7.46
		Total	£33,553.23

PAYMENTS - SEPTEMBER 2020

Date Paid		Cheque/Ref	Amount Paid
24/09/2020	Petty Cash	14963	£102.38
02/09/2020	Bracknell Forest Borough Council	DD	£185.00
02/09/2020	Bracknell Forest Borough Council	DD	£500.00
03/09/2020	Vodafone Ltd	DD	£63.50
03/09/2020	Thamesway Limited	DD	£216.00
03/09/2020	NatWest Autopay	DD	£4,559.45
15/09/2020	SumUp	DD	£0.05
15/09/2020	SumUp	DD	£0.02
15/09/2020	NatWest Bankline	DD	£40.05
16/09/2020	Mainstream Digital	DD	£113.32
16/09/2020	British Gas	DD	£239.47
16/09/2020	British Gas	DD	£70.32
16/09/2020	British Gas	DD	£13.11
16/09/2020	British Gas	DD	£85.61
16/09/2020	British Gas	DD	£9.94
16/09/2020	Mainstream Digital	DD	£43.49
16/09/2020	Mainstream Digital	DD	£54.00
16/09/2020	Mainstream Digital	DD	£43.49
16/09/2020	Mainstream Digital	DD	£43.49
16/09/2020	Right Fuel Limited	DD	£1.22
21/09/2020	NatWest Autopay	DD	£13,176.85
23/09/2020	NatWest Autopay	DD	£18.15
23/09/2020	SumUp	DD	£0.42
24/09/2020	SumUp	DD	£1.05
30/09/2020	SumUp	DD	£1.06
30/09/2020	B & CE Pensions	DD	£875.56
02/09/2020	AHC (Camberley) Ltd	BACS	£45.52
02/09/2020	G A Butler & Sons	BACS	£24.00
02/09/2020	King & Sons (Sandhurst) Ltd	BACS	£65.95
02/09/2020	Perfect Fit Technologies Ltd	BACS	£390.77
02/09/2020	Rialtas Business Solutions	BACS	£607.20
02/09/2020	Tango Security Ltd	BACS	£36.00
03/09/2020	P Ayres	BACS	£50.00
03/09/2020	Seldram Supplies (formerly A)	BACS	£76.24
03/09/2020	Freight Products UK Ltd	BACS	£81.00
03/09/2020	Hampshire County Council	BACS	£5,200.00
03/09/2020	Peninsula Business Services Ltd	BACS	£197.34
03/09/2020	Suez Recycling & Recovery Service Ltd	BACS	£457.13
03/09/2020	Lister Wilder Ltd	BACS	£49.96
04/09/2020	Bowcom	BACS	£1,296.00
04/09/2020	Smith &Howard	BACS	£282.43
15/09/2020	B Rai	BACS	£170.00
16/09/2020	Trade UK	BACS	£223.72
16/09/2020	C Connell	BACS	£367.50
16/09/2020	Interserve FS (UK) Limited	BACS	£196.59
16/09/2020	KOMPAN Limited	BACS	£959.04
16/09/2020	Local Government Association	BACS	£1,200.00
16/09/2020	Perfect Fit	BACS	£162.00
16/09/2020	Tango Security Ltd	BACS	£72.00
16/09/2020	Unipar Services LLP	BACS	£187.20
24/09/2020	Trade UK	BACS	£9.03
24/09/2020	Rice Associates Ltd	BACS	£456.00
24/09/2020	IBS Office Solutions Ltd	BACS	£242.00
24/09/2020	Rigby Taylor Ltd	BACS	£25.20
24/09/2020	R Collard Ltd	BACS	£279.34
24/09/2020	Spaldings (UK) Limited	BACS	£110.88
24/09/2020	ST Photos Ltd	BACS	£185.40
24/09/2020	Mayors Charity Account	BACS	£0.35
25/09/2020	Came & Company	BACS	£13,421.39
24/09/2020	Longacres Nursery	BACS	£80.00
30/09/2020	NatWest	BACS	£8.60
30/09/2020	Berkshire Pension Fund	BACS	£1,218.34
		Total	£48,891.12

RECEIPTS AUGUST 2020		
Date	Name of Payer	£ Amount
11/08/2020	Playball	£76.00
11/08/2020	Playball	£36.00
14/08/2020	Sandhurst Cricket Club	£65.00
24/08/2020	Sandhurst Cricket Club	£269.00
25/08/2020	Sports Sunday Football Club	£130.00
26/08/2020	Playball	£64.00
26/08/2020	Busy Lizzy	£50.00
Total		£690.00

RECEIPTS SEPTEMBER 2020		
Date	Name of Payer	£ Amount
01/09/2020	K McCarthy	£250.00
01/09/2020	K McCarthy	£562.50
02/09/2020	Sports Saturday Football Club	£130.00
02/09/2020	Sports Saturday Football Club	£45.00
07/09/2020	Duck Food Income	£0.98
07/09/2020	Sandhurst Town Football Club	£1,180.00
07/09/2020	Allotment Association	£325.00
08/09/2020	Duck Food Income	£2.95
08/09/2020	Pistachios	£1,250.01
10/09/2020	Sandhurst Cricket Club	£464.00
14/09/2020	R Bradshaw Levy	£70.00
17/09/2020	Sandhurst Boys & Girls Football Club	£1,092.00
22/09/2020	Tennis Income	£3.93
22/09/2020	Tennis Income	£7.86
22/09/2020	Garden Waste Bags	£24.58
22/09/2020	Garden Waste Bags	£24.58
22/09/2020	Tennis Income	£3.44
24/09/2020	Garden Waste Bags	£24.58
29/09/2020	Playball	£16.50
29/09/2020	Garden Waste Bags	£24.58
29/09/2020	Garden Waste Bags	£9.83
29/09/2020	Garden Waste Bags	£2.95
29/09/2020	Hiscox	£938.00
29/09/2020	Sports Saturday Football Club	£65.00
29/09/2020	Sports Saturday Football Club	£65.00
29/09/2020	Tennis Income	£120.00
26/09/2020	Duck Food Income	£20.00
29/09/2020	Garden Waste Bag Income	£130.00
30/09/2020	R Bradshaw Levy	£70.00
30/09/2020	Garden Waste Bags	£24.58
30/09/2020	Bracknell Forest Borough Council	£296,498.16
Total		£303,446.01