



TO: Councillors R Schofield (Chairman), G. Chenery, P. Einchcomb, D. Gotel, A Gray, L. Holt, A. Hope, R Hunt, K Jasper, A. Oliver, M Peddell, D. Pierce, R Robinson, J Smith, N Walton, J. Wright, S Wheale, L Wood, G Woods

NOTICE OF MEETING

Notice is hereby given of

A MEETING OF THE FLEET TOWN COUNCIL

on

Wednesday 6 September 2017 at 7 p.m.

in

The Harlington

All members are summoned to attend

SIGNED:

Town Clerk

Date: 31 August 2017

*To view a short film from Fleet Lions entitled
"A Year in the Life of Fleet Lions"*

AGENDA

Item 1 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 2 DECLARATIONS OF INTEREST

Under the Local Authorities Localism Act 2011, members must declare any interest 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 3 QUESTIONS FROM THE PUBLIC

(3 Min per person maximum 15 minutes)

To receive questions and statements from members of the public.

Item 4 MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the confidential and the non-confidential minutes of the Council Meeting held on Wednesday 5 July 2017-copies attached

To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration.

Development Control	26 June 2017 10 and 24 July 2017, 7 and 21 August 2017
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Policy and Finance	17 July 2017
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Copies attached

Part 1 – ITEMS FOR DECISION

Item 5 GRANTS

a) To consider the future of core grants and whether CAB should be added to the list of core clients for 2017/2018

b) CAB GRANT APPLICATION

To consider an application from CAB for a grant of £8,500 to support the provision of benefit advice, research, a campaign and digital outreach services to Fleet Residents-copy attached

c) FLEET CHILLI FESTIVAL GRANT APPLICATION

To consider an application from Fleet Chilli Festival for a grant of £800 for toilet hire at the Fleet Chilli Fiesta on 23 September 2017. In the event of a grant refusal the fiesta organisers request permission to charge £1 entry fee to all over 16s-copy of application, event budget and constitution attached

RECOMMENDATION

To determine the future of core grants and the above applications

Item 6 ROAD IMPROVEMENTS AT ANCELLS FARM

To consider a request for match funding for road improvements at Ancells Farm
See attached email, map and copy of powers and duties of a Parish Council

RECOMMENDATION

To determine the request for match funding

Item 7 NEIGHBOURHOOD PLAN

To consider a report from Cllr Oliver regarding the Neighbourhood Plan – copy attached

RECOMMENDATION

That FTC approve the incorporation of the upper part of The Views and the War Memorial in the draft Neighbourhood Plan policy in the co-ordinated development of the Civic Quarter

Item 8 APPOINTMENT OF INTERNAL AUDITOR FOR 2016/2017

To approve the appointment of the Council's internal auditor for 2017/2018

RECOMMENDATION

To confirm the re-appointment of Eleanor Green, Do The Numbers, as the internal auditor for Fleet Town Council for 2017/2018

Item 9 PROCUREMENT OPTIONS FOR THE GROUNDS MAINTENANCE CONTRACT

To consider a report on the Grounds Maintenance procurement procedure and to agree the re-tendering process-copy attached

RECOMMENDATION

To appoint Rushmoor Borough Council Procurement Department to undertake the OJEU tendering process for the Grounds Maintenance contract on behalf of FTC

Item 10 RISK MANAGEMENT

To receive the minutes of the Risk Management Working Group and summary of risk register –copies attached

RECOMMENDATION

That the Risk Assessment Register be adopted by Council

Item 11 CHRISTMAS OFFICE CLOSURE ARRANGEMENTS

It is requested that the FTC office close at 1pm on Friday 22 December 2017 and re-open at 9am on Tuesday 2 January 2018. FTC officers will be required to take annual leave to cover the period 27-29 December 2017 (3 days).

RECOMMENDATION

To approve the closure of the Fleet Town Council Offices from 1pm on Friday 22 December 2017 until 9am on Tuesday 2 January 2018

Item 12 FINANCIAL MONITORING

RECOMMENDATION

To receive into the minutes

- a) Cash book up to July 2017
- b) List of payments for July 2017
- c) Reconciliation July 2017

- Copies attached

Part 2 – ITEMS TO NOTE

Item 13 HARLINGTON DEVELOPMENT UPDATE

To receive and note an update report –copy attached

Item 14 COMMUNITY BUS UPDATE

To receive and note a report from Cllr Schofield

Item 15 NATIONAL HIGHWAYS SURVEY

The national highways survey will be considered by the H&T Working Group on 17 October 2017. Comments from other members should be submitted to the Town Clerk by 18 October 2017

Item 16 HCC/HDC

To receive any update on any HDC/HCC matters concerning FTC

Item 17 REMEMBRANCE DAY ARRANGEMENTS

This year's Remembrance Day event will be held on Sunday 12 November 2017. As last year, the service will be held in the Harlington followed by a Parade and Wreath-Laying ceremony in Gurkha Square. Finally refreshments will be served in the Harlington

As in previous years, volunteers to assist with serving the refreshments are asked to let Janet/Charlotte know of their willingness to help.

Item 18 TOWN CLERK'S REPORT

To receive and note the Town Clerk's Report-copy attached

Item 19 DATE AND TIME OF NEXT MEETING

The next meeting of the Council will be held on Wednesday 4 October 2017 at the Harlington at 7pm