



Minutes of the remote Strategy Meeting held on Monday 21st March 2022 at 5.00pm

Present:

Cllr K Elvin (Chairman), Cllr L Kneen, Cllr N Marsh, Cllr B Millin, Cllr D Wilson, Mrs. S Cook (Clerk) and Ms. E Cope (Deputy Clerk), Cllr J Glover joined the meeting at 5.20pm.

STG 010/2021 Apologies for absence

None.

STG 011/2021 To approve the minutes of the meeting held on 8th December 2021.

Cllr Kneen requested removal of minute record:

STG 004/2021 Village Green Policy review - Cllr Kneen joined the meeting at 4:10pm

There being no further requests the minutes of the meeting held on 8th December were agreed to be a true and accurate record.

STG 012/2021 Draft meetings calendar for Council year 2022/2023

Cllrs considered and recommended for approval at the Annual Meeting of the Council. The draft calendar is to be forwarded to Councillors for their information.

STG 013/2021 Review of committees and meeting groups

Cllr Elvin encouraged all Cllrs to adopt no more than 4-5 Committees. It was resolved that Cllr Elvin and the Parish Office would contact Cllrs to establish their areas of expertise and encourage them to join Committees where they can provide the most benefit and for those on more than five committees to consider which they would prefer to leave.

Cllrs discussed and agreed to recommend to the Annual meeting of the Council that the Jealotts Hill Working Group would be stood down until the Bracknell Local Plan has been agreed, along with the BPNP Working group until the BLP is officially adopted by RBWM and that the BLP Working Group would be removed from the list of Committees and Working Groups.

Residents are to be actively encouraged to attend and engage in committee meetings, apart from Finance and HR Committees, with the aim of encouraging residents' input and new Cllrs.

STG 014/2021 Review of Statutory Governance Documents

The Clerk reported some minor changes to the Terms of Reference, Cllrs discussed the amendments and recommended for approval at the Annual Meeting of the Council. There were no changes to any of the other Governance Documents.

STG 015/2021 Review of GDPR, Publication Scheme and Freedom of Information Policies and associated privacy notices

The Publication and Freedom of Information policy has been updated to reflect the increased requirements of the parish council under the Transparency Act, Cllrs discussed the amendments and recommended for approval at the Annual Meeting of the Council. There were no changes to any of the other GDPR Documents.

[STG 016/2021 Review of Complaints Policy and Communication and Engagement Policy](#)

The Clerk reported that the Complaints policy had been updated in line with a NALC Legal Topic Notes update. Councillors recommended that the Policy is adopted at the Annual Meeting of the Council.

The Communication and Engagement Policy was not approved at the Council meeting. Cllr Kneen offered to review and suggest changes to be made. All Cllrs agreed that following this Cllr Graham would be asked to review and comment prior to the policy being resubmitted.

[STG 017/2021 Draft Co-option Policy](#)

Cllrs considered the draft Co-option Policy and agreed to amend wording to include the requirement for all new Cllr applicants to attend a minimum of 2 meetings prior to submitting a formal application. The revised Policy will be presented for approval at the Annual Meeting of the Council

[STG 018/2021 Update of Business Plan](#)

A copy of a good practise Business Plan was provided to Councillors who agreed that the Parish Office would draft some headers as part of the initial redevelopment of the Business Plan, these would be distributed to members of the committee who would submit their thoughts for inclusion. The draft plan will be developed over the next Council Year, with the intention of being adopted following Council elections in May 2023.

[STG 019/2021 Date of next meeting 19th October 2022](#)

There being no other business the meeting closed at 5.59pm