



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, Mrs H. Hill, Ms G. Kennedy, R. Mossom, J. Porter, 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 24th March 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 27th January 2022 (pages 1218-1221) as a true and correct record.

4. Neighbourhood Action Group

To receive and confirm the Minutes of the Neighbourhood Action Group as this was the last meeting (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. Fees and Charges Review

To receive and consider the recommendations for the fees and terms and conditions for facility hiring in the 2022/23 financial year. (Annexe 2) (Decision item)

7. Grant Awards 2022/23

To receive the recommendations of the grant panel (Annexe 3). (Decision item)

8. Mayoral Chain – Commemorative link

To consider purchasing a Platinum Jubilee Commemorative link for the Mayoral chain (Annexe 4). (Decision item)

9. Little Sandhurst Community Hall

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

10. Request for funds for LED Lighting.

To receive a request from the Environment Committee for a budget of £6666 to pay for the installation of LED lighting (Annexe 5). (Decision item)

11. Personnel Sub-Committee

To consider a temporary replacement for Cllr Mrs P McKenzie on the Personnel-Sub Committee (Annexe 6). (Decision item)

12. Press and Publicity

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

13. Date of next meeting

The date of the next meeting to be confirmed as 26th May 2022. (Procedural 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. (Decision item)

15. Sandhurst Youth Worker

To receive an update on Sandhurst Youth and to consider recent correspondence received. (Decision item)

16. Café Tender Sub Committee

To receive an update from the Executive Officer concerning the next steps in the process of the Café Tender and the terms of reference for the Sub Committee. (Information item)

23rd February 2022

Minutes of the proceedings of the **Sandhurst Neighbourhood Action Group** held this day in the Kitty Dancy Room at the Sandhurst Council Offices commencing at **9.30am** and finishing at **10.20am**.

PRESENT

Chairman: M Brossard (STC)
J Bettison (STC), A Carey (STC), H Laver (TVP), K Matthews (TVP),
V Routledge (Resident).

INTRODUCTIONS (Agenda Item 1)

Introductions were completed and new members welcomed.

APOLOGIES FOR ABSENCE (Agenda Item 2)

Apologies were received and accepted from:

A Blatchford (STC)
G Bartlett (TVP)
J Ward (Resident)

MINUTES OF THE PREVIOUS MEETING (Agenda Item 3)

It was proposed by the Chairman and the following was

**RESOLVED
2548**

that the Minutes of the Neighbourhood Action Group held on 24th November 2021 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)

K Matthews informed the Group that there are many changes in the TVP Neighbourhood Team. PCSO Kennedy has taken on a training role, PSCO Matthews & Bartlett are moving into the PC role in other areas. This leaves Crowthorne and Sandhurst without any PCSOs. The areas have been reshuffled and PCSO Pearce will be covering the area. A recruitment advert has been released by TVP. The new Neighbourhood Team Sergeant Dan Surrage will be in position by June 2022.

It was reported that ASB on the Memorial Park has reduced recently and things have been fairly quiet, however the ASB in Owlsmoor by the Community Centre is continuing. The area is regularly patrolled.

There has been a burglary operation following a number of recent burglaries. The public are warned to be aware that people have posed as delivery drivers to gain access. This included fast food deliveries.

There has been a meeting with K Matthews and Sandhurst Youth to better understand what is being achieved. Monthly meetings will be held going forward.

K Matthews thanked STC for their support over the years.

DRUGFAM UPDATE (Agenda Item 5)

No update received.



TVP CONTRIBUTION TO SRA MAGAZINE (Agenda Item 6)

PSCO Bartlett agreed to provide articles going forward, however with the changes in personnel there may not be any articles until new PCSOs are assigned to Sandhurst.

PARKING ISSUES RAISED BY RESIDENTS (Agenda item 7)

Nothing to report.

SPEEDWATCH (Agenda item 8)

Speedwatch sessions will begin again in April. This will be done in conjunction with TVP. K Matthews will provide the details of the TVP member that is supporting the training for communities using Speedwatch.

ANY OTHER BUSINESS (Agenda item 9)

Cllr M Brossard confirmed that the NAG has now come to an end in its current format. Residents are still able to raise concerns via their local Councillors and the Council office. Speedwatch will continue and the liaison with TVP will take place regularly. Cllr M Brossard thanked everyone for their support over the years.

SIGNED AND DATED BY CHAIRMAN



ANNEXE 2-Table 1 – Recommended Charges 2022/2023

Product Description	Notes	Current	Revised April 1st 2022	Unit of Hire
Community Hall Group 1	GU47&Regular Users	£25.00	£25.00	hour
Community Hall Group 2	Commercial Traders	£42.00	£44.00	hour
Community Hall Group 3	Community	£19.00	£20.00	hour
Community Hall Group 4	Youth	£13.00	£13.00	hour
Community Hall Group 5	Non GU47 residents	£42.00	£44.00	hour
Kitty Dancy Hall Group 1	GU47&Regular Users	£19.00	£19.00	hour
Kitty Dancy Hall Group 2	Commercial Traders	£42.00	£44.00	hour
Kitty Dancy Hall Group 3	Community	£13.00	£14.00	hour
Kitty Dancy Hall Group 4	Youth	£9.00	£9.00	hour
Kitty Dancy Hall Group 5	Non GU47 residents	£42.00	£44.00	hour
Little Sandhurst Hall GP1	GU47&Regular Users	-	£19.00	hour
Little Sandhurst Hall GP2	Commercial Traders	-	£44.00	hour
Little Sandhurst Hall GP3	Community	-	£14.00	hour
Little Sandhurst Hall GP4	Youth	-	£9.00	hour
Little Sandhurst Hall GP5	Non GU47 residents	-	£44.00	hour
Little Sandhurst Hall	Office Only	-	£10.00	hour
After 11pm Hall premium	Both Halls 1 extra hour charge	various	no change	hour
Indemnity Deposit *	All hall users	£250.00	£250.00	per hire
Field Hire - Public		£60.00	£65.00	day
Field Hire – Fun Fair	Operating day	£250.00	£260.00	day
Field Hire – Fun Fair	Set up day	£90.00	£95.00	day
Field Hire – Fun Fair	Pull off day	£90.00	£95.00	day
Field Hire Tug of War	Tournaments/Competitions	£60.00	£65.00	day
Mini Football pitch	Up to U13s	£16.50	£17.00	match
Junior Football Pitch	U14s – 18s	£31.00	£32.00	match
Senior Football pitch	Adult	£65.00	£65.00	match
Changing room hire	All sports	£20.00	£20.00	match
Tennis Club Block	Regular sessions	£650.00	£675.00	Annual
Tennis Club Additional	Ad hoc members games	£4.00	£5.00	hour
ABC Tennis Coaches		£4.00	£5.00	hour
Tennis Adults		£8.00	£9.00	hour
Tennis Youth		£3.50	£4.00	hour
Cricket Pitch Senior		£65.00	£65.00	match
Cricket Pitch Evenings		£37.00	£37.00	match
Cricket Pitch Colts	Under 18s	£22.00	£22.00	match
Cricket Holiday Club	Under 18s		£22.00	Per day
Unauthorised Pitch Use **	Regardless of age		£100.00	Per instance

*** Indemnity deposits will be required for all hall users. If paying by cheque all balances including the indemnity deposit are required 14 days in advance of the event, if paying by cash all balances including the indemnity deposit are required 7 days in advance of the event.**

**** Unauthorised use of any pitch for games will result in a fine of £100 per instance regardless of age.**

ANNEXE 2 -Table 2 Variations to Fees

HIRER	SPECIAL TERMS	STANDARD COST	PROPOSED COST	VARIANCE	COMMENTS
Short Mat Bowls	Monday 6.45 – 9.15 charged for 2 hours	£50.00	£33.00	£17.00	Historic agreement (No charge for set up time)
	Friday – room allocated 1.45 – 9.15=7.5 hrs	£187.50	£123.00	£64.50	
	Used 1.45-4.15 2.5 hrs &	£50.00	£33.00	£17.00	
	6.45-9.15 2.5 hours	£50.00	£33.00	£17.00	
	Main Hall on Saturday match days	£200.00	£162.00	£38.00	Historic agreement (No charge for set up time)
	Kitty Dancy Hall Saturday match days	£152.00	£91.00	£61.00	Historic agreement (No charge for set up time)
S T B & G F C	Annual Tournament May (16 mini @9 hrs)	£2376.00	£600.00	£1776.00	Reduced to support club fundraising
Lewis Marsh Tournament	Annual Tournament May (16 mini @9 hrs)	£2376.00	£0.00	£2376.00	Charity – no charge
Sandhurst Town F.C.	Sub- Letting Fees		50% of current pitch fee		Per pitch hire – payable to STC
Sandhurst W I	Discounted rate for meetings	£75.00	£51.50	£23.50	Historic agreement (No charge for set up time)
STC Liaison & Res Assoc	No charge	£38.00	£0.00	£38.00	No charge – Effectively STC working groups
Sandhurst Tug of War	No charge for training	£60.00	£0.00	£60.00	Historic agreement supporting unique heritage
Scouts/Beavers/Cubs	No charge for summer tournament	£891.00	£0.00	£891.00	Historic agreement support orgs fundraising
Charity Cricket Match	No charge	£65.00	£0.00	£65.00	Charity – no charge
B V C T AGM	No charge	£45.50	£0.00	£45.50	Supported partner no charge
Sandhurst Churches Together	No charge for carol service No charge for Songs of Praise	£57.00 £57.00	£0.00 £0.00	£57.00 £57.00	Historic agreement
C A B	No charge	£57.00	£0.00	£57.00	Supported partner no charge
BFC Ranger Activities	No charge	£117.00	£0.00	£117.00	Supported partner no charge

*** This will be reviewed following the possible installation of a 3G pitch.

ANNEXE 3

SANDHURST TOWN COUNCIL - GRANT CONTRIBUTIONS		
FINANCIAL YEAR 2022/2023		
ORGANISATION	PURPOSE REQUIRED	AMOUNT
Bracknell & District Parkinsons Branch	Support of those suffering from Parkinson's and their carers	£300
Health Walkers	To provide free, daily walks for health & wellbeing benefit	£300
Homestart	One to one volunteer support & Bumps and babies support walks	£350
Keep Mobile	Support transport provision for day excursions	£350
Sandhurst Counselling Service	Support for service running costs	£500
Sandhurst Cricket Club	Nets for growth of the club	£2000
Strongest Voices	Minibus hire for transport to Jealotts Hill Community Landshare	£300
Youthline Limited	Provision of counselling service for young people	£2000
Ambarrow Court (BFC)	Support for woodland management	£500
Blackwater Valley	Support for Blackwater Valley management	£5,200
Citizens Advice Bureau	Contribution to availability of advice service in Sandhurst	£2,815
Footpath Ranger (Bracknell Forest Council)	Contribution to Rights of Way Ranger post	£2,272
Sandhurst Churchyard (PCC St Michaels)	Contribution to maintenance of Churchyard & Staff costs	£3,500
Sandhurst Day Centre	Contribution to day centre services	£18,196
Sandhurst Museum Trust	Support with presentation and archiving materials	£100
	Total of grant contributions	£38683

ANNEXE 4: Commemorative Link for Mayoral Chain	
Meeting: Strategy & Policy	Date: 24th March 2022
Agenda item: 9	Author: Angela Carey

1. Purpose of report

To apprise the Strategy & Policy Committee of a commemorative link that is available for the mayoral chain to commemorate the Queens Platinum Jubilee..

2. Background

I have received information from Thomas Fattorini Ltd, who are the company that deal with our Mayoral chain.

They have informed me that they are offering Platinum Jubilee links for the chain at the price of £450.00

Pictures of the link are enclosed.

3. Recommendation

To discuss and consider the information.



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We can also add an additional platinum jubilee hallmark if you would like.

If this is of interest, please contact us.



Platinum Jubilee Medal



Platinum Jubilee hallmark ▲

ANNEXE 5: LED Lighting	
Meeting: Strategy & Policy Committee	Date: 24th March 2022
Agenda item:11	Author: Angela Carey

1. Purpose of report

To apprise the councillors of the recommendations from the Climate Change Working Group and subsequently the Environment Committee.

2. Background

Further to resolution 2449 of the Environment Committee meeting on 11th November 2021 quotes have been obtained to replace all non-LED lights in the Community Building with LED bulbs where possible with sensors or to replace light fittings with LED light units with sensors.

The Environment Committee reviewed the quotes on 10th March 2022 and resolved to use contractor A subject to obtaining permission for a budget of £6666 from the S&P Committee. This money will be requested from the general fund.

3.Recommendation

To consider the request for use of money from the general fund.

ANNEXE 6: Personnel Sub Committee	
Meeting: Strategy & Policy Committee	Date: 24th March 2022
Agenda item: 12	Author: Angela Carey

1. Purpose of report

To apprise the councillors of the need to consider a temporary replacement member on the Personnel Sub Committee.

2. Background

Cllr Mrs Pauline McKenzie is currently unable to attend meetings due to a health issue. Whilst undertaking her recovery I would like to request that this committee consider a temporary replacement.

As this committee is a sub committee to Strategy & Policy, they should appoint a replacement as per standing orders. The replacement member does not have to be a member of the S&P Committee and can be any member of the council preferably with employment or HR knowledge.

3. Recommendation

To consider appointing a temporary replacement.