



FLEET TOWN COUNCIL
MINUTES OF THE COUNCIL MEETING

held on

Wednesday 7 May 2014
at The Harlington at 7.30pm

PRESENT

Councillors Bob Schofield (Chairman), Chris Butler, Grahame Chenery, Paul Einchcomb, Sue Fisher, Steve Forster, Denis Gotel, Leslie Holt, Alan Oliver, Helen Perthen, Richard Robinson, Sue Tilley, Wallace Vincent, George Woods

Also Present

Janet Stanton, Deputy Town Clerk
Sheila Rayner, Committee Clerk

ITEM 1 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors Appleton, Hope and Pierce

ITEM 2 DECLARATIONS OF INTEREST

Cllr Butler-item 11 Leases
Cllr Gotel-item 8 New current bank account
Cllr Tilley-item 9 Relationship with Fleet Future

ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public

ITEM 4 MINUTES OF PREVIOUS MEETINGS

RESOLVED

With the inclusion of Cllr Oliver in those present, the minutes of the Council meeting held on Wednesday 2 April 2014 were approved.

In answer to a question, it was confirmed that HDC had been advised that FTC deplored the decision that the funding for a 3G pitch at Ancells should be allocated elsewhere. HDC had advised that S106 funds were available to fund projects such as a MUGA at Ancells. The promised statement of S106 funds available, made by HDC, was still awaited.

The Council received the minutes of the following committee meetings:

Development Control	14 and 28 April 2014
Policy and Finance	2 April 2014
RLA	16 April 2014 (the recommendations to Council contained therein were considered at item 7-Transfer of Funds)

The minutes of the Annual Residents' meeting held on 31 March 2014 were noted

ITEM 5 FLEET CARNIVAL-PRESENTATION BY CHRIS ALDEN

Chris Alden presented his apologies and had asked that Cllr Forester relay the following information to the Council.

The 2013 Carnival had secured a £3000 profit which had been distributed to Fleet Phoenix and The Guides with £750 kept in reserves to help fund future Carnivals

The 2014 Carnival was expected to include more events and more floats. The Carnival programme will also be free with production costs covered by advertising. The chosen charity was Starburst Theatre Co and the theme was Great British Inventions. New events would include a Bake Off and a Barn Dance. The Procession will be held on Saturday 5 July 2014

Plans were underway to celebrate the 60th anniversary of the Carnival in 2015 with former 'Carnival Royalty' being invited back and a 'Carnival Through the Ages' Exhibition during Carnival Week.

It was reported that Chris Alden and the committee would like to thank Fleet Town Council for their continued support and to report that Chris and other committee members would be standing down after the 2015 Carnival

ITEM 6 BUDGET APPROVAL 2014/2015

It was reported that the Council was required to formally adopt the budget for the Financial Year 2014/2015.

RESOLVED

- 1) That draft Budget V16 be adopted as the formal budget for Financial Year 2014/15
- 2) That Management and Operational Targets are set as follows:
 - i) Total Harlington Expenditure over Income for all Harlington Cost Centres be set at £105,000 excluding £10,000 Compliance Costs (Budget Item 204 4172)
 - ii) That the Harlington Coffee Shop operation delivers the budgeted income over expenditure and a contribution towards general overheads of £14,400 for the year

ITEM 7 TRANSFER OF FUNDS

It was reported that earlier decisions together with the recommendations of the RLA Committee on 16 April 2014 required the Council to approved the transfer of funds from General Reserves to Earmarked Reserves.

It was also reported that a survey needed to be completed to identify FTC- owned trees that required work for safety reasons. The survey work was part of the GM Contract, but any necessary work that materialised would require the future transfer of funds from General Reserves

RESOLVED

- 1) That the following sums be transferred from General Reserves to project specific Ear Marked Reserves:
 - a) Computerised Till System £10,000 (Minutes of RLA Committee 16/4/2014)
 - b) Cemetery Expansion of Ashes Plots and future expansion of Garden of Remembrance £15,000 (Minutes of RLA Committee 16/4/2014)
 - c) Park Improvements (existing Ear Marked Reserve) £25,000, (Minutes of RLA Committee 16/4/2014)
 - d) Conversion of Carnival Hall to Dance Studio £14,000 (Minutes of RLA Committee of 16/10/2013 and 16/4/2014)
 - e) Staff Salary and Bonus Review for Financial Year 2013/14 £10,000 (money to be held over from 2013/14 financial surplus)

- 2) That a future meeting of the Council should consider the transfer of reserves to facilitate the development of future projects.

ITEM 8 NEW CURRENT BANK ACCOUNT

The members were asked to agree to move the Council's current account from the Co-operative Bank to another provider.

When Fleet Town Council was first formed, the Council opened a current account with HSBC Bank.

However, once the first year's free banking expired significant bank charges were charged. The Council decided to transfer its current account to the A3 rated Co-operative Bank primarily as a cost saving exercise as it offered free banking.

However, since that time, the Co-operative Bank's rating has been downgraded by Moodys and is now experiencing problems. In line with the Council's request to find a more secure bank, research had been undertaken to find an alternative bank for Fleet Town Council's current account using a strategy based on ratings, confidence and the cost of banking.

The main High Street Banks researched were HSBC, Barclays, Lloyd and Nat West

Following discussion it was

RESOLVED

- a) That the Council agree to transfer to a new provider for the Fleet Town Council Current Account.
- b) That the Council transfer the current account to HSBC based on customer service, the cost of banking and previous good service history with the Council

ITEM 9 RELATIONSHIP WITH FLEET FUTURE

Members were reminded that Fleet Future had been brought into being through the support of Fleet Town Council and Hart District Council.

The inaugural flotation of Fleet Future at an event in the Harlington was fully supported by the Town Council in the provision of support staff, finance and the use of facilities and The Town Council had made office facilities available to Fleet Future for small meetings. Fleet Future has requested the use of the Harlington for a Sunday event that involves the use of a major facility and duty staff to be available.

An earlier policy decision taken by the Town Council provided that the larger rooms including the Chernoke Hall, will not be given free for functions, but that community groups and charities should seek grants for events to cover the cost of the hire.

A request had also been received for a regular meeting to be held between the Chairman of the new Council and the Chairman of Fleet Future.

The meeting was reminded that FTC nominated 2 councillors to represent the Council on the Fleet Future Steering Group and this was the appropriate vehicle for liaison with FTC.

RESOLVED

That FTC reaffirmed its continuing support of Fleet Future.

Free access to smaller meeting rooms on an ad-hoc basis continue.

Fleet Future should be invited to submit a grant application which would be sympathetically considered to cover the cost of hire of facilities etc.

ITEM 10 LEASES

Members considered a report which brought to their attention long outstanding administrative issues in relation to leases with a view to resolving the matter within the life of the current Council.

The renewal of leases to 22nd and 26th Fleet Groups of Odiham District Scouts Association in Calthorpe Park, and 1st Crookham Scouts at Basingbourne were overdue and the Fleet Town Cricket Club was seeking to negotiate a renewal of their current lease which expires in 2016, to allow the club to seek grant funding to improve the facilities on the site.

There was a detailed and lengthy discussion regarding such matters as the covenant at Calthorpe Park, the use of a standard form of lease, and the need to distinguish between a lease to an organisation such as the Scouts and Guides and a 'commercial' sports club.

After careful consideration it was

RESOLVED

- 1) To approve new standard Terms of Lease together with Particulars for each Lease Agreement with, if possible, the inclusion of a reference to any covenants that apply to the land in question and the range of sanctions to be applied in the event of a breach of a covenant .No lease to be sub-let or transferable
- 2) That a reasonable rent be entered in the Particulars of the lease such that it could be reviewed every five years, but a waiver would be issued along with the lease for the period to the first rent review.
- 3) To offer a lease of 21 years to the Scouts at an initial rental of £500pa
- 4) To offer a lease of 21 years to the Fleet Cricket Club at an initial rental of £2000pa

Cllr Perthen entered the meeting at 9.20pm during discussion on the above item

ITEM 11 ELECTION-CO-OPTION CRITERIA

It was reported that following the close of nominations on 24 April 2014, 4 vacancies existed, post 22 May 2014. Two of these were in the Courtmoor ward (no candidates) and two in Fleet Central ward (5 out of 7 seats)

The legal requirements in relation to co-option were reported and a NALC legal briefing note was circulated to all members. Members were requested to consider what criteria they would like to be considered in the possible selection of co-opted members.

Current members remained in office until midnight on 21 May 2014 with no further business to be transacted until 27 May 2014. Any planning applications received up to 21 May 2014 would be circulated to members of the existing Development Control Committee for comments to be submitted to HDC

The Council noted the current situation.

ITEM 12 STANDING ORDERS AND FINANCIAL REGULATIONS

Members were advised that as Standing Orders and Financial regulations would be circulated to members at the start of the new Council year, they were invited to identify any issues within the documents which they believed should be addressed. Suggestions for any revisions should be made to the Deputy Town Clerk by 12 May 2014

ITEM 13 DEPUTY TOWN CLERK'S REPORT

Members noted the general up-date report of the Deputy Town Clerk. There was a special reminder that Action Day would be held on Saturday 10 May 2014 meeting at the Harlington at 9.30am, and confirmation that the Sensory Garden in Calthorpe Park was out to tender.

ITEM 14 HDC/HCC UPDATE

It was reported that the Edenbrook Village planning application was expected to be submitted to HDC within the next month

ITEM 15 FLEET FUTURE UPDATE

It was reported that work was well underway for the Fleet Food Festival on Sunday 25 May 2014

ITEM 16 STAFF

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 of the Establishment Sub Committee, the Public and Press will be excluded from the Meeting.

ITEM 17 DATE AND TIME OF NEXT MEETING

The next meeting of the Council will be the **Annual Meeting of The Council** and will be held on Wednesday 4 June 2014 at 7.30pm

Cllr Schofield thanked all the members for their contribution to the work of the Council over the last 4 years and to mark the final meeting of the Council before the new Council is installed after 22 May 2014, invited everyone to join him for refreshments.

Councillors also thanked Cllr Schofield for all the work he undertook on behalf of the Council

There being no further business the meeting closed at 10.15 pm

Signed:..... Date.....

Chairman