

**Yateley Town Council**  
**Minutes of the Finance & Policy Committee on**  
**Monday, 15 June 2026, 7pm at The Oak Room, Reading Road, Yateley**

**Present – Councillors (committee members):**

Cllr Greg Easterbrook (Chairman)  
Cllr Stuart Bailey  
Cllr Graham Cockarill  
Cllr Alex Drage  
Cllr Mark Higgins  
Cllr Mark Vernon

**Absent - Councillors (committee members)**

Cllr Bob Harward

**In attendance – Non-Committee Members, Public & Officers:**

Julie Routley - Town Clerk

**2189 Apologies for Absence**

Cllr Easterbrook opened the meeting.  
Apologies had been received from Cllr Harward.

**2190 Declarations of Interests**

No interests were declared.

**2191 Minutes of the Last Meeting**

It was **RESOLVED** to approve the minutes of the meeting held on 13<sup>th</sup> April and the extraordinary meeting held on 27<sup>th</sup> April 2026. The minutes were signed by the Committee Chairman.

**2192 Public Participation**

No members of the public were present.

**2193 Financial Statements, Bank Reconciliation & Overdue Accounts**

Cllr Easterbrook had signed off the bank reconciliations against the bank statements for all accounts for April and May 2026 prior to the meeting. The statements were **NOTED**.

**2194 S106 Projects**

Members considered revisions to the Council's proposed S106 project list following feedback from Hart District Council, particularly in relation to allotment provision and open space improvements.

Allotments / Community Growing Space

It was agreed that any new allotment or community growing provision at Monteagle Open Space be made available to both Yateley and Eversley residents.

Members noted this represents a departure from the Council's current allocation approach but considered it justified in order to respond to additional demand arising from nearby development. It was further noted that:

- The current waiting list stands at 148 residents;

- Eligibility would be reflected in a revised allocation policy; and
- The combined impact of existing demand and extended eligibility supports the case for S106 contributions.

#### Open Space / Play Provision

Members noted that, while developments may provide on-site play facilities, additional demand would fall on existing town-wide provision, particularly for older children and young people.

It was highlighted that Yateley Green is already heavily used and that Vision 4 Youth Club is operating at capacity, demonstrating existing pressure on youth provision.

It was agreed that S106 contributions should be focused on enhancing the Council's physical provision for older children and young people, particularly in support of facilities used by Vision 4 Youth Club, at key sites including:

- A trim trail; and/or
- Outdoor fitness / calisthenics equipment at Yateley Green.

This approach is intended to extend the Council's physical recreational offer, complement on-site provision, and reflects the use of established facilities by older children and teenagers.

It was **RESOLVED**:

1. That the feedback from Hart District Council be noted;
2. That the proposed amendments to the S106 project list be approved; and
3. That an updated S106 project list be submitted to Hart District Council.

## **2195 Council Policy Reviews**

Members reviewed the Council's Standing Orders and the draft Data Breach Policy.

### a) Standing Orders

It was **RESOLVED** that a working group comprising Cllrs Bailey, Easterbrook and Cockarill, together with the Town Clerk, be established to review and revise the Standing Orders, with a revised version to be presented to Full Council on 14 September.

### b) Data Breach Policy

Members supported the introduction of the Data Breach Policy and noted its importance.

It was **RESOLVED** that:

- The policy be amended to state that regular data protection training is provided and made available to all Councillors and staff; and
- The Town Clerk prepare a guidance summary ("hit list") outlining key risks and common pitfalls for Councillors and staff.

Subject to these amendments, the policy will be presented to Full Council on 14 September.

## **2196 Office Window Replacement Project – Additional Costs**

Members **NOTED** the additional costs incurred as part of the office window replacement project.

It was noted that works included the replacement of rotten windowsills and trims, and the upgrade of some panels to obscured glass to ensure privacy.

Members noted that these works were necessary during installation and could not be deferred. The additional cost of £3,140 + VAT falls within the Town Clerk's delegated authority and will be met from the Office property repairs budget.

#### **2197 Automated Door Lock System**

Members considered a revised quotation for the installation of an automated door access system across the three community halls.

Members noted that the originally identified supplier was unable to deliver the required functionality and that alternative suppliers are limited due to the need for integration with the Hallmaster system. A revised quotation from a compatible supplier was presented, providing the required functionality and future capability, including potential integration with heating controls.

Members further noted that the original budget had been partially utilised for the Hallmaster software and that the remaining budget had been carried forward, resulting in a funding shortfall.

It was **RESOLVED**:

1. That the revised quotation of £10,536.97 + VAT for the automated door access system be approved;
2. That £1,769.97 be met from the Community Asset Improvements Earmarked Reserve (EMR 344) to cover the shortfall; and
3. That Financial Regulations be suspended in respect of procurement to permit the appointment of the supplier, due to the specialist requirement for compatibility with the Hallmaster system.

#### **2198 Information Items**

- i) There were no information items to note.

**Date of next meeting:** 6 July, 7pm in the Oak Room, Council Offices, GU46 7RP

**Meeting closed at 7.50pm**