



**FLEET TOWN COUNCIL
NOTICE OF MEETING**

Notice is hereby given that there will be a meeting of

THE FLEET TOWN COUNCIL

**Wednesday 7 May 2014 at 7.30 p.m. or immediately after the Policy and Finance
Committee
The Harlington**

All members are summoned to attend

To: Cllrs R Schofield, (Chair), R Appleton, C Axam, C Butler,
G Chenery, P Einchcomb, S Fisher, S Forster, D Gotel, L Holt,
A Hope, A Oliver, D Pierce, H Perthen, R Robinson,
S Tilley, W. Vincent, G Woods.

Signed:

DEPUTY TOWN CLERK

Date: 1 May 2014

The Chairman of the Council would like to invite all members of the Council to remain after the meeting to join him in taking refreshments to mark the final meeting of the Town Council before the installation of the new Council following the election on 22 May 2014

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 minutes of the Council Meeting held on Wednesday 2 April 2014-copy attached

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

Development Control 14 and 28 April 2014
Policy and Finance Committee 2 April 2014
RLA Committee with **recommendations to Council** 16 April 2014

Copies attached

To note the minutes of the Annual Residents' Meeting held on 31 March 2014 (copy attached)

Item 5 FLEET CARNIVAL PRESENTATION BY CHRIS ALDEN

To receive a presentation from Chris Alden on the Carnival 2013 and proposals for the Carnival in 2014

Part 1 – ITEMS FOR DECISION

Item 6 BUDGET APPROVAL 2014/2015

To formally adopt a budget for 2014/2015 and approve Management/Operational targets for 2014/2015-report and budget papers attached

RECOMMENDED

a) That draft budget V16 be adopted as the formal budget for Financial Year 2014/2015

b) That Management and Operational Targets are set as follows:

- Total Harlington Income over Expenditure for all Harlington Cost Centres be set at £105,000 excluding £10,000 Compliance Costs (Budget Item 204 4172)
- 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

To consider the transfer of funds from General Reserves to Earmarked Reserves-report attached

RECOMMENDED

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)

Item 8 NEW CURRENT BANK ACCOUNT

To consider the transfer of the Council's current bank account from the Co-operative Bank-report attached

RECOMMENDED

- That the Council agree to transfer to a new provider for the Fleet Town Council Current Account.
- 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

To consider the relationship between FTC and Fleet Future in relation to charging for hall hire etc-report attached

RECOMMENDED

- a) That the Town Council confirms its continuing support of Fleet Future.
- b) That the Town Council continues to allow FF free access to small meeting facilities within the Harlington
- c) That the Town Council makes an annual grant to FF to help in sustaining their role within the community.

Item 10 LEASES

To consider outstanding administrative **issues** in relation to leases-report and copy papers attached

RECOMMENDED

To agree new Standard Lease Terms and Particulars for three lessees:

- a) 22nd and 26th Fleet Groups of Odiham District Scouts Association (Calthorpe Park)
- b) 1st Crookham Scouts (Basingbourne Park)
- c) Fleet Town Cricket Club

Item 11 FTC ELECTION 22 MAY 2014 - CO-OPTION CRITERIA

In the event of co-optees being invited, to consider whether a set of criteria should be drafted for consideration and adoption by the Council-report attached

Part 2- ITEMS TO NOTE

Item 12 STANDING ORDERS AND FINANCIAL REGULATIONS

Members are invited to suggest, for consideration by Council, any revisions to Standing Orders or Financial Regulations – for submission to the Deputy Town Clerk by 12 May 2014

Item 13 DEPUTY TOWN CLERK'S GENERAL REPORT

To note the Deputy Town Clerk's general update report-copy attached

Item 14 HDC/HCC UPDATE

To note any update report on HDC/HCC matters affecting FTC

Item 15 FLEET FUTURE UPDATE

To note any update report on Fleet Future

Part 3 CONFIDENTIAL ITEMS

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 16 STAFF

To consider staffing issues and interim measures

Item 17 DATE AND TIME OF NEXT MEETING

To note the next meeting of the Council is to be held on Wednesday 4 June 2014 at 7.30pm at The Harlington, Fleet Road, Fleet