

**COUNCIL**  
**27 FEBRUARY 2003**  
**(7.30 pm – 9.35 pm)**

Present: Councillors Adams, Baily, Mrs Ballin, Barnard, Beadsley, Bettison, Birch, Mrs Birch, Miss Brown, Browne, Edger, Fawcett, Flood, Glasson, Harrison, Miss Haydon, Mrs Hayes, Henfrey, Jones, Kendall, McCormack, McCracken, Mills, North, Piasecki, Mrs Pile, Mrs Ryder, Simonds, Thompson, Turrell, Ward and Worrall

Apologies for absence were received from:

Councillors Egan, Finnie, Grayson, Sargeant, Mrs Shillcock and Mrs Mattick

**80. Minutes (Item 2)**

**RESOLVED** that the minutes of the meeting of the Council held on [5 February 2003](#) be approved as a correct record, and signed by the Mayor.

**81. Matters Arising from the Minutes – Chief Executive Appointment Committee (Item 3)**

Arising from Minute 64, the Council noted that the following Members had been appointed to the Chief Executive Appointment Committee:

Councillors: Mrs Ballin, Beadsley, Bettison (Chairman), Edger (Vice Chairman), McCormack, Mills, Turrell and Ward.

Substitutes: Councillors Birch and Wade (2 vacancies).

**82. Declarations of Interest (Item 4)**

There were no declarations of interest.

**83. Mayor's Announcements (Item 5)**

(i) Notice of Motion – Mr Gordon S Mitchell

In recognition of this being the last meeting of the Council to be attended by the current Chief Executive, Mr Gordon S Mitchell, a related Notice of Motion, moved by Councillor Bettison and seconded by Councillor McCormack, was tabled. The Motion invited the Council to place on record its appreciation of the valued services of Mr Mitchell as Chief Executive of Bracknell Forest from 1 June 1997 to 12 March 2003 and the contribution he had made to the Borough Council and residents of Bracknell Forest. The Motion was carried.

Having been presented with a memorial plaque of Bracknell Forest, Mr Mitchell described memorable facets of his role as Chief Executive, expressed his appreciation of the kind comments of Members and wished the Council and Borough of Bracknell Forest well for the future.

(ii) Annual Pancake Race

Having advised of the opportunity to enter teams in the Charity Pancake Race to be held on Shrove Tuesday in favour of the Paul Bevan Hospice remained, the Mayor announced the Councillors that would be forming the 'Mayor's Team' in this event.

A paper listing the engagements completed by the Mayor for the period 5-27 February 2003 was tabled for the Council's information.

**84. Councillor Barry Egan (Item 6)**

Further to the receipt from Councillor Egan of a request for leave of absence from Council duties until the end of April 2003, the Council was reminded that Councillor Egan had suffered from ill health for some months and, at the time of his request, was about to undergo a course of hospital treatment. In these circumstances the Council was able under Section 85(1) of the Local Government Act 1972 to approve the reasons for Councillor Egan's absence from meetings in accordance with the request received.

**RESOLVED** that Councillor Egan be granted leave of absence from Council duties until the end of April 2003.

**85. Local Elections 2003 – Appointment of Returning Officer (Item 7)**

The Mayor advised that the Council was required under Section 35 (1) of the Representation of the People Act 1983 to appoint an officer of the Council to be the Returning Officer for elections of councillors of the Borough and of the parishes within the Borough.

At present the Chief Executive was the appointed Returning Officer. However, in view of his imminent departure, it had become necessary for the Council to appoint another officer to fulfil the role of Returning Officer until such time as the new Chief Executive and Returning Officer was appointed. It was noted that the first duty of the newly appointed Returning Officer would be to publish Notice of the forthcoming Local Elections by 24 March 2003.

**RESOLVED** that Timothy Wheadon, the current Deputy Chief Executive and Director of Corporate Services, be appointed Returning Officer with effect from 10 March 2003 until further notice.

**86. Executive Report (Item 8)**

The Leader of the Council reported on the main activities undertaken by the Executive since the meeting of the Council held on [5 February 2003](#). Although the Executive's attention had been focused on financial planning in respect of the forthcoming municipal year, which was the subject of a separate report to the Council, it had addressed two other important matters at its meeting held on 18 February 2003. These were:-

- Compliance with fair access to care guidance; and
- Deposit Draft Berkshire Structure Plan.

The Leader of the Council then reported on the Comprehensive Performance Assessment (CPA) Improvement Plan which had been the subject of a meeting held on 25 February 2003 involving representatives of the Audit Commission, Government Office for the South East, KPMG consultants and the Social Services Inspectorate. The Improvement Plan, which would be considered by the Executive on 11 March, had been well received at the above meeting when positive support for the Borough's Transport Best Value Review and wider transport policy work had been expressed. The CPA had indicated that Bracknell Forest would undergo a 'light touch' inspection regime in the future.

With regard to the review of the Council's overview and scrutiny arrangements, the Leader of the Council advised that the review paper had been discussed within the Political Groups and the potential changes effective from the commencement of the new municipal year had received broad agreement. These involved the establishment of a single Scrutiny Commission with four Standing Panels, an enhanced performance management focus and an Executive/Scrutiny/Corporate Management Team work programme conference. Detailed proposals would be submitted to the Constitution Review Group in March prior to adoption by the Council.

The Leader of the Council provided an update in respect of the proposals for the redevelopment of Bracknell town centre. On 24 February a visit from Lord Rooker and a meeting of the Town Centre Regeneration Committee had taken place and featured constructive dialogue with landowners and consideration of Council control of policy issues. Receipt of a related outline planning application was expected in late Spring.

A forward look to the Executive meeting to be held on 11 March indicated that the CPA Improvement Plan, Garth Hill Post 16 initiative, Draft Youth Justice Plan, Race Equality Scheme and Departmental Service Plans would be under consideration.

The Leader then responded to questions on the report.

#### **87. Budget and Policy Framework (Item 9)**

Further to the report of the Director of Corporate Services concerning the proposed capital programme for 2003/04 to 2005/06 together with the Housing Revenue Account and General Fund revenue budget for 2003/04 and the level of Council Tax to be charged in the forthcoming year, the Leader of the Council elaborated upon, and moved adoption of, the related recommendations submitted by the Executive. A tabled amendment was then moved and seconded, which had the effect of instructing the Executive to reconsider recommendations 2.3 i), ii), vi) and vii) and recommendations 3.3 (a) and (c) as follows:-

- 2.3 i) *The draft budget proposals in Annexe C to the report be agreed, except the budget reductions relating to reduced Social Services placements for Older People, Physical Disability and Learning Disability (£0.091m) and to the Children's Services staffing budget (£0.022m);*
- 2.3 ii) *The new budget proposals identified in section 3.4 be agreed, plus a further £0.047m to provide additional Youth Clubs for 11 and 12 year olds, adopting the scheme established in Great Hollands;*

2.3 vi) *Total expenditure of £100.668m (£100.508m as shown in Table 7 plus £0.160m additional expenditure per recommendations i and ii) be approved;*

2.3 vii) *A contribution of £3.770m be made from revenue balances to support revenue expenditure;*

3.3 *That the following amounts be now calculated by the Council for the year 2003/04 in accordance with Sections 32 to 36 of the Local Government and Finance Act 1992:-*

(a) £178,632,130 **TOTAL EXPENDITURE INCLUDING GENERAL FUND, HOUSING REVENUE ACCOUNT AND PARISH PRECEPTS**

*being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act*

(c) £4,361,032 **REDUCTION IN GENERAL FUND AND HOUSING REVENUE ACCOUNT BALANCES**

*being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(c) of the Act*

The amendment was put to the vote and declared lost. The Executive proposal was then put to the vote and carried. It was therefore

**RESOLVED** that

**1. Capital Programme 2003/04 – 2005/06**

- (i) Capital funding of £10.075m for 2003/04, in respect of new schemes listed in Annexes A-E of the report, be recommended to the Council;
- (ii) Those schemes that attract external grant funding be recommended to the Council for inclusion within the 2003/04 capital programme, at the level of funding received;
- (iii) The release of £1.473m from S106 monies be recommended to the Council to fund capital schemes outlined in Annexe G of the report [incorporated in Annexes A to E of the summary report for Council];
- (iv) The indicative programme for 2004/05 and 2005/06 be reviewed in the light of resources available and spending priorities in December 2003.

**2. Housing Revenue Account 2003/04**

- (i) The proposals for the Housing Revenue Account Budget for 2003/04 as set out in Annexe C be agreed;
- (ii) Garage rents, carports and parking spaces charges be increased by 3.6% (being 22 pence per week for garages and 11 pence per week for car ports and parking spaces);

- (iii) Rents on dwellings increase by an average of 3.6% in line with the Government Guidelines on Rent Restructuring.

### **3. Revenue Budget 2003/04**

- (i) The draft budget proposals in Annexe C to the report be agreed;
- (ii) The new budget proposals identified in section 3.4 be agreed;
- (iii) The 2002/03 Treasury Management Annual Report and Strategy Document (Annexe D) be noted;
- (iv) Fees and charges as set out in Annexe E be approved;
- (v) A contingency of £0.4m be included;
- (vi) Total expenditure of £100.508m, as shown in Table 7, be approved;
- (vii) A contribution of £3.610m be made from revenue balances to support revenue expenditure;
- (viii) The Council's total requirement for the Collection Fund, excluding Parish Council precepts, be set as £33.534m;
- (ix) The Council Tax for the Council's services for each Valuation Band be set as follows:

Band	Tax Level Relative to Band D	£
A	6/9	540.00
B	7/9	630.00
C	8/9	720.00
D	9/9	810.00
E	11/9	990.00
F	13/9	1,170.00
G	15/9	1,350.00
H	18/9	1,620.00

### **4. Council Tax Resolution**

- (i) That the recommendations of the Executive outlined in section 2 of the report be agreed
- (ii) That it be noted that at its meeting on 4 December 2002 the Council calculated the following amounts for the year 2003/04 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:-

- (a) 41,400 **TAX BASE FOR WHOLE BOROUGH COUNCIL AREA**

*being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for the year*

- (b) **TAX BASE FOR PART OF THE COUNCIL'S AREA**

**EACH PARISH AREA**

Binfield	3,240
Bracknell	17,340
Crowthorne	2,380
Sandhurst	7,820
Warfield	4,290
Winkfield	6,330

*being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate*

- (iii) That the following amounts be now calculated by the Council for the year 2003/04 in accordance with Sections 32 to 36 of the Local Government and Finance Act 1992:-

- (a) £178,472,130 **TOTAL EXPENDITURE INCLUDING GENERAL FUND, HOUSING REVENUE ACCOUNT AND PARISH PRECEPTS**

*being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act*

- (b) £75,421,000 **TOTAL INCOME INCLUDING GENERAL FUND AND HOUSING REVENUE ACCOUNT**

*being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (b) of the Act*

- (c) £4,201,032 **REDUCTION IN GENERAL FUND AND HOUSING REVENUE ACCOUNT BALANCES**

*being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(c) of the Act*

- (d) £98,850,098 **BOROUGH AND PARISH EXPENDITURE TO BE FINANCED FROM GOVERNMENT GRANTS AND COUNCIL TAX**

*being the amount by which the aggregate at (iii)(a) above exceeds the aggregate at (iii)(b) and (iii)(c) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year*

- (e) 63,414,968 **GOVERNMENT SUPPORT FOR LOCAL SERVICES**

*being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant and relevant special grants*

- (f) £51,000 **COUNCIL TAX / RESIDUAL COMMUNITY CHARGE**

*being the amount of the sums which the Council estimates will be transferred in the year to its collection fund from its general fund in accordance with Section 97(3) of the Local Government Finance Act 1988 (Council Tax Deficit) and increased by the amount of any sum which the Council estimates will be transferred to its collection fund from its general fund pursuant to the Collection Fund (Community Charges) directions under section 98(4) of the Local Government Finance Act 1988 made on 7th February 1994) and increased by the amount representing the authority's contribution to council tax benefit resulting from an increase in its council tax calculated in accordance with the Collection Fund (General) (England) Directions 1999, the Collection Fund (Council Tax Benefit) (England) Direction 1999 and the Local Authorities (Alteration of Requisite Calculations) (England) Regulations 1999*

- (g) £857.15 **AVERAGE BAND "D" COUNCIL TAX FOR WHOLE BOROUGH**

*being the amount at (iii)(d) above less the amount at (iii)(e) plus the amount at (iii)(f) above, all divided by the amount at (ii)(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year*

- (h) £1,952,130 **PARISH PRECEPTS**

*being the aggregate amount of all special items referred to in Section 34(1) of the Act*

- (i) £810.00 **BOROUGH COUNCIL TAX FOR BAND "D" PROPERTIES**

*being the amount at (iii)(g) above less the result given by dividing the amount at (iii)(h) above by the amount at (ii)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year if there were an area of the Borough to which no special item relates*

(j) Part of the Council's area **BOROUGH AND PARISH COUNCIL TAX FOR EACH PARISH FOR BAND "D"**

Binfield	£844.02
Bracknell	£861.61
Crowthorne	£862.10
Sandhurst	£865.26
Warfield	£839.14
Winkfield	£852.00

*being the amounts given by adding to the amount at (iii)(i) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at (ii)(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate*

(k) Part of the Council's area **BOROUGH AND PARISH COUNCIL TAX IN EACH PARISH FOR EACH VALUATION BAND**

Parish	A £	B £	C £	D £	E £	F £	G £	H £
Binfield	562.68	656.46	750.24	844.02	1,031.58	1,219.14	1,406.70	1,688.04
Bracknell	574.41	670.14	765.88	861.61	1,053.08	1,244.55	1,436.02	1,723.22
Crowthorne	574.73	670.52	766.31	862.10	1,053.68	1,245.26	1,436.83	1,724.20
Sandhurst	576.84	672.98	769.12	865.26	1,057.54	1,249.82	1,442.10	1,730.52
Warfield	559.43	652.66	745.90	839.14	1,025.62	1,212.09	1,398.57	1,678.28
Winkfield	568.00	662.67	757.33	852.00	1,041.33	1,230.67	1,420.00	1,704.00

*being the amounts given by multiplying the amounts at (iii)(j) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands*

- (iv) That it be noted that for the year 2003/04 the Thames Valley Police Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Thames Valley Police Authority	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£70.83	£82.63	£94.44	£106.24	£129.85	£153.46	£177.07	£212.48

- (v) That, having calculated the aggregate in each case of the amounts at (iii)(k) and (iv) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2003/04 for each of the categories of dwellings shown below:-

Parish	<b>TOTAL COUNCIL TAX FOR EACH VALUATION BAND</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	£	£	£	£	£	£	£	£
Binfield	633.51	739.09	844.68	950.26	1,161.43	1,372.60	1,583.77	1,900.52
Bracknell	645.24	752.77	860.32	967.85	1,182.93	1,398.01	1,613.09	1,935.70
Crowthorne	645.56	753.15	860.75	968.34	1,183.53	1,398.72	1,613.90	1,936.68
Sandhurst	647.67	755.61	863.56	971.50	1,187.39	1,403.28	1,619.17	1,943.00
Warfield	630.26	735.29	840.34	945.38	1,155.47	1,365.55	1,575.64	1,890.76
Winkfield	638.83	745.30	851.77	958.24	1,171.18	1,384.13	1,597.07	1,916.48

- (vi) (a) The amount of money which is for the time being the maximum amount which the authority may have outstanding by way of borrowing shall be the sum of the current external borrowing at 31st March 2003 plus the value of the Government's Basic Credit Approval plus such short term borrowing that is needed for temporary capital or revenue purposes or £10 million, whichever is the lower ("the overall borrowing limit");
- (b) The amount of money, being part of the overall borrowing limit, which may be held by way of short term borrowing is limited to £1 million;
- (c) The proportion of the total amount of interest payable by the Council which is at a rate or rates which can be varied by the person to whom it is payable or which vary by reference to any external factors shall be limited to 10%.

**MAYOR**

