



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

Wednesday 4th October 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
27th September 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 6 th September 2023 (<i>copy attached</i>). To receive resolutions and consider approval of recommendations from the following committees and to return to the committees any issues for reconsideration: <ul style="list-style-type: none">• RLA 20th September 2023• Development Control 29th August & 25th September 2023

Part 1 – ITEMS FOR DECISION	
7.	<p>FINANCIAL MONITORING REPORT</p> <p>a) To receive the bank reconciliation and list of payments for August 2023 (<i>documents available on the FTC portal and website</i>).</p> <p>b) To receive a statement from Councillor Robinson that the bank reconciliation and list of payments for August 2023 have been verified and signed off against the original bank statement.</p> <p>RECOMMENDATIONS</p> <p>a) To receive and accept the bank reconciliation and list of payments for August 2023.</p> <p>b) To accept the statement from Councillor Robinson that the bank reconciliation and list of payments for August 2023 have been verified and signed.</p>
8.	<p>IT INFRASTRUCTURE AND IT SUPPORT CONTRACTS</p> <p>a) To consider and agree the Council’s broadband contract and one-off network remapping work (<i>copy attached</i>).</p> <p>b) To consider and agree the Council’s IT support contract (<i>copy attached</i>).</p> <p>c) To consider and agree the contractor to undertake the migration to a cloud based server one-off work (<i>copy attached</i>).</p> <p><i>A financial summary for the recommended options is also included in the agenda pack.</i></p> <p>RECOMMENDATION</p> <p>a) To approve Contractor A (option 1) for the broadband contract and Contractor B for the one-off internet remapping work.</p> <p>b) To approve Contractor B for the provision of the Council’s IT support contract.</p> <p>c) To approve Contractor B for the provision of the one-off migration of the servers to the cloud (SharePoint).</p>
9.	<p>EVENT APPLICATION – MUSIC ON THE VIEWS</p> <p>To consider and agree in principle the request to hold a music festival on the Views between 12pm and 10pm in early autumn 2024. Event in partnership with The Harlington (<i>copy attached</i>).</p> <p>RECOMMENDATION</p> <p>To approve the Music Festival on The Views in principle, subject to further event details being considered at the December RLA Committee meeting.</p>
10.	<p>HIRE REQUEST FOR THE CHRISTMAS GROTTO</p> <p>To consider and agree to a business operating the Christmas grotto for the Christmas Festival, and an extended period, to fundraise for the Starburst Foundation (<i>see Executive Officer’s Report</i>).</p> <p>RECOMMENDATION</p> <p>To give permission for a Harlington based business to run the Christmas Grotto for fundraising purposes and to agree the conditions relevant to the hire.</p>
Part 2 – ITEMS TO NOTE	
11.	<p>CONCLUSION OF EXTERNAL AUDIT 2022/2023</p> <p>To receive and note the outcome of the Annual Governance and Accountability Return from the External Auditor for the 2022/2023 financial year (<i>copy attached</i>).</p>
12.	<p>COMPLAINTS</p> <p>To receive notification of any complaints.</p>
13.	<p>EXECUTIVE OFFICER’S REPORT</p> <p>To receive and note the update report from the Executive Officer (<i>copy attached</i>).</p>
14.	<p>DATE AND TIME OF NEXT MEETING</p>

The next meeting of the Council is scheduled to be held on Wednesday 1st November 2023 at 7pm in the Harlington.

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

15. FLEET TOWN FOOTBALL CLUB LEASE

- a) To receive an update from the Lease Working Group meeting in relation to the Fleet Town Football Club lease (*see Confidential Meeting Report*).
- b) To review the Particulars to the draft Fleet Town Football Club lease to accommodate comments from the Council's solicitor and the views of the Lease Working Group (*see Confidential Meeting Report*).

16. HAMPSHIRE COUNTY COUNCIL MANAGEMENT AGREEMENT WITH FLEET LIBRARY

To consider and agree the HCC Management Agreement for the provision of utilities to Fleet Library (*copy attached & see Confidential Meeting Report*).