



FLEET TOWN COUNCIL

DRAFT MINUTES OF THE ANNUAL COUNCIL MEETING

held on

Wednesday 10 May 2017

at The Harlington at 7pm

Councillors

Bob Schofield, Paul Einchcomb, Denis Gotel, Alex Gray, Leslie Holt, Richard Hunt, Kathy Jasper, Alan Oliver, Dai Pierce, Richard Robinson, Jeff Smith, Neil Walton, Jonathan Wright

Also Present

Janet Stanton-Town Clerk

Sheila Rayner- Committee Clerk

AC May 17 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 2017/2018

AC May 17 ITEM 2 ELECTION OF VICE-CHAIRMAN

The chairman called for nominations for the office of Vice-Chairman. One nomination was received for Cllr Oliver

RESOLVED

That Cllr Oliver be elected to the office of Vice-Chairman of Council for the local government year 2017/2018.

AC May 17 ITEM 3 APOLOGIES FOR ABSENCE

There were apologies for absence from Cllrs Chenery and Hope

AC May 17 ITEM 4 DECLARATIONS OF INTEREST

There were no Declarations of Interest

AC May 17 ITEM 5 MINUTES OF MEETINGS

The minutes of the meeting of the Council meeting held on 5 April 2017 were approved and signed

Subject to the amendment to show that Cllr Holt was absent from the Development Control meeting on 24 April 2017, the Council received the minutes of the following Committees

Development Control 27 March, 10 and 24 April 2017

AC May 17 ITEM 6 NOMINATIONS TO COMMITTEES, WORKING GROUPS 2017/2018

Nominations were received for committees and working groups :

It was RESOLVED that

Members would sit on the following committees and working groups during 2017/2018:

RECREATION LEISURE AND AMENITIES COMMITTEE

**Cllr P Einchcomb
Cllr D Gotel
Cllr Jasper
Cllr A Oliver
Cllr B Schofield
Cllr J Wright**

PLANNING/DEVELOPMENT CONTROL COMMITTEE

**Cllr D Gotel
Cllr L Holt
Cllr A Hope
Cllr Jasper
Cllr D Pierce
Cllr R Robinson
Cllr B Schofield**

POLICY & FINANCE COMMITTEE

**Cllr R Einchcomb
Cllr L Holt
Cllr R Hunt
Cllr A Oliver
Cllr R Robinson
Cllr B Schofield
Cllr Smith
Cllr N Walton**

ESTABLISHMENT COMMITTEE

**Cllr G Chenery
Cllr P Einchcomb
Cllr L Holt
Cllr K Jasper
Cllr R Robinson
Cllr B Schofield
Cllr J Smith**

WORKING GROUPS MEMBERSHIP 2017/2018

HIGHWAYS AND TRANSPORTATION WORKING GROUP

**Cllr D Gotel
Cllr A Hope
Cllr D Pierce
Cllr Smith**

POLICE LIAISON

**Cllr D Gotel
Cllr J Smith**

HARLINGTON DEVELOPMENT WORKING GROUP

**Cllr G Chenery
Cllr P Einchcomb
Cllr D Gotel
Cllr K Jasper
Cllr A Oliver
Cllr B Schofield**

Sue Tilley
George Woods

LEASE WORKING GROUP

**Cllr R Robinson
Cllr B Schofield
Cllr N Walton**

RISK MANAGEMENT WORKING GROUP

**Cllr Richard Robinson
Cllr Bob Schofield
Cllr J Smith**

NEIGHBOURHOOD PLAN WORKING GROUP

**Cllr Gray
Cllr Gotel
Cllr Jasper
Cllr Oliver**

**Cllr Pierce
Cllr Robinson
Cllr Schofield**

CALTHORPE PARK WORKING GROUP

**Cllr Einchcomb
Cllr Jasper
Cllr Oliver**

**Town Clerk
Facilities and Open Spaces Manager**

Julian Ford

CEMETERY WORKING GROUP

**Cllr Einchcomb
Cllr Gotel
Cllr Jasper
Cllr Schofield**

**Town Clerk
Facilities and Open Spaces Manager
Cemetery Clerk**

THE VIEWS WORKING GROUP

**Cllr Einchcomb
Cllr Gotel
Cllr Jasper
Cllr Schofield**

**The Town Clerk
Facilities and Open Spaces Manager**

COMMUNITY EMERGENCY PLAN WORKING GROUP

**Cllr Smith
Cllr Walton**

Facilities and Open Spaces Manager

BUDGET PREPARATION WORKING GROUP

All members of the Policy and Finance Committee

AC May 17 ITEM 7 APPOINTMENTS TO EXTERNAL BODIES 2017/2018

a) Fleet Crondall and Crookham Welfare Trust

Members considered the invitation for FTC to be represented on the Fleet Crondall and Crookham Welfare Trust

RESOLVED

- a) That Cllr Wright be elected to represent Fleet Town Council on the Fleet Crondall and Crookham Welfare Trust
- b) that the following members would represent FTC on external bodies during 2017/2018

The Hype Disco Cttee	Alex Robins
HDAPTC	Cllr B. Schofield Cllr A Oliver (reserve)
Fleet Football Club	Cllr A Oliver
Fleet Link	Cllr A Hope Cllr B Schofield Cllr N Walton
Fleet Pond Society	Cllr D Pierce Cllr K Jasper (reserve)
Flood Forum	Cllr J Smith
Rushmoor Transport Forum	Cllr B. Schofield Cllr D. Gotel Cllr A Hope Cllr N Walton (reserve)
Fleet Phoenix (Observer)	Cllr G Chenery
Fleet Cricket Club	Cllr Oliver
Older Persons Network	Cllr B. Schofield Cllr G. Chenery (reserve)
HVA	Cllr B Schofield Cllr J Smith
Basingstoke Canal	Cllr Smith Cllr Walton (reserve)
Fleet Business Improvement District	Cllr Schofield

AC May 17 ITEM 8 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

The members received a copy of the current versions indicating the areas where amendments were suggested.

The amendments covered such areas as:

Standing Orders

- Increase delegation from the Policy and Finance Committee to the Establishment Committee regarding setting staff resources within budgetary limits
- Removal of a reference to Freedom of Information appeals
- A renumbering of some Standing Orders to give a more logical flow to the order of Standing Orders
- Issue of Standing Orders to Councillors
- Reference to the Neighbourhood Plan
- Delegation between Risk Management Working Group and the Policy and Finance Committee
- Clarification on the suspension of Standing Orders
- Appointment of working parties
- Clarification regarding the general application of Standing Orders
- Clarification in the absence of a Deputy Town Clerk post
- Deletion of the word 'seal' as there is no Council seal
- Clarification regarding rescission of decisions

Financial Regulations

- Clarification in the absence of a Deputy Town Clerk post
- End date for budget preparation amended from November to October
- Banking arrangements and cheques
- Payment of salaries
- Risk Management
- A recommended revision regarding contracts will be reported to members once advice had been received from HALC

RESOLVED

With minor amendments to the suggested changes, to adopt the draft revised Standing Orders and Financial Regulations

AC May 17 ITEM 9 MEETING SCHEDULE 2016/2017

The members received the schedule of meetings for 2017/2018 which had been considered by Council on 5 April 2017 and with some amendments were 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 2017/2018

AC May 17 ITEM 10 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 17 ITEM 11 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 2017-March 2018 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 17 ITEM 12 FLEET TOWN FOOTBALL CLUB UPDATE

Cllr Oliver updated the meeting on the situation at Fleet Football club.

The club had confirmed that it wanted to survive and prosper and that it planned to continue playing in the next season.

Issues regarding floodlights, a possible new pavilion and outstanding payments, would be dealt with and Cllr Oliver would report back to a future meeting

RESOLVED

To await the further report from Cllr Oliver

AC May 17 ITEM 13 CEMETERY INCOME

Members considered the use of the surplus income from the cemetery during 2016/2017

RESOLVED

That the use of surplus income from the cemetery during 2016/2017 be earmarked for the Garden of Remembrance

AC May 17 ITEM 14 DEFIBRILLATOR

The members considered a request from the Friends of Ancells Farm to locate a community defibrillator in the open porchway of Ancells Farm Community Centre and for the Council to fund the installation of the electrics at a cost of £212 if required.

A similar request from Friends of Oakley Park was also reported

It was noted that the location of all defibrillators would be included in the new Fleet Town Guide

RESOLVED

To approve the siting of a community defibrillator at Ancells Farm community centre and Oakley Park and to fund the cost of the electrical installations if required.

AC May 17 ITEM 15 COMMUNITY GOVERNANCE REVIEW

Members were reminded of a consultation for options on ward change proposals

RESOLVED

To agree for members to respond and to encourage residents to view the proposals and submit comments to HDC by 9 June 2017

AC May 17 ITEM 16 HARLINGTON DEVELOPMENT UPDATE

The members received a written update on the Harlington development project

A recent meeting with Elvetham Heath and Church Crookham Parish Councils was also reported. There had been an amicable exchange of ideas and both parishes had agreed to consult their residents and members

Cllr Schofield reported that the Framework Contractor was being investigated as a delivery method for the project.

This would include the earlier involvement of a contractor and the OJEU tendering process would not be required

This delivery method had been used very successfully to secure the Hart Leisure Centre.

It was hoped that the retention of BFF could also be accommodated

An amicable meeting had been held with Fleet Phoenix and it was understood that the land valuation figures from HDC would be forthcoming shortly

AC May 17 ITEM 17 FLEET TOWN COUNCIL ASSET REGISTER AND LAND OWNERSHIP

The members noted the Council's Asset Register and land ownership as at March 2017

AC May 17 ITEM 18 STATEMENT OF COUNCILLOR ATTENDANCE 2016/2017

The Council noted the statement of Councillors attendance at Full Council meetings during 2016/17

AC May 17 ITEM 19 INSURANCE COVER

It was noted that arrangements have been made with Zurich for insurance cover in 2017/2018

AC May 17 ITEM 20 POLICIES AND PROCEDURES

Members were advised that as a matter of good practice FTC’s policies and procedures would be reviewed by the Policy and Finance Committee over the coming months.

AC May 17 ITEM 21 HCC/HDC UPDATE

HCC

Cllr Forster reported :

HCC data including

- £2 billion revenue budget and the 8th year of austerity
- £340m cuts since 2010 with a further £140m still to be identified
- 1.3m population

HDC

Cllr Forster reported:

- Bin/skip fires
- BBC coverage of the opening of the new Leisure Centre
- Demolition of the school sports hall by the same contractor as the new leisure centre
- Car park charges
- Litter enforcement
- Launch of HDC lottery
- Fly tipping

AC May 17 ITEM 22 NEIGHBOURHOOD PLAN UPDATE

An update will be available at the next meeting

AC May 17 ITEM 23 TOWN CLERK’S REPORT

The members noted the Clerk’s Report updating the Council on a range of matters.

Members were also reminded of Action Day on Saturday 20 May 2017. Cllr Walton will assist the Friends of Ancells Farm

AC May 16 ITEM 22 DATE AND TIME OF NEXT MEETING

The next meeting of Full Council will be on Wednesday, 7 June 2017 at the Harlington, at 7.00 pm.

There being no further business the meeting ended at 8.35 pm.

Signed.....

Date:.....

Chairman.....