



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

**NOTICE OF MEETING**

Notice is hereby given of

**A MEETING OF  
THE FLEET TOWN COUNCIL**

on

**Wednesday 2 September 2015 at 7 p.m.**

in

**The Harlington**

All members are summoned to attend

SIGNED:

Town Clerk

Date: 27 August 2015

**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 1 July 2015-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 Committee	13 and 27 July and 24 August 2015
Establishment Committee (non- confidential) <b>with its recommendation at item 6</b>	22 July 2015
Establishment Committee (confidential –pink) for members only)	22 July 2015
Policy and Finance Committee	22 July 2015

**- copies attached**

To receive and **approve** proposed actions from the notes of the

Highways and Transportation Working Group 7 July 2015

**-copy attached**

**Part 1 – ITEMS FOR DECISION**

**Item 5 COMMUNITY GOVERNANCE AND NUMBER OF FTC MEMBERS**

Fleet Town Council has recently received notice that Hart District Council will be conducting a Community Governance Review for Fleet and Church Crookham. This review will give members the opportunity to consider whether any amendments are required to the boundary or the number of Fleet Town Councillors.

*Papers attached*

**RECOMMENDATION**

To consider the Fleet Town Council response/ proposal to the Hart District Council Community Governance Review.

**Item 6 BUSINESS IMPROVEMENT DISTRICT (BID) GRANT**

At the meeting on 20 July 2015, the Policy and Finance Committee considered the statement of earmarked reserves.  
The possibility of a BID grant was discussed in principle. This would assist with management of town events.

The Committee indicated that it was minded to approve a grant for BID support but was not yet in a position to agree the level of support  
*Papers attached*

**RECOMMENDATION**

That the Council consider an appropriate level of grant to support a BID

**Item 7 PROPOSED BUS SHELTER CROOKHAM ROAD**

Members will recall that historically there was a proposal to provide a bus shelter in Crookham Road with funding from NHTS.  
In view of the small number of passengers who would benefit, the members may like to consider whether an alternative project for the use of the NHTS funding may be more beneficial, for example, the improvement of paths across Oakley Park.

**RECOMMENDED**

To indicate an appropriate project to be funded from NHTS

**Item 8 HARLINGTON DEVELOPMENT WORKING GROUP**

To receive and discuss a report/update from the New Harlington Development Working Group and approve its recommendation for the location of the new Harlington. Members are also asked to approve the next stage of the feasibility study with a cap of £10,000 for both phases.

**RECOMMENDATION**

- a) To agree the location of the new Harlington in Gurkha Square
- b) To agree the next phase of the feasibility study

**Item 9 FLEET LINK**

To receive and consider the Deed of Agreement from HCC for the joint funding of Fleet Link  
Cllr Schofield to present an oral report

**RECOMMENDATION**

Subject to clarification of the call centre transfer to RVA and the associated costs members to approve the Deed of Agreement

and that the Town Clerk, Chairman and Vice Chairman to sign on behalf of the council

**Item 10 PONDTAIL SCOUTS LEASE - HEADS OF TERMS**

To receive and consider the amended Heads of Terms of the proposed transfer of the land at Farnham Road (leased to Pondtail Scouts) from Hart District Council.

*Attached proposed Heads of Terms of Lease and a site plan.*

**RECOMMENDATION**

To respond to Hart District Council with Fleet Town Council's comments.

**Item 11 BASINGSTOKE CANAL SOCIETY**

To receive a copy of an Open Letter which appeared in the Autumn edition of the Basingstoke Canal Society Magazine –Open Letter attached

**RECOMMENDATION**

FTC to consider its response

**Item 12 FINANCIAL MONITORING**

To receive:

- a) Income received to 26 August 2015
- b) Expenditure received up to 26 August 2015
- c) List of payments for July 2015

*- Copies attached*

**RECOMMENDATION**

To receive into the minutes

- a) the Income Receipts statement up to 26 August 2015
- b) the Expenditure statement up to 26 August 2015
- c) List of Payments for July 2015

**Item 13 RISK MANAGEMENT**

To consider and adopt the recommendations of the Risk Management Working Group held on 1 July 2015 . Summary of Risk Register and Action Plans attached

## **RECOMMATION**

That the Risk Assessment Document and Action Plans be adopted by Council

### **Item 14 APPOINTMENT OF INTERNAL AUDITOR**

To approve the appointment of the Council's internal auditor.

## **RECOMMENDATION**

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

### **Item 15 PARISH LENGTHSMAN SCHEME**

Fleet Town Council has now received the funding from HCC for work to be carried out under the Lengthsman Scheme.

Members are being asked if they have any suitable projects that could be considered. As a reminder, last year the funding paid for all the direction and road signs in Fleet to be cleaned.

### **Item 16 EVENT APPLICATION FORM**

To consider an event application from Buses in Fleet to hold an event in The Views on 19 September 2015 –copy of application attached

## **Part 2 – ITEMS TO NOTE**

### **Item 17 PARKING UPDATE**

To receive and note an update on the Task and Finish Parking Working Group

### **Item 18 FLEET FUTURE / FLEET TOWN COUNCIL OPEN DAY – 31 October 2015**

Fleet Future/FTC will be holding their annual Open Day on Saturday 31 October, 2015 at The Harlington. This will be an opportunity for Fleet Town Council to display and consult with the public on projects the council is currently working on. These will include The New Harlington, Neighbourhood Plan, proposals for Calthorpe Park, the Garden of Remembrance and The Views

### **Item 19 NEIGHBOURHOOD PLAN – UPDATE**

To note an update report from Cllr Gray-copy attached

**Item 20            AMENDMENT TO COMMITTEE MEETING DATE**

To note that the Planning Committee date on 25 January 2016 clashes with the Policy and Finance Committee. The Planning Committee has therefore been re-arranged to be held on Tuesday 26 January 2016

**Item 21            REMEMBRANCE SUNDAY ARRANGEMENTS**

This year's Remembrance Day event will be held on Sunday 8 November 2015 . A service will be held in the Harlington followed by a Parade and Wreath-Laying ceremony. 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 22            FLEET FUTURE**

To receive any update on the work of Fleet Future

**Item 23            HCC/HDC**

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

**Item 24            TOWN CLERK'S REPORT**

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

**Item 25            DATE AND TIME OF NEXT MEETING**

The next meeting of the Council will be held on Wednesday 7 October 2015 at the Harlington at 7pm