

25th November 2021

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 9.23pm.

PRESENT

Chairman: Cllr N Allen

Councillors: Mrs J Bettison, D Birch, B Brooks, Mrs S Davenport, Mrs H Hill, R Mossom, J Porter.

IN ATTENDANCE

Executive Officer (Angela Carey)

Cllr P Bettison

APOLOGIES FOR ABSENCE (Agenda item 1)

Apologies for received and accepted from Councillors:

Ms G Kennedy (Indisposed).

MEMBERS' INTERESTS (Agenda item 2)

Cllr Mrs S Davenport expressed an interest in agenda item 7.

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

It was proposed by Cllr N Allen and the following was

**RESOLVED
2474**

that the Minutes of the Strategy and Policy meeting held on 23rd September 2021 (pages 1170-1171) be received as a true and correct record and that they be confirmed and signed by the Chairman. (Unanimous)

NEIGHBOURHOOD ACTION GROUP (Agenda item 4)

- a) An update was received on the meeting held on 24th November 2021. The minutes will be included in the next Strategy & Policy Committee Meeting.
- b) The Committee discussed the effectiveness of the NAG meetings and whether the subcommittee should continue to meet. Further to discussion it was proposed by Cllr Mrs J Bettison and seconded by Cllr N Allen and the following was

**RESOLVED
2475**

that the next meeting of the subcommittee will be its last. There will continue to be regular updates provided to STC from Thames Valley Police. There will be the continued opportunity for residents to raise their concerns via the STC office and the SRA. These will be redirected to Borough Councillors if necessary. Speedwatch will remain active and will continue to report back to the Strategy & Policy Committee.

ACTION: EO

HEALTH AND SAFETY (Agenda item 5)

No incidents were reported.



REVIEW OF MAYORS NEWSLETTER (Agenda item 6)

The Committee were asked to review the current format of the Mayors Newsletter. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr Mrs J Bettison and the following was

**RESOLVED
2476**

that the format of the newsletter remains unchanged and emails are sent to all Councillors asking for articles for future editions.

ACTION: EO

REVIEW OF NUMBER OF INVITEES FOR THE CIVIC SERVICE (Agenda item 7)

Cllr Mrs S Davenport left the meeting and therefore did not contribute to the discussion or the decision-making process.

The Committee were asked to consider and agree the number of personal guests that the Mayor may invite to attend the civic service awards and reception each year going forward. This does not include the VIPs, award winners and nominees that form part of the occasion. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr J Porter and the following was

**RESOLVED
2477**

that permission is granted for the Mayor to invite their consort/partner and their children to the civic service awards and reception. If their children have partners they may also be invited, however their grandchildren will not be invited to attend. The Church Service is a public event and therefore anyone may attend.

ACTION: EO

Cllr Mrs S Davenport returned to the meeting.

LITTLE SANDHURST COMMUNITY HALL (Agenda item 8)

The Committee received an update on the snagging meeting that took place earlier today. There are still several items that Bloor Homes need to address. These include the ventilation system not operating correctly, the fuse panel not being adequate, the disabled toilet alarm not functioning correctly, the cable on the automatic door needing attention and some remedial work needed outside concerning the tarmac and block paving.

FIRE ALARM (Agenda item 9)

The Committee were asked to review the current arrangements for the fire alarm panel. The current alarm system covers the whole of the community building including the sports club and SB&G FC. The control panel is in the main building. This has caused issues when the fire alarm has been set off accidentally by the SB&G FC at a weekend as they are unable to turn the alarm off. Further to discussion it was proposed by Cllr J Porter and seconded by Cllr R Mossom and the following was

**RESOLVED
2478**

that a new panel will be installed in the corridor of the Sports Club/SB&G FC at the cost of circa £1550. This will enable the panel to be attended to by all leaseholders of the building.

ACTION: EO



HYBRID WORKING (Agenda item 10)

The Committee received the recommendation from the Personnel Sub Committee to allow hybrid working and to review the draft Hybrid Working Policy. Further to discussion it was proposed by Cllr D Birch and seconded by Cllr N Allen and the following was

**RESOLVED
2479**

that the Committee approve hybrid working for staff whose roles are applicable and the policy on hybrid working is approved and adopted.

ACTION: EO

EMPLOYEE CARE PACKAGE (Agenda item 11)

The Committee received the recommendation from the Personnel Sub Committee concerning an Employee Care Package. An illustration of the Employee Care Package available from our current HR provider was presented. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2480**

that as a responsible employer STC offer the Employee Care Package for all staff.

ACTION: EO

**LEISURE COMMITTEE NON-VOTING REPRESENTATIVES
(Agenda item 12)**

The Committee received the Leisure Committee Non-voting Representatives Conduct Requirements document to review, following concerns that were raised in the Town Council Meeting by a member who felt pressured into a decision by non-voting representatives in the Leisure Committee Meeting on 16th September 2021. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr Mrs J Bettison and the following was

**RESOLVED
2481**

that the document does not need any amendments, however it is the responsibility of the Chairman to ensure that the requirements are adhered to in the meeting. The document will be reissued to all non-voting representatives in the next Leisure Committee Meeting.

ACTION: EO

PRESS & PUBLICITY (Agenda item 13)

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

ACTION: EO

DATE OF NEXT MEETING (Agenda item 14)

The date of the next meeting was confirmed as 27th January 2022.



EXCLUSION OF PUBLIC AND PRESS (Agenda item 15)

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

**RESOLVED
2482**

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.

SALARY INCREASE (Agenda item 16)

The Committee were asked to consider the recommendation from the Personnel Sub Committee for a monetary reward to recognise the achievement of the CiLCA qualification obtained by the DEO. Further to discussion it was proposed by Cllr N Allen and seconded by Cllr Mrs J Bettison and the following was

**RESOLVED
2483**

that the recommendation from the Personnel Sub Committee is approved.

ACTION: EO

SANDHURST YOUTH WORKER (Agenda item 17)

Cllr Mrs J Bettison & Cllr Mrs H Hill declared an interest in this agenda item. They contributed factual information in their capacity of trustees but did not express opinions or take part in any decision making.

The Committee received an update concerning Sandhurst Youth following a recent meeting that was held between representatives of STC and Sandhurst Youth. Further to discussion it was proposed by Cllr D Birch and seconded by Cllr N Allen and the following was

**RESOLVED
2484**

that a further meeting is arranged to discuss the concerns raised by this Committee.

ACTION: EO

LEASE TENDER (Agenda item 18)

The Committee were asked to review and approve the tender conditions for the café on the park following the end of the current lease as recommended by the Leisure Committee. Further to the discussion it was proposed by Cllr N Allen and seconded by Cllr D Birch and the following was

**RESOLVED
2485**

that a tender document will be amended according to the suggestions raised and the tender will be advertised in January 2022.

ACTION: EO

**SIGNED AND DATED BY
CHAIRMAN**



