



FLEET TOWN COUNCIL MEETING MINUTES

3 April 2013 at 7.30pm
The Harlington
Fleet

Present

Councillors Bob Schofield (Chairman), Richard Appleton, Chris Axam, Grahame Chenery, Paul Einchcomb, Sue Fisher Steve Forster, Dennis Gotel, Leslie Holt, Alan Oliver, Dai Pierce, Helen Perthen, Richard Robinson, Sue Tilley, Wallace Vincent, George Woods,

Also Present

PC Noel Griffiths Hampshire Police
Two members of the general public

James Corrigan - Town Clerk
Sheila Rayner-Committee Clerk

ITEM 1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Butler

ITEM 2 DECLARATIONS OF INTEREST

Cllr Gotel declared an interest as a resident of Connaught Road Item 5-Community Speedwatch

ITEM 3 QUESTIONS FROM THE PUBLIC

There were no questions from the public who instead were permitted to participate in agenda item 5 - Community Speedwatch

ITEM 4 MINUTES OF PREVIOUS MEETINGS

The Town Council received and approved as a correct record the minutes of the Town Council Meeting held on Wednesday 6 March 2013.

The Council received the minutes of the following committee meetings

Development Control	11 March 2013
Planning Committee	11 March 2013
Establishment Sub Committee	18 March 2013(Cllr Perthen not present. Cllr Tilley not a member of the sub committee
Policy and Finance Committee	18 March 2013

ITEM 5 COMMUNITY SPEEDWATCH

The meeting received a report on the Community Speedwatch initiative currently being supported by Hampshire Police.

The chairman of the Fitzroy Road Residents Association confirmed his residents were prepared, with support, to establish a Community Speed Watch Team

The initial cost is around £3,000; This will secure the equipment to monitor speed, high visibility clothing for health and safety purposes, signs and everything needed to establish a Speed Watch Team.

The equipment will be held by the local Safer Neighbourhood Team, who will maintain it and register it out to local Teams. One set of equipment can service a significant number of teams.

After a full discussion it was,

RESOLVED

- The Council proceeds with the purchase of all the necessary equipment to establish a Community Speedwatch scheme
- Funding through the use of highways S106 funds be sought but in default grant funding be made available
- The offer of the Fitzroy Road Residents Association to pilot the first scheme be welcomed with associated expenses incurred met by FTC
- Publicity should be given to the scheme and a fee to be established for the use of the equipment by non FTC users

ITEM 6 MEETING TIMETABLE 2013/2014

The members considered a draft meetings timetable for 2013/14 based on the existing pattern.

It was noted that the Planning Committee meeting scheduled for 26 August 2013 (a Bank Holiday) would instead be held on Tuesday 27 August

Members were invited to submit any comments prior to adoption of the timetable at the Annual Meeting on 15 May 2013.

ITEM 7 REVIEW OF COUNCIL LEASES

The Town Clerk reported that a number of leases had been inherited from Hart District Council and a schedule was presented which gave a summary of the details for each lease.

It was noted that some leases were due for renewal and to assist with the future management of assets it was

RESOLVED

- That entering into leases be delegated to the Policy and Finance Committee
- That all leases of a similar nature be on the same terms
- That all leases are in future of the same format, such format to be agreed by the Policy and Finance Committee.
- A clause be included requiring tenants to comply with all applicable covenants
- That the monitoring of compliance be delegated to the Town Clerk

ITEM 8 GIRL GUIDES GRANT APPLICATION

An application for a grant of £1,500 by the Girl Guides for the purchase of equipment at the new Division HQ at Basingbourne Road was considered.

There was a full discussion regarding the Council's policy with regard to awarding grants generally. There was some concern that FTC 's criteria needed to be reinforced and the grant application form amended with a tick box showing the documentation required before any application could be considered.

RESOLVED

- A grant of £700 be made to the Girl Guides subject to the receipt of satisfactory accounts
- That the Policy and Finance Committee revisit the grants policy at its next quarterly meeting in June 2013 with a view to considering future grant applications only at a quarterly Policy and Finance meeting

ITEM 9 FLEET PHOENIX GRANT APPLICATION

The members considered a request from Fleet Phoenix for a grant of £600 to assist with the purchase of two laptops for the new SEAK It project.

Following careful consideration and mindful that a grant had been made to Fleet Phoenix in 2012, it was

RESOLVED

That the grant request be not approved as it was not compliant with FTC grant policy

ITEM 10 HART VOLUNTARY ACTION GRANT APPLICATION

The meeting considered a request for a grant of £950 from Hart Voluntary Action to assist with the running costs and window displays and advertising at the proposed new Volunteering Hub in the Hart Shopping Centre

Following careful consideration and mindful of the Council policy to not approve grants for running costs it was

RESOLVED

That a grant of £500 be approved to assist with the costs of displays and advertising and the submission to FTC of the evidence of the expenditure incurred on these items

ITEM 11 STANDING ORDERS/FINANCIAL REGULATIONS

The Town Clerk reported that the Standing Orders and Financial Regulations had been reviewed in detail by the Policy and Finance Committee on 18 March 2013 and were now recommended to the Council for adoption.

It was noted that Cllrs Fisher and Gotel had provided the Clerk with comments regarding grammatical and numbering errors and these would be incorporated into the final document. The titles of officers in Financial Regulations would also require amendment.

RESOLVED

That subject to the necessary amendments described above the Standing Orders and Financial Regulations be adopted

ITEM 12 REPORT ON THE TRANSFER OF PERFORMANCE BONUS TO EARMARKED RESERVES 2012/13 (Item 11a on the agenda)

The meeting considered the report of the Town Clerk which referred to the provision of 3% in the 2012/13 salaries budget for potential performance related bonus. Discussion clarified that the 2012/13 budget had provision for a performance and cost of living increase, not a bonus, but there were specific staff with potential bonus opportunities that were related to financial performance of the council. Until such time as the staff performance reviews had been conducted and the end of year accounts finalised it was not possible to determine the final liabilities of the Council

RESOLVED

That a sum of £12,000 be transferred to earmarked reserves to settle any performance pay adjustments or contractual bonus liabilities with any unused provision following the allocation to staff, to be returned to General Reserves

ITEM 13 TOWN CLERKS REPORT

The Town Clerk presented a report on general progress since the last Council meeting.

Following general discussion about a number of items, it was noted that the Town Clerk would bring forward a report to the next quarterly Policy and Finance Committee meeting in June 2013 on the Capital Spending Programme.

ITEM 14 REPORT FROM HDC

Cllr Appleton reported on the following matters:

- The Cabinet will be recommending to HDC a four yearly election cycle with effect from 2014
- A decision to proceed with the Leisure Centre is expected in May 2013
- The Local Plan was submitted on 28 March 2013 and an Inspector has been appointed.

There were no HCC representatives present and no written report had been presented.

ITEM 15 UPDATE ON FLEET FUTURE

Cllr Tilley reported on the progress of Fleet Future:

- Firstly, Fleet Future (FF) wanted to pass their thanks again to the Town Council for their £1,000 grant and to assure them that it will be spent wisely!
- The Steering Committee has developed all its terms of reference for the Committees, membership rules, conflicts of interest policy and begun the process of applying for charitable status.
- They have now, working with Action for Market Towns (AMT), finalised their DRAFT vision, ready to go out to consultation during May/June, followed by workshops in July. The Project Plan, although very ambitious still shows delivery of the Community Plan in October/November 2013.
- The AMT Benchmarking Report has been received and will be presented at the Annual Residents' Meeting on 22nd April.
- A Funding Workshop has been held, which was most useful in directing FF towards suitable funding streams and finalising their bid to Awards for All.
- All 4 Working Groups have had their second meetings and agreed their terms of reference. They are working through the AMT worksheets, as well as the views and comments collected from the 24th November Open Event and the Fleet & Church Crookham Health Check. They are starting the data collection process.
- Quick win projects have been identified by each working group and will be presented to Steering Committee at their next meeting.

- Facebook has to date 363 followers on its very active group page and a plan has been agreed to migrate the two Facebook sites to the one more active group site and upgrade the website to be a fully functioning engine to help engage with the community and reach the people who don't use Facebook.

Cllr Tilley's report was noted

ITEM 16 ACTION DAY 13 APRIL 2013

Members noted that the next Action Day would be held on Saturday 13 April 2013 and Cllr Woods sought volunteers for this and the distribution of leaflets in the town centre on 13th and 20th April 2013 regarding the Annual Residents' meeting to be held on 22 April 2013

ITEM 17 DATE AND TIME OF NEXT MEETING

The next meeting (the Annual Meeting) will be held on Wednesday 15 May 2013 at 7.30pm at The Harlington.

There being no further business the meeting closed at 10.08 pm

Signed.....

Date.....