



Notice is hereby given of

A MEETING OF FLEET TOWN COUNCIL

Wednesday 6th November 2024 at 7pm at The Harlington

All members are summoned to attend

To Councillors:

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

Rita Tong, Executive Officer
30th October 2024

AGENDA

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.
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.
3.	QUESTIONS FROM THE PUBLIC (3 min per person maximum 15 minutes) To receive questions and statements from members of the public.
4.	CHAIRMAN'S ANNOUNCEMENTS To receive any updates from the Chairman of Fleet Town Council.
5.	HCC/HDC (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.	MINUTES OF PREVIOUS MEETINGS To receive and approve as a correct record the main minutes and confidential minutes of the Council meeting held on 2 nd October 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">• Development Control 14th & 28th October 2024 (if available)• Policy & Finance 16th October 2024

Part 1 – ITEMS FOR DECISION	
7.	<p>COUNCILLOR CO-OPTION TO FILL A CASUAL VACANCY To consider any applications received for co-option to fill a casual vacancy and to agree an appointment (copy attached).</p> <p>RECOMMENDATION To approve co-opting a Council Member to fill the vacancy, if all qualification requirements have been met.</p>
8.	<p>FINANCIAL MONITORING REPORT a) To receive the bank reconciliation and list of payments for September 2024 (<i>copies attached</i>). b) To receive a statement from Councillor Robinson that the bank reconciliation and list of payments for September 2024 have been verified and signed off against the original bank statement.</p> <p>RECOMMENDATIONS a) To receive and accept the bank reconciliation and list of payments for September 2024. b) To accept the statement from Councillor Robinson that the bank reconciliation and list of payments for September 2024 have been verified and signed.</p>
9.	<p>TREASURY & INVESTMENT POLICY At the October meeting, Members expressed general approval of the drafted Treasury & Investment Policy but requested the inclusion of a statement on ethical investment. Councillor James undertook research into practices adopted by other councils and a list of potential statements was circulated to all Members on 3 October 2024. Following review, the two most supported options are as follows:</p> <ul style="list-style-type: none"> • Option A: <i>The Council promotes investment in financial products that align with ethical values, with a particular focus on equity and environmental sustainability.</i> • Option B: <i>The Council recognises the importance of ethical investment and commits to considering Environmental, Social, and Governance (ESG) factors when making investment decisions.</i> <p>RECOMMENDATIONS a) To consider the proposed statements on ethical investment and determine which, if any, to adopt. b) To approve the Treasury & Investment Policy, incorporating the chosen statement.</p>
10.	<p>NORTH FLEET CONSERVATION AREA The NFCA Character Appraisal and Management Proposals Approved Document is now 16 years old. Its evidence base is even older. With the new pressures to come from the new government regarding the NPPF, Hart District Council is suggesting that Parishes should now start updating their Neighbourhood Plans at this time but could usefully make sure their Conservation Areas and Design Guides are up to date so that any development can be controlled even if not in Neighbourhood Plan sites.</p> <p>A quote from 2021 gives an indication of the cost of this piece of work. A revised quote would be required if Members chose to update Policy 16 North Fleet Conservation Area within the Neighbourhood Plan.</p> <p>RECOMMENDATION To consider whether the Council should update its North Fleet Conservation Area policy within the Neighbourhood Plan.</p>

<p>11.</p>	<p>PLANNING COMMITTEE</p> <p>Attendance at Planning Committee meetings has been consistently low, with only three to four Members attending regularly. The Committee requires a minimum of three Councillors to be quorate. Given that this Committee meets more frequently than others to meet the Planning Authority's deadlines for submitting observations, the limited attendance places an unsustainable burden on those Members who attend.</p> <p>Options for Consideration:</p> <ul style="list-style-type: none"> • Option A: Dissolve the Planning Committee. As there is no statutory requirement for Town Councils to submit observations, the Planning Committee could be dissolved. • Option B: Refer planning matters to Full Council. If the Committee is dissolved, the schedule of applications could be circulated to all Members. Councillors may request specific applications be included on the Full Council agenda for discussion. However, this approach may not always be feasible, as Full Council meetings may not align with planning observation deadlines. • Option C: Establish a Roster System. A roster could be implemented to ensure the workload is distributed evenly. This could involve: <ul style="list-style-type: none"> ○ Alternating attendance between two groups of three Councillors. ○ Requiring all Councillors to attend a minimum of four Planning Committee meetings annually. • Option D: Delegate planning observations to an Officer. Observations could be delegated to an Officer. The schedule would be shared with Members, who could submit their input to the Officer. The Officer would hold responsibility for submitting the final observations on behalf of the Council. <p>RECOMMENDATIONS</p> <p>Members are asked to consider the options outlined above and determine whether changes should be made to the Planning Committee structure. If changes are agreed upon, Members are requested to decide on the most appropriate option for implementation.</p>
<p>12.</p>	<p>INTERNAL AUDITOR REPORT</p> <p>Members to consider the report from the Council's Internal Auditor, Mulberry Local Authority Services Ltd, on an interim internal audit conducted on 4 October 2024 for the 2024/25 financial year (report attached for the information of Members).</p> <p>RECOMMENDATIONS</p> <ol style="list-style-type: none"> a) Members to consider the findings and recommendations outlined in the Internal Auditor's report. b) Members to determine any actions required in response to the audit's findings.
<p>13.</p>	<p>IMPACT OF MARTYN'S LAW ON COUNCIL EVENTS</p> <p>To consider a report from the Executive Officer on the potential impact of Martyn's Law on Council events (<i>copy attached</i>).</p> <p>RECOMMENDATION</p> <p>To consider the report and determine what, if any, funds to allocate in the 2025/26 budget for compliance.</p>
<p>Part 2 – ITEMS TO NOTE</p>	
<p>14.</p>	<p>ANNOUNCEMENTS</p> <p>To receive and note announcements from the Executive Officer or any Member by permission of the Chair.</p>
<p>15.</p>	<p>DATE AND TIME OF NEXT MEETING</p> <p>The next meeting of the Council is scheduled to be held on Wednesday 4th December 2024 at 7pm in the Harlington.</p>

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 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. Receipt of professional legal advice and preparation of cases in legal proceedings.
- d. The early stages of any dispute.
- e. Matters of a commercial nature.

16. HARLINGTON LEASE

To consider whether to sign the Lease agreement with Hart District Council for The Harlington building.

RECOMMENDATION

- a) To resolve to accept, or not accept, the Lease agreement with Hart District Council for The Harlington building.
- b) Should the resolution be to accept the Lease agreement, to authorise two Members to sign the lease, witnessed by the Executive Officer per Standing Order 16.

17. DESIGN ARCHITECTS

To consider the recommendation of the Harlington Working Group on which, if any, tender to accept for the design aspects of the Harlington renovation project.

RECOMMENDATION

- a) To agree which, if any, design architect to appoint for the design aspects of the Harlington renovation project.
- b) Should a design architect be agreed, to authorise two Members to sign the contract, witnessed by the Executive Officer per Standing Order 16, once a signed lease for The Harlington building is in place.

18. FLEET TOWN FOOTBALL CLUB LEASE

To receive an update from the Chairman on the progress of the Fleet Town Football Club lease.

RECOMMENDATION

To note the report on the progress of the Fleet Town Football Club Lease.