



**To Councillors:** R Schofield (Chairman), R Ashworth, G Chenery, P Einchcomb, R Harrison, L Holt, A Hope, K Jasper, J Kirkpatrick, A Oliver, D Pierce, R Robinson, S Tilley, S Wheale, P Wildsmith, G Woods, J Wright.

**NOTICE OF MEETING**

Notice is hereby given of

A MEETING OF

THE FLEET TOWN COUNCIL

on

**Wednesday 2 October 2019 at 7pm**

in

**The Harlington**

All members are summoned to attend

SIGNED:

Janet Stanton,  
Town Clerk

Date: 26 September 2019

**A G E N D A**

**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 4 September 2019 - copy attached.

Also the Confidential Minutes of the Council Meeting held on 3 July 2019.

To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration.

Development Control		27 August 2019
		09 September 2019
Establishment	Non Confidential	11 September 2019
	Confidential	11 September 2019
RLA		18 September 2019

**Item 5 HCC/HDC**

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

**Part 1 – ITEMS FOR DECISION**

**Item 6 FLEET PHOENIX**

The following motion has been received from Councillor Wildsmith:

“Fleet Town Council recognises the importance of early and continuing youth engagement to provide the young people of today with the right help and support especially in times of increased needs. The Council recognises the important role this provides in society and the benefits socially and financially to the wider community as well as the vast benefits this provides to the individual on an emotional, physical and social basis. The Council recognises the vital role Fleet Phoenix provides as a charity in delivering these services to the people of Fleet.

The Council therefore agrees, under the General Power of Competence, to provide a grant to Fleet Phoenix of £5000 per annum made up of £1000 rent waiver in line with other voluntary organisation and an additional £4000 to enable the ongoing provision of services to an ever growing client base; to be factored into and payable from the 2020/21 budget. The Council shall provide this for a period of 4 Years at which time ongoing support can be reviewed.”

As part of the grant the Council will request a yearly update from Fleet Phoenix to be presented to Full Council on the work of the previous year and where they are performing on KPIs.”

#### **COUNCILLOR RECOMMENDATION**

- a. That a grant of £5,000 per annum be awarded to Fleet Phoenix made up of £1,000 rent waiver and £4,000 for service provision with effect from 2020/21.
- b. That FTC provides this support for a period of 4 years.
- c. To receive a yearly update from Fleet Phoenix on their work for the previous year.

#### **Item 7 DEED OF EASEMENT – BAKER WAY, THE VIEWS**

In 2013, a Deed of Dedication was agreed/signed by Hampshire County Council and Fleet Town Council for the area known as Baker Way in Calthorpe Park and The Views to become part of the public Highway. A Deed of Easement is now required to enable Hampshire County Council to access FTC land to repair/maintain lighting sited on the upper level of The Views, overlooking the cycle/footpath. Members are asked to delegate authority to the Chairman of the Council and the Recreation, Leisure and Amenities Chairman to review and approve the Deed of Easement on behalf of the Council – copy attached.

#### **RECOMMENDATION**

That Chairman of Fleet Town Council and the Chairman of the Recreation, Leisure and Amenities Committee review and sign the Deed of Easement on behalf of the Council, witnessed by The Town Clerk.

### **Part 2 – ITEMS TO NOTE**

#### **Item 8 NEIGHBOURHOOD PLAN**

To note that the Fleet Neighbourhood Plan Referendum will take place on Monday 7 October. In order to help local residents have a better understanding of the Neighbourhood Plan, a Question & Answer Session will take place on Monday 30 September at 7pm in the Harlington. In addition, Neighbourhood Plan Drop-in Sessions have been arranged for Tuesday 1 October at 3pm and Friday 4 October at 10am.

#### **Item 9 CEMETERY – EPITAPH ONLINE CONTRACT**

All the Cemetery interments, Exclusive Rights of Burials, Memorials etc are currently recorded on Epitaph software and have been since before FTC was formed in 2010.

To note that a new contract for the Epitaph Software has been renewed for a further 5 years.

The current contract has been reviewed by officers and offers good value for money. To note that this contract has now been renewed for a further 5 years at a cost of £350 per annum.

**Item 10 RISK MANAGEMENT**

To note that work is ongoing with the Risk Register which is currently being assessed. When completed, a report will be brought back to a future Council meeting.

**Item 11 FLEET LINK**

A further meeting between the funders (FTC, Church Crookham Parish Council and Hampshire County Council) and the bus operator (RVA) has been called by HCC on 21st November.

Following a request for the cost per trip raised at the last Council Meeting, the result of the full financial year 2018/19 is:

Funder's Contributions	£35,016
Fare Income	£ 9,396
TOTAL	£44,412

Passenger trips	5,623
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Total cost per trip	£7.80
Funded cost per trip	£6.23

The majority of trips are short journeys from within Fleet to Fleet Town Centre and return. The pick and return are recorded as two trips

**Item 12 HARLINGTON DEVELOPMENT UPDATE REPORT**

Work has progressed well with the Condition Survey. The first draft report may be slightly late although the final report will be brought to Council within the original programme.

**Item 13 COMPLAINTS**

To receive and note the report – copy attached.

**Item 14 TOWN CLERK'S REPORT**

To receive and note the update report of the Town Clerk – copy attached.

**Item 15 DATE AND TIME OF NEXT MEETING**

The next meeting of the Council will be held on Wednesday 6 November 2019 at The Harlington at 7pm.

**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) Preparation of cases in legal proceedings**
- d) The early stages of any dispute**

There are no confidential Items