

TO: Councillors R Schofield (outgoing chair), S Cattle, G. Chenery, P. Einchcomb, D. Gotel, A. Gray, L. Holt, A. Hope, R. Hunt, K Jasper, A. Oliver, D. Pierce, R Robinson. J Smith, N. Walton, J. Wright

**NOTICE OF MEETING**

Notice is hereby given of

**THE ANNUAL MEETING OF  
THE FLEET TOWN COUNCIL**

on

**Wednesday 11 May 2016 at 7p.m.**

in

**The Harlington**

All members are summoned to attend

SIGNED:

Town Clerk

Date: 5 May 2016

*Members are asked to note that revised pages for the Councillors' Manual will be circulated in due course, to reflect any decisions made below, including the revised schedule of meetings dates*

**AGENDA**

- Item 1      ELECTION OF CHAIRMAN**  
To receive nominations for and to elect a chairman of the Fleet Town Council for the local government year 2016 - 2017
- Item 2      ELECTION OF VICE CHAIRMAN**  
To receive nominations for and to elect a vice-chairman of the Fleet Town Council for the local government year 2016 – 2017
- Item 3      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 4            DECLARATIONS OF INTEREST**

Under the Local Authorities Localism Act 2011, members must declare any interests 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 5            MINUTES OF MEETINGS**

To receive and approve as a correct record the confidential and the non-confidential minutes of the Council Meeting held on Wednesday 6 April 2016-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	29 March, 11 and 25 April 2016
Planning Committee	29 March and 11 and 25 April 2016
Policy and Finance Committee (confidential and non-confidential)	18 April 2016

Copies attached

**Part 1 – ITEMS FOR DECISION**

**Item 6            NOMINATIONS TO COMMITTEES and WORKING GROUPS 2016/2017**

To consider the allocation of members to committees and working groups

- a) Membership of Committees 2016/2017
- b) Membership of Working Groups 2016/17

Papers are attached which show the preferences of members for service on committees and working groups in 2016/2017-changes shown in red

**RECOMMENDATION**

To approve the membership of Committees and Working Groups for 2016/2017

**Item 7            APPOINTMENTS TO EXTERNAL BODIES**

To consider the allocation of members to represent Fleet Town Council on Outside Bodies.

A paper is attached which shows the preference of members to represent FTC on Outside Bodies in 2016/2017

**RECOMMENDATION**

To approve the representation of FTC on Outside Bodies for 2016/2017

**Item 8            STANDING ORDERS AND FINANCIAL REGULATIONS**

Pending the receipt of legal advice and in order to facilitate the speedy and efficient transaction of Council business in relation to the development of The Harlington, some proposed amendments to Standing Orders and Financial Regulations will be submitted to Council on 1 June 2016

**RECOMMENDATION**

To suspend for formal adoption by the Council , Standing Orders, Financial Regulations, delegation arrangements and the terms of reference of committees until 1 June 2016

**Item 9            MEETING SCHEDULE**

Members will recall that a schedule of meetings was approved by Council on 2 December 2015 for adoption by this meeting of the Annual Council.

Since that time four suggested amendments have emerged to assist with resource issues, better provision for year-end considerations and the re-scheduling of the Annual Residents' Meeting so that it is not held the day immediately before Council.

Please note that the Annual Meeting of Council is to be held on the second Wednesday of the month (10 May 2017)

A revised schedule, showing the suggested amendments in red, is attached

**RECOMMENDATION**

To adopt the amended schedule of meetings for 2016/2017 recommended for adoption by Fleet Town Council on 2 December 2015 –copy attached

**Item 10          MEMBERSHIP OF OTHER BODIES AND ANNUAL FEES**

**a) Hampshire Association of Local Councils (HALC and NALC)**

To approve the membership and the payment of the annual Affiliation Fees . HALC £1140 and NALC £1000 (Invoice 0320 and 0321)

**b) Institute of Cemeteries and Crematoria Management (ICCM)**

To consider the payment of the annual Corporate Membership Fee of £90

**c) Society of Local Council Clerks**

To approve the continuing membership of the Clerk and the payment of the annual fee of £284

**RECOMMENDATION**

To approve/note the payment of the following fees for 2016/2017

- a) HALC        £1140
- b) NALC        £1000

- c) ICCM £90
- d) SLCC £284

**Item 11 LEASES**

Members will recall that at the meeting of Council on 1 July 2015, the following resolution was passed in relation to the leases for :

- Fleet Cricket Club in Calthorpe Park
- 1<sup>st</sup> Crookham Scouts in Basing borne Park
- 22<sup>nd</sup> and 26<sup>th</sup> Odiham Scouts in Calthorpe Park

‘to waive the rent set out in the Particulars to the lease 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’

Members are asked to authorise this waiver in the leases

**RECOMMENDATION**

To approve the rent waiver in leases

**Item 12 CHRISTMAS LUNCH IN FLEET**

At a recent Hartley Wintney over 55’s Forum, the success of the Christmas Day Lunch held in Hartley Wintney for the lonely and elderly in the local area was discussed.

Many of those attending were Fleet residents.

Members are asked to consider whether FTC should facilitate the organisation of such a lunch within Fleet and if the Council should contribute funding to the event.

**RECOMMENDATION**

- a) That members agree that a Christmas Day lunch be facilitated by FTC
- b) That arrangements be made for the view of local volunteer groups who may be able to deliver the service be obtained
- c) That consideration be given to the approval of financial support from either the Community Grant Fund(110-4855) or from Reserves

**Item 13 BATTLE OF THE SOMME 100 YEAR COMMEMORATION**

A proposed commemoration of the Battle of the Somme has been proposed by the RBL in Fleet and Church Crookham.

Members are asked to agree to support the event through the provision of a PA/Sound system free of charge . Email from RBL attached

**RECOMMENDATION**

To approve the free use of the PA/sound system at the commemoration of the Battle of the Somme

**Item 14      EVENT-THE BIG LUNCH 12 JUNE 2016**

To consider the application from the Friends of Basingbourne Park to hold a 'Big Lunch' event in Basingbourne on Sunday 12 June 2016

**RECOMMENDATION**

To determine the application to hold 'The Big Lunch' in Basingbourne Park on Sunday 12 June 2015

**Item 15      EUROPEAN UNION DEBATE**

To consider a paper prepared by Cllr Smith regarding the suggestion that a European Referendum debate be held in Fleet-copy attached

**RECOMMENDATION**

To determine whether any debate on the European Referendum should be supported and financed by FTC

**Part 2 – ITEMS TO NOTE**

**Item 16      FLEET TOWN COUNCIL ASSET REGISTER AND LAND OWNERSHIP**

To note Fleet Town Council's land ownership as at March 2016- copy attached

**Item 17      STATEMENT OF COUNCILLOR ATTENDANCE 2015/2016**

To receive a statement of the attendance of Councillors at ordinary meetings of Full Council during 2015/2016- Copy attached

**Item 18      INSURANCE COVER**

To note that arrangements have been made for insurance cover in 2016/2017

**Item 19      HCC/HDC UPDATE**

To note any matters affecting FTC

**Item 20      FLEET FUTURE UPDATE**

To note any update

**Item 21      TOWN CLERK'S REPORT**

To note the Town Clerk's report giving an update on activities-copy attached

**Item 22      DATE AND TIME OF NEXT MEETING**

The next meeting of the Council will be held on Wednesday 1 June 2016 at the Harlington

**Part 3 CONFIDENTIAL ITEM**

**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 Council, the Public and Press will be excluded from the Meeting.**