



SANDHURST TOWN COUNCIL

COUNCIL OFFICES
SANDHURST MEMORIAL PARK
YORKTOWN ROAD
SANDHURST, BERKSHIRE
GU47 9BJ

Executive Officer
Angela Carey

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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, B. Brooks, Mrs S. Davenport, R. Mossom, P. Panesar, M. Sanderson

You are hereby summoned to attend a meeting of the **Strategy & Policy Committee** to be held in **Kitty Dancy Room, Sandhurst Community Hall Complex, Sandhurst**, on **Thursday 28th July 2022 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 proceedings of the Strategy & Policy Committee Meeting held on 26th May 2022 (pages 1272-1274) as a true and correct record.

4. 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)

5. Sandhurst Youth Worker

To receive an update on Sandhurst Youth. (Decision item)

6. Internal Audit

a) To receive and accept the Audit Reports for internal controls. (Annexe 1) (Decision item)

b) To consider the continuation of the services of our existing internal auditor (Annexe 2). (Decision item)

7. Hirers request to cancel charges

To receive and consider a request from a regular hirer for STC to consider allowing a refund of booking charges outside of the terms and conditions (Annexe 3). (Decision item)

8. Leaking Roof Sandhurst Community Hall

To receive information about the current state of repair of the roof on the Community building (Annexe 4). (Decision item)

9. Member/Officer Protocol

To consider the recommendation from the Personnel Sub Committee for the adoption of a Member/Officer Protocol Policy (Annexe 5). (Decision item)

10. Community Safety Charter

To consider STC signing up to the Community Safety Charter (Annexe 6). (Decision item)

11. Insurance Review

To receive the annual insurance renewal policy (Annexe 7). (Decision item)

12. Little Sandhurst Community Hall

To receive an update on the facility and to consider any relevant actions required. (Decision item)

13. Thames Valley Police Update

To receive an update following a meeting with TVP. (Information item)

14. Budget Request

To receive a request from the Leisure Committee for funds to purchase a new tractor and new play equipment (Annexe 8)

15. Press and Publicity

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

16. Date of next meeting

The date of the next meeting to be confirmed as 22nd September 2022.
(Procedural item)

17. 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.
(Decision item)

18. Grant Request

to consider a grant application from Sandhurst and District Corps of Drums (Confidential Annexe 9). (Decision item)

19. Lease Agreement

to consider the draft for the new lease for the Café on the Park (Confidential Annexe 10).
(Decision item)

LIGHTATOUCH

7 Hodder Close, Chandlers Ford, Hants, SO53 4QD.
Tel: 07762 780605 Email: Tim.Light1@hotmail.co.uk

6 June, 2022

The Executive Officer

Sandhurst Town Council

Council Offices

Sandhurst Memorial Park

Yorktown Road

Sandhurst

Berkshire

GU47 9BJ

Dear Ang

**Final Internal Audit Review:
Sandhurst Town Council – covering March 2022 and Year End procedures**

The Accounts and Audit (England) Regulations 2015 (as amended) require all Town and Parish Councils to undertake an effective internal audit to evaluate the effectiveness of their risk management, control and governance processes, taking into account public sector internal auditing standards or guidance.

We confirm that we are independent of the Council.

The internal audit work we have carried out has been planned to enable us to give our opinion on the control objectives set out in the Annual Internal Auditor's Report on the 2021-22 Accountability and Governance Annual Return (AGAR).

We have complied with the legal requirements and proper practices set out in:

- 'Accountability and Governance for Smaller Authorities – A Practitioners' Guide (England)' 2021
- The Accounts and Audit (England) Regulations 2015 (as amended).

This is the final audit in 2021/2022 to check that the Council adheres to the requirements set out in the Accountability and Governance for Smaller Authorities in England ensuring that compliance with proper practices is maintained.

The final internal audit visit was arranged with the Executive Officer and carried out on Monday 6 June 2022. The Deputy Executive Officer has also provided back-up information from RBS Omega Software for the period March 2022 and End of Year details to support the current governance and financial management position of the Council.

Further confirmation has been obtained of good practice and compliance with the Transparency Code Regulation 2015 from the Council's website.

As we have carried out Interim Internal Audit reviews throughout 2021/2022, we are also using the information already recorded from these to support the completion of the internal control objectives on the (AGAR) Annual Internal Audit Report.

Where this is necessary, we will complete the AGAR Internal Audit Report on evidence already seen from the previous reviews. This is acceptable practice for the External Auditor.

As part of this final Internal Audit Review, we checked:

Bank Reconciliations including Petty Cash and Indemnity Deposits

- the Bank Reconciliation at 31 March 2022 was re-performed and no errors were noted.

Income and Expenditure

- all income and expenditure items as at 31 March 2022 were confirmed and details are accurate to the records held by Council.

VAT Reimbursement

- the Executive Officer has submitted a VAT claim to HMRC for the period January 2022 – March 2022 in the sum of £14185.03 which was submitted in April 2022.

Risk Assessment 2021/2022

- the risks of the Town Council were reviewed and approved on 03 March 2022 to ensure that the requirements of the Governance and Accountability for Smaller Authorities in England (March 2021) is met.

Town Council Minutes

- Minutes of the Council were checked on the website for approvals and decisions made and approval of payments was checked for March 2022.

Asset Register

- The Asset Register at 31 March 2022 was reviewed and additions for 2021/22 were agreed.

End of Year Procedures 2021/2022

A full check was carried out on the End of Year documentation provided by the Executive Officer to confirm the accuracy of the details to be submitted to the External Auditor. This also included the validation of any variances of totals over 15% between 2020/21 and 2021/2022 shown on Section 2 of the AGAR as required by the External Auditor.

The 2021/2022 AGAR Internal Audit Report requires the Internal Auditor to check the Council has correctly provided the proper opportunity for the Exercise of Public Rights in accordance with the requirements of the Accounts and Audit Regulations during 2020/2021.

This includes the Internal Auditor being shown evidence that the posting of the Notice on the website was done at least one clear day before the 30-working day period begins.

(Audit Note; We are pleased to report that the Parish Council have displayed the Notice correctly to comply with the requirements of the Accounts and Audit Regulations 2015).

The Annual Internal Audit Report to be submitted to the External Auditor was completed and signed by Tim Light.

We are pleased to report that the various records and procedures in place for the Council provide an appropriate standard of control.

This report should be noted and taken to the next meeting of the Council to inform them of the Internal Audit work carried out. The details of this Internal Audit Letter Report should also be Minuted by the Council.

Yours sincerely,
Tim Light FMAAT
Internal Auditor.

ANNEXE: 2 – Internal Audit Quote	
Meeting: Strategy & Policy	Date: 28th July 2022
Agenda item: 6	Author: Angela Carey

1. Purpose of report

To appraise the Strategy & Policy Committee of the possible continuation of the current internal auditor.

2. Background

To review the current service of STCs internal audit provider-

Scope of Work

The following will normally be included in the standard internal audit:

- appropriate accounting records have been kept properly throughout the year
- a test check of expenditure vouchers to the financial ledger
- a review of the Committee and Council minutes to ensure decisions are properly approved in accordance with the Council's Financial Regulations
- a review of risk assessment procedures
- a review of insurance cover arrangements
- a test check on budget information
- a review of the Council's reserve policy
- a test check of income recorded on bank paying in books, credits to financial ledger and source documentation
- a test check on petty cash vouchers and approval
- a review of staffing and payroll documentation
- a review of the asset and investment registers
- test check on the periodic and year end reconciliation of bank account and investments
- a review of accounting statements prepared during the year
- a review of the Council's compliance with the Transparency Code
- a review of the year end information to be submitted to the external auditor.
- Site visits or working remotely by arrangement.

Matters arising and recommendations will be discussed with the Executive Officer/Responsible Finance Officer and a written report will be issued each internal audit visit.

INTERNAL AUDIT FEE

£1725 per annum based on a minimum of two mid-year reviews and a year-end review.

Included in the quoted fee above is an advice service on standard financial matters throughout the year.

3. Recommendation

The committee is requested to consider continuing with the current provider.

Annexe 3: Hirers request to cancel charges	
Meeting: Strategy & Policy Committee	Date: 28 th July 2022
Agenda item: 7	Author: Jo Lockett

Purpose of report

To apprise the committee of a request from a hirer to cancel hall charges applied.

Background

A regular hirer has requested that charges accrued for the hire of the hall while she was isolating due to having covid be cancelled.

The terms and conditions of hire state that 4 week's notice should be given for cancellation of hires, otherwise charges are incurred.

I am extremely disappointed that the Council has deemed it necessary to charge for the time that classes could not be undertaken due to myself having Covid. It would have been completely irresponsible, unethical and unacceptable if I had taught at any time during the period that I was Covid positive.

I understand the terms and conditions and if I was say just hiring the hall once a week like most other hirers it would not have been a major issue. However in my situation I could not teach for a total of 10 hrs in the eight day period. At £25 an hour this is a large sum of money to pay rental when no income was forthcoming. Everyone who had paid in advance was refunded for the lost classes.

During a once in a lifetime pandemic I would have expected the council to have some compassion regarding the situation and not charged me for the time I was unable to teach. No other halls where I teach have charged me for classes not conducted due to Covid and they have similar wording in their terms and conditions.

I would like to appeal against the ruling the Council has made and would ask who this appeal should be directed at.

Recommendation

To discuss and consider the request.

Annexe 4 : Roof Repairs	
Meeting: Strategy & Policy Committee	Date: 28 th July 2022
Agenda item: 8	Author: Jo Luckett

Purpose of report

To apprise the committee of a recommendation from Paul the caretaker that repair works are necessary on the Community building roof and Police point/flat roof.

Background

Damp patches and cracks have been seen in the Executive Officers office. A visual inspection has shown that the roof needs some tiles replacing and the valleys need new mortar to prevent further damage to the building.

The following quotes have been received.

Quote A:

£6000.00 + VAT

To remove all defective mortar from valleys
 To re-cement using a pre-mix mortar
 To carry out repairs to all roofs where re
 To dispose of waste materials

Quote B:

£5184.00 + VAT

Roof repairs including:
 Re-muck 15 roof gulleys
 Replace up to 20 broken interlocking clay roof tiles
 Repair up to 1m² roof under temp new tile
 Replace 1 x clay ridge tile
 Replace up to 500mm mortar underskirt
 Address lead collar around vent pipe.

Quote C:

£8300.00 +VAT

Erect Scaffold tower to work height to areas to be worked on.
 Remove roof tiles to valley areas as required and set aside for reuse.
 Remove existing cement mortar to valley and lower to the ground and clear away.
 Check over roof area to valley and relace any damaged roof tiles with new matching the existing.
 Replace removed tiles to valley areas and repoint with remix roof tile bedding mortar.
 Remove roof tiles as required to rear of building where roof underlay is damaged and set aside for reuse.
 Remove defective battens and roof underlay and clear away.
 Supply and fit new roof underlay and treated timber battens nailed into place.
 Replace removed tiles to roof area and new roof tiles as required.
 Remove 1 x incorrectly fitted hip tile and clear away.
 Supply and lift new hip iron screwed into place.
 Supply and fit new hip tile bedded on remix roof tile bedding mortar and point in to leave a neat finish.
 Remove roof tiles and verge tiles around soil pipe and set aside for reuse.
 Remove defective batten and underlay and clear away.
 Remove the existing lead slate to soil pipe and clear away.
 Supply and fit new roof underlay and treated batten as required nailed into place.

Supply and fit new lead slate and weather collar to soil pipe.
Replace removed verge tiles and roof tiles to roof area, verge tiles to be bedded on remix roof tile bedding mortar and point in to leave a neat finish.
Remove all waste materials and leave the site clean and tidy.

Quote D:

Roof repairs to be completed by Sandhurst Town Council caretaker.

2 x buckets sharp sand

20 x bags cement

1 x 3 yard skip hire

20 x roof tiles (approximately)

Approximately 60 x hours (2 x members of staff)

£1550.00

Recommendation

To discuss and consider the options.

Annexe 5: Member/Officer Protocol	
Meeting: Strategy & Policy Committee	Date: 28 th July 2022
Agenda item: 9	Author: Angela Carey

Purpose of report

To apprise the committee of a recommendation from the SLCC for all Councils to have a member/officer protocol policy.

Background

The SLCC (Society of Local Council Clerks) have recently been undertaking a project looking at poor conduct in our sector. They have been working closely with NALC and will be launching a Civility & Respect Pledge for Councils to sign up too. They will also be offering training for Councillors and Officers.

STC do not currently have any protocol policies in place. Therefore following a discussion with the Personnel Sub Committee, a policy has been created following the standard model produced. This is designed to support the Code of Conduct and disciplinary procedures that have already been adopted.

A copy of the policy is enclosed.

Recommendation

To review the content and to adopt the policy.



Sandhurst Town Council Member/Officer Relations Policy

Background

1. This protocol is intended to assist Councillors and employees in approaching some of the sensitive circumstances which arise in a challenging working environment. The reputation and integrity of the Council is significantly influenced by the effectiveness of Councillors, the Executive Officer and other staff working together to support each other's roles. The aim is effective and professional working relationships characterised by mutual trust, respect and courtesy.

Roles of Councillors and Employees

2. The respective roles can be summarised as follows:
Councillors and Officers are servants of the public and they are indispensable to one and other, but their responsibilities are distinct. Councillors are responsible to the electorate and serve only so long as their term of office lasts. Officers are responsible to the Council. Their job is to give advice to Councillors and to the Council, and to carry out the Council's work under the direction and control of the Council and relevant committees.

Councillors

3. Councillors have four main areas of responsibility:
 - To determine council policy and provide community leadership;
 - To monitor and review council performance in delivering services;
 - To represent the council externally; and
 - To act as advocates for their constituents.
4. All Councillors have the same rights and obligations in their relationship with the Executive Officer and other employees, regardless of their status or political party, and should be treated equally.
5. Councillors should not involve themselves in the day to day running of the Council. This is the Executive Officers responsibility, and they will be acting on instructions from the Council or its Committees, within an agreed job description.

Chairmen and Vice-Chairmen of the Council and Committees

6. Chairmen and Vice-Chairs have additional responsibilities. These responsibilities mean that their relationships with employees may be different and more complex than those of other Councillors. However, they must still respect the impartiality of Officers and must not ask them to undertake work of a party political nature, or to do anything which would prejudice their impartiality.

Officers

7. Officers have the following main roles:
Initiating policy proposals.
Implementing agreed policy, managing and providing services and being accountable for the efficiency and effectiveness of the services provided;
Providing professional advice to the Council, its various bodies and individual members;
Ensuring the Council always acts in a lawful manner.
8. The role of Officers is to give advice and information to Councillors and to implement the policies determined by the Council. In giving such advice to Councillors, and in preparing and presenting reports, it is the responsibility of the Officer to express his/her own professional views and recommendations. An Officer may report the views of individual Councillors on an issue, but the recommendation should be the Officer's own. If a Councillor wishes to express a contrary view they should not pressurise the officer to make a recommendation contrary to the officer's professional view, nor victimise an officer for discharging his/her responsibilities.
9. In giving such advice to Members and in the preparation and presentation of reports, it is the responsibility of the Officer to express their own professional views and make recommendations.
10. The Parish Clerk has certain statutory roles which need to be understood and respected by all members. Members must not obstruct the Parish Clerk in the discharge of their statutory obligations and responsibilities and must not persecute them for discharging their responsibilities.

Expectations

11. All Councillors can expect:
 - A commitment from Officers to the Council as a whole, and not to any individual Councillor, group of Councillors or political group;
 - A working partnership;
 - Officers to understand and support respective roles, workloads and pressures;
 - A timely response from Officers to enquiries and complaints;
 - Officer's professional advice, not influenced by political views or personal preferences;
 - Regular, up to date, information on matters that can reasonably be considered appropriate and relevant to their needs, having regard to any individual responsibilities or positions that they hold;
 - Officers to be aware of and sensitive to the public and political environment locally;
 - Respect, courtesy, integrity and appropriate confidentiality from Officers;
 - Training and development opportunities to help them carry out their role effectively;
 - Not to have personal issues raised with them by Officers outside the council's agreed procedures;
 - That Officers will not use their contact with Councillors to advance their personal interests or to influence decisions improperly;
 - That Officers will at all times comply with the relevant code of conduct.

12. Officers can expect from Councillors:

- A working partnership;
- An understanding of, and support for, respective roles, workloads and pressures;
- Leadership and direction;
- Respect, courtesy, integrity and appropriate confidentiality;
- That members should raise issues with the Officer prior to the meeting wherever possible;
- That the Chairman and Members shall give Officers the opportunity to present any report and give any advice they wish to give;
- Respect, courtesy, integrity and appropriate confidentiality;
- Not to be bullied or to be put under undue pressure;
- Not to be used to make a political statement;
- Not to be bullied or to be put under undue pressure;
- That Councillors will not use their position or relationship with officers to advance their personal interests or those of others or to influence decisions improperly;
- That Councillors will at all times comply with the council's adopted Code of Conduct.

Relationship Between Members and Officers

13. It is important that any dealings between Members and Officers, both written and oral, should observe professional standards of courtesy.

14. The relationship between Members and Officers will be enhanced by friendly relations. However, mutual respect and the belief that Officers are providing objective professional advice to Members must not be compromised. Members and Officers should be cautious in developing close friendships.

15. To avoid reputational damage to the Council, disagreements between Members and Officers should be acknowledged and resolved in private, rather than in public or through the media.

16. This policy prohibits Members raising matters related to the conduct or capability of employees in public. They must be aware of the lines of accountability within service areas and must not apply pressure to an Officer to act in a manner contrary to the instructions of his or her line manager.

17. Officers must not allow their personal or political opinions to influence or interfere with their work. Officers should not take part, and Members should not ask Officers to take part, in any activity which could be seen as influencing support for a political party. Officer support in these circumstances must not extend beyond providing information and advice in relation to matters of Council business.

18. Officers must not be involved in advising Members on matters of party political business.

19. Officers must respect the confidentiality of any party group discussions at which they are present. They should not relay the content of any such discussion to another party

group or the media. If Officers receive information which, although confidential, they have a duty to disclose elsewhere (e.g. under FOISA legislation), Officers must indicate that this is the case.

20. Both Members and Officers should adhere to the rules and regulations set by Council to manage committee business, for example, Procedural Standing Orders and Committee Terms of Reference and Delegated Functions.
21. Both Members and Officers have access to information which has not yet been made public and is still confidential. It is a betrayal of trust to breach such confidences. Confidential information must never be disclosed or used for personal or political advantage or to the disadvantage or the discredit of the Council or anyone else. The Executive Officer will instigate any appropriate investigations into actual or alleged breaches of confidence in relation to the release of confidential information.
22. Special care needs to be exercised if Officers are involved in providing information and advice to a party group meeting which includes persons who are not Members. Such persons will not be bound by the Councillors' Code of Conduct (in particular, the provisions concerning the declaration of interests and confidentiality). Officers may not be able to provide the same level of information and advice as they would to a meeting where those in attendance are bound by the provisions of the Code.
23. Some Officers are in posts which are "politically restricted" by law. This means that individual postholders are prevented from carrying out any active political role either outside or inside the Council.
24. Members should raise with the Executive Officer any concerns about the political neutrality of an Officer.
25. Officers should ensure that they provide the necessary respect and courtesy due to Members in their various roles. Equally, Members should ensure that they provide the necessary respect and courtesy due to Officers in their roles.
26. Members should not put pressure on an Officer with regard to matters which have been delegated for Officer decision under the Scheme of Delegation to Officers. Officers should be left to make decisions that are objective and can be accounted for; and are fair and consistent in their application.
27. Members should not bring influence to bear on any Officer to take any action which is contrary to law or against the Council's approved procedures, including but not limited to the following procedures: a breach of Personnel procedures; conflict with standing orders; or policies.

Political Groups

28. It is the National Association of Local Council's (NALC's) policy that party politics should have no place in town councils. Town Councillors are there to serve their community as members of the community, and should not be sidetracked by party political issues. Party politics within a town council can pose particular difficulties in terms of the impartiality of the Executive Officer and other employees, and the relationship between Councillors and the staff generally.

29. Party political groups have no power to require the Executive Officer or any other employee to attend group meetings or to prepare written reports for them, and employees can legitimately refuse to do so. The Executive Officer and other Officers are responsible to the Council as a whole and should not take action under instructions from any individual Councillor, even if he/she has been styled as 'Leader' of the council.
30. The Executive Officer will ensure that any reports or advice offered to a political group are statements of relevant facts, with an appraisal of options and do not deal with the political implications of the matter or options, or make any recommendations. It is not the Executive Officer's job to make recommendations to a political group.
31. If a report is prepared for one political group, the Executive Officer will advise all other political groups that the report has been prepared, or that advice was given.

Complaints

32. Procedure for officers. The relationship between Councillors and the Executive Officer (or other employees) may break down or become strained. Whilst it is always preferable to resolve matters informally, through conciliation by an appropriate third party, it is important to adhere to the Council's formal grievance policy.
33. The Unitary Council's Monitoring Officer may be able to offer a mediation/conciliation role or it may be necessary to seek independent advice. For example, the Society of Local Council Clerks may be able to provide an independent person.
34. If a Councillor is dissatisfied with the conduct, behaviour or performance of the Executive Officer or another employee, the matter should be raised with the Executive Officer in the first instance. If the matter cannot be resolved informally, it may be necessary to invoke the council's disciplinary procedure.

Adopted:

Review date:

Annexe 6: Community Safety Charter

Meeting: Strategy & Policy Committee

Date: 28th July 2022

Agenda item: 10

Author: Angela Carey

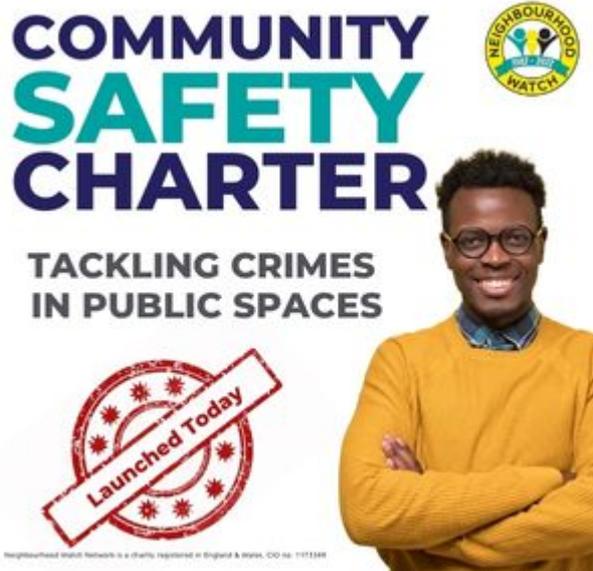
Purpose of report

To apprise the committee of an invitation to sign up to a Community Safety Charter.

Background

A neighbourhood alert has been received with the following information –

COMMUNITY SAFETY CHARTER launched to tackle crimes in public spaces



Our new Community Safety Charter, launched today, encourages everyone from individuals, Neighbourhood Watch groups, businesses, and organisations to take an active stance against crimes in public spaces, such as harassment, hate crime, and antisocial behaviour.

The Charter tagline is #BETHECHANGE, focusing on the role of active bystanders in leading the change within their communities. The Charter supports greater understanding about how we recognise and deal with community safety issues and support victims by knowing where to get help, how and who to report to, enabling a more positive, proactive approach by the whole community when witnessing or experiencing confrontation, hostility, or harassment.

Do I need to make a pledge?

We are delighted to invite you to sign up to the Charter.

By signing up individuals, businesses, organisations, and groups pledge to four actions:

- **PROMOTE** - promote a culture that does not tolerate harmful language, antisocial behaviour and hostility towards others

- **ENABLE** - enable others to identify and take an active stance to prevent harassment, antisocial behaviour and intimidation within their community
- **REPORT** - actively encourage and support others to report harassment, antisocial behaviour and intimidation and share intelligence about these crimes with the relevant authorities
- **SUPPORT** - support those affected by harassment, antisocial behaviour and intimidation and refer victims to the appropriate support agency

What will I receive when I sign up?

You will receive a printable poster, individual pledges to share on social media, and a comprehensive information pack on a specific topic or crime every two months which you can share with your staff/volunteers/colleagues/friends. The topics covered in the first year are:

- harassment
- hate crime
- antisocial behaviour
- being an active bystander
- dealing with confrontation
- leading the change in our communities

#BeTheChange

Recommendation

To review the charter and consider signing up.

ANNEXE 7: Insurance Policy	
Meeting: Strategy & Policy Committee	Date:28th July 2022
Agenda item: 11	Author: Angela Carey

- Sandhurst Town Council utilise an insurance broker Gallaghers. The current insurance policy is with Hiscox and that covers main obligations. (Employer's Liability £10m; Public liability £10m; Fidelity Guarantee for employed staff £150,000; plus vehicles.)
- Supplementary cover taken for Products Liability and Pollution £10m; and Officials indemnity for Councillors.
- The policy cover is reviewed by council officers no later than July in each year, to check detail of cover is appropriate for coming year.
- STC currently have a 3 year contract with Hiscox Insurance (ends 30/9/2024). This year's renewal cost is £14632.28. This is an increase of £2137.09 from last years premium. A large part of the increase is due to the addition of the Little Sandhurst Community Hall.

Annexe 8: Budget Request	
Meeting: Strategy & Policy Committee	Date: 28 th July 2022
Agenda item: 14	Author: Angela Carey

Purpose of report

To apprise the committee of a budget request from the Leisure Committee.

Background

Following the Leisure Committee Meeting on 21st July 2022 the following items were approved –

A new tractor will be purchased subject to funds being approved by the S&P Committee. The current tractor has undergone numerous repairs in recent years and is very close to not being fit for purpose. The vehicle is over 15 years old.

The make and model that would be a similar replacement is Kubota L2452 Cabbed tractor. The cost is £36995.00 An amount of £13500 has been offered as part exchange. Therefore, the Leisure Committee request the sum of £23495 from general funds.

New play board interactive games. The games are wall mounted and can be installed in the MUGA to the existing fences. They are designed to be educational, inspiring, and inclusive. The cost for three boards is £1500.00. The Leisure Committee would like to request the funds for this project from either general funds or CIL.

Recommendation

To accept the request from the Leisure Committee for the funding to enable the projects to go ahead.