



FLEET TOWN COUNCIL

MINUTES OF THE ANNUAL COUNCIL MEETING

held on

Wednesday 8 May 2019

at The Harlington at 7pm

**Councillors**

Bob Schofield (Chairman) Paul Einchcomb, Leslie Holt, Alan Hope, Kathy Jasper, Alan Oliver, Dai Pierce, Richard Robinson, Sue Tilley, Sharyn Wheale, Peter Wildsmith, Ruth Williams, George Woods, Jonathan Wright

**Also Present**

Janet Stanton-Town Clerk  
Sheila Rayner- Committee Clerk

Ms Glyn Carpenter-co-optee applicant

Cllr Schofield welcomed members to the first meeting of the local government year 2019-2020. Newly elected member to HDC (Cllr Wildsmith) was congratulated . There had been a 37% turnout at the recent local election

**AC May 2019 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 2019/2020

**AC May 2019 ITEM 2 ELECTION OF VICE-CHAIRMAN**

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

**RESOLVED**

That Cllr Holt be elected to the office of Vice-Chairman of Council for the local government year 2019/2020

### **AC May 2019 ITEM 3 DECLARATIONS OF ACCEPTANCE OF OFFICE**

The Chairman having signed the Declaration of Acceptance of the office of Chairman of The Council for 2019/2020, the Town Clerk confirmed that all the necessary declarations had been completed

### **AC May 2019 ITEM 4 APOLOGIES FOR ABSENCE**

There were apologies for absence from Cllrs Ashworth and Chenery

### **AC May 2019 ITEM 5 DECLARATIONS OF INTEREST**

There were no Declarations of Interest

### **AC May 2019 ITEM 6 QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from members of the public

### **AC May 2019 ITEM 7 MINUTES OF MEETINGS**

With the addition to item 5 to read Cove Road closure response, the minutes and the confidential minutes of the meeting of the Council meeting held on 3 April 2019 were approved and signed by the Chairman

The Council received the minutes of the following Committees

Development Control 8 and 23 April 2019

The Annual Residents' Meeting 26 March 2019 (with a small amendment to the report of Cllr Holt) - It was reported that comments since received from local residents suggested a cautionary approach to devolution. Progress regarding town centre regeneration would be included in 'Fleet Life'

### **AC May 2019 ITEM 8 NOMINATIONS TO COMMITTEES, WORKING GROUPS 2019/2020**

Nominations were received for committees and working groups :

**It was RESOLVED that**

Members would sit on the following committees and working groups during 2019/2020

#### **COMMITTEES 2019/2020**

#### **RECREATION LEISURE AND AMENITIES COMMITTEE**

**Cllr R Ashworth  
Cllr G Carpenter (added after item 15 Co-option)  
Cllr G Chenery  
Cllr P Einchcomb  
Cllr L Holt  
Cllr Jasper  
Cllr B Schofield  
Cllr S Tilley  
Cllr P Wildsmith  
Cllr G Woods  
Cllr J Wright**

## **PLANNING/DEVELOPMENT CONTROL COMMITTEE**

**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr L Holt**  
**Cllr A Hope**  
**Cllr K Jasper**  
**Cllr D Pierce**  
**Cllr R Robinson**  
**Cllr B Schofield**  
**Cllr P Wildsmith**

## **POLICY & FINANCE COMMITTEE**

**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr P Einchcomb**  
**Cllr L Holt**  
**Cllr A Oliver**  
**Cllr R Robinson**  
**Cllr B Schofield**  
**Cllr S Tilley**  
**Cllr P Wildsmith**  
**Cllr G Woods**

## **ESTABLISHMENT COMMITTEE**

**Cllr P Einchcomb**  
**Cllr L Holt**  
**Cllr K Jasper**  
**Cllr R Robinson**  
**Cllr B Schofield**  
**Cllr S Tilley**  
**Cllr S Wheale**  
**Cllr G Woods**

## **WORKING GROUPS MEMBERSHIP 2019/2020**

### **HARLINGTON DEVELOPMENT WORKING GROUP**

**Cllr R Ashworth**  
**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr G Chenery**  
**Cllr P Einchcomb**  
**Cllr L Holt**  
**Cllr K Jasper**  
**Cllr J Kirkpatrick**  
**Cllr A Oliver**  
**Cllr B Schofield**  
**Cllr S Tilley**  
**Cllr G Woods**  
**Cllr P Wildsmith**

### **LEASE WORKING GROUP**

**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr Holt**  
**Cllr R Robinson**  
**Cllr B Schofield**  
**Cllr S Tilley**  
**Cllr G Woods**

### **RISK MANAGEMENT WORKING GROUP**

**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr L Holt**  
**Cllr R Robinson**  
**Cllr B Schofield**  
**Cllr P Wildsmith**

### **NEIGHBOURHOOD PLAN WORKING GROUP**

**Cllr R Ashworth**  
**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr L Holt**  
**Cllr K Jasper**  
**Cllr A Oliver**  
**Cllr B Schofield**  
**Cllr S Tilley**  
**Cllr G Woods**

### **CALTHORPE PARK WORKING GROUP**

**Cllr R Ashworth**  
**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr P Einchcomb**  
**Cllr K Jasper**  
**Cllr A Oliver**  
**Cllr B Schofield**  
**(Julian Ford)**

### **CEMETERY WORKING GROUP**

**Cllr G Carpenter(added after item 15 Co-option)**  
**Cllr P Einchcomb**  
**Cllr K Jasper**  
**Cllr B Schofield**

### **THE VIEWS WORKING GROUP**

**Cllr R Ashworth**  
**Cllr G Carpenter (added after item 15 Co-option)**  
**Cllr P Einchcomb**  
**Cllr K Jasper**  
**Cllr B Schofield**

## COMMUNITY EMERGENCY PLAN WORKING GROUP

Cllr G Carpenter(added after item 15 Co-option)  
Cllr A Hope  
Cllr B Schofield  
Cllr P Wildsmith

## BUDGET PREPARATION WORKING GROUP

All members of the Policy and Finance Committee

### AC May 2019 ITEM 9 APPOINTMENTS TO EXTERNAL BODIES 2019/2020

**RESOLVED** that the following members would represent FTC on external bodies during 2019/2020

HDAPTC	Cllr R Robinson Cllr P Wildsmith
Fleet Football Club	Cllr A Oliver Cllr Kirkpatrick (reserve) Cllr Woods (reserve)
Fleet Link and Community Transport	Cllr A Hope Cllr B Schofield Cllr S Wheale Cllr G Woods
Fleet Pond Society	Cllr G Chenery Cllr P Wildsmith
Flood Forum	Cllr B Schofield Cllr P Wildsmith
Rushmoor Transport Forum	Cllr L Holt
Fleet Phoenix (Observer)	Cllr P Wildsmith Cllr G Chenery (reserve)
Fleet Cricket Club	Cllr Oliver Cllr Kirkpatrick (reserve)
Older Persons Network	Cllr R Ashworth Cllr L Holt Cllr G Woods
HVA	Cllr Wildsmith Cllr Williams
Basingstoke Canal JMC	Cllr Wildsmith

Fleet Business Improvement District

Cllr B Schofield

Fleet Crondall and Crookham  
Welfare Trust

Cllr Wright

### **AC May 2019 ITEM 10 STANDING ORDERS AND FINANCIAL REGULATIONS**

Members were informed that in line with good practice, a review of Standing Orders and Financial Regulations was being carried out. Revised model Standing Orders had recently been received from NALC which incorporated the requirements of new legislation

#### **RESOLVED**

That revised draft Standing Orders and Financial Regulations be presented to the next meeting of Council on 5 June 2019

### **AC May 2019 ITEM 11 MEETING SCHEDULE 2019/2020**

The members received the schedule of meetings for 2019/2020 which had been considered by Council on 5 December 2018 for adoption by this Annual Meeting.

The dates will be circulated to all members and displayed on the FTC website

Following a member's comment on the frequency of council and committee meetings, the situation will be kept under review

#### **RESOLVED**

To confirm the schedule of meetings for 2019/2020

### **AC May 2019 ITEM 12 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 2019/2020

- Hampshire Association of Local Councils (HALC) £1,000
- National Association of Local Councils (NALC) £1,265
- Institute of Cemeteries and Crematoria Management (ICCM) £100
- SLCC £318

### **AC May 2019 ITEM 13 LEASES-ANNUAL REVIEW**

Members were reminded that the annual rental for the Scouts buildings in Basingbourne and Calthorpe Parks was £500 and £3,750 for the Cricket Club, payable in four equal instalments. However the decision of Council on 1 July 2015 was re-affirmed that 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 rent shall be waived.

## **RESOLVED**

To waive the rent set out in the Particulars to the leases for the year April 2019-March 2020  
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 2019 ITEM 14 HARLINGTON DEVELOPMENT UPDATE**

It was reported that the contract had been let for the condition survey of the Harlington and work was underway. The final report is anticipated in September.

## **AC May 2019 ITEM 15 CO-OPTION**

### **Co-option application**

The members received and considered an application from one co-optee applicant for Fleet Central Ward, Ms Glyn Carpenter, who was in attendance at the meeting.  
Ms Carpenter presented her application and answered a range of questions from members.

Members of the Council were especially concerned to emphasise the apolitical nature of FTC and their wish for this to continue.

Following questions from councillors Ms Carpenter confirmed that she was engaged in the local community, she was a member of Hart Lions and was involved with the Carnival

The members discussed and gave careful consideration to Ms Carpenter's application

## **RESOLVED**

That Glyn Carpenter be co-opted to represent the Fleet Central Ward.

## **AC May 2019 ITEM 16 SPEED INDICATOR DISPLAYS (SIDs)**

It was reported that FTC had asked HDC to locate a SID along Ancells Road and a response regarding availability was awaited

Members considered a request for further locations to be approved. However members were of the opinion that locations should be based on FTC members views with input from Speedwatch and local resident's concerns. The matter would appear on a future Council agenda for consideration

## **AC May 2019 ITEM 17 FLEET TOWN COUNCIL ASSET REGISTER AND LAND OWNERSHIP**

With the addition of various items

- Climbing boulders in Ancells Farm and Oakley Park
- Bike stand in Ancells Farm Park
- Ornamental fountain in the Garden of Remembrance
- Edenbrook play areas transferred from Berkley Homes
- Inclusion of footpath in Basingbourne if appropriate

The members noted the Council's Asset Register and land ownership as at April 2019

The insurance status of the Fleet Football Club is to be checked and verified to Members as soon as possible

#### **AC May 2019 ITEM 18 STATEMENT OF COUNCILLOR ATTENDANCE 2018/2019**

The Council noted the statement of Councillors attendance at Ordinary Council meetings during 2018/19

#### **AC May 2019 ITEM 19 INSURANCE COVER**

It was noted that arrangements have been made with Zurich for insurance cover in 2019/2020

#### **AC May 2019 ITEM 20 NEIGHBOURHOOD PLAN UPDATE**

It was reported that a response had been made to the technical issues raised by the Examiner. Final Examiner comments were awaited when the Neighbourhood Plan would be brought back to Council for final approval before requesting the District Council to hold the statutory referendum.

#### **AC May 2019 ITEM 21 HCC/HDC UPDATE**

##### **HDC**

The structure of the HDC Cabinet for 2019/20 will be announced after the Away Day to be held on 16 May 2019.

#### **AC May 2019 ITEM 22 TOWN CLERK'S REPORT**

The members noted the Clerk's Report updating the Council on a range of matters and additionally:

- Action Day on Saturday 18 May 2019
- Calthorpe park site investigation was nearing completion with no concerns revealed. The final report is expected by end of May 2019
- Market in Gurkha Square proposal to be considered by HDC Cabinet in July 2019 following review by Hart's Overview and Scrutiny Committee.
- An access problem is the cause of lack of progress on the new Hotel build in Fleet Town centre.
- FTC Members will be invited to attend Training for Planning matters to be held by HDC in September 2019

#### **AC May 2019 ITEM 23 DATE AND TIME OF NEXT MEETING**

The next meeting of Full Council will be on Wednesday, 5 June 2019 at the Harlington, at 7.00 pm.

There being no further business the meeting closed at 8.26 pm



Signed.....

Date:.....

Chairman.....

**PART 3 CONFIDENTIAL ITEMS**

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

**The following types of business will be treated as confidential:**

- a) Engagement, terms of service, conduct and dismissal of employees**
- b) Terms of tenders, and proposals and counter-proposals in negotiations for contracts**
- c) Preparation of cases in legal proceedings**
- d) The early stages of any dispute**

**AC MAY 2019 ITEM 24 CALTHORPE PARK**

**Separate confidential minute**