



TO: Councillors R Schofield (Chairman), S Cattle, G. Chenery, P. Einchcomb, D. Gotel, A Gray, L. Holt, A. Hope, R Hunt, K Jasper, A. Oliver, D. Pierce, R Robinson, J Smith, N Walton, J. Wright

NOTICE OF MEETING

Notice is hereby given of

**A MEETING OF
THE FLEET TOWN COUNCIL**

on

Wednesday 7 September 2016 at 7 p.m.

in

The Harlington

All members are summoned to attend

SIGNED:

Town Clerk

Date: 1 September 2016

AGENDA

Item 1 APOLOGIES

Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable.

Item 2 DECLARATIONS OF INTEREST

Under the Local Authorities Localism Act 2011, members must declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting.

Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.

Item 3 QUESTIONS FROM THE PUBLIC

(3 Min per person maximum 15 minutes)

To receive questions and statements from members of the public.

Item 4 MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the minutes of the Council Meeting and the confidential minutes of the Council meeting held on Wednesday 6 July 2016-copy attached

To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration.

Development Control Committee	11 and 25 July 2016 8 and 22 August 2016
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Planning Committee	8 August 2016
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Policy and Finance Committee	18 July 2016
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- *Copies attached*

To receive and **approve** proposed actions from the notes of the

Risk Management Working Group	13 July 2016
Extraordinary Risk Management Working Group	3 Aug 2016

Highways and Transport Working Group	19 July 2016
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- *Copies attached*

Part 1 – ITEMS FOR DECISION

Item 5 HARLINGTON DEVELOPMENT UPDATE

To consider a progress report on the Harlington development-copy attached

RECOMMENDATION

- a) That Charcoal Blue be directly appointed as specialist theatre designers for the duration of the project
- b) That work proceeds generally in accordance with the programmes set out in 3.1 and 3.2 of the report

Item 6 CALTHORPE PARK PAVILION

To receive the project summary, costs and tender authorisation form

RECOMMENDATION

To accept the project summary, estimated costs and approve the tender authorisation

Item 7 RISK MANAGEMENT

To consider and adopt the recommendations of the Risk Management Working Group held on 13 July 2016. Summary of Risk Register and Action Plans attached

RECOMMENDATION

That the Risk Assessment Document and Action Plans be adopted by Council

Item 8 COMPLETION OF EXTERNAL AUDIT FOR 2014/2015

To receive the Annual Return and report on the External Audit from BDO for the year ended 31 March 2016.

RECOMMENDATION

The report of the external auditor for 2015/2016 is approved and accepted by Full Council

Item 9 APPOINTMENT OF INTERNAL AUDITOR FOR 2016/2017

To approve the appointment of the Council's internal auditor for 2016/2017

RECOMMENDATION

To confirm the re-appointment of Eleanor Green, Do The Numbers, as the internal auditor for Fleet Town Council for 2016/2017

Item 10 COUNCILLOR AND CHAIRMAN'S ALLOWANCE

To receive and consider the report commissioned by Hart District Council to consider the level of Parish Councillor and District Councillor Allowances-copy attached

RECOMMENDATION

To determine the policy regarding the payment of allowances to Councillors

Item 11 FINANCIAL MONITORING

To receive:

- a) Cash book up to July 2016
- b) List of payment for July 2016
- c) List of receipts for July 2016

- Copies attached

RECOMMENDATION

To receive into the minutes

- a) Cash book up to July 2016
- b) List of receipts up to July 2016
- c) List of Payments for July 2016

Item 12 CRICKET CLUB BOARD/COMMITTEE MEETINGS

As agreed with the cricket Club to appoint a member to represent FTC at Club Board/Committee meetings

RECOMMENDATION

To appoint an FTC councillor to attend the Cricket Club Board/Committee Meetings

Item 13 COMMUNITY EMERGENCY PLAN

To consider a report prepared by Cllr Schofield-copy attached

RECOMMENDATION

- a)To set up a working group to explore the potential for establishing a Crisis Management Group and an outline plan of potential actions.
- b)The working group to present a course of action and the associated financial implications to the November Full Council Meeting

Item 14 HCC DEVOLUTION

To consider a report prepared by Cllr Schofield regarding HCC Devolution-copy attached

RECOMMENDATION

- a)If HCC elect not to extend their consultation period in the light of opposition to their proposals, then the Town Council should submit a response to the consultation after representatives report back from the meeting on 12th September.
- b)Members to volunteer to form a working group to draft a response to the consultation to be circulated to all members for comment before submission

Item 15 CHRISTMAS DAY LUNCH

To consider a report from the Town Clerk regarding the support of a lunch on Christmas Day

RECOMMENDATION

That FTC funds

- a) Room Hire and Staff Costs
- b) Makes a contribution to the overall costs
- c) Funding to obtained from Reserves and a line item to put into the 2017-2018 budget for this event.

Item 16 CHRISTMAS FESTIVITIES

To consider a report on Christmas Festivities-copy attached

RECOMMENDATION

To allocate £3,750 from the Communities Grant budget (110-4855) towards the cost of the community event in Gurkha Square to be managed by officers at FTC

Part 2 – ITEMS TO NOTE

Item 17 BASINGSTOKE CANAL JMC

To note a report from Cllr Jeff Smith on the BJMC Committee Meeting held on 30 June 2016-copy attached

Item 18 REMEMBRANCE SUNDAY ARRANGEMENTS

This year's Remembrance Day event will be held on Sunday 13 November 2016 . As last year, the service will be held in the Harlington followed by a Parade and Wreath-Laying ceremony. Finally refreshments will be served in the Harlington

As in previous years, volunteers to assist with serving the refreshments are asked to let Janet/Charlotte know of their willingness to help

Item 19 NEIGHBOURHOOD PLAN UPDATE

To receive an update report from Cllr Oliver-copy attached

Item 20 HCC/HDC

To receive any update on any HDC/HCC matters concerning FTC

Item 21 TOWN CLERK'S REPORT

To receive and note the Town Clerk's Report-copy attached

Item 22 DATE AND TIME OF NEXT MEETING

The next meeting of the Council will be held on Wednesday 5 October 2016 at the Harlington at 7pm