



## **FLEET TOWN COUNCIL MEETING MINUTES**

**5 December 2012 at 7.30pm**  
The Harlington  
Fleet

### **Present**

Councillors George Woods(Chairman), Richard Appleton, Chris Axam, Chris Butler, Grahame Chenery, Paul Einchcomb, Sue Fisher, Dennis Gotel, Alan Hope, Leslie Holt, Alan Oliver, Helen Perthen, Dai Pierce, Richard Robinson, Sue Tilley, Wallace Vincent.

### **Also Present**

James Corrigan-Town Clerk  
Sheila Rayner- Committee Clerk

Cllr Parker-HDC  
Cllr Wheale-HDC/HCC (arrived at 7.40pm during item 4)

### **ITEM 1 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Forster, and Schofield

### **ITEM 2 DECLARATIONS OF INTEREST**

Cllr Oliver- Item 5 and 6 Calthorpe Park  
Cllr Axam- Item 8 Member of Hart Lions

### **ITEM 3 QUESTIONS FROM THE PUBLIC**

There were no questions from the public

### **ITEM 4 MINUTES OF PREVIOUS MEETINGS**

With the addition of the following:

Item 2 **Add** Cllr Oliver declared an interest on Item 7 Calthorpe Park

Item 3 **Add** When asked how many people he represented , a number was not given but Mr Bittles replied 'enough to make a noise'

The Town Council received and approved as a correct record the minutes of the Town Council Meeting held on Wednesday 7 November 2012.

During discussion on the minutes of the Council meeting held on 7 November 2012, it was noted that the Town Clerk would present a draft policy on Public Participation and the format of the Council's Agenda and Minutes.

The Council received the minutes of the following committee meetings

Development Control

12 and 26 November 2012

#### **ITEM 5 CLERK'S REPORT ON THE PROPOSED LIGHTING SCHEME FOR CALTHORPE PARK AND THE VIEWS CYCLE PATHS**

Following the Council's decision to install a cycle path through Calthorpe Park and The Views, the members were asked to consider the proposed lighting scheme. Some Members had met with HCC engineers on site to discuss the proposed LED lights. The proposed design was considered which will be placed at 40 metre intervals along the entire length of the cycle way.

The lights will be focused to concentrate light along the path and will be capable of being dimmed to varying levels at appropriate times.

Members discussed various issues relating to the lights and also expressed disappointment that the proposed design had not been used in the lighting trial. Those members who had attended the site meeting confirmed that they were satisfied with the proposed scheme and believed many of the issues raised had been overcome.

Following detailed consideration it was

#### **RESOLVED**

**The proposed lighting scheme be agreed subject to the inclusion in the licence of a requirement that the lights be dimmed or turned off at the request of Fleet Town Council. Also that subject to evidence, appropriate baffles may be required to be fitted.**

Cllr Chenery arrived at 8pm

Cllr Perthen arrived at 8.05pm during discussion on this item

#### **ITEM 6 CLERK'S REPORT ON TAKING OVER RESPONSIBILITY FOR THE PREMISES LICENCE AT CALTHORPE PARK FROM HART DISTRICT COUNCIL**

Fleet Town Council is the freeholder of Calthorpe Park following the transfer from Hart District Council (HDC) when the Town Council was created in April 2010. FTC took over all responsibilities for the Park at this time except for the Premises Licence which has remained with HDC

HDC has now approached FTC to ask that it takes over the Licence

The Members noted that a Premises Licence is required by law (Licensing Act 2003) if one of the following three activities takes place on the premises;

- Sale by retail of alcohol
- Regulated entertainment this may include plays, films, indoor sporting events, live music, recorded music, performance of dancing, anything of a similar description to live music, recorded music or performance of dance.

- Late Night Refreshment which is the provision of hot food or drinks between the hours of 23.00 hours and 05.00 hours

It was noted that the activity relevant to Calthorpe Park is the "Regulated Entertainment" for the events that can take place there each year including the Carnival, fireworks display and Fleet half marathon.

Once applied for the Licence is indefinite for the activities stipulated on it. If there is a need for change or an additional activity a separate application has to be made.

The cost for the application has been waived by HDC as the Licensing Authority, however there will be a fee to advertise the Licence in the local paper. As this is being treated as a community Licence there is no annual fee to pay.

After discussion, including FTC's ability to change the number of days, it was

## **RESOLVED**

**That Fleet Town Council takes over the Premises Licence for Calthorpe Park from Hart District Council**

## **ITEM 7 REPORT FROM HART DISTRICT COUNCIL**

The Council noted a written report from Cllr Appleton on Hart District Councillor issues including the working party looking at the consultants' proposals re roads to support the Local Plan, Cabinet on 6<sup>th</sup> Dec is considering a proposal to part fund an expansion of the station car park, also issues re access to the station.

Cllr Wheale gave a short verbal report on issues including Kings Road.

## **ITEM 8 CLERK'S REPORT ON THE DRAFT BUDGET/PRECEPT 2013/2014**

The members considered and noted the Clerk's report on the proposed draft precept of £563,414 achieving a 0% increase in the Council Tax

It was noted that any additions to the draft capital wish list should be submitted to the Town Clerk

It was also noted that there are a number of issues out of the control of the Town Council that will affect the tax base for Fleet

## **ITEM 9 CLERK'S PROGRESS REPORT**

The Council noted the Clerk's report on progress including:

- Budget development
- Fleet Future
- Relocation of Squirrels to Oakley Park
- Completion of improvements to Ancells changing facilities
- Rates review
- Reconfiguration of Harlington Building
- Car parking in Fleet
- Staff Handbook

- Ancells Community Centre contribution to car parking maintenance costs
- Skatepark insurance claim
- Ancells CommunityCentre Business Plan
- Harlington Coffee Shop and Harlington Business plans
- Code of Conduct
- Edenbrook Play areas
- Development of Capital Wish List
- Development of cost saving and income generating ideas
- Addressing administrative shortages
- Target issues to deal with in December

The Clerk was asked various questions on his report including future staffing.

Cllr Tilley referred to the update on Fleet Future. There had been a very successful event on 24 November 2012 and she reported that the volunteers would meet on 12 December 2012 and thanked the Town Team and the many volunteers, for all their hard work

**ITEM 10 DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Wednesday 9 January 2013 at 7.30pm at The Harlington.

There being no further business the meeting closed at 9.40 pm

**Signed**.....

**Date:**.....