



FLEET TOWN COUNCIL  
MINUTES OF THE COUNCIL MEETING

held on

Wednesday 6 June 2018

at The Harlington at 7pm

**Councillors**

Bob Schofield (Chairman), Ruth Ashworth, Grahame Chenery, Paul Einchcomb, Leslie Holt, Alan Hope, Kathy Jasper, James Kirkpatrick, Alan Oliver, Dai Pierce, Richard Robinson, Sue Tilley, Sharyn Wheale, Peter Wildsmith, Ruth Williams, George Woods, Jonathan Wright

**Also Present**

Janet Stanton-Town Clerk  
Sheila Rayner- Committee Clerk

Cllr Bennison –HCC  
Cllr Collett-HCC  
Cllr Makepeace-Brown-HDC

Mike Bye-Friends of Oakley Park

Mr T Smart- Local resident

- The Chairman thanked all those who had helped to make Action Day so successful on 2 June 2018
- The Chairman informed members of the Annual Service for Councillors at Winchester Cathedral and would circulate the details

**FC June 2018 ITEM 1 APOLOGIES FOR ABSENCE**

There was apology for absence from Cllr Peddell

**FC June 2018 ITEM 2 DECLARATIONS OF INTEREST**

There were no Declarations of Interest

**FC June18 ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC**

Mr T Smart asked how interested members of the public could assist the Harlington Working Group to explore if there is a continuing support from residents for the Harlington project.

The Chairman confirmed that no further membership of the Harlington Working Group was required as the existing 12 members were very knowledgeable about the project and its history. However, members of the public were welcome to submit comments or questions to the Town Clerk who would deal with the matters appropriately. Residents of Fleet would be aware of this as the minutes of this Council Meeting will be displayed on the FTC website.

#### **FC June 2018 ITEM 4 MINUTES OF PREVIOUS MEETINGS**

The minutes of the meeting of the Annual Council Meeting held on 16 May 2018 were approved and signed

The Council received the minutes of the following Committees

Development Control	14 and 29 May 2018
Planning Committee	29 May 2018
Policy and Finance Committee with its recommendations	21 May 2018

#### **FC June 2018 ITEM 5 INTERNAL AUDIT REPORT AND ACTION PLAN**

The members received the recommendation of the Policy and Finance Committee (item 10 21 May 2018) to receive and note the report of the internal auditor and to approve the Action Plan

#### **RESOLVED**

To note the report of the internal auditor and to approve the action Plan

#### **FC June 2018 ITEM 6 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017-2018**

The members considered and approved the findings of the review by the Policy and Finance Committee (item 9 21 May 2018) on the effectiveness of the system of internal control and preparation of the Annual Governance Statement (Part 3 Sections1 and 2)

#### **RESOLVED**

- a) To approve the Annual Governance Statement-section 1
- b) To approve the Accounting Statements –section 2
- c) That the Chairman signs the Annual Governance and Accountability Return Part 3 for 2017—2018 on behalf of the Council

#### **FC June 2018 ITEM 7 HARLINGTON DEVELOPMENT UPDATE**

The Chairman reported on the outcome of the Harlington Working Group which had met since the last meeting of Council on 16 May 2018:

- Data regulations relating to commercial referenda
- The necessity to have a meeting with HDC to understand their position. This had been arranged to take place on 7 June 2018, the outcome of which would be circulated to all members of the Council

- Confirmation that plans had been submitted to HDC and that a road safety, highway impact report had been requested by HDC. This had been carried by Traffic Engineers and no issues had been raised in any of the five categories examined.

## **RESOLVED**

To note the current situation with regard to the Harlington project.

## **FC June 2018 ITEM 8 EARMARKED RESERVES**

The members received the recommendation of the Policy and Finance Committee (item 12 21 May 2018) to approve the allocation of Earmarked Reserves

## **RESOLVED**

To approve the schedule of Earmarked Reserves-copy of schedule with record minutes)

## **FC June 18 ITEM 9 THE HARLINGTON –GENTS TOILETS**

Members discussed the poor condition of the Gents urinals and pipework in the Harlington which are in serious need of refurbishment/replacement. The Clerk reported on discussions with Hart District Council regarding the solution to the problem and establishing responsibility for the repair.

Members discussed:

- The ongoing and persistent problem in the gent's toilets
- Laying of new carpet in the corridor
- The effect of hard water and consequent development of crystals in the associated pipework
- The benefits of a possible waterless system
- The use of the toilets by the general public as HDC had closed nearby public conveniences-HDC should be reminded of this in discussions about responsibility to fund the work
- The use of stickers to inform the public of toilet facilities available elsewhere in the town centre.

Members were asked to authorise the Clerk, in conjunction with the Chairman, to progress repairs as a matter of urgency and, if necessary to approve expenditure up to £5,000.

## **RESOLVED**

- a) To authorise the Clerk, in conjunction with The Chairman, to progress the repairs as a matter of urgency
- b) To approve expenditure for repairs up to £5,000 should this become necessary.
- c) To allocate £5,000 from General Reserves.

## **FC June 2018 ITEM 10 FINANCIAL REGULATIONS**

Members received a copy of the current Financial Regulations which had been reviewed to reflect new statutory requirements and annotated to show suggested revisions to locally determined thresholds.

### **RESOLVED**

To approve the suggested revisions to locally set thresholds

## **FC June 2018 ITEM 11 GENERAL DATA PROTECTION REGULATIONS (GDPR)**

Members were reminded that new GDPR legislation had come into effect on 25 May 2018. Copies of the Information Commissioner's Office (ICO) including the "Guide to General Data Protection" and "What is Personal Data" had been made available to all members.

Members were also informed that training sessions had been arranged to ensure that staff and members understood the implications of the legislation

### **RESOLVED**

To approve:

- a. The Data Protection & Privacy Policy- to be included in the Councillor Manual and displayed on the FTC website
- b. The Harlington – Privacy Policy
- c. The Privacy statement/consent for Fleet Town Council
- d. The arrangements for the GDPR Training on 20 June 2018

## **FC June 2018 ITEM 12 CONTRACTS**

Members noted that the contract for Grounds Maintenance had been awarded to Nigel Jeffries Landscapes at a value of £132,613.22pa (not including day work provision of £9,645) for the next five years (31 March 2023)

## **FC June 2018 ITEM 13 HDC/HCC**

### **HCC**

#### **Cllr Bennison reported on**

- No suggestion that the Lengthsman scheme would not continue
- Appointment of a fly-tipping officer
- Service at Winchester Cathedral hosted by the new Chairman of HCC, Cllr Elaine Steel
- Road closures associated with the Farnborough Airshow in July 2018
- Bourley Road re-surfacing

#### **Cllr Collett reported on**

- A request to email him if councillors/residents required assistance
- Further confirmation of the lengthsman scheme continuation
- Update on the proposals to make changes to school transport arrangements at Ancells

**HDC**

**Cllr Oliver reported on**

- Consultation on Blackwater Valley Passenger Transport
- Fixed price penalties for fly tipping and use of licenced operators

**Cllr Makepeace-Bowne reported on**

- Enforcement action on Screwfix
- Consideration of Residents Only Parking in Clarence Road

**Cllr Wheale reported on**

- Letter proposing three parking options in Kenilworth Road
- Better publicity around the work of the Friends of Ancells Farm-possible future item for RLA Committee

Cllr Schofield and Cllr Wildsmith had attended the District Flood Forum and asked members to let him, or Cllr Wildsmith, know of any incidents of local flooding following intense rainfall. This information will be most useful in helping calibrate the Environment Agencies Flood Model.

**Fc June 2018 ITEM 14 TOWN CLERK’S REPORT’**

The members noted the Clerk’s Report updating the Council on a range of matters and specifically:

- Popularity of the circus
- Autism Ambassador Conference on 26 June 2018 (Mr Jeff Smith to represent FTC)
- Enthusiasm for the Cathorpe Park survey regarding play equipment
- The distribution of the revised Councillor Manual and the Chairman’s reminder of the importance of para 2 in the enclosed Councillor Guide regarding majority decisions of the Council which ,once taken, were the collective responsibility of all members
- Withdrawal of a major Carnival Sponsor which put the carnival in jeopardy. - Members agreed to waive Standing Orders in order to consider an urgent request for funding to support the Carnival. Following discussion it was

**RESOLVED**

To authorise the Town Clerk, in consultation with the Chairman, to approve a notional grant of up to £3,000 in the absence of sufficient funds being secured to ensure that the Carnival could proceed

**FC June 2018 ITEM 15 DATE AND TIME OF NEXT MEETING**

The next meeting of Full Council will be on Wednesday, 4 July 2018 at the Harlington, at 7.00 pm.

There being no further business the meeting closed at 9 pm

**Signed**.....  
**Chairman**

**Date:**.....