



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

**NOTICE OF MEETING**

Notice is hereby given of  
AN **EXTRAORDINARY** MEETING OF  
THE FLEET TOWN COUNCIL

on

**Monday 13 August 2018 at 7 p.m.**

in

**The Harlington**

All members are summoned to attend

SIGNED:

Janet Stanton,  
Town Clerk

Date: 8 August 2018

**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 THE LAST MEETING**

To approve the addendum to the draft minutes of the Council meeting held on 4 July 2018-copy attached

### **Part 1 – ITEMS FOR DECISION**

**Item 5 NEIGHBOURHOOD PLAN**

- a) To receive and approve the recommendation of the Neighbourhood Plan Steering Group on the proposed final policy wording –copy attached
- b) To delegate responsibility for finalisation of the Neighbourhood Plan document and submission to HDC to the Neighbourhood Plan Steering Group

#### **RECOMMENDATION**

To approve the proposed final policy wording and the delegation of responsibility for finalisation of the Neighbourhood Plan document and submission to HDC

**Item 6 PARISH MEETING**

To note that a parish meeting has been called by local residents-copy of notice attached. Members to consider the role it wishes FTC to play in these proceedings

#### **RECOMMENDATION**

- a) To note that the meeting has been called
- b) To determine the role, if any, to be played by FTC in the proposed parish meeting

**Item 7 CHRISTMAS FESTIVITIES**

To receive a report from the Town Clerk regarding the Christmas Festivities and a proposal to underwrite the expenses of the Christmas Festivities by up to £5,000

#### **RECOMMENDATION**

To note the report and approve the proposed programme and to underwrite the associated expenses by up to £5,000

**Item 8 THE HARLINGTON DEVELOPMENT**

To consider the report of the Harlington Working Group and its recommendations on the consultation process . To delegate authority to the Harlington Working Group to proceed with arrangements for the approved consultation process and the questions to be put to local residents

**RECOMMENDATION**

To approve the consultation process and delegate authority to the Harlington Working Group to progress the matter accordingly

**Item 9 DRAFT HEADS OF TERMS – THE HARLINGTON**

To receive and consider the draft Heads of terms for The Harlington. *copy attached*

**RECOMMENDATION**

To approve the Heads of Terms for The Harlington.

**Item 10 ANCELLS FARM SCHOOL BUSES**

To debate a letter from the local MP regarding funding for Ancells Farm school bus-copy attached

**RECOMMENDATION**

To determine a response to the local MP

**Item 11 FLEET LINK FUNDING**

To consider and approve a request to approve a new contract for Fleet Link to continue until 31 March 2021 . The total funding required from FTC would be £12,025.47 for 2019/20 and £12,314.08 for 2020/2021

**RECOMMENDATION**

To determine the request.

**Item 12 DATE OF NEXT MEETING**

The next ordinary meeting of Council will be held on Wednesday 5 September 2018 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**
- e) **Matters of a personal nature**

#### **Item 13 TENDERS**

##### **a) Garden of Remembrance**

Members are advised that although it was within budget, only one tender had been received following advertisement on the Contract Finder website

Approval is now sought to proceed on the basis of the single tender received and in advance of the actual receipt of S106 funding approved by HDC. *Report attached*

##### **RECOMMENDATION**

To immediately award the contract to the single tenderer and in advance of the actual receipt of the S106 funding approved by HDC

##### **b) Basingbourne Playground**

To report the receipt of three tenders which are to be evaluated on Friday 10 August 2018

In order that the contract can be awarded immediately, to secure completion of the project by the end of September 2018, members are asked to approve the suspension of Standing Orders which provides for 3 clear working days between the receipt of the evaluation report and the decision to award the contract

##### **RECOMMENDATION**

- a) To suspend Standing Orders to provide for the Council to approve the award of the contract for the construction of Basingbourne playground and its completion by the end of September 2018
- b) To approve the tender recommended by the tender evaluation working group and to award the contract

#### **Item 14 AWARD FOR A MEMBER OF THE PUBLIC**