

28th July 2022

Minutes of the proceedings of the Strategy and Policy Committee held this day in the Kitty Dancy Room, Sandhurst Community Centre Complex, Sandhurst commencing at 7.30pm and finishing at 8.53pm.

PRESENT

Chairman: Cllr N Allen

Councillors: D Birch, B Brooks, Mrs S Davenport, R Mossom, P Panesar.

IN ATTENDANCE

Executive Officer (Angela Carey)

APOLOGIES FOR ABSENCE (Agenda item 1)

Apologies for received and accepted from Councillors:

Mrs J Bettison (Vacation)

M Sanderson (Vacation)

MEMBERS' INTERESTS (Agenda item 2)

Cllr P Panesar declared an interest in agenda item 19.

**MINUTES OF THE STRATEGY AND POLICY COMMITTEE
(Agenda item 3)**

It was proposed by Cllr N Allen and the following was

**RESOLVED
2722**

that the Minutes of the Strategy and Policy meeting held on 26th May 2022 (pages 1272-1274) be received as a true and correct record and that they be confirmed and signed by the Chairman.
(Unanimous)

HEALTH AND SAFETY (Agenda item 4)

No incidents were reported.

SANDHURST YOUTH (Agenda item 5)

D Percival from Sandhurst Youth presented his termly report to the Committee.

D Percival highlighted the point that Sandhurst Youth are an independent charity and therefore as such STC are not able to state their expectations of the charity. STC fully understand the status, however as a major monetary stakeholder in the charity they would expect that they are entitled to ask questions about how the charity is performing, especially as this is funded with public funds.

The report was more informative than previous reports and included positive KPIs as requested previously by STC.

D Percival informed the Committee that he has communicated with the Trustees and members of the Sandhurst Youth Committee to provide clarity on contributing and feeding back to STC.

INTERNAL AUDIT (Agenda item 6)

a) The Audit Report for internal controls was received and discussed.

Thanks were given on receiving a clean report. Further to discussion it



was proposed by Cllr N Allen and seconded by Cllr D Birch, and the following was

**RESOLVED
2723**

that the Internal Audit Report be accepted. (Unanimous)

ACTION: EO

b) The Committee were asked to consider the continuation of the service of the current internal auditor. Further to discussion it was proposed by Cllr D Birch and seconded by Cllr N Allen and the following was

**RESOLVED
2724**

that a recommendation is made to Town Council that Tim Light, trading as Lightatouch Internal Audit Services continue to be appointed as Internal Auditor for STC. (Unanimous)

HIRERS REQUEST TO CANCEL CHARGES (Agenda item 7)

The Committee were asked to consider a request from a regular hirer for a refund on their fees. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2725**

that due to the hall being block booked and no notice being given (albeit due to illness) prior to cancellation, STC were unable to rehire the facility. Therefore, the refund is not agreed.

ACTION: EO

LEAKING ROOF SANDHURST COMMUNITY HALL (Agenda item 8)

The Committee were informed of the current state of repair of the roof. There are several leaks that need attention before the weather changes. Quotes were presented for consideration. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2726**

that the repairs are undertaken by the STC caretaker as he has the skills required to rectify the issue.

ACTION: EO

MEMBER/OFFICER PROTOCOL (Agenda item 9)

The Committee received a recommendation from the Personnel Subcommittee for the adoption of a member/officer protocol. The draft policy was presented for consideration. Further to discussion it was proposed by Cllr B Brooks and seconded by Cllr N Allen and the following was

**RESOLVED
2727**

that the draft policy is adopted.

ACTION: EO

COMMUNITY SAFETY CHARTER (Agenda item 10)

The Committee were asked to consider a request from Neighbourhood Watch to sign up to a Community Safety Charter for open spaces. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr R Mossom and the following was



**RESOLVED
2728**

that STC sign up to the charter.

ACTION: EO

INSURANCE REVIEW (Agenda item 11)

STC currently have a three-year contract with Hiscox Insurance. The annual insurance renewal arrangements were received and reviewed. The price increase includes the Little Sandhurst Community Hall. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr Mrs S Davenport and the following was

**RESOLVED
2729**

that STC continue with the existing agreement.

ACTION: EO

LITTLE SANDHURST COMMUNITY HALL (Agenda item 12)

The Committee were informed that the transfer of the Little Sandhurst Community Hall from Bloor Homes to STC has finally been completed. Arrangements have been made for furniture, Wi-Fi, automated door systems and fire extinguishers to be installed.

THAMES VALLEY POLICE UPDATE (Agenda item 13)

The next meeting with TVP is scheduled for 2nd August 2022. The anti-social behaviours that have been occurring in Owlsmoor Park by the television mast will be discussed with TVP at this meeting.

BUDGET REQUEST (Agenda item 14)

A request from the Leisure Committee for funding to allow the purchase of a new tractor (circa £24k) and play boards for the MUGA (circa £15k) was presented to this Committee. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2730**

that the funding has been approved and will be taken from the CIL budget.

ACTION: EO

PRESS & PUBLICITY (Agenda item 15)

There were no additions requested by this meeting to the press and publicity forward plan.

DATE OF NEXT MEETING (Agenda item 16)

The date of the next meeting was confirmed as 22nd September 2022.

EXCLUSION OF PUBLIC AND PRESS (Agenda item 17)

It was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2731**

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.



GRANT REQUEST (Agenda item 18)

The Committee were asked to consider a grant request received from Sandhurst Corps of Drums, to enable them to purchase a new van. Further to discussion it was proposed by Cllr R Mossom and seconded by Cllr D Birch and the following was

**RESOLVED
2732**

that an amount of £7500.00 is awarded to Sandhurst Corps of Drums using CIL funds.

ACTION: Cllr N Allen

LEASE AGREEMENT (Agenda item 19)

Cllr P Panesar left the room and did not contribute to the discussion or the decision-making process.

The Committee were asked to consider the recommendations made by the Leisure Committee concerning the new lease for the Café on the Park. Further to discussion it was proposed by Cllr D Birch and seconded by Cllr N Allen and the following was

**RESOLVED
2733**

that the recommendations are approved and that the relevant instructions are made to the solicitors.

ACTION: EO

**SIGNED AND DATED BY
CHAIRMAN**

