



## **FLEET TOWN COUNCIL MEETING MINUTES**

**6 June 2012 at 7.30pm**  
The Harlington  
Fleet

### **Present**

Cllrs George Woods (Chairman) Chris Butler, Grahame Chenery,  
Paul Einchcomb, Sue Fisher, Steve Forster, Dennis Gotel, Alan Hope, Leslie Holt,  
Dai Pierce, Helen Perthen, Sue Tilley, Wallace Vincent

### **Also Present**

James Corrigan-Town Clerk  
Janet Stanton –Deputy Clerk  
Sheila Rayner- Committee Clerk

Ms Debbie Twin (Local resident)  
One other member of the public

**The Council presented Janet Stanton with flowers as a mark of their appreciation for all her hard work between January-May 2012 whilst the arrival of the new Town Clerk was awaited**

### **ITEM 1: APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Appleton, Axam. Hill, Oliver, Robinson and Schofield

### **ITEM 2: DECLARATIONS OF INTEREST**

Cllr Chenery- Item 9- Friend of Calthorpe Park

### **ITEM 3: QUESTIONS FROM THE PUBLIC**

There were no questions from the public

### **ITEM 4: MINUTES OF PREVIOUS MEETINGS**

Subject to correcting the numbering and deleting Cllr Hope as the Council's representative on Fleet Football Club, Council received and approved as a correct record, the minutes of the Annual Council Meeting held on Wednesday 9 May 2012.

Prop Cllr Butler Sec Cllr Chenery

Council received the minutes of the following committee meetings:

Planning Meeting	28.05.12
Development Control Meeting	23.04.12
	14.05.12
	28.05.12
Policy and Finance	21.05.12
Recreation, Leisure and Amenities	16.05.12

## **ITEM 5: TOWN COUNCIL STRUCTURE**

With the amendment to The Hub Working Group to The New Harlington Working Group and the addition of the Parish/Neighbourhood Plan Working Group, the structure of the Council was approved.

### **RESOLVED**

That the following members serve on the Parish/Neighbourhood Plan Working Group

Cllrs Appleton  
Gotel  
Oliver  
Perthen  
Schofield  
Tilley  
Woods

It is possible that other Councillors not present, will be added.

## **ITEM 6: BANKING-CURRENT ACCOUNT**

Council considered a report prepared by the Town Clerk on the proposed arrangements regarding the current account bank providers.  
Following discussion it was

**RESOLVED** that the

- Town Clerk be authorised to change the Town Council's Current Account to the Cooperative Bank
- Town Clerk be authorised to open another account, if necessary, to deal with the receipt of electronic payments

Prop Cllr Butler  
Sec Cllr Holt

## **ITEM 7: ANNUAL RETURN**

The Council received the year–end financial statements and approved for certification the financial statements for year ending 31 March 2012.

Council considered the Annual Governance Statement for the year ending 31 March 2012. The Council also received the internal auditor’s section of the Annual Return for the year ending 31 March 2012.

### **RESOLVED**

- To approve for certification the financial statement for year ending 31 March 2012
- To complete each of the nine statements of corporate governance and to sign off the statement
- To receive the internal Auditor’s section of the Annual Return for year ending 31 March 2012

Prop Cllr Chenery Sec Cllr Hope

## **ITEM 8: TOWN COUNCIL GROUP**

Council considered the suggestion that FTC may like to join with other town councils to form a Hampshire Town Council Group. Such a group would share experiences and best practice and would strengthen their influence with principal authorities. It was agreed that the expected benefits and objectives that FTC would be seeking should be explained to HALC

### **RESOLVED**

That the Hampshire Association of Local Councils be contacted to express a possible interest by FTC of joining a Hampshire Town Council group.

## **ITEM 9: EVENT APPLICATION- CALTHORPE PARK’S GOT CANINE TALENT**

Council considered an application for an event at Calthorpe Park on 28 July 2012. It was noted that any profit from the event will be contributed to the Friends of Calthorpe Park towards the provision of CCTV in the park. It was noted that the normal cleaning regime for the toilets was considered to be adequate and that the applicant was awaiting quotes for insurance to cover the event. It was noted that litter picking would be arranged by the organisers to follow immediately after the event, that no car parking on the grassed area would be enforced by event marshalls and that any tannoy system would be volume-controlled and directed appropriately.

The Council was also assured that the Cricket Club and local residents had been made aware of the event.

### **RESOLVED**

- To permit the use of Calthorpe Park for Calthorpe Park’s Got Canine Talent on Saturday 28 July 2012 under the Events Policy
- That the conditions set out above and the provision of a Bond for £500 form part of the Hirer’s Agreement

Prop Cllr Chenery Sec Cllr Forster

## **ITEM 10: 'HAVE YOUR SAY'**

Council considered an offer from HCC via Cllr Wheale on a funding opportunity known as 'Have your say'. There was a full discussion about the possible role of FTC and partner organisations and following lengthy discussion it was

### **RESOLVED**

That a bid be made to HCC for FTC to be considered as a delivery partner

Prop Cllr Butler Sec Cllr Gotel

That the following projects be suggested for consideration:

- Town Centre empty shop poster campaign
- HVA (Minding the Garden)
- Purchase of FTC road signs for events
- Repair to tow path between Pondtail Bridge and Reading Road South

## **ITEM 11: YOUTH PROVISION**

Cllr Woods reported on the up-to-date situation regarding the lease of the Point. All parties have signed the necessary documentation and a transfer date of either 11 or 18 June 2012 will be agreed.

The Council thanked Janet Stanton for all her efforts in dealing with the complex issues which had arisen about the Point together with the Chairman.  
Final copies of the lease would be circulated to members of the Youth Committee.

## **ITEM 12: WEB SITE**

The Council noted that the new web site was now live at [www.fleet-tc.gov.uk](http://www.fleet-tc.gov.uk)  
Members were invited to submit any comments to improve the site to Sian Taylor who was responsible for the maintenance of the web site. [sian.taylor@fleettowncouncil.org.uk](mailto:sian.taylor@fleettowncouncil.org.uk)

## **ITEM 13: FLEET GUIDE**

Members were pleased to note that the new Fleet Guide had been distributed but with many errors.

There had been many positive comments but two local residents had written drawing attention to errors.

It was noted that any future publication would be governed by a contract which provided, amongst other things, for FTC to approve the final draft prior to printing.

All members were given copies and asked to detail any errors to the Clerk so that these could be used to correct a future edition which was likely to be annual.

## **ITEM 14: TOWN CLERK'S REPORT**

The Committee received a report from the Town Clerk on a range of matters and

### **RESOLVED**

- That the Town Clerk develops Business Plans for the Harlington and the Ancells Farm Community Centre.
- That the Town Clerk undertakes an evaluation of all cost centres and seeks cost saving and income generating ideas from all staff and Councillors.
- That the Town Clerk develops and submits appropriate grant applications to apply for appropriate grants to deliver projects approved by the Council in line with proposed capital spending plans and policies of the Council.
- That the Town Clerk reviews and presents for consideration all documentation in connection with the Council's Corporate Governance.
- That the Town Clerk develops a staff structure and brings recommendations to Full Council
- That the Town Clerk investigates potential improvements to Office accommodation and reports back to the Council with recommendations
- That the Town Clerk investigates potential improvements to the IT hardware and reports back to the Council with recommendations
- That the Town Clerk works in partnership with the Fleet Town Vision Working Group, to develop a Town Plan / Neighbourhood plan in collaboration with Hart District Council.
- That the Town Clerk provides interim progress reports on a three monthly basis to the Town Council.

Prop Cllr Woods Sec Cllr Forster

Cllr Forster also emphasised a key objective as Community inclusion

## **ITEM 15- DATE AND TIME OF NEXT MEETING**

To note the date and time of the next meeting:

Wednesday 4 July, 2012 at 7.30pm at The Harlington, Fleet Road, Fleet

**ITEM 16- CONFIDENTIAL ITEMS**

**RESOLVED** that under the **Public Bodies (Admission to Meetings) Act 1960** Exclusion of the public in accordance with **Section 1(2)** and by reason of the confidential nature of the business the **Public and Press** will be excluded from the following agenda item for the reason of it relating to an individual/s, or because it includes information on confidential negotiations.

**Signed**.....

**Date:**.....