

TO: Councillors R Schofield (outgoing chair), G. Chenery, P. Einchcomb, S. Forster, D. Gotel, L. Holt, A. Hope, K Jasper, A. Oliver, D. Pierce, R Robinson, J Smith, N Walton, R Woods, J. Wright

**NOTICE OF MEETING**

Notice is hereby given of

**THE ANNUAL MEETING OF  
THE FLEET TOWN COUNCIL**

on

**Wednesday 13 May at 7p.m.**

in

**The Harlington**

All members are summoned to attend

SIGNED:

Town Clerk

Date: 7 May 2015

*NB To mark the start of the 2015/2016 Local Government Year, arrangements have been made for an official photograph of the Council to be taken before the meeting. Please arrive at 6.45 pm*

**AGENDA**

- Item 1 ELECTION OF CHAIRMAN**  
To receive nominations for and to elect a chairman of the Fleet Town Council for the local government year 2015 - 2016
- Item 2 ELECTION OF VICE CHAIRMAN**  
To receive nominations for and to elect a vice-chairman of the Fleet Town Council for the local government year 2015 - 2016
- Item 3 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 4           DECLARATIONS OF INTEREST**

Under the Local Authorities Localism Act 2011, 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 5           MINUTES OF MEETINGS**

To receive and approve as a correct record the minutes of the Council Meeting held on Wednesday 1 April 2015-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	13 and 27 April 2015
RLA <b>with its recommendation to Council at item 9</b>	15 April 2015
Policy and Finance Committee	20 April 2015

Copies attached

**Part 1 – ITEMS FOR DECISION**

**Item 6           NOMINATIONS TO COMMITTEES and WORKING GROUPS 2015/2016**

To consider the allocation of members to committees and working groups

- a) Membership of committees 2015/2016
- b) Membership of Working Groups 2015/16

Papers are attached which show the preferences of members for service on committees and working groups in 2015/2016

**RECOMMENDATION**

To approve the membership of committees and working groups for 2015/2016

**Item 7           APPOINTMENTS TO EXTERNAL BODIES**

To consider the allocation of members to represent Fleet Town Council on Outside Bodies.

A paper is attached which shows the preference of members to represent FTC on Outside Bodies in 2015/2016

## **RECOMMENDATION**

To approve the representation on Outside Bodies for 2015/2016

### **Item 8 STANDING ORDERS AND FINANCIAL REGULATIONS**

To review and adopt Standing Orders, Financial Regulations, delegation arrangements and the terms of reference of committees-report attached

## **RECOMMENDATION**

- a) To approve the amendments to Standing Orders for formal adoption by the Council
- b) To approve for formal adoption by the Council ,Financial Regulations, delegation arrangements and the terms of reference of committees

### **Item 9 MEETING SCHEDULE**

To formally adopt a schedule of meetings for 2015/2016-copy attached

## **RECOMMENDATION**

To adopt the schedule of meetings for 2015/2016 recommended for adoption by Fleet Town Council on 3 December 2014 –copy attached

### **Item 10 MEMBERSHIP OF OTHER BODIES AND ANNUAL FEES**

- a) **Hampshire Association of Local Councils (HALC and NALC)**  
To approve the membership and the payment of the annual Affiliation Fee of £1,890
- b) **Institute of Cemeteries and Crematoria Management (ICCM)**  
To consider the payment of the annual Corporate Membership Fee of £90
- c) **Society of Local Council Clerks**  
To approve the continuing membership of the Clerk and the payment of the annual fee of £

## **RECOMMENDATION**

To approve the payment of the following fees for 2015/2016

- a) HALC £1,990 (inc HR support at £100)
- b) ICCM £90
- c) SLCC £ 284

### **Item 11 TRANSFER OF LAND FROM HDC AT PONDTAIL SCOUTS**

Members are asked to formally accept the offer of Hart District Council to transfer of the land at Farnham Road currently occupied by the Scouts.

## **RECOMMENDATION**

FTC to formally accept the offer of Hart District Council to accept the transfer of land at Farnham Road currently occupied by the Scouts

**Item 12      LENGTHSMAN SCHEME**

FTC has been advised of the arrangements for the Lengthsman scheme for 2015/16.

HCC has decided that the scheme will continue but the future of the scheme after 2015/2016 has yet to be decided

The HCC legal team is preparing a new form of Agreement and this will set out requirements for the monitoring and recording of work

Parishes been invited to advise HCC of any changes they would like to see to the Scheme –HCC email attached

**RECOMMENDATION**

FTC to continue to be a party to the HCC Lengthsman scheme in 2015/2016

**Part 2 – ITEMS TO NOTE**

**Item 13      FLEET TOWN COUNCIL ASSET REGISTER AND LAND OWNERSHIP**

To note Fleet Town Council's land ownership which was received and agreed on 4 March 2015 - Copy attached

**Item 14      STATEMENT OF COUNCILLOR ATTENDANCE 2014/2015**

To receive a statement of the attendance of Councillors at meetings of Full Council during 2014/2015- Copy attached

**Item 15      INSURANCE COVER**

To note that arrangements have been made for insurance cover in 2015/2016

**Item 16      TOWN CLERK'S REPORT**

To note the Town Clerk's report giving an update on activities-copy attached

**Item 17      DATE AND TIME OF NEXT MEETING**

The next meeting of the Council will be held on Wednesday 3 June 2015 at the Harlington at 7pm