



Notice is hereby given of

**A MEETING OF FLEET TOWN COUNCIL**

**Wednesday 3<sup>rd</sup> July 2024 at 7pm at The Harlington**

All members are summoned to attend

**To Councillors:**

R. Schofield (Chairman), G. Chenery, K. Cottrell, P. Einchcomb, R. Fang, L. Holt, A. Hope, E. May, S. Neves, A. Oliver, R. Richmond, R. Robinson, D. Taylor, S. Tilley, P. Wildsmith, B. Willcocks, G. Woods.

Rita Tong, Executive Officer  
26<sup>th</sup> June 2024

**AGENDA**

1.	<b>APOLOGIES</b> 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.
2.	<b>DECLARATIONS OF INTEREST</b> 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.
3.	<b>QUESTIONS FROM THE PUBLIC</b> (3 min per person maximum 15 minutes) To receive questions and statements from members of the public.
4.	<b>CHAIRMAN'S ANNOUNCEMENTS</b> To receive any updates from the Chairman of Fleet Town Council.
5.	<b>HCC/HDC</b> (3 mins per person – max 15 mins) To receive any update on HDC/HCC matters concerning FTC which are not included within the agenda.
6.	<b>MINUTES OF PREVIOUS MEETINGS</b> To receive and approve as a correct record the minutes of the Council meeting held on 5 <sup>th</sup> June 2024 ( <i>copies attached</i> ).  To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration: <ul style="list-style-type: none"><li>• Development Control                      10<sup>th</sup> and 24<sup>th</sup> June 2024 (if available)</li><li>• RLA    19<sup>th</sup> June 2024 (if available)</li></ul>

<b>Part 1 – ITEMS FOR DECISION</b>	
<b>7.</b>	<p><b>COUNCILLOR CO-OPTION TO FILL A CASUAL VACANCY</b> To consider the application received for co-option to fill a casual vacancy and to agree the appointment (<i>copy attached</i>).</p> <p><b>RECOMMENDATION</b> To approve co-opting a Council Member to fill the vacancy, if all qualification requirements have been met.</p>
<b>8.</b>	<p><b>FINANCIAL MONITORING REPORT</b> a) To receive the bank reconciliation and list of payments for May 2024 (<i>copies attached</i>). b) To receive a statement from Councillor Robinson that the bank reconciliation and list of payments for May 2024 have been verified and signed off against the original bank statement.</p> <p><b>RECOMMENDATIONS</b> a) To receive and accept the bank reconciliation and list of payments for May 2024. b) To accept the statement from Councillor Robinson that the bank reconciliation and list of payments for May 2024 have been verified and signed.</p>
<b>9.</b>	<p><b>APPOINTMENT OF INTERNAL AUDITOR FOR 2024/2025</b> To consider a report from the Executive Officer on the appointment of an Internal Auditor for Fleet Town Council for 2024/25 (<i>copy attached</i>).</p> <p><b>RECOMMENDATION</b> Members are asked to consider the report and:</p> <ol style="list-style-type: none"> <li>1. Determine whether they wish to reappoint Eleanor Green, Do The Numbers, as the internal auditor for Fleet Town Council for 2024/25 or appoint a new provider.</li> <li>2. If Members decide to re-appoint Eleanor Green, Do The Numbers, authorise the Executive Officer to submit a formal letter of engagement.</li> <li>3. If Members decide to appoint a new provider, authorise the Executive Officer to select and engage a suitable alternative.</li> </ol>
<b>10.</b>	<p><b>COMMUNICATIONS STRATEGY</b> a) To receive an update on progress made on the Council's new website. b) To receive an update on the use of social media in Council communications.</p> <p><b>RECOMMENDATION</b> a) To receive and accept the report on the progress made on the Council's new website. b) To receive and accept the report on the use of social media in Council communications and approve the discontinuance of Twitter.</p>
<b>Part 2 – ITEMS TO NOTE</b>	
<b>11.</b>	<p><b>ANNOUNCEMENTS</b> To receive and note announcements from the Executive Officer or any Member by permission of the Chair.</p>
<b>12.</b>	<p><b>DATE AND TIME OF NEXT MEETING</b> The next meeting of the Council is scheduled to be held on Wednesday 4<sup>th</sup> September 2024 at 7pm in the Harlington.</p>
<b>Part 3 – CONFIDENTIAL ITEMS</b>	
	<p>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.</p> <p>The following types of business will be treated as confidential:</p> <ol style="list-style-type: none"> <li>a. Engagement, terms of service, conduct and dismissal of employees.</li> <li>b. Terms of tenders, and proposals and counter-proposals in negotiations for contracts.</li> <li>c. Receipt of professional legal advice and preparation of cases in legal proceedings.</li> </ol>

	<p>d. The early stages of any dispute.</p> <p>e. Matters of a commercial nature.</p>
<b>13.</b>	<p><b>THE HARLINGTON TENDER</b></p> <p>To receive an update on appointing architectural services for The Harlington development (<i>copy attached</i>).</p> <p><b>RECOMMENDATION</b></p> <p>Members to note the progress in appointing an architect to design the refurbishment of The Harlington and agree next steps.</p>
<b>14.</b>	<p><b>FLEET MARKET CIC</b></p> <p>To consider a report from Councillor Taylor on the Fleet Market CIC (<i>copy attached</i>).</p> <p><b>RECOMMENDATION</b></p> <p>Members to determine whether the information presented should result in rescinding their previous decision.</p>
<b>15.</b>	<p><b>COMMUNITY TRANSPORT CONTRACT</b></p> <p>To consider the request by Hampshire County Council to extend the contract for Community Transport for six months (<i>copy attached</i>).</p> <p><b>RECOMMENDATION</b></p> <p>Members to consider the proposal by Hampshire County Council to extend the Community Transport contract by six months and indicate whether they agree, in principle, to that extension.</p>
<b>16.</b>	<p><b>HARLINGTON LEASE</b></p> <p>To receive a verbal update from the Chairman on the progress of the Harlington Lease.</p> <p><b>RECOMMENDATION</b></p> <p>To note the report on the progress of the Harlington Lease.</p>