



FLEET TOWN COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING

held on

Wednesday 16 May 2018

at The Harlington at 7pm

**Councillors**

Bob Schofield, Ruth Ashworth, Grahame Chenery, Paul Einchcomb, Leslie Holt, Alan Hope, Kathy Jasper, Alan Oliver, Mike Peddell, Richard Robinson, Sue Tilley, Sharyn Wheale, Peter Wildsmith, George Woods  
Following co-option-Cllrs Dai Pierce, James Kirkpatrick, Ruth Williams

**Also Present**

Janet Stanton-Town Clerk  
Sheila Rayner- Committee Clerk

Cllr Parker-HDC  
Cllr Forster-HCC/HDC  
Sebastion Gidley  
Ellie Hayward-local resident  
Natasha Barker-local resident  
Mr Jebson-local resident  
Jeff Smith-local resident  
John Gawthorpe-applicant co-optee  
Neil Walton-applicant co-optee

The outgoing Chairman welcomed the members to the new Fleet Town Council 2018-2022

**AC May 18 ITEM 1                    ELECTION OF CHAIRMAN**

The outgoing chairman, Cllr Schofield, called for nominations for Chairman. One nomination was received for Cllr Bob Schofield.

**RESOLVED**

That Cllr Schofield be elected to the office of Chairman of Council for the local government year 2018/2019

## **AC May 18 ITEM 2 ELECTION OF VICE-CHAIRMAN**

The chairman called for nominations for the office of Vice-Chairman. Two nominations were received for Cllrs Holt and Oliver

On being put to the vote:

Cllr Holt 5  
Cllr Oliver 9

### **RESOLVED**

That Cllr Oliver be elected to the office of Vice-Chairman of Council for the local government year 2018/2019.

## **AC May 18 ITEM 3 DECLARATIONS OF ACCEPTANCE OF OFFICE**

The Chairman having signed the Declaration of Acceptance of the office of Chairman of The Council 2018/2019, the Town Clerk confirmed that all the necessary declarations had been completed

## **AC May 18 ITEM 4 APOLOGIES FOR ABSENCE**

There was apology for absence from Cllr Wright

## **AC May 18 ITEM 5 DECLARATIONS OF INTEREST**

There were no Declarations of Interest

## **AC May 18 ITEM 5a QUESTIONS FROM MEMBERS OF THE PUBLIC**

Natasha Barker, a resident of Ancells Farm, sought the Councils support to challenge the HCC proposal to alter school transport services which would affect pupils living on Ancells Farm

The Chairman gave an assurance that the Council would give whatever support it could to challenge the proposal

## **AC May 18 ITEM 6 MINUTES OF MEETINGS**

Having reported that a solution had been found to securing the floodlighting of the war memorial (item 9), the minutes of the meeting of the Council meeting held on 4 April 2018 were approved and signed

The Council received the minutes of the following Committees

Development Control 9 and 23 April 2018

Note: Item 14 **CO-OPTIONS** was brought forward

**AC May 18 ITEM 7 NOMINATIONS TO COMMITTEES, WORKING GROUPS 2018/2019**  
(taken after item 14)

Nominations were received for committees and working groups :

**It was RESOLVED that**

Members would sit on the following committees and working groups during 2018/2019:

**COMMITTEES 2018/2019**

**RECREATION LEISURE AND AMENITIES COMMITTEE**

Cllr R Ashworth  
Cllr G Chenery  
Cllr P Einchcomb  
Cllr L Holt  
Cllr Jasper  
Cllr A Oliver  
Cllr B Schofield  
Cllr S Tilley  
Cllr P Wildsmith  
Cllr G Woods  
Cllr J Wright

**PLANNING/DEVELOPMENT CONTROL COMMITTEE**

Cllr L Holt  
Cllr A Hope  
Cllr K Jasper  
Cllr D Pierce  
Cllr R Robinson  
Cllr B Schofield  
Cllr P Wildsmith

**POLICY & FINANCE COMMITTEE**

Cllr P Einchcomb  
Cllr L Holt  
Cllr A Oliver  
Cllr R Robinson  
Cllr B Schofield  
Cllr S Wheale  
Cllr P Wildsmith  
Cllr G Woods

**ESTABLISHMENT COMMITTEE**

Cllr P Einchcomb  
Cllr L Holt  
Cllr K Jasper  
Cllr R Robinson  
Cllr B Schofield  
Cllr S Tilley  
Cllr P Wildsmith  
Cllr G Woods

**WORKING GROUPS MEMBERSHIP 2018/2019**

**HIGHWAYS AND TRANSPORTATION WORKING GROUP**

**Cllr L Holt  
Cllr A Hope  
Cllr P Wildsmith  
Cllr S Wheale**

**HARLINGTON DEVELOPMENT WORKING GROUP**

**Cllr R Ashworth  
Cllr G Chenery  
Cllr P Einchcomb  
Cllr L Holt  
Cllr K Jasper  
Cllr J Kirkpatrick  
Cllr A Oliver  
Cllr B Schofield  
Cllr S Tilley  
Cllr G Woods  
Cllr S Wheale  
Cllr P Wildsmith**

**LEASE WORKING GROUP**

**Cllr R Robinson  
Cllr B Schofield  
Cllr S Tilley**

**RISK MANAGEMENT WORKING GROUP**

**Cllr L Holt  
Cllr R Robinson  
Cllr B Schofield  
Cllr P Wildsmith**

**NEIGHBOURHOOD PLAN WORKING GROUP**

**Cllr R Ashworth  
Cllr L Holt  
Cllr K Jasper  
Cllr A Oliver  
Cllr B Schofield  
Cllr S Tilley  
Cllr S Wheale  
Cllr G Woods**

**CALTHORPE PARK WORKING GROUP**

**Cllr R Ashworth  
Cllr P Einchcomb  
Cllr K Jasper  
Cllr A Oliver  
Cllr B Schofield  
(Julian Ford)**

**CEMETERY WORKING GROUP**

**Cllr P Einchcomb  
Cllr K Jasper  
Cllr B Schofield**

**THE VIEWS WORKING GROUP**

**Cllr R Ashworth  
Cllr P Einchcomb  
Cllr K Jasper  
Cllr B Schofield**

**COMMUNITY EMERGENCY PLAN WORKING GROUP**

**Cllr A Hope  
Cllr B Schofield  
Cllr P Wildsmith**

**BUDGET PREPARATION WORKING GROUP**

All members of the Policy and Finance Committee

**AC May 18 ITEM 8 APPOINTMENTS TO EXTERNAL BODIES 2018/2019**

**RESOLVED** that the following members would represent FTC on external bodies during 2018/2019

HDAPTC	Cllr R Robinson Cllr P Wildsmith
Fleet Football Club	Cllr A Oliver
Fleet Link and Community Transport	Cllr A Hope Cllr B Schofield Cllr S Wheale Cllr G Woods
Fleet Pond Society	Cllr G Chenery Cllr P Wildsmith
Flood Forum	Cllr B Schofield Cllr P Wildsmith
Rushmoor Transport Forum	Cllr A Hope
Fleet Phoenix (Observer)	Cllr P Wildsmith Cllr G Chenery (reserve)

Fleet Cricket Club	Cllr Oliver
Older Persons Network	Cllr R Ashworth Cllr L Holt Cllr G Woods
HVA	Cllr Wildsmith
Basingstoke Canal JMC	Cllr Wildsmith
Fleet Business Improvement District	Cllr B Schofield
Fleet Crondall and Crookham Welfare Trust	Cllr Wright

**AC May 18 ITEM 9      STANDING ORDERS AND FINANCIAL REGULATIONS**

Members were informed that in line with good practice, a review of Standing Orders and Financial Regulations had been carried out. However, revised model Standing Orders had recently been received from NALC which incorporated the requirements of new legislation

**RESOLVED**

That Standing Orders and Financial Regulations be amended to incorporate the requirements of new legislation, ready for inclusion in the Councillor Manual in June 2018

**AC May 18 ITEM 10      MEETING SCHEDULE 2018/2019**

The members received the schedule of meetings for 2018/2019 which had been considered by Council on 6 December 2017 and with a minor amendment was for adoption by this Annual Meeting.

The revised dates will be circulated to all members and displayed on the FTC website

**RESOLVED**

To confirm the schedule of meetings for 2018/2019

**AC May 18 ITEM 11 MEMBERSHIP OF OTHER BODIES AND ANNUAL FEES**

The members considered the membership of bodies and the annual fees

**RESOLVED**

a) To approve the payment of the following fees for 2017/18

- Hampshire Association of Local Councils (HALC) £1,000
- National Association of Local Councils (NALC) £1,181
- Institute of Cemeteries and Crematoria Management (ICCM) £90
- SLCC £284

## **AC May 2018 ITEM 12 GENERAL POWER OF COMPETENCE**

The members formally noted that through the Town Clerk meeting the CiLCA criteria, FTC remains eligible to use the General Power of Competency. The Council comprises 15 elected members and 3 co-optees

### **RESOLVED**

That Fleet Town Council meets the eligibility criteria to use the General Power of Competence as at 16 May 2018

## **AC May 18 ITEM 13 LEASES-ANNUAL REVIEW**

Members were reminded that the annual rental levels of £500 for the Scouts buildings in Basingbourne and Calthorpe Parks and £3,750 for the Cricket Club, payable in four equal instalments were noted. However the decision of Council on 1 July 2015 was re-affirmed

### **RESOLVED**

To waive the rent set out in the Particulars to the leases for the year April 2018-March 2019 so long as the Tenant shall act in the spirit of the lease and occupy the premises fully in accordance with the terms of the lease. The Tenant's performance against this waiver shall be reviewed by the Council annually. Failure to comply with the said terms shall result in reinstatement of the full rent as set out in the Particulars'

## **AC May 2018 ITEM 14 CO-OPTION (taken after item 6)**

### **a) Revision to co-option policy**

The members considered a revision to the co-option policy which additionally provided for the requirement to be registered as a local government elector in GU51 or GU52, and to live or work in Fleet. The existing and proposed policies were presented

### **RESOLVED**

To approve the draft revised co-option policy together with the associated forms.

### **b) Co-option applications**

The members received and considered applications from five co-optee applicants for three vacancies:

John Gawthorpe  
James Kirkpatrick  
Dai Pierce  
Neil Walton  
Ruth Williams

Following questions to the applicants members were asked to take part in a secret ballot to secure the election of three co-optees. It was a requirement that the majority (over 50%) of those present would need to support any applicant to secure a successful co-option ie 8 votes. The voting system proposals were explained.

The result of the secret ballot was that the following candidates received a simple majority of the members present:

James Kirkpatrick  
Dai Pierce  
Ruth Williams

## **RESOLVED**

That James Kirkpatrick ( Central) Dai Pierce (Pondtail) and Ruth Williams (Courtmoor) be co-opted to serve on FTC 2018-2022. The co-optees signed their Declarations of Acceptance of Office in the presence of the Town Clerk and immediately took a place in the meeting

The chairman thanked the unsuccessful candidates for their interest in the affairs of the Council.

### **AC May 2018 ITEM 15 HARLINGTON DEVELOPMENT UPDATE**

A report explaining the up-to-date situation regarding the Harlington development was considered by the members. It was confirmed that the access arrangements had been substantially agreed with HDC officers and the outline planning application was likely to be considered in July 2018.

The need to call a meeting of the Harlington working group was explained with a view to:

- Briefing new members of the working group
- To discuss current issues and the way forward
- To consider ways to ascertain continuing public support for the project

## **RESOLVED**

- a) To note the update report on the Harlington development
- b) That the Harlington working group explore what means are available to confirm the continuing public support of the project and report back to Full Council at the earliest opportunity.

### **AC May 18 ITEM 16 FLEET TOWN COUNCIL ASSET REGISTER AND LAND OWNERSHIP**

The members noted the Council's Asset Register and land ownership as at March 2018

### **AC May 18 ITEM 17 STATEMENT OF COUNCILLOR ATTENDANCE 2017/2018**

The Council noted the statement of Councillors attendance at Full Council meetings during 2017/18

### **AC May 18 ITEM 18 INSURANCE COVER**

It was noted that arrangements have been made with Zurich for insurance cover in 2018/2019

### **AC May 18 ITEM 19 HEALTH AND SAFETY AUDIT**

Members noted that the Town Clerk had concluded a Health and Safety review and that an Action Plan was being produced



**AC May 18 ITEM 20 HCC/HDC UPDATE**

**HCC**

Cllr Forster reported :

- A consultation on the principles of expansion of Calthorpe Park School with a drop in event on 5 June 2018
- Resurfacing of Reading Road North with possible closures

**AC May 18 ITEM 21 NEIGHBOURHOOD PLAN UPDATE**

Members were reminded that the Neighbourhood Plan was out for public consultation with a Q & A session scheduled for 22 May 2018. An exhibition had been set up in the Harlington and the shopping centre. So far 57 responses had been received

**AC May 18 ITEM 22 TOWN CLERK’S REPORT**

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

- Action Day on Saturday 2 June 2018
- Tour of the Harlington and Parks etc on 23 June 2018

**AC May 18 ITEM 23 DATE AND TIME OF NEXT MEETING**

The next meeting of Full Council will be on Wednesday, 6 June 2018 at the Harlington, at 7.00 pm.

There being no further business the meeting closed at 9pm

**Signed**.....

**Date:**.....

**Chairman**.....