



**Notice is hereby given of
A MEETING OF FLEET TOWN COUNCIL**

Wednesday 6th December 2023 at 7pm at The Harlington

All members are summoned to attend

To Councillors:

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

Rochelle Halliday, Executive Officer
29th November 2023

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 minutes of the Council Meeting held on 1 st November 2023 (<i>copy 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">• Establishment Committee 8th November 2023• Development Control 13th & 27th November 2023

Part 1 – ITEMS FOR DECISION

7. FINANCIAL MONITORING REPORT

- a) To receive the bank reconciliation and list of payments for October 2023 (*copies attached*).
- b) To confirm that the bank reconciliation and list of payments for October 2023 have been verified and signed off against the original bank statement by Councillor Robinson.

RECOMMENDATIONS

- a) To receive and accept the bank reconciliation and list of payments for October 2023.
- b) To confirm that the bank reconciliation and list of payments for October 2023 have been verified and signed by Councillor Robinson.

8. INTERIM INTERNAL AUDIT

- a) To receive the internal audit report from the Internal Auditor (*copy attached*).
- b) To consider and agree the actions report following the interim internal audit (*copy attached*).

RECOMMENDATIONS

- a) To note the interim internal audit report.
- b) To approve the interim audit actions report.

9. EARMARKED RESERVES

To review the Council's earmarked reserves and agree the proposed reserves movement from the General Fund to a new reserve – Edenbrook Parks Commuted Sum (*copy attached*).

RECOMMENDATION

To approve the allocation of reserves.

10. UK SHARED PROSPERITY FUND BID

To endorse the grant submission from the Hart District Council UK Shared Prosperity Fund for a community garden at Ancells Farm Park, as recommended by the Parks and Open Spaces Working Group (*see Executive Officer's report*).

RECOMMENDATION

To endorse the grant submission as proposed.

11. COUNCIL AND THE HARLINGTON WEBSITES

To consider and agree the redevelopment contract for the new Fleet Town Council and The Harlington websites (*copy attached*).

RECOMMENDATION

To approve Company B to undertake the redevelopment work for the new Fleet Town Council and The Harlington websites.

12. COMMITTEE MEMBERSHIP – ESTABLISHMENT COMMITTEE

To appoint an additional Member to the Establishment Committee (*see Executive Officer's report*).

RECOMMENDATION

To approve the appointment of Cllr May to the Establishment Committee.

13. COUNCIL MEETING DATES

To agree the Council meeting dates for 2024/25 (*copy attached*).

RECOMMENDATIONS

- a) To approve the proposed change to the Annual Residents Meeting date in March 2024 and 2025.
- b) To approve the Council meeting dates for 2024/25.

Part 2 – ITEMS TO NOTE	
14.	DRAFT BUDGET AND PRECEPT FOR 2024/25 To receive a summary of the draft budget, including the draft precept, for next financial year and to recommend any changes before budget approval in January 2024 (<i>copy attached</i>).
15.	COMPLAINTS To receive notification of any complaints.
16.	EXECUTIVE OFFICER'S REPORT To receive and note the update report from the Executive Officer (<i>copy attached</i>).
17.	DATE AND TIME OF NEXT MEETING The next meeting of the Council is scheduled to be held on Wednesday 3 rd January 2024 at 7pm in the Harlington.
Part 3 – CONFIDENTIAL ITEMS	
	<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> <ul style="list-style-type: none"> 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
18.	<p>THE HARLINGTON LEASE To review and agree the draft lease agreement for The Harlington prior to finalisation with Hart District Council (<i>copies attached</i>).</p> <p>RECOMMENDATION To approve The Harlington lease.</p>