



FLEET TOWN COUNCIL

MINUTES OF COUNCIL MEETING

held on

Wednesday 7th May 2025 at 7pm

* Councillor Chenery	0 Councillor Robinson
* Councillor Einchcomb	* Councillor Schofield
* Councillor Fang	* Councillor Stanton
* Councillor Holt	* Councillor Taylor
# Councillor Hope	* Councillor Tilley
* Councillor May	L Councillor Wildsmith
* Councillor Neves	0 Councillor Willcocks
* Councillor Oliver	* Councillor Woods
0 Councillor Richmond	

* Present # Absent & No Apology Received 0 Apology for Absence L Late

Also in attendance:

Rita Tong – Executive Officer

Kumar Kuntikanamata – Co-Option Candidate

Paul Morten - Co-Option Candidate

FC MAY 2025 ITEM 1

ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Schofield was nominated and seconded for the position of Chairman. There were no other nominations.

RESOLVED

That Councillor Bob Schofield be re-elected to the office of Chairman of Council for the local government year 2025/2026.

The Declaration of Acceptance of Office was signed by Cllr Schofield.

FC MAY 2025 ITEM 2

ELECTION OF VICE CHAIRMAN

Councillor Einchcomb was nominated and seconded for the position of Vice Chairman. There were no other nominations.

RESOLVED

That Councillor Paul Einchcomb be elected to the office of Vice Chairman of Council for the local government year 2025/2026.

FC MAY 2025 ITEM 3

APOLOGIES FOR ABSENCE

Members received and accepted the apologies as noted above.

FC MAY 2025 ITEM 4

DECLARATIONS OF INTEREST

Councillor Einchcomb declared an other registerable interest in Agenda Item 9 on the grounds that the candidate is known to him.

Councillors Tilley and Fang declared other registerable interests in Agenda Item 15 on the grounds that they are members of the Lions.

Councillors Tilley and Stanton declared other registerable interests in Agenda Item 18 on the grounds that they are organisers of the event.

FC MAY 2025 ITEM 5

QUESTIONS FROM THE PUBLIC

There were no questions from members of the public.

FC MAY 2025 ITEM 6

CHAIRMAN'S ANNOUNCEMENTS

Chairman's report for April 2025:

- 7th April - Along with Cllr Einchcomb and Ben Crane attended the Tenderers presentation for the Ground Maintenance Contract.
- 9th April - Met with representatives of Hart Lions and RBL to discuss the VE Day act of Remembrance and the blessing of the new memorial benches.
- 9th April - pm along with other councillors met with the developers of the proposed distribution facilities on Ancells Farm.
- 10th April - Along with our Executive Officer had a video link with a prospective candidate to conduct a Business plan for the Harlington
- 16th April - Along with fellow Councillors and Officers we received a presentation from Charlotte Tickner and a group of local youths on their thoughts and ideas for a new skate park
- 17th April - Second on-site visit by the BFF design team. Presentation by the design team on how their ideas were crystallising and then detailed investigations by the various discipline members examining the fabric of the building. Additionally, BFF held engagement meetings with staff and with Fleet Phoenix.
- 23rd April - Not an official activity but attended the first Harlington theatrical production, the two man play, The Dumb Waiter by Harlod Pinter. Well attended and well received.
- 25th April - Along with the Executive Officer met a resident who has been troubled by the badgers accessing his property from the cemetery.
- 1st May - together with Cllr Taylor, Alex Robins and Rita Tong attended a presentation by the BFF design team on their first conceptual ideas for the Harlington Development. The presentation covered essential repairs to the building and a developed idea improving the overall experience. Copies of the presentation will be distributed to members of the Harlington Working Group and a Working Group meeting called next week
- 7th May – together with Executive Officer held a Teams meeting with HCC's Senior Strategic Asset Manager regarding the lease of the Library area.
- During the month have made numerous visits to Ancells Farm sink hole and most recently met two Thames Water Engineers – there is light at the end of the tunnel!

FC MAY 2025 ITEM 7**HCC/HDC**Cllr Alan Oliver (HDC)

Cllr Oliver explained that HDC were undertaking a new Local Plan to accommodate 15,000 houses over 20 years. There will be a series of workshops with stakeholders including Town and Parish Councils.

There will be a call for sites suitable for development later this year.

Cllr Peter Wildsmith (HDC)

Cllr Wildsmith highlighted HDC's stronger position on environmental issues and more enforcement will be forthcoming with a particular focus on fly posting.

FC MAY 2025 ITEM 8**MINUTES OF PREVIOUS MEETINGS**

The minutes of the Town Council meeting held on 2nd April 2025 were approved and signed by the Chairman.

The Council received and noted the minutes of the following Committees:

- Development Control 14th April 2025 and 28th April 2025

As the Planning Committee meeting of 28 April 2025 was not quorate, Members reviewed the proposed observations and agreed they should be submitted on the Council's behalf.

FC MAY 2025 ITEM 9**COUNCILLOR CO-OPTION TO FILL A CASUAL VACANCY**

Members received presentations from two candidates.

RESOLVED

To approve Kumar Kuntikanamata to be co-opted as a Member of Fleet Town Council.

Kumar Kuntikanamata signed the Declaration of Acceptance of Office form and remained for the remainder of the meeting.

FC MAY 2025 ITEM 10**NOMINATIONS TO COMMITTEES AND WORKING GROUPS 2025/26**

Nominations were received for the Council's Committees and Working Groups for the coming year.

RESOLVED

That the Members listed in the table below would serve on the following Committees and Working Groups during 2025/2026.

FTC COMMITTEE MEMBERSHIP 2025/2026		
RECREATION, LEISURE & AMENITIES	ESTABLISHMENT	PLANNING / DEVELOPMENT CONTROL
Cllr Chenery Cllr Einchcomb Cllr Fang Cllr Holt Cllr May Cllr Oliver Cllr Schofield Cllr Stanton Cllr Taylor Cllr Tilley Cllr Wildsmith Cllr Willcocks Cllr Woods	Cllr Einchcomb Cllr Holt Cllr May Cllr Robinson Cllr Schofield Cllr Wildsmith Cllr Woods Cllr Tilley	Cllr Chenery Cllr Holt Cllr Hope Cllr Robinson Cllr Schofield
	POLICY & FINANCE	
	Cllr Einchcomb Cllr Fang Cllr Holt Cllr Neves Cllr Richmond Cllr Robinson	Cllr Schofield Cllr Stanton Cllr Taylor Cllr Tilley Cllr Woods
FTC WORKING GROUP MEMBERSHIP 2025/2026		
CLIMATE CHANGE	LEASES	COMMUNITY EMERGENCY PLAN
Cllr Fang Cllr Neves Cllr Oliver Cllr Schofield Cllr Stanton Cllr Willcocks	Cllr Holt Cllr Oliver Cllr Richmond Cllr Robinson Cllr Schofield Cllr Tilley Cllr Woods	Cllr Hope Cllr May Cllr Schofield Cllr Wildsmith Cllr Willcocks
RISK MANAGEMENT	THE HARLINGTON	PARKS & OPEN SPACES
Cllr Holt Cllr Richmond Cllr Robinson Cllr Schofield	Cllr Chenery Cllr Einchcomb Cllr Fang Cllr Holt Cllr Oliver Cllr Richmond Cllr Schofield Cllr Stanton Cllr Taylor Cllr Tilley Cllr Wildsmith Cllr Willcocks Cllr Woods	Cllr Einchcomb Cllr Fang Cllr May Cllr Schofield Cllr Stanton Cllr Tilley Cllr Willcocks Cllr Woods
HDC COUNTRYSIDE ENGAGEMENT		
Cllr Einchcomb Cllr May Cllr Taylor Cllr Tilley Cllr Willcocks		

FC MAY 2025 ITEM 11**APPOINTMENTS TO EXTERNAL BODIES**

Members considered the Council's representatives for serving on external bodies for the coming year.

RESOLVED

1. That the Members listed in the table below would serve on the following external bodies.
2. That Here for Hart and Fleet Football Club be removed from the list.

FTC External Bodies Membership 2025/2026	
Business Improvement District (BID)	Cllr Schofield (<i>Levy Payer's Board Director</i>) Cllr Richmond (<i>FTC Representative</i>) Cllr May (<i>reserve</i>)
Fleet Cricket Club	Cllr Oliver (<i>Lead</i>) Cllr Woods (<i>Deputy</i>)
Fleet Connect and Community Transport	Cllr Schofield Cllr Wildsmith Cllr Woods
Fleet Phoenix (observer)	Cllr Chenery (<i>Lead</i>) Cllr Fang (<i>Deputy</i>) Cllr May (<i>reserve</i>)
Fleet Pond Society	Cllr May (<i>Lead</i>) Cllr Willcocks (<i>Deputy</i>) Cllr Taylor
Flood Forum	Cllr May Cllr Schofield
Hart Community Safety (QPM)	Cllr Woods Cllr May (<i>reserve</i>)
Hart District Association of Parish and Town Councils (HDAPTC)	Cllr Einchcomb (<i>Lead</i>) Cllr Schofield (<i>Ex Officio</i>) Cllr Tilley (<i>reserve</i>)
Hart Voluntary Action (HVA)	Cllr Oliver (<i>Lead</i>) Cllr Schofield (<i>reserve</i>) Cllr Woods

FC MAY 2025 ITEM 12**POLICY ADOPTION**

Members considered and agreed the following policies and documents for the 2025/26 Council year:

- Standing Orders (as amended)
- Financial Regulations
- Treasury & Investment Policy
- Risk Management Strategy
- Health & Safety Policy (as amended)

RESOLVED

- a) To approve the proposed amendments to Standing Orders and the Health & Safety Policy.
- b) To resolve to agree to adopt the above documents for the 2025/26 Council year.

FC MAY 2025 ITEM 13

MEETING SCHEDULE FOR THE COUNCIL 2025/26

Members received the meeting schedule for the forthcoming year.

RESOLVED

To approve the proposed schedule of meetings for the Council 2025/26.

FC MAY 2025 ITEM 14

MEMBERSHIP OF OTHER BODIES AND ANNUAL FEES

The members considered the Council's affiliation membership and the associated annual fees.

RESOLVED

To approve the payment of the following membership fees for 2025/2026.

- a) HALC - £1,100
- b) NALC - £1,556
- c) ICCM - £105
- d) SLCC - £480

FC MAY 2025 ITEM 15

COUNCIL LEGAL AGREEMENTS

Members considered the written reports received to support requests to waive annual rent.

RESOLVED

To waive the annual rent for the 2025/2026 financial year for the following leases:

- Fleet Cricket Club (Calthorpe Park) – annual rent £4,140.
- 1st Crookham Scouts (Basingbourne Park) – annual rent £500.
- 22nd and 26th Odiham Scouts (Calthorpe Park) – annual rent £500.
- Lions Community Store in Basingbourne Park – annual rent £500
- Fleet Phoenix in The Point – annual rent £1,200

FC MAY 2025 ITEM 16

FINANCIAL MONITORING REPORT

Members noted receipt of the bank reconciliation and a list of payments for March 2025.

Councillor Stanton confirmed that the bank reconciliation and list of payments for March 2025 have been verified and signed off against the original bank statement.

RESOLVED

- 1) To receive and accept the bank reconciliation and list of payments for March 2025.
- 2) To accept the statement from Councillor Stanton that the bank reconciliation and list of payments for March 2025 have been verified and signed off.

FC MAY 2025 ITEM 17**EVENT APPLICATION FOR CALTHORPE PARK**

Members considered an Event Application form from John Searle Funfair & Classic Car Club for the use of Calthorpe Park for a car show to be held on Sunday 6 July 2025 after the Carnival.

RESOLVED

To reject the Event Application for a car show at Calthorpe Park on 6 July 2025 due to insufficient information provided but to invite resubmission. Should a new application be received with required supporting information, the application to be considered by the Parks & Open Spaces Working Group to enable event to meet its intended event date.

FC MAY 2025 ITEM 18**EVENT APPLICATION FOR THE VIEWS AS PART OF VE DAY CELEBRATIONS**

Members considered an Event Application form from the RBL for the use of The Views as part of the VE Day Celebrations on Thursday 8th May.

RESOLVED

To approve the Event Application for use of The Views for VE Day celebrations on 8th May

FC MAY 2025 ITEM 19**CEMETERY UNREGISTERED LAND**

Members noted that when the cemetery was transferred to Fleet Town Council in 2009/10, it was discovered that a portion of the land had not been registered with HM Land Registry. Hart District Council has been unable to locate the original title deeds, and therefore the land must now be registered as a first registration. Given that Fleet Town Council has maintained the land for the past 15 years, Hart District Council has advised that it would be most appropriate for Fleet Town Council to undertake the registration, with Hart District Council providing support for the application as required.

Registering this land will protect the Council's ownership rights, guard against potential adverse possession claims, and provide clarity for future land management and development—particularly in relation to any planned cemetery extension.

RESOLVED

To authorise the Executive Officer to engage solicitors to register the currently unregistered portion of the cemetery land.

FC MAY 2025 ITEM 20**STATEMENT OF COUNCILLOR ATTENDANCE 2024/25**

Members noted the 2024/2025 Statement of Councillor Attendance at Full Council Meetings.

FC MAY 2025 ITEM 21**ANNOUNCEMENTS**

The Executive Officer gave the following announcements:

- 24 April – The Internal Auditors completed the year end audit. No issues were identified, and their report will come to the next Full Council meeting.
- 1 May – attended the Regular Hirer engagement meeting run by BFF. Meeting was attended by ten regular hirers who gave their feedback on what worked well and what could be improved regarding The Harlington. All of the improvements requested had been previously identified.

FC MAY 2025 ITEM 22**DATE AND TIME OF NEXT MEETING**

The next meeting of the Council is scheduled to be held on Wednesday 4th June 2025 at 7pm in The Harlington.

CONFIDENTIAL ITEMS – CLOSED SESSION

The Chairman stated that the following items for discussion relate to the engagement and terms of service in relation to employees and terms of tenders, and proposals and counterproposals in negotiations for contracts.

RESOLVED

That subject to 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.

FC MAY 2025 ITEM 23**HARLINGTON DEVELOPMENT**

Members received and approved the Schedule of Payments for the Design Architects for RIBA Stages 1-6.

RESOLVED

- a. To approve the Schedule of Payments for the Design Architects which has a £67,217 fee for the Stage 1 design work and a 14.45% fee for Stage 2-6 work.
- b. To authorise the Executive Officer to amend the Bank Mandate to increase the daily limit from £100,000 to £150,000 and noted that all agreed signatories would need to sign the new mandate.
- c. To note that the daily limit will need to be removed altogether when the Council gets to the build stage of the project.

FC MAY 2025 ITEM 24**COMMUNITY TRANSPORT CONTRACT**

Members considered the report on the proposed Community Transport contract. Members requested that the impact of the reduced service be monitored, especially in terms of whether it impacted numbers using the service.

RESOLVED

- a) To note the outcome of the tender and the revised service levels for Fleet Connect.

- b) To note the inclusion of future-proofing measures within the contract to mitigate the impact of any local government reorganisation.
- c) To continue funding this service at the levels indicated.
- d) To reinstate annual contributions of £3,000 to the Vehicle Replacement Reserve to ensure future funding adequacy but to do so via an Ear Marked Reserve rather than sending the money to Hampshire County Council to accumulate.

The meeting closed at 9:12pm.

Signed.....
Chairman

Date:.....