

Sandhurst Town Council

Annual Report



April 2023



Sandhurst Town Council Annual Report 2022/2023

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Welcome

This annual report covers the period May 2022 – April 2023 (financial year ending 31st March 2023).

We hope you find the report both helpful and informative.

About Sandhurst Town Council

The Council has encapsulated its overall objectives in its Mission Statement as follows:

"Working within its legal and financial limitations, Sandhurst Town Council will endeavor to constantly improve the quality of life and community safety of all residents, either directly, or by working with others."

The parish of Sandhurst was created in 1894. The Parish Council became a Town Council in 1974. Today there are approximately 22,000 inhabitants within the four wards of Little Sandhurst, Central Sandhurst, Owlsmoor and College Town.

The Council consists of 24 Members. The work of Councillors not only involves attending Council and Committee meetings but also dealing with residents' concerns and representing the Council to other organisations. Within the Sandhurst Town Council all Councillors carry out their duties on an unpaid basis.

Meetings of the Council and its Committees are open to the public and notification of the main meetings is given on notice boards and on the Town Council website.

Full Council Meetings are chaired by the Mayor, and business detail is delegated to four main Committees (Planning, Environment, Leisure and Strategy & Policy Committee). The responsibilities of each Committee are detailed in this document. The Council and its Committees meet bi-monthly and a schedule of the proposed meeting dates for 2023/2024 Council year is attached in **appendix C**.

Important note: The schedule of meetings is subject to change in May 2023 when the next Full Council meeting will take place. The website www.sandhurst.gov.uk should be checked at the end of May to confirm the valid meeting schedule for 2023/24.

All the Council's services are administered from the Council Offices on the Sandhurst Memorial Park, which are open Monday to Friday from 9.00 am - 5.00 pm.

Contacting the Council

Sandhurst Town Council
Council Offices
Sandhurst Memorial Park
Yorktown Road
Sandhurst
Berkshire
GU47 9BJ

Telephone 01252 879060 (24hr answer phone)

Email stc@sandhurst.gov.uk

Website www.sandhurst.gov.uk
 www.sandhurstpride.co.uk

MAYOR OF SANDHURST 2022-2023

During the past sixteen years I have had the privilege to serve as a town councillor and as Deputy Mayor for two years.

In May 2022 I was made Mayor of Sandhurst. I had a meeting with Mr Paul Bettison Leader of Bracknell Forest Borough Council and Executive Officer Angela Carey with regard to my fundraising activities.

My chosen charity is Frimley Park Hospital Children's Ward. I met the staff and also visited the ward in May.

My first fundraising event was a dinner at the Tamarin Tree which raised £1200, followed by a clay shoot. Many events were to follow.

There was also a celebrity football match held in aid of 2 charities. It was an honour to have celebrities including Danny Dyer, James Arthur and Jez Lynch playing in the match. It was a huge success raising in excess of £11,000 per charity.

This month I was invited to plant a tree at St Michael's Primary School to support the native tree cover.

I also met with Margaret Schaap from the Women's Institute to enjoy celebrating her 107th birthday.

Other events included Armed Forces Day, a music festival and the fireworks display.

I have also attended events at the RMAS. This included being invited to the Sovereign's Parade and the Bracknell Forest Annual Awards dinner, later this month.

It has been a great honour to serve as Mayor of Sandhurst Town, I especially would like to thank the Executive Officer Angela Carey and her team for their support throughout the year.

Cllr Mike Sanderson
Mayor of Sandhurst

Committee Responsibilities

Planning Committee

To consider planning applications relating to Sandhurst and make recommendations to Bracknell Forest Borough Council planning department. Performance monitoring.

Environment Committee

To discuss and resolve action on all such areas of concern which affect the residents of Sandhurst not relating to the parks. Maintain and develop relationships between the Council and the wider community. Recommend spending plans in line with these responsibilities. Performance monitoring.

Leisure Committee

To discuss and resolve items concerning the management and development of the recreation ground facilities and the Community Hall complex, etc. so as to ensure maximum benefit to the residents of Sandhurst and to maximise revenue through appropriate commercial lettings. Recommend spending plans in line with these responsibilities. Performance monitoring.

Strategy & Policy Committee

To recommend to the Council a budget based upon proposals submitted by committees and to appraise the Council of its impact. To make Policy recommendations to the Council. To be responsible to the Council for all aspects of staff employment conditions. To review, manage and control capital projects authorised by the Council. To review and agree all contracts for services and supplies placed on behalf of the Council. Performance monitoring.

PLANNING COMMITTEE REPORT 2023

The Sandhurst Town Council Planning committee is a consultative body that considers, and may comment on planning applications submitted to Bracknell Forest Council from within the boundaries of the town of Sandhurst. The town comprises of four wards; College Town, Owlsmoor, Central Sandhurst and Little Sandhurst and Wellington. The committee may also comment, in a consultative capacity on developments in adjacent parishes in Berkshire, Hampshire and Surrey. The committee comprises of eight councillors, two from each of the wards which allows for lots of local knowledge to be brought to bear on the committees' deliberations.

It should be noted that the Town Council Planning Committee does not determine planning applications which are determined by Bracknell Forest Council, rather it comments on applications either in support or against such planning applications. The comments of the committee are submitted to Bracknell Forest Council and are treated in the same way as comments from members of the public though one hopes local knowledge will help Planning Officers in their deliberations.

It is important to stress that the committee only comment on planning issues and is constrained by Planning Law as to what it might consider and comment on.

The committee's considerations are based upon whether there is any detriment to the amenity enjoyed by neighbours, whether the development is in keeping with adjacent properties or the general street scene. It also considers Local and National guidelines to see if the application would be detrimental to the locality. Such issues would be highway safety and site lines, parking, footpaths and local amenities such as parks and open spaces.

Members of the public are welcome to attend meetings of the committee to present their thoughts on the application before the committee and are allowed three minutes to make representation to the Committee. After that the committee considers its considerations and minutes the outcome of the deliberation. Members of the public who do come to the meetings of the committee are made aware that any decision is made by Bracknell Forest Council and advised to contact the Bracknell Forest Planning Officer dealing with the case to make any representation they feel appropriate.

The Committee meets monthly and deals with an average of 15 applications at each meeting, some larger development applications may require more than one meeting over a period of time of consideration, appeals etc.

I would like to thank my committee colleagues for their help and support throughout the year and to thank the Officers of the Town Council for her support and guidance.

Councillor Robert Brooks
Chairman of Planning Committee

ENVIRONMENT COMMITTEE REPORT 2023

Whilst 2022 was a better year without the restrictions imposed upon us in 2021 due to the pandemic, it proved to be a very sad one. The loss of our gracious Queen Elizabeth after seventy years was devastating. The loss also brought forth restrictions as the country went into mourning.

Sandhurst Town Council had to cancel all committee meetings and therefore we were unable to arrange our yearly planting of bulbs around the town in the autumn. By the time the meetings recommenced again in November it was too late to start planting as the ground was too cold.

We did however, have our usual litter pick in partnership with Bracknell Forest and our Clean Team early in the year. Along with our Nepalese Community and our Town Councillors, a litter pick was organised for 9th April 2022. The team of willing volunteers collected many bags of rubbish from around our streets. It is just a shame people find it necessary to throw down their litter rather than use the many bins we have around the town.

In November we were also able to continue our proud tradition of holding a Remembrance Service at the War Memorial in Sandhurst Memorial Park. The service was well attended by our residents, various youth group, members of the armed forces, dignitaries and the Mayor of Sandhurst Councillor Mike Sanderson. The service was led by the churches together, assisted by members of the armed forces and schoolchildren.

The importance of remembering the Armed Forces past and present remains paramount to Sandhurst Town Council.

Cllr Sheila Davenport
Chair of Environment Committee

LEISURE COMMITTEE REPORT

The Leisure Committee is responsible for the Memorial Park and all that happens there. The past year has been busy as usual.

Last summer we received our 19th Green Flag Award which is a testament to the hard work of our ground staff. The scheme is run by Keep Britain Tidy and rewards well managed parks and green spaces.

During the year we held many free events including: -

The Summer of Fun in August which included many activities including inflatables, circus skills, farm animals and many more for our young people. This summers event is planned for 4th August.

A music festival with acts such as Little Chix (Little Mix tribute), Liam as Robbie, Simply Sheeran, Absolute Abba and our local act Hudsons Choice who are always ready to support our events.

The Army Flag Raising on 20th June gives the opportunity to show support for our Armed Forces. This years event will be held during the week commencing 19th June (date to be confirmed).

We held our annual fireworks display on 29th October with fairground rides, various music acts to entertain us during the evening and plenty of refreshments culminating in a superb display of fireworks.

We also installed activity boards on the Multi user games area (worth trying out if you haven't already). We added to our network of footpaths – the latest behind the cricket pavilion.

There are so many clubs that use the park – Cricket club, Boys and Girls Football club, Tug of War club, Sandhurst Football club, Parkrun, Gardening club, Allotment society, Scouts, Sandhurst Walks and many more. They all help to make Sandhurst the amazing community it is.

I would like to thank all the members of the Leisure committee for their hard work and for volunteering at the many events.

I would also like to thank Ang, our Executive Officer and her team in the office for their hard work and our amazing ground staff headed up by Nick. I am so proud of our park and love to see it looking so good and so well used.

Councillor Mrs Jean Bettison
Chairman Leisure Committee.

STRATEGY AND POLICY COMMITTEE REPORT

The purpose of the Strategy and Policy Committee is to ensure that the finances of the Council are managed in an efficient and effective manner. The committee consists of the Chairman and Vice-Chairman of the council, the chairman of each committee and to ensure that there is fair representation, a member from each of the four Sandhurst wards. Apart from the financial control, we also have the responsibility for all aspects of staffing, employment conditions and for setting the policies and procedures by which the Council operates.

As with the other committees of the Council, the Strategy & Policy Committee meet on a bi-monthly basis. However, there are other groups which also report into this committee.

- The Grants Panel is a working group which meets annually to recommend which local causes will benefit from our grants budget.
- The Personnel Sub-Committee which meets regularly throughout the year to look at all aspects of staffing.

Details of the Town Council's accomplishments this year have been covered elsewhere in this report. All these projects have to be financed and much of the involvement of the Strategy and Policy committee happens very early on in the project cycle when the Council determine how they are to be funded.

One of the major tasks of the year for the Strategy & Policy committee is to determine the budgets for the following year so that the Precept can be recommended for approval by the Council. Each committee is asked to produce a budget for the next fiscal year and these are all pulled together to determine the likely level of expenditure.

The budget sets out the plan for spending in the year, which can be considered in two parts:

- A 'Revenue' element, which is the day to day expenditure of the services and facilities provided, balanced against the income of the Council.
- A 'Reserves' element, which is the maintenance of adequate financial resources to cover unforeseen circumstances such as equipment replacement and to plan ahead for big events, such as the Freedom March to spread the cost over several years.

Where reserves are set aside for a specific purpose they are classed as 'earmarked' reserves. The remaining money which is unclassified is a 'general' reserve.

Across both the Revenue budgets and the Reserves budgets the expenditure can be further classified as 'Core', 'Committed' or 'Subjective'.

A **Core** expenditure is a legal requirement or contractual commitment, such as staff salaries, electricity or buildings insurance cover.

A **Committed** expenditure relates to a project currently in progress such as providing grass sports pitches.

A **Subjective** expenditure is a 'nice to have' provision, which will relate to an expected and enjoyed service, but not a legal requirement or firm commitment and items such as a Christmas Carol Concert or a Dog Warden might come into this category.

The council derives its income from two sources. The majority comes from the Council Tax (90%) and the remainder from the hiring of its facilities. The income from hirings

dropped significantly during the pandemic period, but has now returned to a more reasonable level. There is also an anticipation that our income will increase a little over the next year now that we have acquired a new hall which was opened in January. This is the Little Sandhurst Community Hall in Waterside Lane.

In the 2023-2024 budget, the total income from the Council Tax is just under £609,000. For the services that the Town Council provides, each Band D household contributes £76.25 – that's just £1.47 a week. Unusually, the number of houses available to pay Council Tax in the next financial year had dropped slightly from the previous year. This left the council with a potential reduction in income so the decision was made to apply a modest increase of 2% on the previous year. This represents an increase of less than £1.50 per household per year. A 2 % increase is significantly below the current levels of both general inflation and wage inflation. This is only the second time in the last 12 years that we have applied an increase to our residents despite our underlying costs increasing.

Our expected revenue expenditure for 2023-2024 is around £850,000, around 70% of which is “core” expenditure – the must haves. This includes the use of a significant amount of reserves to replace and enhance some of our existing facilities. The allocation of reserves is also part of financial planning and money is set aside for future events, such as the Freedom of the Borough, in addition to planning for equipment replacement and improvement works to the buildings.

Aside from the finances, the Strategy and Policy committee also has responsibility for:

- Legal compliance
- Member development and training
- Monitoring the Code of Conduct
- Keeping members up to date with changes in Government policy
- Communications and community engagement
- Vandalism, police liaison, campaigns

During the last year, Sandhurst Town Council applied for, and were granted the Foundation Award under the Local Council Award Scheme.

For more details on the work of Sandhurst Town Council check out our website at <http://www.sandhurst.gov.uk>. It has details of what the council does and who your local councillors are, the facilities on the Memorial Park and the other park areas in Sandhurst, contact details for all the local clubs, details of the events on the Memorial Park and, for the insomniacs, minutes for all the committee meetings from the beginning of 2015.

We also have a sister website which is specifically aimed at giving details of what's going on in the Sandhurst area. So if you are looking for something to do in the local area - check out www.sandhurstpride.co.uk.

Councillor Nick Allen (Chairman Strategy & Policy Committee)

Audit and Sandhurst Town Council Finances

As explained elsewhere in the report, the annual expenditure on the Council's services is funded mainly by a precept within the council tax bill sent to every household in Sandhurst, plus charges paid by those using the Council's facilities such as sport pitches and the Community Hall complex. Like other local Councils, the Council does not receive any grants from Central Government towards the cost of its services, although it has a proven track record in successfully obtaining external funding for its capital projects.

Financial Reports

UNAUDITED SUMMARY OF ACCOUNTS for year ending 31st March 2023

General balance 31/3/2022	£521,612
Year to 31 st March 2023	
Income	£750,675
Expenditure & Appropriations	
Actual expenditure per accounts	£(818,471)
Appropriations To reserves	£(20,000)
From reserves	£ 150,473
General balance 31/3/2023	<u>£584,289</u>

SUMMARY OF PREVIOUS YEARS

	<u>2020/2021</u>	<u>2021/2022</u>
Income	£742,430	£685,622
Expenditure	£562,609	£645,469

In accordance with the requirements of the Accounts and Audit Regulations the Town Council employs the services of an independent Internal Auditor.

External auditors have been appointed as PKF Littlejohn LLP. In relation to audit full details of electors' rights are published on the notice boards, including details of access for electors to the documentation, which this year commences from 26th June 2023 for a period of thirty days. Information is also displayed on the website in accordance with the statutory requirements and schedules of payments and receipts are published via the agenda and minutes of Town Council meetings.

NB These figures may differ to those presented for final audit, due to the figures being prepared before the year end accounts are finalised.

Consultation and Communication Strategies

The Sandhurst Town Council recognises the value of formally consulting with local residents and has demonstrated this recently by:

- Residents Association and Town Council Quarterly Meetings
- Sandhurst Town Council communicates with residents via a regular newsletter, its websites www.sandhurst.gov.uk and www.sandhurstpride.co.uk, notice boards, press releases, and roadshows.
- Respect, Responsibility, Rights (RRR) Evaluation
- Neighbourhood Plan - area designation consultation 2015
- Collaboration with Bracknell Forest Council on the inclusion of questions related to the Town Council operation, in the Residents Survey.

Partnership Strategies

The Town Council has a number of partnership arrangements.
Notable partnerships in the period have been:-

Bracknell Forest Council	- Green Bag Recycling Scheme
Bracknell Forest Council	- Small electrical re-cycling initiative
Thames Valley Police	- CCTV
Thames Valley Police	- Neighbourhood Action Groups
Blackwater Valley Countryside Partnership	- Valley Maintenance
Bracknell Forest Council	- CHARTER
RMAS	- Sandhurst Memorial Service
RMAS	- Sandhurst Freedom March
RMAS, Bracknell Forest Council	- Armed Forces Community Covenant
Beesley Wigs Ltd	- Sponsorship Clean Team
Thames Water Authority	- Balancing Pond
iESE	- Respect, Responsibility and Rights
PriDE	- School Sponsor
Hampshire Association of Local Councils	- Development partner
Local Government Association	- Associate Member
The SB Group	- Fireworks Display Sponsorship
Tesco (Express)	- Christmas Lights Sponsorship
The Co-op Sandhurst	- Christmas Lights Sponsorship

Sandhurst Town Council as a Service Provider

There are a number of 'Interested Parties' that use the grounds and facilities provided and managed by the Town Council. The Town Council seeks to provide equal opportunities to access the facilities for all potential hirers, while providing a measure of consistency that supports a stable range of local community clubs, groups and organisations.

Full details of hiring charges are available from the Council offices.

The following is an indicative list of just some of the many groups have an interest in the Memorial Park and its facilities: -

- Bracknell Forest Council
- Thames Water Plc
- Blackwater Valley Countryside Partnership
- Network Rail
- Environment Agency
- Forestry Commission
- English Nature
- Sandhurst Sports Club
- Sandhurst Sports Football Club
- Sandhurst Town Boys and Girls Football Club
- Sandhurst Town Football Club
- Sandhurst Cricket Club
- Sandhurst Tennis Club
- Sandhurst Tug of War Club
- Sandhurst Joggers
- National Blood Service
- Park Run
- Sandhurst Short Mat Bowling Club
- Sandhurst Guide Association
- 3rd Sandhurst Scouts
- The Gardening Club of Sandhurst & District
- Sandhurst & District Allotment Association
- Sandhurst Women's Institute
- Sandhurst Day Centre
- Bracknell Forest Council Youth & Community Service
- Nursery Groups
- Sandhurst Museum Trust
- Walking for Health Walkers
- Sandhurst Residents Association
- Snaprails Residents Association
- Longdown Lodge Residents Association
- Thames Valley Police
- Citizens Advice Bureau
- U3A

Annual Civic Awards 2023



The Mayor of Sandhurst, Councillor Mike Sanderson is pictured at the Annual Civic Service, where this year's Community Awards were presented.

Lisa Hope

Lisa has been running a charity called Dotty's dinners in memory of her mother. Lisa fundraises and uses the money to provide free meals for the elderly. During Covid NHS staff received free meals. Lisa provides her time and love for free to produce the meals to deserving people. Lisa deserves to be recognised for her voluntary services that help build a sense of community.

Anna Jupp

Anna is the head coach of the under 10 girls Wildcats football team for Sandhurst Boys and Girls Football Club. Anna is passionate about football herself and encourages girls in their love of playing. She offers lifts to away games and keeps the team engaged by encouraging team building and watching live matches locally. Anna is dedicated to all members of the squad irrespective of how talented they are on the pitch and she is a fantastic role model. Her dedication to providing the opportunity for the girls to enjoy the sport is something that Sandhurst is proud of.

Mark Saunders

Mark has been the driving force behind the Corps of Drums since becoming involved in 2005. Mark organises training, supports the members and organises the logistics of performances. Sandhurst Town Council are very fortunate to have the Corps of Drums performing at our regular events on the park as well as playing a huge role in the Remembrance Day Service. Mark is also a member of the Sandhurst Day Centre staff. He drives the minibus transporting older members of the community. He does this with a smile and a friendly word. Marks contributions to the local community make him inspirational and a worthy recipient of this award.

Grants to Voluntary and Other Organisations

Each year the Council makes grants and partnership contributions to local organisations providing services within the community. Making grants is a way of recognising the valuable contribution made by other organisations and contributing towards community life in Sandhurst.

A list of grants for the year 2023/2024 is shown as Annexe A.

Successful organisations are invited to attend and speak at the Annual Town Meeting.

Future applications for grants are welcomed and the deadline for applications is the 31st December each year, for grants that will be awarded in the following financial year. (The financial year end for the Town Council is 31st March in each year.)

To illustrate: as the next deadline for applications is 31st December 2023 the Town Council will consider at this time all applications for Grants to be paid within 2024/25 financial year, i.e. grants will be presented in April 2024.

Full details of how to apply are in the Grant Form and Guidance notes of Annexe B.

SANDHURST TOWN COUNCIL - GRANT CONTRIBUTIONS		
FINANCIAL YEAR 2023/2024		
ORGANISATION		AMOUNT
Bracknell & District Parkinson's Branch	Support of those suffering from Parkinson's and their carers	£300
Homestart BF	To support struggling families with young children	£400
Keep Mobile	Support transport provision	£350
Sandhurst Counselling Service	Support for service running costs	£500
Youthline Limited	Provision of counselling service for young people	£2000
	Sub-Total of grant contributions	£3,550
Ambarrow Court (BFC)	Support for woodland management	£505
Blackwater Valley	Support for Blackwater Valley management	£5,255
Citizens Advice Bureau	Contribution to availability of advice service in Sandhurst	£2,900
Footpath Ranger (Bracknell Forest Council)	Contribution to Rights of Way Ranger post	£2,684
Sandhurst Churchyard (PCC St Michaels)	Contribution to maintenance of Churchyard & Staff costs	£3,500
Sandhurst Day Centre	Contribution to day centre services	£18,380
Sandhurst Museum Trust	Support with presentation and archiving materials	£100
	Total of grant contributions	£36,874

Date Received:



Sandhurst Town Council

APPLICATION FORM FOR ANNUAL GRANTS TO VOLUNTARY ORGANISATIONS

Please complete the application form fully and return to Sandhurst Town Council by **31st December 2023** to be included in our selection process for 2024/2025.

Organisation Name:

Contact Person:

Position:

--

Address for Correspondence:

Postcode:

Postcode:

E-mail Address:

Daytime Phone Number:

--

Please describe the objectives of the Organisation as contained in the Constitution:

Geographical Area Covered:

--

It is the intention of Sandhurst Town Council to record your group's name, address, postcode, telephone and e-mail address on our computer system. This data will be protected in accordance with the Data Protection Act

Please describe the purpose for which you seek a grant:

--

Amount Requested:

£

How many people benefited from your service in 2021/2022?

Adults	Young People 16 and under
--------	------------------------------

What percentage of these are within Sandhurst Town Council's area?

Adults	Young People 16 and under
--------	------------------------------

How will this grant support your service? Please be clear about whether you are seeking REVENUE funding i.e. assistance with on-going running costs and/or CAPITAL funding i.e. to purchase specific items.

REVENUE FUNDING YES / NO

CAPITAL FUNDING YES / NO

If CAPITAL FUNDING what are you purchasing:

--

Total cost of Capital purchase:

£

Total funds raised to date:

£

How do you intend to raise the remainder of the capital funding required?

--

YOUR ORGANISATION

Is it: A registered Charity?

Charity Number

Unregistered voluntary organisation

YES / NO

Other (please state)

Does it have:

A bank account

Number of signatories
required

Management
committee

Number on committee
at 30th June 2022

A constitution/set of rules

ACCOUNTS

Please complete the following from your organisation's latest annual accounts for the year ending 2021/22 (a full copy of your accounts certified by the relevant person must be submitted).

Total Income

£

Total Expenditure

£

Surplus/deficit

£

Total Reserves and net Assets

(including sums in capital accounts, please indicate whether the reserves are designated or free)

BUDGET

Please submit a copy of your detailed budget for 2022/2023 indicating projected income and expenditure on all major items (e.g. staffing, rent, office costs, telephone, equipment, publicity etc.)

ITEM	AMOUNT

IF YOU HANE RECEIVED A GRANT FROM SANDHURST TOWN COUNCIL PREVIOUSLY PLEASE DETAIL WHEN AND WHAT THE MONEY WAS USED FOR

Name of Applicant:	
Position:	
Signature of Applicant:	DATE:
If the Grant is successful, in what name would you like the cheque made payable?	

NB You may include any other information relevant to your application which may assist the Council to determine your application.

Please return this completed application form together with your latest accounts, budget and supporting information to:

Angela Carey, Executive Officer, Sandhurst Town Council, Memorial Park,
Yorktown Road, Sandhurst, Berkshire, GU47 9BJ or via e-mail to
eo@sandhurst.gov.uk by 31st December 2023.



GENERAL TERMS AND CONDITIONS OF GRANT APPROVAL

1. The project proceeds in accordance with the details submitted in your application.
2. The Sandhurst Town Council Grants Working Party is informed immediately of any significant changes to the project.
3. Grant aid is offered for a specific financial year (1st April - 31st March) and, therefore the project must be completed and grant claimed prior to 10th March of the year to which the grant applies
4. The applicant must acknowledge the support of Sandhurst Town Council in any publicity received prior to and after the start of the project (i.e. media, parish magazine).

The Sandhurst Town Council "Sandhurst Pride" logo must be used for any publicity. It is available electronically from Sandhurst Town Council on stc@sandhurst.gov.uk or 01252 879060.

5. All statutory and other legal approvals required for the project must be obtained prior to the start of the project.
6. The project must at all times conform to the relevant statutory obligations. In particular, all steps should be taken to ensure the health, safety and welfare of all persons involved in the project. The project must not unlawfully discriminate against any person on the grounds of sex, race, age, disability or religion.
7. Applicants must submit an end of grant monitoring report to ensure the terms and conditions of the offer are being met in a form approved by the Council. The Council reserves the right to inspect any works completed to ensure that projects have been completed in accordance with the original application.
8. The project sponsor will be responsible for establishing the VAT position in respect of project payments. Any monies paid by the Council are deemed to include VAT where it is deemed due.
9. The grant shall be repaid in the following circumstances:
 - a) The funding from other sources identified in the grant application is not realised
 - b) Any other condition is breached or not complied with.
10. The amount of grant to be repaid is as follows:
 - a) In respect of Conditions 9a or 9b the full amount of the grant.
11. All applicants and all members of an applicant Club/Association/Group are jointly and severally liable for repayment of the grant.
12. Membership of the applicant Club/Association/Group shall continue to be open to all

members of the community.

13. The applicant Club/Association/Group must continue to be a voluntary non-profit making organisation in the district of Sandhurst with a formal operating committee.
14. The Council reserves the right to withdraw grant aid at any time but this will not be exercised without good reason.



SANDHURST TOWN COUNCIL

SCHEDULE OF PRINCIPAL MEETINGS

2023/2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue
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May	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						
Meetings	BH																	TC							L					P							

June				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
Meetings				SP																					TC				P								

July						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Meetings																		E							L							SP				P	

August		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
Meetings																												BH	P							

September					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
Meetings											TC							E							L				P			SP					

October							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Meetings																																			P		

November			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
Meetings				TC							E							L						SP				P							

December				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Meetings																				P									BH	BH					

January	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Meetings	BH			TC							E							L							SP				P			

February				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				
Meetings				TC																									P						

March				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Meetings											TC						E							L				P			SP	BH			

April	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
Meetings	BH										AT																		P					

Planning	P	Town Council	TC	Environment	E	Leisure	L	Strategy & Policy	SP	Bank Holiday	BH	Annual Town Meeting	AT
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Start 19:30 hours
Kitty Dancy Room

Start 19:30 hours
Kitty Dancy Room
* Annual Town Council
Meeting (May)

Start 19:30 hours
Kitty Dancy Room

Start 19:30 hours
Kitty Dancy Room

Start 19:30 hours
Kitty Dancy Room

Start 19:30 hours
Community Hall

Venue: Council Offices
Sandhurst Memorial Park
Yorktown Road, Sandhurst
GU47 9BJ

All meetings open to the public and press

For more information contact: stc@sandhurst.gov.uk
01252 879060

SANDHURST TOWN COUNCIL**Updated List of Members – as at 18th November 2022****College Town Ward**

Nick Allen	C		
Bob Brooks	C	205 College Road, Sandhurst, GU47 0RG	01276 500842
Mrs Hazel Hill	C		
Mrs Pauline McKenzie	C	15 Hogarth Close, Sandhurst, GU47 0FG	
Roy McKenzie	C		
Mrs Margaret Mossom	C		01276 609510

Little Sandhurst Ward

Mrs Jean Bettison	C	Longdown House, Mickel Hill, Sandhurst, GU47 8QL	01344 778949
Paul Bettison	C	Longdown House, Mickel Hill, Sandhurst, GU47 8QL	01344 778949
Dale Birch	C	8 Dale Gardens, Scotland Hill, Sandhurst, GU47 8LA	01344 778140
Steve Thomas	C		
Mark Vandersluis	L		07896 025520
Paul Widdowson	C	16 Branksome Hill Road, Sandhurst, GU47 0QE	

Owlsmoor Ward

Peter Hodge	C	Conifer Cottage, Owlsmoor Road, Sandhurst, GU47 0SD	01344 773036
Ram Limbu	C		07877 717162
Ray Mossom	C		01276 609510
John Porter	C	6 Kilmuir Close, College Town, Sandhurst, GU47 0XQ	01344 777642
Mike Sanderson	C	The Manor, 30 Southwell Park Road, Camberley, GU15 3QQ	01276 34540
Philip Wallington	C		01344 778824

Central Sandhurst Ward

Andy Blatchford	C		07973 304728
Michael Brossard	C	6 Ackrells Mead, Little Sandhurst, GU47 8JJ	01252 873826
Sheila Davenport	C	10 Nightingale Gardens, Sandhurst, GU47 9DQ	
John Edwards	C		07766 906690
Gaby Kennedy	C		07714 471448
Parm Panesar	C		07958 275725

C = Conservative, I = Independent, L = Liberal Democrat

Executive Officer

Mrs Angela Carey	Council Offices – Memorial Park, Yorktown Road, Sandhurst, GU47 9BJ (Office hours 0900-1700)	01252 879060
	Email Address: stc@sandhurst.gov.uk	
	Website: www.sandhurst.gov.uk	
	www.sandhurstpride.co.uk	

Deputy Executive Officer

Mrs Josie Mahamdallie

Unitary Councillors

College Town Ward	N M Allen (see above)
	Mrs P A McKenzie (see above)
Little Sandhurst Ward	D P Birch (see above)
	P D Bettison (see above)
Central Sandhurst Ward	M R Brossard (see above)
	Mrs G Kennedy (see above)
Owlsmoor Ward	J Porter (see above)
	M Sanderson (see above)