



Notice is hereby given of

A MEETING OF FLEET TOWN COUNCIL

**Wednesday 13th July 2022 at 7pm
in
The Harlington**

All members are summoned to attend

To Councillors: R. Schofield, G. Chenery, K. Cottrell, P. Einchcomb, S. Engström, R. Fang, L. Holt, A. Hope, S. Johnson, S. Sharma Krishnmurthy, E. May, A. Oliver, R. Richmond, R. Robinson, S. Tilley, P. Wildsmith, B. Willcocks, G. Woods.

SIGNED:

Janet Stanton

Janet Stanton,
Town Clerk

Date: 29th June 2022

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. MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the minutes of the Council Meeting held on Wednesday 1st June 2022 (*copy attached*) and 10th June 2022 (*copy attached*)

To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration.

RLA	15 th June 2022
Development Control	13 th June 2022
	27 th June 2022

Part 1 – ITEMS FOR DECISION

6. FTC – DEVELOPMENT OF A 4-YEAR BUSINESS PLAN

Members to consider the development of a Business Plan for the life of this Council's term of office ie 2022-2026.

RECOMMENDATION

That a Working Group be set to develop a 4-year Business Plan for Feet Town Council.

7. CAPITAL PROJECTS

Further to the recent meeting of Parks and Open Spaces Working Group, Members to consider and approve the future proposed capital projects recommended. Once agreed and approved the finalised list to be submitted to Hart District Council for consideration when allocating projects for S106 funding. (*Copy attached*)

RECOMMENDATION

- To approve the proposed list of FTC Capital Projects
- To send the approved list of Capital Projects to HDC for consideration when allocating projects for S106 funding

8. FUNDING REQUESTS FOR CAPITAL EXPENDITURE

Further to the RLA Meeting of 15 June, 2022, Members to receive the following request for funding to be taken from General Reserves to support the projects below. (*FTC 22/23 budget projections attached*)

a. Repairs to cemetery paths	£23,150
b. Repairs to the path outside All Saints School, Lea Wood Road	£3,700
c. Repairs to the paths in Oakley Park	£9,000
d. Ancells Farm Park Path extension between pavilion and bridges/Ancells Road	£9,000

RECOMMENDATION

To consider the request to take funds from General Reserves for the following projects:

a. Repairs to cemetery paths	£23,150
b. Repairs to the path outside All Saints School, Lea Wood Road	£3,700
c. Repairs to the paths in Oakley Park (£9,000 less £7,000)	£2,000
d. Ancells Farm Park Path extension between pavilion and bridges/Ancells Road	£9,000

9. S106 APPLICATION

Further to 15 June RLA Committee Meeting, Members are asked to consider progressing the following applications to Hart District Council for S106 funding. Currently Fleet Town Council has £95,883.64 in unallocated S106 leisure funding.

- a. Oakley Park - Trim Trail - approximate cost of £12,500.
- b. Ancells Farm Park - Outdoor Gym - approximate cost of £15,000

RECOMMENDATION

To approve progressing S106 funding from Hart District Council for:

- A Trim Trail in Oakley Park - £12,500 approx
- An outdoor gym in Ancells Farm Park - £15,000 approx

10. APPOINTMENT OF INTERNAL AUDITOR FOR 2022/2023

To approve the appointment of the Council's internal auditor for 2022/2023.

RECOMMENDATION

To confirm the re-appointment of Eleanor Green, Do The Numbers, as the internal auditor for Fleet Town Council for 2022/2023.

11. HONG KONG IMMIGRANT SUPPORT

Members to receive and consider a report from Cllr Roy Fang relating to Hong Kong immigrants in the Fleet and the surrounding areas. (*Copy attached*)

RECOMMENDATION

That Members determine the way forward.

12. CONSULTATION

To consider whether the Council wishes to respond to the Hampshire Catchment Management Plan Consultation. The response is required by 21st July. (*Copy attached*)

RECOMMENDATION

Members to determine the response to this Consultation.

13. BASINGSTOKE CANAL SUPPORT

Members to receive a request from Odiham Parish to support the attached draft letter. (*Copy attached*)

RECOMMENDATION

To determine the appropriate response.

14. CLIMATE CHANGE

Further to the recent Climate Change Working Group Meeting.

Members to consider the Terms of Reference put forward by the Working Group. (*Copy attached*).

Members to consider the recommendations put forward by the Climate Change Working Group

- That FTC adopt a target of Net Zero Carbon for all Council operations by 2035
- That in collaboration with HDC that the target for Fleet Town area to achieve Net Zero Carbon be set at 2040.

- That FTC's Policy on Climate Change be modified to reflect the recommended targets of 2035 and 2040 for achievement of Net Zero Carbon for FTC and the community respectively.
- that FTC declare their support of HDC's Climate Change initiative.

Member to approve amendments to Climate Change Policy in line with the recommendations Amendments and date changes highlighted in yellow (copy attached).

RECOMMENDATION

- To approve the Terms of Reference
- To approve the recommendations put forward by the Climate Change Working Group
- To approve amendments to Climate Change Policy in line with the recommendations.

15. RISK MANAGEMENT POLICY

Members to receive and approve the Risk Management Policy (*attached*)

RECOMMENDATION

To approve the Risk Management Policy

16. SHARYN WHEALE – PLAQUE

To receive a request from Councillor Woods to install a plaque in memory of Cllr Sharyn Wheale alongside the five Japanese flowering cherry trees (*Prunus Amanogawa*) which are to be planted on one side of Baker Way at the entrance to the Views from Victoria Road.

The wording on the plaque could read:

This row of Japanese cherry trees was planted by Fleet Town Council in memory of Cllr Sharyn Wheale who worked tirelessly for the residents of Fleet.

RECOMMENDATION

To approve the installation and the wording of a plaque in memory of Cllr Sharyn Wheale to be installed in Baker Way at the entrance to The Views from Victoria Road.

17. MARKET FUNDING

To receive a request from Cllr Richmond on behalf of Fleet Market CIC proposing that an application be made by Fleet Town Council to HDC for S106 Funding from the town centre improvements contribution by Martin Lines site, application no 18/00694/OUT for the installation of an electrical supply into Gurkha Square for use by the market. The funding requested is £482.69

The S106 conditions for funding are as follows:

Town Centre Improvements including (but not limited to) creation of a shared space on Fleet Road to enhance the setting of Gurkha Square, greening Fleet Road (Street Trees and Soft landscaping) and improving pavements, signage and street furniture.

RECOMMENDATION

Members to determine if this application from Fleet Market CIC for S106 funding for this project:

- a. meets the specific conditions of this development contribution
- b. and, if so, approve FTC progressing an application for S106 funding

Part 2 – ITEMS TO NOTE

18. APPOINTMENT OF TOWN CLERK

To note that Rochelle Halliday has been appointed as the new Executive Officer/Responsible Financial Officer to Fleet Town Council and her employment with FTC will start on 1 October 2022.

19. COMMITTEE AND WORKING GROUP MEMBERSHIP

To note the Committee and Working Group Membership of the newly co-opted members, Cllrs Sue Tilley and Kate Cottrell. *The revised Committee and Working Group Memberships lists are attached*

20. TOWN CLERK'S REPORT

To receive any update report from the Clerk.

21. HCC/HDC

To receive any update on HDC/HCC matters concerning FTC.

22. DATE AND TIME OF NEXT MEETING

The next meeting of the Council is scheduled to be held on Wednesday 7th September 2022 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**

24. CONFIDENTIAL STAFFING MATTER

To receive an update on a confidential staffing matter.



FLEET TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

held on

Wednesday 1st June 2022

PRESENT

Councillors: R. Schofield (Chairman), G. Chenery, P. Einchcomb, S. Engström, R. Fang, L. Holt, A. Hope, A. Oliver, R. Richmond, R. Robinson, S. Sharma Krishnmurthy, P. Wildsmith, G. Woods.

Also Present

Janet Stanton – Town Clerk
 Susanna Walker – Committee Clerk
 Councillor Steve Forster – HCC
 2 members of the public

FC JUNE 2022 ITEM 1 APOLOGIES FOR ABSENCE

Members received and accepted apologies from Councillor Johnson who was on holiday, Cllr May for a medical procedure and Councillor Willcocks who was stuck in traffic.

FC JUNE 2022 ITEM 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

FC JUNE 2022 ITEM 3 QUESTIONS FROM THE PUBLIC

There were no questions from the public.

FC JUNE 2022 ITEM 4 ANNOUNCEMENTS

Councillor Schofield took the opportunity to update members on the following:

- **Community Transport**
 - Councillor Schofield and Councillor Woods both attended the Community Transport meeting with HCC.
 - Proposed savings of £800,00.00 to be made
 - . No more subsidised commercial bus routes
 - Consultation to run from 30.05 – 24.07.2022.
 - Results to be announced in August 2022.
- **Fleet Link**
 - Serves a vulnerable group of people in the community.
 - Proposed reduction of 10% in cost.
 - Consultation regarding savings to be held, with results in August 2022.
 - Proposed standardise rate for community transport.
 - Use of bus passes to be removed for Fleet Link.
 - .
- **NALC Climate Change Webinar**
 - Focused on case studies
 - Impacts on zero carbon, internally or in community.

- Environment WG to be set up.
- **Social Media**
 - Councillors are to refer to Officers by their formal title and not by their personal names.
 - Officers should not become the focus of debate on social media.
- **Costs**
 - Councillors can reclaim parking costs and child / adult care for attending meetings.
- **NALC Report of Bingham Parish Council**
 - A worthwhile read of what can go wrong with a Council
 - Very brave of Bingham Council to put this in the public domain

Members noted that Councillor Fang joined the meeting at this point.

FC JUNE 2022 ITEM 5 MINUTES OF PREVIOUS MEETINGS

The minutes of the Annual Council held on Wednesday 18th May 2022 were approved and signed as a true record by the Chairman subject to the following amendments.

- Page 3, under the External Body: The Aging Well Network, Councillor Sharma Krishnamurthy's name had been excluded.
- Page 7, 3rd bullet point - HDC Planning Training was now an earlier start time of 1830 prompt.

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

RLA	16 th March 2022
Development Control	9 th & 23 rd May 2022

Members noted that Councillor Sharma Krishnamurthy joined the meeting at this point.

FC JUNE 2022 ITEM 6 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW (AGAR)

Due to an administrative error, the AGAR Review will be taken to an extraordinary Council meeting for consideration and approval.

FC JUNE 2022 ITEM 7 INTERNAL AUDIT REPORT MAY 2022

Members received and discussed the internal audit report 2021/2022 after the year end visit on Thursday 12th May 2022. Members noted the proposed actions and discussed the following:

- The March RLA minutes will be approved and signed at the next RLA meeting in June.
- FTC are not using the model Standing Orders but will review and compare.
- FTC has only written off one overdue debt in the past 7 years.

RESOLVED

To approve the Internal Auditor's Report and the action plan.

FC JUNE 2022 ITEM 8 CO-OPTION

Members were made aware that further to the Annual Council Meeting where Ben Willcocks was co-opted onto the Council, there are still 2 vacancies on Fleet Town Council, one in each of Courtmoor and Calthorpe Wards.

Members noted that current legislation states that following an ordinary election where insufficient candidates come forward for election, the Council may co-opt councillors onto the Council within 35 days of the election (Section 21 of the Representation of People's Act 1985). Members were asked to nominate any candidates they thought suitable for co-option. Two nominations were received for co-option. One for Mrs Sue Tilley, who had previously stood as Councillor at FTC since 2014 and one for Mrs Kate Cottrell, who is the owner/ Director of Fleet Scoop.

RESOLVED

Members agreed that Mrs Sue Tilley and Mrs Kate Cottrell both be appointed to the role of Councillor at Fleet Town Councillor.

Members noted that Mrs Sue Tilley and Mrs Kate Cottrell could join the Council's meetings from July 2022, once all the relevant documents had been signed.

FC JUNE 2022 ITEM 9 GENERAL POWER OF COMPETENCE

Members were made aware that The General Power of Competence (GPC) allows eligible local Councils "the power to do anything that individuals generally may do" as long as they do not break other laws. This is the power of "first resort".

Members noted that Fleet Town Council meets the eligibility criteria i.e.

- Two thirds of the Council must be elected (even if the election was not contested). Fleet Town Council has 15 elected members out of a total of 18 members.
- The Clerk must hold one of the sector-specific qualifications including the passing of Section 7 of CiLCA 2012 (GPC). - The current Clerk is CiLCA qualified - including the GPC qualification.

Members considered and discussed its eligibility to use the General Power of Competence and noted the following:

- Not all Councils have GPC.
- If the new Town Clerk is not CiLCA qualified, then the qualification must be achieved as quickly as possible.
- If GPC is agreed, then FTC will be covered for the next 4 years.

RESOLVED

That Fleet Town Council meets the eligibility requirement to use the General Power of Competence.

FC JUNE 2022 ITEM 10 HART DISTRICT COUNCIL UK SHARED PROSPERITY FUND WORKSHOP

Members noted that Fleet Town Council has been invited by Hart District Council to send 2 representatives to attend a UK Shared Prosperity Fund Workshop Session on Thursday 9th June at 11.00 – 13.00. The workshop will be held at the Council Chambers, Hart District Council Civic Offices in Harlington Way.

Members were made aware that:

- The UK Shared Prosperity Fund is a central pillar of the UK Government's ambitious Levelling Up agenda and a significant component of its support for places across the UK.
- The fund has allocated Hart District Council £1 million over three years to build pride in place and increase life chances across the district through three investment priorities:
 - 1) communities and place;
 - 2) supporting local business; and
 - 3) people and skills.

- The Workshop Session is to help develop the right investment priority(ies) for Hart District. The workshop will help to understand what levelling-up should look like in Hart. Data will be provided on Hart and a range of potential schemes to assist/inform discussion prior to the workshop.
- Councillor Woods and Councillor Fang both agreed to represent FTC at the meeting. A full report will then be brought back to the next Council meeting in July.

RESOLVED

That Councillor Woods and Councillor Fang represent FTC and attend the Hart District Council UK Shared Prosperity Fund Workshop Session on Thursday 9th June 2022.

FC JUNE 2022 ITEM 11 CLIMATE CHANGE

Members discussed how FTC can help reach the target set by the government of net zero carbon emissions by 2050 and looked at ways forward to help achieve this target locally. The following points were raised:

- FTC to work in partnership with Hampshire County Council and Hart District Council.
- A Climate Change Working Group (CCWG) to be set up.
- The Working Group need a starting point for proposals.

At this point in the meeting, a proposal was put forward that Standing Orders be put aside, and to bring a motion to allow FTC to declare a climate emergency and to align themselves with HDC to be net zero carbon by 2040.

Members noted that many Town and Parish councils to date have not declared a climate emergency.

The following points were raised addressing the new proposal:

- The CCWG need direction to allow them to discuss and agree a course of action,
- It was logical for FTC to work in line with HDC.
- Targets should be set in line with HDC.
- Targets for both internal operations and the FTC area.

The following motion was put forward:

- FTC to align their climate change targets with HDC's climate policies and for FTC to set the target of net zero carbon emissions by 2040.

With this motion in place, the CCWG can meet to discuss what it means to declare a climate emergency and bring back recommendations to the next Council meeting.

The following discussion then took place:

- The CCWG last met 3 years ago, therefore a discussion about climate change should take place before agreeing to the new motion.
- The Harlington is an issue totally out of FTC's control.
- The CCWG should have a 2-line approach:
 1. FTC to reduce internal carbon emissions to net zero by 2040 (excluding the Harlington).
 2. FTC to look at how they can help the public achieve net zero carbon emissions.
- The government targets of 2050 are too late, and FTC should be aiming for 2030 or earlier.
- CCWG to look at evidence from HDC and come back to Council with challenges faced.

Members voted on the proposed motion that FTC to align their climate change targets with HDC's climate policies and for FTC to set the target of net zero carbon emissions by 2040.

Members **RESOLVED** that

- FTC to align their climate change targets with HDC's climate policies and to confirm FTC's policy to set the target of net zero carbon emissions by 2040.

- A date for a meeting of the Climate Change Working Group to be decided.
- The Climate Change Working Group defines its terms of reference for approval at the next Council meeting.
- To bring proposals for actions to Council for approval.

FC JUNE 2022 ITEM 12 JUNE WHITE ACADEMY OF DANCE AND DRAMA

Members received the following recommendation that was discussed and resolved at the May Policy & Finance meeting:

PF May 2022 ITEM 14 JUNE WHITE SCHOOL OF DANCE

Members received and considered a request for a reduction in fees from June White, Academy of Dance and Drama. Members noted the following:

- The rate charged to Mrs June White is the regular user weekend rate, which is reduced compared to the normal weekend rate.
- Up until 31st March 2023, the regular user weekend charge per hour is £20.45 + VAT = £24.54.
- In March 2015, the regular user weekend charge per hour was £17.50 + VAT = £21.00.
- Therefore, there has only been a minimal increase over the past 7 years, with rates already being subsidised.
- Rising costs include energy bills and cost of maintenance.
- Weekend rates are higher than weekday rates.
- The block booking made by June White is during the peak demand for hall hire and the higher weekend rates reflect this increased demand.

Members RESOLVED

To recommend to Full Council that the Policy and Finance Committee do not recommend a further concessionary rate to Mrs June White, as there are no reasonable grounds and there is already a regular user rate in place.

Members discussed the following:

- Hire rates on a Saturday are significantly higher than weekday.
- Weekend rates are due to booking demands.
- Mrs June White already receives a regular user rate.
- There has been a nominal increase in rates over the past 7 years.
- As noted, there are significant rises in energy costs.
- FTC heavily subsidise Ancells Farm Community Centre.
- Escalation of energy costs may result in hire costs being reviewed.
- FTC do not have a balanced budget going forward.

RESOLVED

FTC to respond to the June White Academy of Dance and Drama, with the resolution that FTC will not agree to a further concessionary rate to Mrs June White, as there are no reasonable grounds and there is already a regular user rate in place.

FC JUNE 2022 ITEM 13 UKRAINIAN REFUGEES SUPPORT

Members considered and looked at ways to support the Ukrainian Refugees in the Fleet area. Members were made aware that an HCC grant of up to £5,000 is available to Parish and Town Councils for any projects that will help Ukrainian arrivals access the support they need. The following was discussed:

- On Tuesday 7th June, HDC are meeting with local charity groups and refugees.
- FTC to offer the RVS as a meeting place but cannot be a permanent meeting place, due to the room being used as a green room for shows.

RESOLVED

- That FTC offer the RVS as a meeting place for Ukrainian refugees at Hart's charity event.

FC JUNE 2022 ITEM 14 HCC/HDC

Members noted that this item had been included into the agenda twice.

Councillor Forster updated members on the following:

- Apologies from Councillor Parker.
- **Redfields Lane**
 - Works have been delayed as waiting for SE Water to fix a pipeline.
- **Martin Grant Homes**
 - Has sold the Watery Lane development to Vistry Group.
 - The condition of only allowing occupation once the Redfield's lane roundabout has been completed cannot be novated
- **Hitches Lane**
 - Resurfacing of footpath to be scheduled to avoid school term.
 - Removal of 2 small and 2 large hedges, which will be replaced in other locations.
- **Pondtail Drains**
 - These were to be completed on 1st June 2022. (post meeting note – not completed until the following week)
- **Carbon Emissions**
- **HCC Passenger Transport**
 - Upcoming consultation.
- **Adult Social Care and Children's Support Services**
- **Community Transport in Fleet**
 - Vital service in Fleet.
- **Fleet Library**
 - Language support meetings held on a Wednesday for Ukrainian visitors .
 - Posters are displayed in Ukrainian and Russian.
- **Hartland Village School**
 - School has been delayed in conjunction with the site developments.

HDC update:

- No change to the Work from Home policy.
- Flexible working.
- Issue raised that residents are finding it difficult to contact officers at HDC.
 - Refuted by HDC representative
- FTC to keep a record of any complaints made.

FC JUNE 2022 ITEM 15 CHAIRMAN'S COFFEE MORNING

Members noted that the next Chairman's Coffee Morning will take place on Saturday 25th June 2022. The residents from the Courtmoor Ward, who have been selected randomly, will meet the Chairman and their Ward Councillors, and will have the opportunity to discuss what they like and don't like about living and working in Fleet and ask questions about any topic relating to Fleet.

Members also noted that a schedule of future Chairman's Coffee Mornings will be made available shortly once the dates have been finalised.

FC JUNE 2022 ITEM 16 ANNUAL RESIDENTS' MEETING

Members noted the minutes of the Annual Residents' Meeting held on 22nd March 2022. Members also noted that the livestream attracted approximately 15 viewers.

FC JUNE 2022 ITEM 17 HAMPSHIRE PARISH AND TOWN COUNCIL EVENT

Members received and noted a report from Councillor George Woods on the Town and Parish event on 17th March 2022. Councillor Woods reported that the topic of devolved services was discussed.

FC JUNE 2022 ITEM 18 COMPLAINTS

Members noted that there had been no complaints.

FC JUNE 2022 ITEM 19 TOWN CLERK’S REPORT

Members received the Town Clerk’s report and noted the following:

- Caleb’s Coffee in Calthorpe Park will open the weekend of 4th/5th June 2022.
- Fleet Action Day on 28th March 2022 was successful, though not as many people attended as expected.
- Councillor’s Manual has been updated. Members to bring their old copies into the office.
- Electronic copies will be sent out w/c 6th June 2022.
- Jubilee celebration weekend starts Thursday 2nd June 2022.

FC JUNE 2022 ITEM 20 HCC/HDC

Members noted that this item had already been discussed in Item 14 as it had been included into the agenda twice.

FC JUNE 2022 ITEM 21 DATE AND TIME OF NEXT MEETING

The date of the next meeting of the Council is on Wednesday 6th July 2022 at 7pm in The Function Room of The Harlington.

There being no further business the meeting closed at 8.41pm.

Signed.....

Date.....

Chairman

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

There were no confidential items.

DRAFT



MINUTES OF THE EXTRAORDINARY COUNCIL MEETING

held on
Friday 10th June 2022

PRESENT

Councillors: B Schofield (Chairman), S Engström, G Chenery, R Fang, L Holt, E May, A Oliver, R Richmond, R Robinson, S Sharma Krishnmurthy, S Tilley, G Woods, B Wilcocks,

Also Present

Charlotte Benham – Projects/Committee Officer

EC JUNE 2022 ITEM 1 APOLOGIES FOR ABSENCE

Members received and accepted apologies from Councillors S Johnson, A Hope, P Wildsmith, P Einchcomb, K Cottrell

EC JUNE 2022 ITEM 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

EC JUNE 2022 ITEM 3 QUESTIONS FROM THE PUBLIC

There were no questions from the public.

EC JUNE 2022 ITEM 4 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW (AGAR)

Members noted the recommendation of the Policy and Finance Working Group (25 May 2022) on the effectiveness of the system of internal financial control and preparation of the Annual Governance and Accounting Statements.

- a) Members considered, discussed and reviewed each of the detailed questions contained in the Annual Governance Statement (Section 1) and agreed that there was a sound system of control for the preparation of the Council's Accounting Statements and agreed that all points on the Annual Governance Statement had been adhered to as read out by Councillor Schofield.
- a. Members considered, discussed and reviewed the accounting statements in Section 2 of the AGAR. Members noted that the Policy and Finance Working Group (25 May 2022) verified each of the numbers shown on the statement against the balance sheet, income and expenditure, and ledgers.

RESOLVED

- a. To approve the Review of Effectiveness of the system of internal control (Section 1 of the AGAR) and were satisfied to authorise the Chairman and the Clerk to sign the Annual Governance Statement for 2021/22 on behalf of the Council.

- b. To approve the Accounting Statement (Section 2 of the AGAR) and were satisfied to authorise the Chairman and the Clerk to sign the Annual Governance Statement for 2021/22 on behalf of the Council.

EC JUNE 2022 ITEM 23 DATE AND TIME OF NEXT MEETING

The next meeting of the Council is scheduled to be held on Wednesday 13th July 2022 at 7pm in the Harlington.

Signed.....

Date:.....

Chairman

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**

There were no confidential items.



FLEET TOWN COUNCIL

MINUTES OF THE RECREATION, LEISURE & AMENITIES COMMITTEE MEETING

Wednesday 15th June 2022 at 7pm

PRESENT

Councillors: G. Chenery, P. Einchcomb, R. Fang, L. Holt, E. May, R. Richmond, S. Tilley, G. Woods.

Also Present: Susanna Walker – Committee Clerk
Alex Robins – Harlington General Manager
Ben Crane – Facilities and Open Spaces Manager
Sian Taylor – Cemetery Officer
Mike Bye – Friends of Oakley Park (FoOP)
Dave Harrison – Friends of Basingbourne Park (FoBP)

RLA June 2022 ITEM 1 ELECTION OF CHAIRMAN

Councillor Einchcomb welcomed everyone to the first RLA meeting of the new council year. He then called for nominations for the office of Chairman. One nomination for Councillor Einchcomb was received and seconded. Members then agreed that Councillor Einchcomb be Chairman of the RLA Committee for the municipal year.

RESOLVED

That Councillor Einchcomb be elected to the office of Chairman of the RLA Committee for the government year 2022/2023.

RLA June 2022 ITEM 2 ELECTION OF VICE-CHAIRMAN

The Chairman then called for nominations for the office of Vice-Chairman. One nomination for Councillor Fang was received and seconded.

RESOLVED

That Councillor Fang be elected to the office of Vice-Chairman of the RLA Committee for the government year 2022/2023.

RLA June 2022 ITEM 3 APOLOGIES

Members received and accepted the apologies from Councillor Oliver due to work commitments, Councillor Schofield who was on holiday and Councillor Willcocks who had a prior engagement.

RLA June 2022 ITEM 4 DECLARATIONS OF INTEREST

There were no declarations of interest.

RLA June 2022 ITEM 5 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public. Dave Harrison, Chairman of Friends of Basingbourne Park, made members aware that the Scouts and Guides are planning on doing community service in the park from Monday 4th July 2022. It was also noted that the current development plan for Basingbourne Park has now expired. Mr Harrison was advised for the FoBP to add notes into the existing plan, with the intention to draw up a new draft plan once the new Council was underway.

RLA June 2022 ITEM 6 MINUTES OF PREVIOUS MEETING

Members received and approved as a correct record the minutes of the Recreation, Leisure & Amenities Committee meeting held on Wednesday 16th March 2022. The Chairman signed the minutes as a true record of the meeting. It was noted that the new burial area in the Cemetery could potentially have up to 100 plots.

RLA June 2022 ITEM 7 THE CEMETERY OFFICER'S REPORT

Members received the report of the Cemetery Officer, with the following matters being discussed:

- **Parking**
 - Ongoing issue of cars parking along Cemetery Road outside the Cemetery.
 - The road is a private road that FTC own.
 - Parking restrictions on Cemetery Road have been included in a parking order with HDC. FTC are awaiting the parking order to be reviewed.
- **Cemetery Pathways**
 - Pathways are deteriorating and need repairing.
 - 2 quotes have been received:
 - Rejuvophalt £23,150.20
 - Tarmac £120,598.00 + VAT
 - Surplus money from the Cemetery should be reinvested back.
 - Propose to Council that the money be taken out of General Reserves.

Members noted that the current budget has a deficit of £81,000.00, which will be taken out of reserves. A lively discussion took place, with the following matters being raised:

- Budget to include higher staffing wages.
- Harlington is currently not balancing its books, with a monthly running cost of £20,000.00.
- FTC's insurance policy for business interruption was turned down by the High Court, therefore reserves have been used.
- Quotation from Rejuvophalt could be split into repair phases to spread the cost, but with a potential cost impact in splitting it rather than doing it all in one go.
- Pathway repairs do not qualify for S106 money.
- Cost of repairs should be a decision put forward by RLA to Full Council.
- Expectation for the Clerk and General Manager to prepare a full budget for Council before Wednesday 13th July, allowing Council a full picture of the budget before decisions are made regarding Cemetery pathways.

The following proposal was put forward:

1. FTC to consider the funding in full for the Cemetery pathway repairs.
2. FTC to consider the funding in parts for the Cemetery pathway repairs, based on costs provided by the Cemetery Officer.

This was seconded and agreed by all Councillors.

Members **RESOLVED** to recommend the following to Full Council.

1. FTC to consider the funding in full for the Cemetery pathway repairs.
2. FTC to consider the funding in parts for the Cemetery pathway repairs, based on costs provided by the Cemetery Officer.

RLA June 2022 ITEM 8 FACILITIES AND OPEN SPACES MANAGER'S REPORT

Members received the report of the FOSM for the March - May 2022 quarter. The following matters were discussed:

- **Ancells Farm – Green Gym**
 - Friends of Ancells Farm are keen to have a green gym installed in the park.
 - Fill the gap for older teenagers and young adults.
 - Potential to benefit local businesses.
 - More information required regarding the cost of installation and ground preparation works.
 - FTC will be required to manage and fund the maintenance of the green gym.
 - Green gym to be added to Capital Projects list.
 - Concern over vandalism.
- **BBQ Sites – Calthorpe Park**
 - Potential fire risk and concerns over not being put out properly.
 - Research suggests local parks are removing their BBQ sites.
 - Frimley Lodge Park has BBQ sites but are in a closed off area and must be pre-booked. FTC does not have the capacity to manage this.
- **Oakley Park – Footpaths**
 - Oakley Park Summer Fete to be held on Saturday 16th July 1200-1500.
 - Footpaths are deteriorating badly and need repairing.
 - FoOP have raised approximately £7,000.00 towards the cost of repairs, which will be donated to FTC.
 - Rejuvophalt, as quoted for the Cemetery paths, is suitable for park paths as well.
 - FoOP have obtained quotes to install trim trail equipment in the park, which includes all installation and ground preparation work.
 - Oakley Park does have a playground for the under 12 age group and a few pieces of equipment for teenagers, however there is no exercise equipment suitable for adults.
 - Local residents have requested exercise equipment and is fully supported by The Friends of Oakley Park. The proposed trim trail equipment would be made of wood at an approximate cost of £11,300 +VAT.
 - The trim trail equipment to be added to the Capital List programme and funded by S106 money.
- **Leawood Road – Amenity Land**
 - Approximately 30m of path to be repaired through the amenity land from new Barn Close to Leawood Road.
 - Currently only £1144.00 in the budget, with estimated repairs costing £3691.00 + VAT.
 - Rejuvophalt not suitable for this repair.
 - Recommendation for cost of repairs to go to FTC for approval, as money not included in current budget.
- **SIDS**
 - As discussed at Council in March 2022, a suggestion was made that the SIDS boards be used in one location without the speed display for a week and then displayed with the speed, to see if there was any influence on the speed of traffic with or without the speed display.
 - HDC has advised against this suggestion, due to the safety aspect of the screen being turned off.
 - Further information is being obtained to find out if this is still a possible option.
- **Caleb's Coffee – Calthorpe Park**
 - The opening of the refreshment kiosk has been very successful.

Members **RESOLVED** to

- a. **Ancells Farm – Green Gym**
 - Consult with the Friends of Ancells Farm and approve that the green gym be added to the capital expenditure list.
- b. **BBQ Sites – Calthorpe Park**
 - Reject the request that BBQ sites should be installed within Calthorpe Park.
- c. **Oakley Park – Footpaths**
 - Approve repairs to the damaged areas of the paths on both sides of the park.
 - Accept the donation from the Friends of Oakley Park.
 - The trim trail equipment to be added to the Capital List programme and funded by S106 money.
- d. **Leawood Road – Amenity Land**
 - Approve the improvement works to the existing pathway.
 - Approve the material SUDS Bond as the material to use.
 - Recommend to Full Council how the path could be funded.
- e. Note the report of the Facilities and Open Spaces Manager.

RLA June 2022 ITEM 9 THE VIEWS - SENSORY GARDEN REPORT

Members received and considered The Views Sensory Garden report containing agreed actions from the Open Spaces Working Group meeting in April. The following points were raised:

- Support the planting of trees in Autumn / Winter.
- Fleet and Church Crookham in Bloom wish to donate £500.00 to purchase 2 cherry trees.
- The time scale for the grounds work to begin would be 12 weeks lead time from the order being placed.
- A plaque to be on display in memory of Councillor Sharyn Wheale.
- Reminder to be sent out to residents and Campbell Place residents regarding confirmed works in The Views.

Members **RESOLVED** to

- Approve the planting of the trees in Autumn/Winter.
- Approve the order being placed for trees to be delivered during the planting season (Nov/Dec).
- Approve and progress the proposal for the Orchard Ground Works.
- Approve and progress the proposal for The Views, Cherry Tree Walkway.

RLA June 2022 ITEM 10 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

The report of the General Manager of the Harlington for the period March - May 2022 was presented. Members discussed the following:

- Tickets sales are a lot slower than previously.
- Summer period focuses on less shows and more hires.
- Acts still being cancelled or postponed due to COVID or shows not selling.
- Ticket sales reflect the bar sales.
- 2021/2022 net result was £109,000.00 surplus against budget.
- GPS are looking at using vaccination service for different GP services.

RESOLVED

To note the report of the General Manager of the Harlington.

RLA June 2022 ITEM 11 REVIEW OF CAPITAL PROJECTS

Members received and reviewed the existing capital works programme, dated 14.09.2021. It was agreed that members of the Parks and Open Spaces Working Group would be contacted to arrange meeting date to produce a new / revised Capital Projects Programme for the next 4 years.

RESOLVED

That a date for a meeting of the Parks and Open Spaces Working Group is set up to produce a new / revised Capital Projects Programme for the next 4 years.

RLA June 2022 ITEM 12 TRIM TRAIL - OAKLEY PARK

Members were asked to consider and approve FTC applying for S106 funding for a Trim Trail in Oakley Park. Members noted that this item had already been discussed and approved under Item 8, The Facilities and Open Spaces Manager's Report.

Members **RESOLVED** to

- a. Approve the installation of a Trim Trail in Oakley Park.
- b. Approve progressing an S106 application for the funding for a Trim Trail.

RLA June 2022 ITEM 13 LENGTHSMAN SCHEME 2022/2023

Members received and considered a report on the Lengthsman Scheme. It had been requested that members present their preferences of work to the FOSM, however this was not achieved and so members have now been asked to submit preferences in the next week.

The following points were raised:

- FTC has access to Lengthsman Scheme funds in the amount of £3,300.00 for 2022/2023.
- These funds can be used towards works such as cutting back verges, collecting leaves, washing signage.
- The current grounds maintenance team is used to do this work.
- The clearing of ditches is not the responsibility of FTC but can be done under this scheme.
- Proposed work included clearing tree branches in front of signs on Farm Drive and clearing a ditch by Baker Way.
- Members to fill in the form with preferences and submit to the FOSM in the next week.

Members **RESOLVED** to

Determine the projects to be undertaken within the Lengthsman Scheme by submitting their preferences to the Facilities and Open Spaces Manager in the next week.

RLA June 2022 ITEM 14 FUTURE EVENTS

Members noted the following events and noted that the Ancells Farm Table Tennis event is now to be held on Saturday 9th July 2022.

2 nd July 2022	Calthorpe Park	Fleet Carnival
9 th July 2022	Ancells Farm	Table Tennis Event
10 th July 2022	The Views Skate Park	Scam Jam competition
16 th July 2022	Oakley Park	Summer Fete
29 th July 2022	The Views	Open Air Cinema
10 th July 2022	The Views Skate Park	Scam Jam Event
25 th July – 28 th August 2022 <i>every Thursday</i>	The Views Skate Park	Phoenix Summer Project
10 th September 2022	The Views	Open Air Cinema
5 th November 2022	Calthorpe Park	Fleet Lions Fireworks
13 th November 2022		Remembrance Sunday
23 rd November 2022	Fleet	Fleet Christmas Festivities
25 th December 2022	The Harlington	Christmas Day Lunch
26 th March 2023	Calthorpe Park	Fleet Half Marathon

RLA June 2022 ITEM 15 CLERKS REPORT

Members noted the apology from the Town Clerk who was unable to attend the meeting due to ill health. On her behalf, it was noted that the Jubilee Celebration Weekend was very successful, with all the parks being well used. Thanks was also given to all the officers for their support and help over the Jubilee weekend.

RLA June 2022 ITEM 16 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure & Amenities Committee will be held on Wednesday 21st September 2022 at 7.00pm at the Harlington. There being no further business the meeting closed at 8.55pm.

Signed: **Date**.....

Chairman



MINUTES OF DEVELOPMENT CONTROL COMMITTEE

DEVELOPMENT CONTROL COMMITTEE

Meeting held on Monday 13th June 2022
at 7pm in The Function Room , The Harlington

Present:

Cllr Holt
Cllr Hope
Cllr Robinson
Cllr May

Officers: Charlotte Benham

1	<p>Apologies</p> <p>Cllr Krishnamurthy and Cllr Schofield</p>
2	<p>Chair / Vice Chair</p> <p>To defer election of a Chair and Vice Chair of the Development/Control and Planning Committees until the next meeting when all members are in attendance.</p>
3	<p>Declarations of interest to any item on the agenda</p> <p>None declared</p>
4	<p>Public Session</p> <p>None</p>
5	<p>Approval of the Notes</p> <p>The minutes of the development and control advisory group meeting held on Monday 23rd May were accepted as a correct record of the meeting.</p>
6	<p>22/00975/HOU 76 Fleet Road Fleet Hampshire GU51 4PA Erection of a single storey front extension. Comments required by 7 June</p> <p>Too late to comment as permission has been granted</p>

22/01014/FUL

8-10 8 Reading Road South Fleet Hampshire GU52 7QL

[Demolition of existing garages and single storey rear extensions and erection of single storey rear extension to form 4 one bedroom flats](#)

Comments required by 13 June

OBJECTION

- Taken from the D&A Report:

The whole site measures approximately 0.0499ha and consists of class E unit at front, 2 bedroom flat, a detached block of 4 garages on the ground floor to the rear and 2 x one bedroom flats at first floor situated close to both Fleet Road and the district centre of Fleet.

- The proposed development represents 120 dwellings per hectare (6/0.0499) This is dense urban development in a relatively inaccessible location
- The design of the development, especially the subservient elements to each side have fully taken account of the outlook of habitable rooms serving 6 Reading Road South, Engco Court and the flatted development at Alexis Court which have living areas facing the site
- The site is in a relatively accessible location within Fleet Town Centre such that the parking provision below those in the PPIG should be acceptable?
1 space per property parking provision on the site for 4 units totalling 4 bedrooms. Parking standard would require 9 spaces for the total of 6 flats on the site. Only providing 1 space for each new flat.
- 3 units are 38 m² and 1 unit 40m² where a shower room is provided for 1 bed 1 person space may be reduced to 37m². If a 1 bed x 2 person flat min space required is 50m², so these are small flats as near the minimum area as possible
- The Flood Officer has questioned the drainage proposal and any suggestion to put the drainage into the sewer system should be robustly rejected because of implications in the local system. The design of the SUDS system needs to be approved before the commencement of any work should this development be regrettably approved.

22/01031/HOU

2 Hawkins Way Church Crookham Fleet Hampshire GU52 7JX

[Demolition of conservatory and erection of a single storey rear extension and insertion of door ground floor side.](#)

Comments required by 14 June

NO OBJECTION

22/00791/FUL

230 Fleet Road, Fleet, Hampshire, GU51 4BY

[Change of use of retail unit to takeaway with installation of an extraction flue to the rear](#)

Comments required by 15 June

Amendments

1 Noise report submitted.

Extract below from the Environmental Officers Report - it does not alleviate our concern that if not maintained what enforcement will be put in place to protect the immediate residents?

From an odour perspective, the proposed elevation drawing shows the kitchen extract duct will terminate at full height to ensure adequate dispersion of odours, in this case it is at least at least 1m above roof eaves, although neighbouring residential windows may be the same height or higher than the termination point

It follows that an odour nuisance would unlikely occur with appropriate mitigation with a high level of odour control in place, and adequate maintenance of the system to be carried out in accordance with the manufacturers instructions and/or servicing agreement. Despite this, final assessment as to whether the system will prevent odour, smoke or fume nuisance can only be made after the system has been installed and has started operations under its most intense use conditions for the food type - should nuisance still occur then further adaptations will be required post installation.

See neighbours continuing concerns. One of the biggest risks is the maintenance of an exhaust system especially if fat frying is concerned. In relation to noise the Environmental Officer is not satisfied that the analysis accommodates the nearest dwelling.

HOLDING OBJECTION subject to further evidence

22/01052/HOU

99 Crookham Road Church Crookham Fleet Hampshire GU51 5NP

[Demolition of garage and erection of a garden office](#)

Comments required by 15 June

If the access to the garage was down the side of No.97 and then behind No.97 there still looks to be adequate parking with the loss of one space. The office occupies the footprint of the garage – NO OBJECTION as long as tree protection is adequate

22/01067/HOU

11 The Lea Fleet Hampshire GU51 5AX

[Demolition of conservatory and outbuilding and erection of a part single part two storey rear extension, front porch, alterations to all windows to front elevation, insertion of one window to first floor side, alterations to one window to first floor rear](#)

Comments required by 16 June

NO OBJECTION in principle

- they have stepped in the upper floor extension to avoid the 45° rule.
- 4 beds only needs 3.5 parking spaces, so they may not need to hard surface more of the front garden - if they do they need to comply with Fleet Neighbourhood Plan policy 15 Front Gardens – retain 50% of the front garden as soft landscaping.

22/01164/HOU

79 Westover Road, Fleet, Hampshire, GU51 3DE

[Erection of a single storey side and rear extension and new front door and windows](#)

Comments required by 16 June

NO OBJECTION in principle but

- Question of any impacts on neighbour with 5m+ extension to the rear – will there be any loss of light to rear windows?
- Why timber cladding to side and back of side extension? Not part of the palette of the main house and no in keeping, would be better if design changed to match
- Surface water drainage to be taken to a SUDS system tank not a conventional soak away.

22/01078/HOU

The Laurels Fitzroy Road Fleet Hampshire GU51 4JH

[Erection of a two storey front extension and first floor side extension, conversion of garage into habitable accommodation and replacement gates](#)

Comments required by 16 June

OBJECTION

- In the heart of the North Fleet Conservation Area
- Original entrance walls and gate out of keeping – the proposed gates although not perfect in relation to the area are far more acceptable
- The west wing brings a large expanse of glass and a Juliet balcony in close proximity to the boundary to Magnolia house with a potential loss of privacy through overlooking
- Equally the full balcony to the east wing allows overlooking of the adjoining property
- The front elevation is transformed from a very traditional period property to a very modern design
- Para 9.2 of the NFCA Management proposals states – “the need to prevent unsympathetic changes to existing houses such as the oversize extensions or changes to the elevations and details”
- The recommendation is that “The District Council will encourage property owners to retain the architectural features of their buildings and will refuse planning applications for extensions which are considered to be either too large or badly designed.

22/01064/HOU

61 Velmead Road Fleet Hampshire GU52 7LP

[Area A - Replacement of leylandii hedge and low level fence and 1.2m high gate with 2m high feather board fence and 1.8m high gate Area B - Replacement of 1.2m high fence and 1.2m high gate with 2m high feather board fence and 1.8m high gate \(part retrospective\)](#)

Comments required by 20 June

OBJECTION

This has created a very extensive length of 2m high boundary fencing to the front of the property and it has been transformed from a very open site in a dominant location to one with 2m high fencing to the front of a property, why so high? Totally out of character with the local area and significantly negatively impacts on the street scene.

22/00937/HOU

Tareyton Hitches Lane Fleet Hampshire GU51 5HX

[Erection of a two storey front extension following demolition of existing detached garage, demolition of existing entrance porch and installation of a vehicular access gate](#)

Comments required by 20 June

- states house needs upgrading but in fact adds a triple garage with undefined roof space above
- This is a very large extension that unbalances the whole design of the property - poor design
- What is the upper floor of the garage to be used for?

NO OBJECTION subject to 5 bar gate being set back off the main road so vehicles can turn in and not obstruct the highway on a busy road

22/00807/HOU

The Point Reading Road North Fleet Hampshire GU51 4HP

[Retention of electric gate and fence](#)

Comments required by 20 June

- Located in North Fleet Conservation Area - current five bar gate and green boundary to front of property are in keeping with the conservation area. Proposed new gates and 2m high fencing are totally out of keeping with the conservation area and in breach of the Article 4 Direction regarding front boundaries.
- Again the Management Plan para 9.2 – the need to preserve and protect existing front boundaries and ensure that new works do not detract from the sylvan character of the conservation area – these works neither preserve or enhance the character of the conservation area. The original 5 bar gate and hedging (Google picture) are far more in keeping with the character of the area.

OBJECTION – needs a more in keeping gate design, set back from road for access without blocking road and lower fence

22/00962/HOU

10 Lyndale Drive Fleet Hampshire GU51 3JH

[Erection of a two storey rear extension, porch, reduce size of one window and insert window to first floor on one side and insertion one window to first floor on other side](#)

Comments required by 21 June

NO OBJECTION

22/01174/PRIOR

192 - 196 Fleet Road Fleet Hampshire GU51 4BY

[Partial change of use from a vacated building of class E use to a ground floor class E premises to the front and one 1 bedroom dwelling to the rear to include the replacement of a window to ground floor side with a door](#)

Comments required by 22 June

	<p>Progressive change from commercial to residential</p> <p>OBJECTION on grounds of inadequate parking</p>
7	<p>To Note:</p> <p>Review of weekly lists</p>
9	<p>Noted:</p> <p>Hart Planning Meeting Dates</p> <p>15th June 2022</p>
10	<p>Date of Next Advisory Group Meeting</p> <p>27th June 2022</p>

Meeting closed: 8.10pm

Signed:.....

Date:



MINUTES OF DEVELOPMENT CONTROL COMMITTEE

DEVELOPMENT CONTROL COMMITTEE

Meeting held on Monday 27th June 2022
at 7pm in The RVS, The Harlington

Present:

Cllr Hope
Cllr Holt
Cllr Robinson
Cllr May
Cllr Krishnamurthy
Cllr Schofield

Officers: Charlotte Benham

1	<p>Apologies</p> <p>None received</p>
2	<p>Chair / Vice Chair</p> <p>Cllr Schofield was elected as Chairman of the Planning and Development & Control Committees.</p> <p>Cllr Hope was elected as Vice Chairman of the Planning and Development & Control Committees.</p>
3	<p>Declarations of interest to any item on the agenda</p> <p>None declared</p>
4	<p>Public Session</p> <p>None</p>
5	<p>Approval of the Notes</p> <p>The minutes of the development and control advisory group meeting held on Monday 13th June were accepted as a correct record of the meeting.</p>
6	<p>22/00909/HOU 80 Kenilworth Road Fleet Hampshire GU51 3AZ Erection of two storey side and single storey rear extensions Comments required 28 June</p>

No issues with the proposed development in principle but to note:

- Parking 3 in a row is against Hart's parking standards
- Ecology Officer has objected on the grounds of no bat survey in an area likely to support bats

NO OBJECTION subject to Bat survey issue being resolved and a parking plan that meets Hart's standards

22/01091/HOU

3 Shelley Close Fleet Hampshire GU51 3XF

[Demolition of existing carport, garage and conservatory and erection of a single storey side extension. Replace rear ground floor window with bi-fold door and new window on ground floor rear](#)

Comments required by 27 June

Reduction in impermeable area through removal of conservatory and garage. Currently park 3 in a row which goes against Hart's parking standards – they indicate widening of front drive to accommodate third car (not 3 in row) but majority of front garden retained so would be acceptable under Fleet Neighbourhood Plan Policy 15

NO OBJECTION subject to dimensioned parking plan to confirm cars will fit on site in arrangement shown

22/01128/HOU

22 Dunmow Hill Fleet Hampshire GU51 3AN

[Erection of a replacement porch and insertion of window to ground floor side](#)

Comments required by 27 June

NO OBJECTION

22/01222/PRIOR

192 - 196 Fleet Road Fleet Hampshire GU51 4BY

[Partial change of use from a vacated building of class E use to a ground floor class E premises with a new access stair and conversion of first floor to 1 one bed and 1 two bed flats](#)

Comments required 28 June

OBJECTION on lack of on-site parking provision

22/01149/HOU

Waverley Lodge Waverley Avenue Fleet Hampshire GU51 4NN

[Erection of a single storey rear extension](#)

Comments required by 1 July

Application recognises plot is located in North Fleet Conservation Area and Character Area 8. Plans not wholly in keeping with the main dwelling - a glass box on the rear of a character building although it has very limited visibility and therefore virtually no impact on the conservation area. Design could be more in keeping with the host building but NO OBJECTION in principle.

22/01104/HOU
45 Dukes Mead Fleet Hampshire GU51 4HD
[Change of roof over porch, garage and utility room from felted flat to hip tiled roof](#)
Comments required by 4 July

NO OBJECTION – the pitched roof improves appearance of the property

22/01130/HOU
5 Glen Road Fleet Hampshire GU51 3QS
[Erection of an external porch canopy, changes to window sizes and materiality, with two rooflights to rear](#)
Comments required by 4 July

The description of the work is not complete - It is a complete make over with change of roof material from concrete tiles to grey slate, change of majority of elevations from red brick or red tiles to white render, change of windows from white plastic to black or grey frames and the addition of some zinc to the front elevation.

Glen Road has a variety of house styles, but traditionally in red brick with concrete tiles and some hanging tiles to front elevations. This would be out of keeping therefore OBJECTION – if materials were maintained more in keeping with the local character, the proposal would be more acceptable.

22/01093/HOU
1 Kingscroft Fleet Hampshire GU51 3NH
[Conversion of loft into habitable accommodation with rear dormer and insertion of 3 roof lights on front roof slope](#)
Comments required by 5 July

OBJECTION

- Little impact to the front elevation but significant impact to the rear.
- Putting in full height windows makes the rear elevation out of proportion, but most significantly will overlook the immediate neighbours' gardens (No.2 Kingscroft and 27/29 Aldershot Road) and potentially others, so loss of privacy.
- The neighbour who provided support (no 33) is not impacted by the rear development and it is not appreciated how this development increases the value of the area, potentially to the contrary
- Parking – question if there is adequate on-site parking?
- House will effectively become 3 storeys which is out of keeping with the local area.

22/01088/FUL
Cody Technology Park Ively Road Farnborough Hampshire GU14 0LX
[Erection of two storey data centre and plant enclosure on existing car park](#)
Comments required by 5 July

This is a significant building, but it is on the south side of the development facing Comet Road and the QinetiQ site so no impact therefore NO OBJECTION

22/01057/HOU

57 Elvetham Road Fleet Hampshire GU51 4QP

[Erection of a part two storey and part single storey rear extension](#)

Comments required by 5 July

- This is a more modern intervention into the North Fleet Conservation Area that breached a number of the recommendations of the Management Report
- The extension is all to the rear so has no impact on the street scene, but has a significant area of glass
- The extension approaches the side boundary which is tree'd and the tree report identifies encroachment into the Root protection Area of at least 2 trees and recommends specialist ground works and construction techniques

It should be a condition that no works commence until the extent of the root zone is confirmed by an arboreal expert and the extent of specialist work to be put in place as a result are confirmed.

NO OBJECTION in principle but HOLDING OBJECTION until tree issues are resolved

22/01173/HOU

Kaikoura 6 Spruce Way Fleet GU51 3JB

[Erection of a single storey front extension, alterations to one windows to ground floor front and insertion of one window to ground floor side](#)

Comments required by 6 July

A previous very similar application was refused 21/01812/H. Reason for refusal: *REASONS FOR REFUSAL 1 The proposed single storey front extension, by virtue of its height and size, in particular its footprint, would fail to appear subservient to, and would compete with, the main dwellinghouse. As such, the proposal would result in a visually intrusive structure which would cause material harm to the character of the area and have an adverse impact on the street scene. The proposal is therefore contrary to Local Plan Policy GEN1 of the Hart District Local Plan 1996-2006 Saved Policies, Policy NBE9 of the Hart Local Plan (Strategy & Sites) 2032 and Policy 10 and 15 of the Fleet Neighbourhood Plan.*

The new proposal is very similar, slightly shorter and changed from timber clad to white render with anthracite window frames, but the impact in relation to the host building and the surrounding area are the same and the same Planning policies can be quoted.

OBJECTION

The proposal is contrary to Local Plan Policy GEN1 of the Hart District Local Plan 1996-2006 Saved Policies, Policy NBE9 of the Hart Local Plan (Strategy & Sites) 2032 and Policy 10 and 15 of the Fleet Neighbourhood Plan.

22/01235/HOU

55 Tavistock Road Fleet Hampshire GU51 4EL

[Alterations to existing porch and re-roof over porch and garage. Replace roof over existing conservatory with warm roof](#)

Comments required by 6 July

NO OBJECTION - general improvement to the design of the building.

	<p>22/00976/HOU 31 Wood Lane Fleet Hampshire GU51 3EA <u>Demolition of conservatory and erection of a single storey rear extension, front porch, first floor side extension and conversion of garage into habitable accommodation. Alterations to windows and doors</u> Comments required by 7 July</p> <ul style="list-style-type: none"> • 4 beds require at least 3 parking spaces. Looks adequate parking on site due to extensive hardstanding area • Front porch is out of character with the host property although Wood Lane has become an eclectic mix of architectural styles <p>NO OBJECTION in principle but suggest porch materials and size could be more in keeping</p>
7	<p>To Note:</p> <p>Review of weekly lists</p>
9	<p>Noted:</p> <p>Hart Planning Meeting Dates</p> <p>5th July 2022</p>
10	<p>Date of Next Advisory Group Meeting</p> <p>11th July 2022</p>

Meeting closed: 8.10pm

Signed:.....

Date:

V5 - 2021-2022 Proposed Capital Works List
As at 29th June 2022

ITEM 7

AREA	SHORT	MED	LONG	OPERATIONAL	DETAILS	POTENTIAL FUNDING	COMMENTS
THE HARLINGTON							
Refurbished or New Harlington	15,000,000					Loan repaid via the precept	Harlington Development -
Decoration and tidying up				20,000	Keeping building presentable (3 yearly)		
Table/chair replacement	20,000				Replacement of broken/unsafe furniture	Grant	Lottery funding?
Semi-permanent sound position			10,000		Creation of ground level sound/tech position		
Extension of fire alarm system				3,000			
Coffee shop area				9,500	Redesign		As required
Auditorium Floor				12,000	Sand & Seal wood floor		
LED Lighting throughout				10,000	Replace old lighting units to take LEDs		Climate Change assist
Replace roof windows in FTC Office				5,000			
ANCELLS COMMUNITY CENTRE							
Decoration and tidying up				20,000	Keeping building presentable (5 yearly)		Floor & decoration as per current earmarked reserve
Table/chair replacement				5,000	Replacement of broken/unsafe furniture	Grant	Several tables/chairs already broken
Re-fitting toilets	10,000						As required
Heating/air handling system				5,000			As required - Climate Change Assist
Guttering replacement				5,000			As required

**V5 - 2021-2022 Proposed Capital Works List
As at 29th June 2022**

AREA	SHORT	MED	LONG	OPERATIONAL	DETAILS	POTENTIAL FUNDING	COMMENTS
Centre redevelopment		???			Redevelopment of Ancells Farm Community centre		
OAKLEY PARK							
Play Equipment - additional			100,000		Play provision for ages under 8s		As Development Plan
Toilets in pavilion				Price to be obtained	Painting toilets in pavilion		
Trim Trail equipment	11,300				Teen - Adult exercise equipment	S106/grant funding	
Repairs to footpaths	9,000				Repair damaged paths	Donation/FTC	
CALTHORPE PARK							
New Multi - use Pavilion and car park			£3m		Pavilion to be resited for use by FTFC, indoor bowls, football tennis etc.	FA funding/ sports grant/ FTC	
MUGA			150,000		Provision for ages 13-17	S106/grant funding	Ideally after the new pavilion has been built.
Drainage of the football Field and leveling pitches	10,000				Install new drainage across football pitches		Funding maybe availabel from the FA - due to landfill issues specialialist advice required on type of drainage required.
CCTV to cover upper area near tennis courts.	25,000				Protect park assets and deter anti social behaviour	S106 funding	
The tennis courts	40,000				Providing tennis court Lighting		Less if only two courts are illuminated (5 & 6)
THE VIEWS							

**V5 - 2021-2022 Proposed Capital Works List
As at 29th June 2022**

AREA	SHORT	MED	LONG	OPERATIONAL	DETAILS	POTENTIAL FUNDING	COMMENTS
Sensory Garden/ Sensory Spaces	51,500				To be accessible to those in Campbell Place and others from the Town Centre	\$106 funding received - £56k	Work in progress
The Play area / play ground for children up to age 10		100,000			A more natural play area not fenced in		A guestimate of the cost
New Skate Park		300,000			Move the skate park to open up the Views to other uses.		Estimates will need to be obtained once exact location is finalised and planning have agreed to any changes in location.
ANCELLS FARM PARK							
Drainage to football Field		30,000			Install new drainage across football pitches	Grant funding?	Funding from the FA?
Install a path extension between pavilion and bridges / Ancells Road and • Staggered barriers at both entrances plus installation	9,000					Donation to FTC	
Green Gym Equipment	15,000				Teen - Adult exercise equipment	\$106/grant fund	
BASINGBOURNE PARK							
Drainage to football Field			30,000		Install new drainage across football pitches	FA/Grant	Funding from the FA
Play Areas			100,000		Under 8 Play Area		
Canal Path			5,000		Canal Footpath accessibility from park through woodland		FOBP have already raised some funding
CEMETERY							

V5 - 2021-2022 Proposed Capital Works List
As at 29th June 2022

AREA	SHORT	MED	LONG	OPERATIONAL	DETAILS	POTENTIAL FUNDING	COMMENTS
Cemetery Road		30,000			Repair road surface and parking enforcement		
Renew main paths from the entrance to the cemetery to all other areas.	23,150				Many paths are now very uneven and accessibility is extremely difficult for some people.		
TOWN CENTRE, GENERAL AREAS GREEN SPACES							
Park bins, park furniture, bollards and noticeboards				15,000			Replacements
Repair to Leawood Rd Amenity Path				3,700	Improve access path across amenity land	General Reserve	
Outside Depot/ Storage area			20,000		Container and compound for storage of outside equipment etc.		Most convenient location would be Calthorpe Park. Other location for consideration - the rear of the cemetery.
GENERAL MANAGEMENT COSTS							
Telephone system		??					Ideally not required until there is a new or refurbished Harlington. However, should the system fall over, it is beyond repair. The system is extended to its full limit and no further phones can be added.
IT systems in the Cloud		??					Ideally not required until there is a new or refurbished Harlington.
Councillor IT Equipment and set up support		25,000					IT for Councillors such as laptops - part of climate change actions?

**V5 - 2021-2022 Proposed Capital Works List
As at 29th June 2022**

AREA	SHORT	MED	LONG	OPERATIONAL	DETAILS	POTENTIAL FUNDING	COMMENTS
	15,480,950	485,000	415,000	113,200			

2022-23 Budget and Projections
(for Capital expenditure item on Council agenda 6 July, 2022_

Item 7b

Cost Centre	Item Description	Actual 2017 - 18	Adjusted Actual 17-18inc's transfers to EMR	Actual - 2018-2019	Actual 2021-2022	2022-2023 Draft Budget. Draft Tax Base (at 5.11.21) 10,676.06 x £107.328 (£103.20 +4%) av Band D equiv = £1,145,840.10	Actual as at 29.06.22	Projections	Comments
COUNCIL OPERATIONS									
115	Precept Operations	-£599,277.00	£ 599,277.00	-£619,567.26	-£677,777.10	-£733,823.10	-£366,912.00	-£733,823.00	Council Operating costs
101	Central Admin	£134,460.00	£ 149,960.00	£167,868.00	£173,478.00	£227,483.00	£50,651.00	£237,235.00	£237,235.00
105	Civic & Democratic	£3,947.00	£ 3,947.00	£15,007.00	£2,265.00	£33,170.00	£138.00	£17,170.00	£17,170.00
110	Grants and contributions	£49,055.00	£49,055	£43,698.00	£40,226.00	£48,435.00	£30,038.00		
110	Committed Grants							£47,703.00	£47,703.00
110	Civic Grants								
150	Events,town centre and climae change	£42,143.00	£ 42,143.00	£39,240.00	£39,896.00	£47,711.00	£1,382.00	£48,311.00	£48,311.00
301	Open Spaces	£33,638.00	£ 34,303.00	£29,157.00	£34,958.00	£38,950.00	£4,556.00	£40,334.00	£40,334.00
208	Ancells Farm Park	£30,191.00	£ 30,191.00	£31,298.00	£36,766.00	£39,979.00	£4,661.00	£41,001.00	£41,001.00
310	Calthorpe Park	£21,492.00	£ 28,492.00	£33,575.00	£51,527.00	£53,970.00	£2,949.00	£54,154.00	£54,154.00
315	Oakley Park	£16,200.00	£ 16,200.00	£21,099.00	£25,849.00	£28,080.00	£1,229.00	£29,210.00	£29,210.00
320	Basingbourne Park	£19,257.00	£ 19,257.00	£25,536.00	£29,443.00	£24,486.00	£3,077.00	£30,980.00	£30,980.00
325	The Views	£12,160.00	£ 12,160.00	£5,909.00	£13,576.00	£12,026.00	£368.00	£12,037.00	£12,037.00
330	Edenbrook	£9,794.00	£ 9,794.00	£3,112.00	£3,407.00	£5,585.00	£525.00	£5,713.00	£5,713.00
350	Cemetery	-£41,789.00	-£ 38,989.00	-£9,764.00	-£37,435.00	-£21,900.00	-£69,707.00	-£24,929.00	-£24,929.00
475	Lengthsman	-£100.00	-£ 100.00	-£3,300.00	£0.00	£0.00	£0.00	£0.00	£0.00
SUB TOTAL	COUNCIL OPERATIONS	-£268,829.00	£ 242,864.00	-£217,132.26	-£263,821.10	-£195,848.10	-£337,045.00	-£194,904.00	£538,919.00
THE HARLINGTON									
						£0.00			
204	Building Operational costs	£130,943.00	£ 131,203.00	£222,058.00	£191,506.00	£234,900.00	£65,703.00	£253,246.00	
201	Events	£4,215.00	£ 18,135.00	-£52,535.00	-£8,542.00	£19,250.00	£31,793.00	£35,975.00	
202	Café	-£7,557.00	-£ 7,557.00	-£14,721.00	£269.00	£0.00	£0.00	£0.00	
SUB TOTAL		-£3,342.00	£10,578.00	£154,802.00	£183,233.00	£254,150.00	£97,496.00	£289,221.00	
205	Ancells Community	£5,716.00	£ 5,716.00	£15,120.00	£24,634.00	£22,850.00	£2,982.00	£24,170.00	
	TOTAL AFCC	£5,716.00	£5,716.00	£15,120.00	£24,634.00	£22,850.00	£2,982.00	£24,170.00	
TOTAL	Harlington & AFCC	£2,374.00	£16,294.00	£169,922.00	£207,867.00	£277,000.00	£100,478.00	£313,391.00	
TOTAL	FTC + Harlington + Ancells Community	-£266,455.00	£ 226,570.00	-£47,210.26	-£55,954.10	£81,151.90	-£236,567.00	£118,487.00	

HARLINGTON DEVELOPMENT		Actual to 31.03.17	Actual 2017-2018	Actual 2018-2019	Actual 2021-2022	Actual as at 01.04.2022	Cumulative 2022/2023 Year End Projection	Comments
	Brought forward	£0.00	-£285,435.00	-£511,052.00	-£1,608,082.00	-£1,992,119.00		
115	Precept	-£390,339.00	-£412,017.00	-£412,017.00	-£412,017.00			
160	Interest							
160	Expenditure	£104,904.00	£186,377.00	£43,276.00	£27,980.00			
TOTAL	FUNDS AVAILABLE	-£285,435.00	-£511,075.00	-£879,793.00	-£1,992,119.00			

Available S106 Funding as at 19.04.2021	Available funds as at 11.05.19	Funds received a at 31.01.2020	Funds requested but not paid as at 10.02.22	Comments	
	Recreation & Leisure projects	£392,214.00	£24,789.00	£54,986.00	Cemetery Extension
	TOTAL	£392,214.00	£24,789.00	£95,747.00	

FTC RESERVES AS AT 31 MARCH 2021				FTC RESERVES AS AT 30 March 2022			
Total Equity as at 31.03.2021	£2,449,217.00	General Fund	£329,407.00	General Fund	£329,407.00		
		FTC Reserves	£0.00	FTC Reserves			
		General EMR	£127,692.00	General EMR	£127,692.00		
		Harlington EMR	£1,992,119.00	Harlington EMR	£1,992,119.00		
			£2,449,218.00		£2,449,218.00		

During the Platinum Jubilee Events, I met many new immigrants from Hong Kong, from our conversations I learnt that we have currently over 115 Hong Kong families lived in Fleet and surrounding areas that is over 400 residents if including children, more than the number of Ukraine refugees. Most of them have only arrived within a year.

Government and local councils are providing support to Ukrainian refugees but nothing in relation to support Hong Kong immigrants. From my conversation with them as well as many other residents, it appears that many residents do not understand why there is a sudden flush of immigrants from Hong Kong as there is very limited media coverage about what happened there. And in their mind, Hong Kong is a prosperous and rich city.

In fact, when I pointed out the atrocities Hong Kong people are facing is no less than those from Ukraine and worse still it is from its own government, it made many residents understand and wish to help Hong Kong immigrants to settle down and integrate.

Luckily Hong Kong immigrants do have some advantages, they had a better understanding of English and financially better off in comparison to Ukraine refugees, but they do need some support to find jobs and better integrate to local communities.

Therefore, I am proposing that we should offer some help. First thing to do is to make residents aware what is really happening in Hong Kong and the reason they abandoned their lives at home and flee to the UK for safety. Luckily there is an excellent documentary about exactly that release end of last year and received acclamation in Cannes film festival. I suggest if the council will agree to offer time slot to show this film for free to residents.

Also, I would suggest and encourage all local charities to attend and make connections to Hong Kong immigrants. Many of them are willing to participate voluntary works and help local community while make themselves better integrated to it.

If the event is successful, we might be able to consider further sessions and meeting in the future, as there are many more Hong Kong immigrants coming to the UK in the next few years as Chinese government is tightening its grip as we speak.



This is the poster of the documentary I wish to show to the public and I am happy to pay for the copyright to show it to the public out of my own pocket.

From: [Alex Jones](#)
To: [Parish Councils](#)
Subject: Invitation to comment on Hampshire County Council's draft Catchment Management Plans
Date: 14 June 2022 11:24:17

Good morning,

Hampshire County Council have recently updated the Hampshire Catchment Management Plan and it is currently out for public consultation. I am sending this email to all Parish Councils and should you wish to review the document and provide comments all the information can be found below:

The County Council published its updated Local Flood and Water Management Strategy in 2020. Following on from the Local Flood and Water Management Strategy and its recommendations, Hampshire County Council has produced draft Catchment Management Plans for the 18 river catchments in Hampshire. These plans provide an assessment of flood risk from a range of flooding sources and has been used to identify 66 Priority Areas across Hampshire where specified actions and stricter policies could be applied.

The webpage has been set up to allow our partners and residents of Hampshire to review the Catchment Management Plans and their supporting documents. If you are interested in commenting, please respond to the survey to let us know what you think of Hampshire's proposed methods of managing water and flood risk across the County.

Please visit the consultation web page

<https://www.hants.gov.uk/aboutthecouncil/haveyoursay/consultations/catchment-management-plans>

*The Catchment Management Plans will be open for consultation until **21st July 2022.***

If you have any questions on the document, then please email me and I can pass them to Hampshire County Council.

Kind regards,

Alex Jones
Flood Risk Management Officer

Hart District Council : Civic Offices : Harlington Way : Fleet : GU51 4AE

Web: www.hart.gov.uk | **Twitter:** [@HartCouncil](https://twitter.com/HartCouncil) | **Facebook:** [/HartDistrictCouncil](https://www.facebook.com/HartDistrictCouncil)

COVID-19 pandemic

The Council will endeavour to respond to your request as soon as possible but we ask you to appreciate that our priority in terms of resources, finances or people, might be diverted away from usual compliance or information work during this extraordinary pandemic period. This understandably may result in the Council not being able to respond to you as quickly as we would like to.

Hart District Council has updated its privacy policy, [find out more](#) about how we take care

of your information.



The Bridewell
The Bury
Odiham
Hampshire
RG29 1NB

Cllr Marisa Heath, Chair, Basingstoke Canal Joint Management Committee
By email marisa.heath@surreycc.gov.uk

21st June 2022

Dear Cllr Bramhall

Condition of the Basingstoke Canal

The Basingstoke Canal Society has written to Odiham Parish Council highlighting their serious concerns that the condition of the Basingstoke Canal is deteriorating to an extent which will impact on valuable revenue for the Canal unless something is done. I have also had representations from Galleon Marine and Accessible Boating Association. All of these operators predict that unless the necessary work to improve the condition of the canal, as outlined below, is carried out they will have to stop offering their services as the canal will become unnavigable before the end of the summer. This would be a serious blow to revenue generation and the amenity of residents and visitors, impacting on many local businesses. The loss of revenue to all users will also impact on the funds available to maintain the canal since they all contribute to income to the Canal Authority. We have also had a report that even canoeists are struggling with the current low water level. This will also be impacting on the flora and fauna which will put at risk the fragile ecosystem which merits the SSSI status of the canal.

All users and in particular the Canal Society have serious concerns about the deteriorating condition of the canal and particularly about the lack of dredging which is threatening continuance of boat operation in Odiham. We are fearful that unless dredging is given an absolute priority it will be impossible for the Canal Society, ABA or Galleon to complete their cruising programme this year. The effect of this will be that they will not be able to earn the valuable revenue that is needed to support the canal and to ensure that the navigation remains open. As a contributor to the canal budget, Odiham Parish Council would wish to be assured on behalf of its tax payers that this issue is receiving the attention it deserves.

We are aware that the water level is subject to fluctuation and will drop in periods of dry weather. However, we understand that the water level has been lowered because of an investigation of a leak in the Crookham area. We have seen the latest report on the progress of this repair from Fiona Shipp and would appreciate an update. Obviously it is extremely disappointing that the contractors employed to make the necessary repairs left the site without completing the job.

The lowered water level is compounded by the need to dredge the canal which has to be done regularly to maintain its depth. The Odiham stretch of the canal is particularly affected. It is coming increasingly difficult for craft of any size to navigate the stretch from Odiham Wharf at Colt Hill to the Barley Mow as several stretches of the canal are now so shallow. Trips to King John's castle, which is a favoured route, have been challenging for some time due to the long term problem with Swan Cutting so almost all the boats from Colt Hill need to travel eastwards. It seems we are now approaching a position where it will become impossible to operate most boats in either direction. Galleon Marine offer a vital service to all boats using the canal and if they are forced to cease trading, the whole future of the canal as a boating leisure facility will be

at risk. We understand there are steps that could be taken to protect the water levels in the area around Colt Hill and wonder if this has been considered as a matter of urgency?

As you will recall from the last JMC meeting in November 2021, a working group (comprising officers and BCS members) was tasked with reviewing the dredging position and recommending solutions. As far as we are aware, no meetings have taken place and the silting of the canal is steadily getting worse. Any dredging plan should identify the sections of canal to be dredged, the equipment to be used (BCA assets or hired-in plant), the proposed methods of disposal (tip sites or removal by lorry) and the funding arrangements. Given that it is now over six months since the decision was taken to urgently review this situation and to propose solutions, it would appear that you are no nearer to sorting out the problem - and the silting is getting worse. I think the users of the canal and the authorities which fund the canal are now overdue an explanation from the Counties on what can be done about the dredging issue and when the work can start. If there is simply a 'progress report' at the next JMC (scheduled for 14th July) we feel that the JMC will be failing to tackle an issue which is vitally important if the canal is to remain as a fully operational navigation.

We understand that the longer term future of the canal is brighter. That once the new water main is completed, the need for extraction at Greywell will cease and more water will be available to the canal. However this will take some 5 years to take effect and meanwhile it is vital that the necessary maintenance is carried to keep the canal in working order.

The Basingstoke Canal is a much valued, local, recreational asset which is enjoyed by local residents as well as bringing visitors to the Parish who also provide valuable support to the local businesses. As such, Odiham Parish Council asks the Basingstoke Canal Joint Management Committee to take action and supports the campaign for works which will stop further deterioration.

Yours sincerely

Cllr Dr Angela McFarlane, Chair
Odiham Parish Council

cc: Cllr Jonathan Glen – Vice Chair, Basingstoke Canal Joint Management Committee
Cllr xxxxxx, Hart District Council
Cllr David Jackson, parish council representative on the Joint Management Committee.



Climate Change Working Group

Terms of Reference

The Working Group shall:

1. Identify and quantify all sources of carbon under the direct control of FTC.
 - a. Negotiate with HDC over the impact of the Harlington.
 - b. Negotiate with Tenants to achieve approved targets.
 - c. Negotiate with Suppliers and Contractors to achieve approved targets
2. Work collaboratively with HDC and especially their two designated Climate Change Officers.
3. Develop a costed Action Plan for the life of the Council (2021-25).
 - a. The Action Plan to be broken down into the following identified areas:
 - i. Buildings and Energy
 - ii. Transport
 - iii. Procurement
 - iv. Operations
 - v. Land management
4. Appraise Full Council of any budgetary requirements to achieve the targets within the Action Plan.
5. Work with HDC and HCC to help the community achieve Net Zero Carbon emissions.



Climate Change Policy

For Approval: July 2022

Due for Review: July 2024

1. Introduction

Following the declaration of the national Climate Change emergency, the Government has set a target for the United Kingdom of net zero carbon emissions by 2050. To help achieve this target, Fleet Town Council will be working in partnership with Hampshire County Council and Hart District Council with its own target to become a net zero carbon emitter by 2035.

Hampshire County Council declared a Climate Emergency in June 2019. Two targets have been set for the County Council, and these also apply to Hampshire as a whole:

- *To achieve Carbon neutrality by 2050*
- *To build resilience to the impacts of a two degree temperature rise.*

These targets will be achieved by taking a joined-up approach, by addressing carbon reduction and climate change resilience together.

Hart District Council has formally recognised the serious impact of climate change globally and the need for urgent action and has set a target to be a carbon neutral authority by 2035 (brought forward from 2040) and a carbon neutral district by 2040.

Its main objectives are to deliver zero carbon emissions from its operations and to provide community leadership to deliver a reduction in greenhouse gas emissions across the District.

Fleet Town Council recognizes its role in making Fleet Town carbon neutral by 2035 providing community leadership and communication.

2. Aims

To reduce the Council's own carbon emissions and achieve net zero carbon emissions by 2035.

3. Actions

- To reduce single use plastic within the Council's operations
- To encourage all Council suppliers, to reduce their carbon footprint e.g. Grounds maintenance, building contractors etc
- Request that all FTC tenants take measures to reduce their own carbon footprint
- Continue to replace and increase the amount of greening within Fleet in line with the recently adopted Fleet Neighbourhood Plan which includes environmental measures e.g. Replacement of any tree that is removed
- Research all opportunities to reduce the carbon footprint in all our buildings
- Encourage all waste to be recycled
- Lobby higher tier councils to improve waste collection and recycling eg food waste, more plastics recycling.



Policy and Finance Approved: July 2021

Due for Review: July 2024

Risk Management Policy and Procedure

Risk Management Policy

Fleet Town Council (FTC) will institute systems and procedures to identify and manage threats and uncertainties to the financial, legal and reputational standing of the Council. Management of these risks shall eliminate or minimise their potential impact on the continuance of the Council's business.

Risk Management Procedure

1. Risk Management

- a) **Calculation of Risk** – The level of risk shall be assessed by combining the probability of the occurrence of an event and its potential consequences.
- b) **Identification of Risk** – Risks and their consequences shall be identified by a Working Group comprising:
 - 1) Not less than three Councillors
 - 2) The Clerk or the Office Manager
 - 3) The Harlington Manager
 - 4) The Project and Committee Clerk
- c) **Every new project or new initiative** should have a risk assessment.
- d) **Meetings and Minutes**
 - 1) Meetings will be organised by the Project and Committee Clerk and take place at least twice a year
 - 2) Ad-hoc meetings to be called in the event of the occurrence or identification of a significant risk
 - 3) Formal minutes of the meetings shall be circulated to group members and reported to Full Council after each meeting.
 - 4) The Current Key Risk Register will be taken to a full Council meeting at least annually to gain approval and ensure that all Councillors remain aware of the key risks to Fleet Town Council and the measures being put in place.

2. Risk Recording

In order to ensure that all risks are identified, and managed appropriately, a register of identified risks will be updated and maintained by FTC. In order that risks can be prioritised, this register will be split into two parts:

a) Current Key Risk Register

The Current Key Risk Register will act as reference list for all significant FTC risks and liabilities. Each risk will be assessed and rated, a short summary of the key policies/arrangements in place to mitigate/control the risk will be provided.

All entries on the Risk Register will be discussed and reviewed by the Working Group at least twice year.

To keep the register current and of value it is important that lower risks such as those that are now deemed irrelevant, or those that are wholly managed to a satisfactory level in day-to-day operations do not remain on this part of the register.

To ensure that the management of risk is proportionately distributed among the Council Officers each risk area identified will have a 'risk manager' assigned to it within the register.

This will normally be assigned to the most relevant operational manager. An appropriate method of version control will be kept ensuring that the most up to date register is in use, but that older versions of the register remain accessible.

b) Archived Risk Register

All risks removed from Current Key Risk Register will be stored in the Archive Risk Register. The Archive Risk Register entries will be retained to demonstrate a complete picture of the risks identified and managed by FTC, including those now effectively managed and not considered current. This may be required to demonstrate compliance at a later date and may be required should the risk entries again be considered current.

To ensure that the management of risk is proportionately distributed among the Council Officers each risk area identified will have a 'risk manager' assigned to it within the register.

This will normally be assigned to the most relevant operational manager. An appropriate method of version control will be kept to ensure that the most up to date register is in use, but that older versions of the register remain accessible.

3. Risk Assessment

Each risk will be assessed and given a risk category based upon the probability of the risk arising and the impact on FTC. This will allow for the prioritisation of resources.

A traffic light and numerical indicator is used to show the risk category. A risk score matrix is contained within the register to provide guidance on assessing probability and impact.

If after existing mitigation, the risk status is acceptable then the risk should be tolerated; there is nothing more to do. However, if the status remains unacceptable further mitigating actions must be identified.

COMMITTEE MEMBERSHIP

2022/2023

ESTABLISHMENT		
Cllr Einchcomb Cllr Holt Cllr Cottrell*	Cllr Richmond Cllr Robinson Cllr Schofield	Cllr Woods Cllr Wildsmith
PLANNING/DEVELOPMENT CONTROL		
Cllr May Cllr Holt Cllr Hope	Cllr Robinson Cllr Schofield Cllr Sharma Krishnmurthy	
POLICY & FINANCE		
Cllr Chenery Cllr Einchcomb Cllr Engström	Cllr Fang Cllr Holt Cllr Richmond	Cllr Robinson Cllr Schofield Cllr Tilley* Cllr Woods
RECREATION, LEISURE & AMENITIES		
Cllr Chenery Cllr Einchcomb Cllr Fang Cllr Holt Cllr Johnson	Cllr Cottrell* Cllr May Cllr Oliver Cllr Richmond	Cllr Schofield Cllr Sharma Krishnmurthy Cllr Tilley Cllr Willcocks* Cllr Woods Cllr Wildsmith

Approved at Annual Council 18th May 2022

*To be Approved at Council 13th July 2022

**WORKING GROUPS MEMBERSHIP
2022/2023**

CLIMATE CHANGE WORKING GROUP		
Cllr Engström	Cllr May	Cllr Sharma Krishnmurthy
Cllr Fang	Cllr Oliver	Cllr Woods
Cllr Johnson	Cllr Richmond	Cllr Wildsmith
Cllr Cottrell*	Cllr Schofield*	Cllr Willcocks*
COMMUNITY EMERGENCY PLAN WORKING GROUP		
Cllr Engström	Cllr May	Cllr Wildsmith
Cllr Hope	Cllr Richmond	Cllr Willcocks*
Cllr Johnson	Cllr Schofield*	
LEASE WORKING GROUP		
Cllr Holt	Cllr Robinson	
Cllr Oliver	Cllr Schofield	
Cllr Richmond	Cllr Woods	
PARKS & OPEN SPACES WORKING GROUP		
<i>Includes Calthorpe Park / The Views / Cemetery Working Groups</i>		
Cllr Einchcomb	Cllr May	Cllr Sharma Krishnmurthy
Cllr Fang	Cllr Oliver	Cllr Tilley*
Cllr Johnson	Cllr Richmond	Cllr Woods
	Cllr Schofield*	Cllr Willcocks*
RISK MANAGEMENT WORKING GROUP		
Cllr Holt	Cllr Robinson	
Cllr Johnson	Cllr Schofield	
Cllr Richmond		
THE HARLINGTON / CIVIC QUARTER WORKING GROUP		
Cllr Chenery	Cllr Oliver	Cllr Tilley
Cllr Einchcomb	Cllr Richmond	Cllr Woods
Cllr Fang	Cllr Schofield	Cllr Wildsmith
Cllr Holt	Cllr Sharma Krishnmurthy	Cllr Willcocks

Approved by Annual Council 18th May.2022
*Approved by Council 13th July 2022