



TO: Councillors R Schofield (outgoing chair), R. Appleton C. Aham, C. Butler, G. Chenery, P. Einchcomb, S. Fisher, S. Forster, D. Gotel, A. Hill, L. Holt, A. Hope, D. Pierce, H Perthen, R Robinson, S. Tilley, W. Vincent, G. Woods.

NOTICE OF MEETING

Notice is hereby given that there will be an

ANNUAL MEETING OF THE FLEET TOWN COUNCIL

on

Wednesday 9 May, 2012 at 7.30 p.m.

in

The Harlington

All members are summoned to attend

SIGNED:
Acting Town Clerk

Date:

AGENDA

- Item 1 ELECTION OF CHAIRMAN**
To receive nominations for and to elect a chairman of the Fleet Town Council for the municipal year 2012 - 2013
- Item 2 ELECTION OF VICE CHAIRMAN**
To receive nominations for and to elect a vice-chairman of the Fleet Town Council for the municipal year 2012 - 2013
- Item 3 ACCEPTANCE OF OFFICE**
To receive the declaration of acceptance of office Cllr W Vincent (Courtmoor Ward)

Item 4

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 5

DECLARATIONS OF INTEREST

To receive written declaration of interests forms from new Councillors.

Under the Local Authorities (Model Code of Conduct) order 2007, members must declare any interests 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 6

MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the minutes of the Council Meeting held on 4 April 2012.

To receive and note the minutes of the following committee meetings and to return to committees any issues for reconsideration.

Planning Development and Control	23/4/2012
Policy and Finance	16/4/2012
Recreation, Leisure and Amenities	18/4/2012

Item 7

QUESTIONS FROM THE PUBLIC

(3 mins per person maximum 15 minutes)

To receive questions and statements from members of the public.

Part 1 – ITEMS FOR DECISION

Item 8

MEETING SCHEDULE

To note the schedule of meetings for 2012/2013

*** copy attached***

Item 9

COUNCIL STRUCTURE

To receive a report and chart from Cllr Schofield and to consider and agree a proposed Council Structure for 2012 -2013.

*** copy attached***

To note that the terms of reference for committees were reviewed at the Full Council Meeting on 4 April 2012

Item 10

NOMINATIONS TO COMMITTEES AND SUB-COMMITTEES

To consider the allocation of members to committees and working groups. Schedules are attached which show the preferences of those members where these have been received or current membership where no preference has been indicated.

*** copy attached***

Item 11

APPOINTMENTS TO PARTNERSHIPS WITH OTHER LOCAL AUTHORITIES AND EXTERNAL BODIES

- To receive nominations of Councillors to Partnership Meetings.
- To review representation of councillors on external bodies, and arrangements for reporting back to Council.

*** copies attached***

Item 12

SUBSCRIPTIONS/MEMBERSHIPS

To review the Council's/employee's memberships of other bodies such as HALC and SLCC.

- HALC –affiliation and levy 2012/13 £1849 pa
- SLCC –annual subscription £ 317 pa

Item 13

POLICIES - PRESS/MEDIA POLICY

To note that all Fleet Town Council Policies had been approved at the Full Council meeting on 4 April 2012 with the exception of the Press / Media and Grant Policies.

(i) **PRESS AND MEDIA POLICY**

To agree and adopt the Press/Media Policy recommended by the Policy and Finance Committee Meeting on 16 April 2012

*** Draft Press and Media policy attached***

(ii) **GRANTS POLICY**

To note the current agreed core client list plus the 4 new clients added at the December 2011 Recreation Leisure and Amenities Committee.

Core Clients for 2012 – 2013

Basingstoke Canal	Fleet Festivities – Xmas
Fleet Link	Lions Fireworks
Youth Provision (The POINT)	Fleet Carnival
	Fleet Half Marathon

*** Grant policy report attached**

Item 14 TRIAL OF LIGHTING IN CALTHORPE PARK
To receive a request from HCC to agree a trial of new lighting to take place in Calthorpe Park in two existing columns

*** see attached***

Item 15 YEAR END ACCOUNTS 2011/2012
To receive a report on the year-end accounts and approve the earmarked reserves for 2012/13

papers attached

Part 2 – ITEMS TO NOTE

Item 16 STATEMENT OF COUNCILLOR ATTENDANCE 2011/2012
To receive a statement of the attendance of Councillors at meetings of Full Council during 2011/2012

*** papers attached***

Item 17 STANDING ORDERS AND FINANCIAL REGULATIONS
To note that the Standing Orders and Financial Regulations were reviewed at the Full Council Meeting on 4 April 2012.

Item 18 ASSET REGISTER
To note the inventory of land and assets including buildings and office equipment.

*** Asset Register attached ***

Item 19 INSURANCE COVER
To note that the P&F Committee , under its delegated authority has made arrangements for insurance cover in 2012/2013

Item 20 WEBSITE UPDATE
The web site is now available to view at
<http://905ftc.emango.net/Default.aspx>

Item 21 UPDATE THE POINT LEASE
To receive and note a report from Cllr Schofield on the lease on the POINT

Report attached

Item 22 CLERKS REPORT
To receive a report from the Town Clerk

Item 23

DATE AND TIME OF NEXT MEETING

The next meeting of the Full Council is to be held on Wednesday 6 June 2012 at 7.30pm in the Harlington