



## THE FLEET TOWN COUNCIL NOTICE OF MEETING

Notice is hereby given of

### THE VIRTUAL MEETING OF FLEET TOWN COUNCIL

On

**Wednesday 7<sup>th</sup> October 2020 at 7pm**

All members are summoned to attend

*Any member of the public wishing to ask a question at the virtual meeting, should contact and provide a written copy of the question to Susanna on [susanna.walker@fleet-tc.gov.uk](mailto:susanna.walker@fleet-tc.gov.uk) by midday on Tuesday 6<sup>th</sup> October 2020.*

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

SIGNED:

Janet Stanton,  
Town Clerk

Date: 30<sup>th</sup> September 2020

## 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.

*Any member of the public wishing to ask a question at the virtual meeting, should contact and provide a written copy of the question to Susanna on [susanna.walker@fleet-tc.gov.uk](mailto:susanna.walker@fleet-tc.gov.uk) by midday on Tuesday 6<sup>th</sup> October 2020.*

#### 4. MINUTES OF PREVIOUS MEETINGS

To receive and approve as a correct record the minutes of the Council Meeting held on Wednesday 2<sup>nd</sup> September 2020 (*copy attached*).

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

|                     |                                 |
|---------------------|---------------------------------|
| Development Control | 14 <sup>th</sup> September 2020 |
| RLA                 | 16 <sup>th</sup> September 2020 |

#### 5. HCC/HDC

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

*Any member of the public wishing to ask a question at the virtual meeting, should contact and provide a written copy of the question to Susanna on [susanna.walker@fleet-tc.gov.uk](mailto:susanna.walker@fleet-tc.gov.uk) by midday on Tuesday 6<sup>th</sup> October 2020.*

### **Part 1 – ITEMS FOR DECISION**

#### 6. MEMBERSHIP OF WORKING GROUPS AND COMMITTEES

To consider and approve the preferences of Councillor Ruth Hill for service on the RLA Committee, The Harlington/Civic Quarter Working Group, The Climate Change Working Group and the Parks and Open Spaces Working Group.

##### **RECOMMENDATION**

To approve Councillor Hill's membership of the

- RLA Committee,
- The Harlington/Civic Quarter Working Group
- The Climate Change Working Group
- Parks and Open Spaces Working Group

#### 7. BUDGET 2021/2022

To receive a verbal report from the Chairman of Policy & Finance Committee and to consider any recommendations relating to the Precept made by the Policy & Finance Working Group held on Thursday 1<sup>st</sup> October 2020.

##### **RECOMMENDATION**

To determine whether any adjustment to the precept is required for 2021-2022.

#### 8. CHRISTMAS OFFICE CLOSURE ARRANGEMENTS

It is requested that the FTC office close at 12midday on Tuesday 24<sup>th</sup> December 2020 and re-open at 9am on Monday 4<sup>th</sup> January 2021. FTC officers will be required to take annual leave to cover the period 29<sup>th</sup>-31<sup>st</sup> December 2020 (3 days).

##### **RECOMMENDATION**

To approve the closure of the Fleet Town Council Offices from 12midday on Tuesday 24<sup>th</sup> December 2020 until 9am on Monday 4<sup>th</sup> January 2021.

## **Part 2 – ITEMS TO NOTE**

### **9. THE HARLINGTON**

To note that the maintenance work in the Harlington has been completed and the Auditorium is now in the process of being prepared for the future programming.

### **10. CALTHORPE PARK PLAYGROUND**

The Calthorpe Park Playground was opened to the public Monday 7<sup>th</sup> September 2020 and has been extremely well received by all ages using the park. The park has proved to be very family friendly with surrounding areas being used for family picnics. The final finishing touches are still to take place which will include planting at the entrance and in the area between the upper and lower field.

### **11. COUNCILLOR RESIGNATION AND CASUAL VACANCY**

Members to note that James Kirkpatrick has resigned as the Councillor for the Central Ward which has created a Casual Vacancy. Our thanks go to James for the time he has given to the Council in support of the town's residents of Fleet.

FTC is now advertising the Casual Vacancy and, if 10 or more residents from the Central Ward request a by-election, it will be held in line with government regulations in May 2021. Otherwise, co-option may take place.

### **12. FLEET LINK**

To receive a report on the Fleet Link (*copy attached*).

### **13. FLEET CRICKET CLUB**

Fleet Cricket Club (FCC) has written to advise the Council that they are intending to produce plans to make some improvements to their club house. The planned improvements do not include any significant exterior changes or change to the footprint of the building. The interior works will bring the clubhouse up to modern standards and support both male and female members.

The changes do not require planning permission but under the terms of Fleet Cricket Club lease approval does need to be obtained from the Town Council. Once the plans have been produced they will be submitted to FTC in order to gain formal agreement.

These works are intended to better support the clubs growing adult and junior teams.

### **14. COMPLAINTS**

To note the complaints received (*copy attached*).

### **15. COVID 19 UPDATE**

To receive and note the COVID19 Recovery Report (*copy attached*).

## **16. MEETING DATES**

To note the change of date for the Annual Council Meeting to 12<sup>th</sup> May 2021 (*copy attached*).

## **17. TOWN CLERK'S REPORT**

To receive an update from the Town Clerk (*copy attached*).

## **18. DATE AND TIME OF NEXT MEETING**

The next virtual meeting of the Council is scheduled to be held on Wednesday 4<sup>th</sup> November 2020 at 7pm.

### **Part 3 CONFIDENTIAL ITEMS**

**Under the Public Bodies (Admission to Meetings) Act 1960 Exclusion of the public in accordance with Section 1(2) and by reason of the confidential nature of the business of the Town Council, the Public and Press will be excluded from the Meeting**

**The following types of business will be treated as confidential:**

- a. Engagement, terms of service, conduct and dismissal of employees**
- b. Terms of tenders, and proposals and counter-proposals in negotiations for contracts**
- c. 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 are no confidential items.



## **FLEET TOWN COUNCIL**

### **MINUTES OF THE FULL COUNCIL VIRTUAL MEETING**

held on

Wednesday 2<sup>nd</sup> September 2020

#### **PRESENT**

**Councillors:** R. Schofield (Chairman), G. Carpenter, G. Chenery, R. Harrison, L. Holt, K. Jasper, A. Oliver, R. Robinson, S. Tilley, P. Wildsmith, G. Woods.

#### **Also Present:**

Janet Stanton - Town Clerk  
Susanna Walker - Committee Clerk  
Wendy Allen - Office Manager  
Charlotte Benham - Project and Committee Officer  
Alex Robins - Harlington General Manager  
Councillor John Bennison - HCC  
Councillor Steve Forster - HCC  
Samantha Allen  
Ruth Hill

#### **FC September 2020 ITEM 1**

#### **APOLOGIES FOR ABSENCE**

Councillor Schofield opened the meeting by reminding members that Councillors need to be more formal in accepting apologies. Members should note that any Councillor not present at a meeting should give a reason for absence, and Council should consider each apology fully.

Apologies for absence were received from:

- Councillor Pierce, who had technical problems.
- Councillor Einchcomb, who is on holiday.
- Councillor Wright, who is away on holiday.
- Councillor Hope, who had technical problems.

#### **FC September 2020 ITEM 2**

#### **DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **FC September 2020 ITEM 3**

#### **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Councillor Forster put forward that the point that although it is really good that the Council meetings are accessible by residents, it is notable that the Council meetings are recorded but not published or live streamed. The question asked was why FTC is not currently publishing the recordings or live streaming and if possible, could this be done from next month as many members of the public would like to know what's going on.

The Chairman assured Councillor Forster and all members that FTC are currently involved in looking at streaming and potentially test streaming in the coming week. All being well, the October Council meeting will be streamed.

The Chairman welcomed everyone to the meeting and updated the members on the following:

- The Chairman attended the VJ ceremony on the 15<sup>th</sup> August and laid a wreath on behalf of the Town Council. The ceremony was well attended by members of the public and District Councillors.
- The Chairman also attended two Civic Quarter Development Working Group Meetings.
- A number of meetings regarding the pedestrianisation of Fleet Road were attended, together with Councillor Tilley and the Clerk.
- Recently, both Fleet Town Council and the Chairman have been accused on social media of persistently lying about the Town Council's intention to develop on Gurkha Square. It was reiterated to all members that there has been no recent council discussion on the redevelopment of the Harlington, apart from acknowledging the content of the Condition survey.
- The Chairman also reported that the Clerk has been accused of what would be gross misconduct in her dealings with a member of the public over the use of the pedestrianised area for a car boot sale.
  - This incident is alleged to have occurred when signs for the market were delivered to the Town Council's Offices and removed when the car boot sale organisers came to collect the said signs. Although the Clerk has been accused of being abusive and slamming a door on the departing person, members were made aware that there are witnesses and evidence to the contrary.
  - The Chairman outlined to all members that the Clerk takes her job very seriously and acts at all times in a professional manner, and even in relation to this incident, the Clerk continued to do so.
  - The Chairman pressed that the Clerk should know she has the full support of Fleet Town Council.
  - It was reiterated that FTC has had nothing to do with the organisation of the car boot sale on Victoria Road car park or on Fleet Road.
- Members were also reminded that the business of the Council is conducted through planned formal meetings, Committees and Working Groups, and there are no clandestine meetings.
- The Chairman impressed upon the members that relevant data is placed in the public domain as soon as it can reasonably be released. The Council cannot please all people all of the time and cannot please all councillors all of the time, but are bound by majority decisions.
- The Chairman stressed that fair criticism is accepted as part of the role of Council, but unsupported defamatory remarks on social media only go to undermine the efforts and hard work of all Officers and Councillors who are doing their best to make Fleet a great place to live.
- Special thanks were given to Philip Riley, from Basingstoke Canal, Society who has stepped down as Chairman after 9 years. Members noted that Philip Riley joined the committee in 1981 and agreed that Fleet Town Council send a note of thanks to him for his public service on the committee.

#### **FC September 2020 ITEM 4**

#### **MINUTES OF PREVIOUS MEETINGS**

Members noted the minutes circulated for the meeting held on Wednesday 1<sup>st</sup> July 2020 had the title Annual Council Meeting. Councillor Schofield verified that he had a corrected version of the minutes, and the minutes of Council held on Wednesday 1<sup>st</sup> July 2020 were approved and signed by the Chairman.

Further to the apologies being amended, to read 'Apologies were given by Councillor Chenery, Councillor Harrison and Councillor Hope', the minutes and Confidential minutes of the Extra Ordinary Council Meeting on Wednesday 31<sup>st</sup> July were also approved and signed by the Chairman.

The Council also received the minutes of the following Committees and Working Groups:

|                     |                              |
|---------------------|------------------------------|
| Development Control | 13 <sup>th</sup> July 2020   |
|                     | 27 <sup>th</sup> July 2020   |
|                     | 10 <sup>th</sup> August 2020 |
|                     | 24 <sup>th</sup> August 2020 |
| Establishment       | 8 <sup>th</sup> July 2020    |
| Policy & Finance    | 20 <sup>th</sup> July 2020   |

The issue of sub-standard flats being built under permitted development was raised, with members noting that locally, permitted developments are not being refused as they are not breaching the three grounds for refusal. Members queried whether HDC take notice of any objections put forward by the Development Control Committee. Members were assured HDC did take on board objections, and that on many of the responses from HDC, they refer to the Neighbourhood Plan.

With regards to RLA July 2020, Item 11 – Fleet Link, it was put forward that due to the current situation, it is not the time for FTC to be reviewing their Fleet Link contract. Members discussed the following:

- Is Fleet Link a financial drain on FTC?
- FTC will keep an eye on the situation and will look at the value of Fleet Link, looking at if there are better ways to serve the community.
- There are still ongoing discussions between HCC and FTC regarding financial claims due to previous bus damage.
- There are also expected excess costs due to the COVID19 and lost revenue. FTC are waiting for a report from Rushmoor Voluntary Services on the use of the bus during this period.

## **FC September 2020 ITEM 5 HCC / HDC UPDATE**

### **HCC / HDC**

Councillor Forster reported on the following:

- **Fleet High Street Pedestrianisation**
  - Concerns have been raised about child and cycle safety.
  - There are also concerns about traffic displacement to surrounding roads in Fleet.
  - If there is a serious safety risk which cannot be addressed, there is the potential for the scheme to be removed
  - Cycling in a pedestrianised area is permitted if done courteously and responsibly. There is a £1000 fine if not.
- **Roadworks**
  - Potential issues with planned roadworks and the restrictions in place for the pedestrianisation – could the extra roadworks be minimised?
  - Resurfacing works planned for Elvetham Road and Fleet Road.
  - HCC are trying to avoid peak hours with roadworks.
  - All planned roadworks are on roadworks.org.
- **Covid19**
  - HDC has one of the lowest infection rates in the area and the country.
  - Thanks were given to HCC, HDC and FTC for the information given and social distancing from the public.
- **Hampshire Residents Forum**
- **School Safety**
  - Local schools have worked hard to provide a safe return to school for pupils, with lots of measures being taken, such as staggered. Start times.
  - Any issues to be raised with the School Travel Team.

Councillor Bennison updated the members on the following:

- **Roadworks**
  - Planned roadworks on Watery Lane, near Redfields Garden Centre.
  - HDC have sent out a letter to FTC regarding reporting flooding, especially from the extreme weather.
- **Active Places Summit**
  - This will be a virtual meeting to be held in October, to which all parishes are invited to.
  - Putting principles in place for walking and cycling across the whole county.

## **FC September 2020 ITEM 6 CO-OPTION TO COUNCIL**

Further to the Casual Vacancy for the Central Ward having been advertised and 10 registered voters not coming forward to request a by-election, Council were given the option to co-opt a Councillor. In line with The Representation of the People Act 1985, members were asked to consider valid applications for co-option to Fleet Town Council from Mrs Ruth Hill and Miss Samantha Allen.

Both candidates were given the opportunity to give a 3 minute presentation to elaborate on their application submission and themselves to the Full Council.

Mrs Ruth Hill presented the following:

- Lived in Fleet most of her life.
- Very passionate about Fleet, the community and the people, and bringing it all together.
- Wants to get involved more within the community.
- Services Manager at CISCO.
- Into health and fitness.
- Good communication skills and organised and passionate.
- Wants to continue to make Fleet a great place to live.
- Praised the work done at the cemetery.

Members asked Mrs Ruth Hill the following:

- **Involvement on social media**
  - Currently moderates a numbers of Facebook groups but if it became a conflict, would be willing to step down from this and focus on being a Councillor.
- **Charity work in the local area**
  - Involved in litter picks.
  - Involved with Oakley Park and Oakley Park Woods
  - Involved in local support during the COVID19 pandemic, including shopping, telephone support.
- **Time availability to being a Councillor**
  - Able to manage time well.
- **FTC is an Apolitical Council**
  - Supports this.
- **What would you like to see changed in Fleet if you had a magic wand?**
  - Like the use of the green spaces, and making the green spaces safer.
  - Sensory garden for children and adults with special needs.
  - Encouraging people to be a lot greener.
  - Make facilities available for people to walk and cycle more.

Miss Samantha Allen presented the following:

- Lived in Fleet all her life.
- Is a single mother with 3 children.
- Helping the community is showing her children how to be in life and making other people happy.
- Owns her own cleaning company.

- Fully supports Fleet Phoenix and Fleet Lions.
- Children attend the LEA Club.
- Looking at forming a new sub group of Fleet Lions for the younger generations.
- Has to get up and get involved, and do what's right, to suit everybody.

Members asked Miss Samantha Allen the following:

- **Code of Conduct, which covers how a Councillor interacts with public online**
  - Views shouldn't be broadcast on Facebook, but if there are issues, these should be brought up with the individual,
- **Time availability to being a Councillor**
  - Availability during the day in school hours.
  - Evenings can be hectic but available.
- **FTC is an Apolitical Council**
  - Don't have views in politics, supports what is best for the town and its residents and community.
- **What would you like to see changed in Fleet if you had a magic wand?**
  - Opportunity for the town to have a day where they can voice their opinions about what the town needs and what people would like to see in Fleet.
  - Use the magic wand to get rid of the divide in the town.

Both candidates were thanked for their presentations and passion in standing for Councillor. Members of the public and all external guests at the meeting were asked to leave the meeting, to allow the Full Council to vote securely.

#### **RESOLVED**

Members determined the applications for the vacancy of Councillor to Central Ward, and voted to appoint Mrs Ruth Hill to this role.

Members of the public and all external guests were allowed back into the virtual meeting, where the Chairman announced that Mrs Ruth Hill was the successful candidate as co-opted Councillor. Thanks, were given to both Mrs Ruth Hill and Miss Samantha Allen for their presentations and participation in the meeting.

Members noted that Mrs Ruth Hill could join the Council's meetings from October 2020, once all the relevant papers had been signed.

#### **FC September 2020 ITEM 7 POLICE AND THE PUBLIC**

Members received and considered a report on Police and the Public. Members noted that there have been a lot of issues with local residents contacting the Police on either 101 or 999. Residents have found that they have not been able to report incidents, such as drug related issues. Members also noted that the government is providing more funding for officers and that FTC needs to let their views be known, outlining residents' concern and expecting improvements in this matter.

#### **RESOLVED**

That FTC writes to both the Chief Constable and Police Commissioner outlining residents' concerns.

#### **FC September 2020 ITEM 8 HARLINGTON AUDITORIUM REMEDIAL WORKS UPDATE**

Members received and noted the Harlington Auditorium Remedial Works Update report. The following matters were discussed:

- All proposed works have nearly been completed, except the re-establishment of the false ceiling as all the horizontal tiles in the ceiling need replacing.

- Currently getting quotes from companies for the reinstatement work, including provision of the ceiling tiles to see if they can get a better trade discount on new tiles.
- A letter will be finalised and the assessed costs to be sent to HDC, which FTC believe to be HDC's contribution related to the structural work.

The Chairman requested FTC invoke Standing Order 6, xxiii, to bring in some financial information, enabling members to make a financial decision during the meeting. Members supported the suspension of Standing Orders and noted the following:

- Some dangerous cabling in the Harlington Auditorium theatre area had been identified and corrected
- Having identified defective cabling a full electrical survey has been recommended.
- The cost of the survey has been quoted at £5000.00, but FTC is waiting for 2 other companies to quote.
- The sum of £10,000.00 has been proposed as a cost for any electrical works as a result of the electrical inspection.
- A request has also been put forward by the General Manager of the Harlington, to purchase equipment to enable the Harlington to live stream performances.
- These would be ticketed, enabling people at home to be safe whilst still watching performances.
- Large users groups such as TWG and U3A would be able to live stream their meetings to their members.
- Live streaming would also enable the Harlington to take big shows from London and stream them to the public.
- The ability for the Harlington to live stream has been advanced by COVID19 but it is a necessity for now and for the future.
- A quote of £15,000.00 has been secured as the cost for live stream equipment.
- FTC had previously agreed to use up to £25,000.00 from the Harlington Reserve Fund, to enable the Auditorium works to be completed.
- Members were asked to approve the total additional cost of £57639.00
- Members were assured that the money would be taken from all reserve funds, and the final allocation of money would be brought back to Council for approval.

## **RESOLVED**

Members agreed to the expenditure of £57,639.00 be taken from all reserve funds, and that the proposed allocation of costs would be brought back to Council.

## **FC September 2020 ITEM 9**

## **PEDESTRIANISATION UPDATE**

Members received and noted a verbal update on the pedestrianisation of the town centre. The following matters were discussed:

- Concerns about the quality of the current set up, which is transitional to the next phase.
- There have been claims of an increase in traffic around the surrounding roads to the High Street.
- There is still an issue with the car access between Branksomewood Road and Santander.
  - Negotiations are still in place to try and get access from the back of Birchayes Car Park instead, as permission is still needed from the land owner over a narrow strip of private land, which is currently preventing the access.
- Concern was raised about a double decker bus driving along Clarence Road.
- Signage needs to be updated.
- Concerns were given about both public and cyclists using the pedestrianised areas.
- Aiming to get the more permanent gateway entrances into the pedestrianised area on the 14<sup>th</sup> September 2020.
- HDC officers are working hard on this scheme, to make it successful.
- The potential date for Phase 3 is 7<sup>th</sup> September 2020.

- Radar sensors are in place to count vehicle numbers and speeds. Traffic volume data is available from HCC on a weekly basis.
- HDC traffic wardens are very active in the area.
- 3 disabled parking spaces have been approved and should be active.
- The placement of red and white bollards at The Oatsheaf was queried. These were implemented to condition traffic.
- A request has been put in for an additional pedestrian crossing on Albert Street.
- The car access to the flats behind Greggs may have to be accommodated, as the traffic volume is small, and not a general access route.

Members were reminded that safety is key for everyone, and although change is sometimes difficult to accept, the current pedestrianisation is being closely monitored and the benefits will be weighed against the negative issues.

### **FC September 2020 ITEM 10 FLEET TOWN COUNCIL - COVID19 RECOVERY**

Members received and noted report on FTC's COVID Recovery. Members noted the following:

- The socially distanced Sunday music events at The Views during August were a great success.
- Thanks was given to the Clerk, General Manager of the Harlington and all their staff for the work they all put in to making the events so successful. Although the working days were long, it was a good effort and a great public event.
- Thanks were also given to Councillor Einchcomb and his wife for their support every Sunday.
- FTC continue to apply for grants and funding where possible, but have yet to be successful in securing any funding.
- A number of members of staff are still furloughed.
- FTC's insurance covers business disruption, but our insurer like many others are declining claims under Covid 19. This issue has been taken to the High Court, due to the number of insurers not paying out. A court decision is expected in September.
- FTC is transitioning back to working in the office, hopefully by 7<sup>th</sup> September 2020. The office is COVID secure but not open to the public.
- Finances are being monitored on a daily basis.
- Many hirers are due to come back to the Harlington and Ancells Farm from September. Work continues to be done with groups on updated risk assessments and providing the right spaces for them, with access to toilets and access around the building without too many people present and congregating at one time.

### **FC September 2020 ITEM 11 BUDGET 2021/2022**

Members noted that a Budget Working Group Meeting will take place in mid-September (date to be finalised) to review the latest financial situation prior to the setting of the draft budget.

### **FC September 2020 ITEM 12 CALTHORPE PARK PLAYGROUND**

Members received and noted an update report on the Calthorpe Park Playground. The following matters were discussed:

- The playground is looking good.
- Snagging issues now need to be sorted.
  - Issues with wet pour as a consequence of the extreme weather.
- There have been issues with people breaking into the site, and also the Pavilion, with a number of signs being taken down.
- Electrical work for CCTV is on target.
- Playground hopefully to be opened on 18<sup>th</sup> September 2020. However, there will be no grand opening of the playground, due to COVID19.

**FC September 2020 ITEM 13**

**TOWN CLERK’S REPORT**

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

- Gurkha Square Market
- TownTalk Newsletter
- Christmas
- Annual Return

The Clerk thanked all the staff and Councillors for their support to help keep the Council operational throughout these last difficult months. This has included being totally flexible in their working arrangements, using their own equipment when working from home and taking on many different and various roles.

**FC September 2020 ITEM 14**

**DATE AND TIME OF NEXT MEETING**

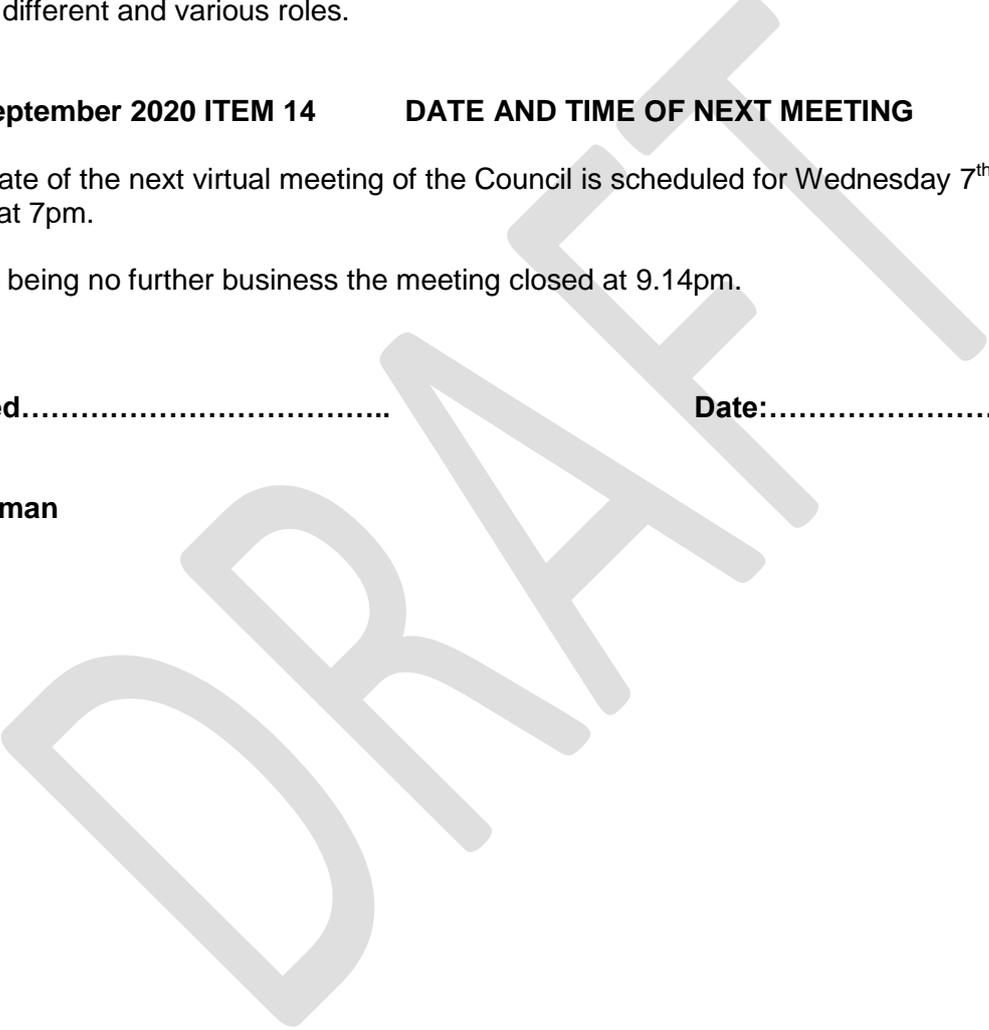
The date of the next virtual meeting of the Council is scheduled for Wednesday 7<sup>th</sup> October 2020 at 7pm.

There being no further business the meeting closed at 9.14pm.

**Signed**.....

**Date:**.....

**Chairman**





## MINUTES OF DEVELOPMENT CONTROL COMMITTEE

### DEVELOPMENT CONTROL COMMITTEE

Virtual Meeting held on Monday 14<sup>th</sup> September 2020

**Present:**

Cllr Holt  
Cllr Schofield  
Cllr Jasper  
Cllr Carpenter  
Cllr Robinson  
Cllr Hope (acting chair)

**Officers:** Charlotte Benham – Projects and Committee Officer

|    |  |
|----|--|
| 1  | <b>Apologies</b><br><br>Not present, Cllr: Wildsmith, Cllr Pierce (comments sent)  |
| 2  | <b>Declarations of interest to any item on the agenda</b><br><br>None declared   |
| 3. | <b>Public Session</b><br><br>None present  |
| 4  | <b>Approval of the Minutes</b><br><br>The minutes of the development and control meeting that would have been held on Monday 27 <sup>th</sup> July were accepted as a correct record of the meeting.   |
| 5  | <b>20/01936/AMCON</b><br>Whisper Wood Stockton Avenue Fleet GU51 4NH<br><b>Variation of Condition 2 attached to planning permission 20/00851/FUL dated 24/07/2020 to allow the repositioning of the garage and the change of the surface material of the parking area and drive from gravel to permeable concrete block paving</b><br>Comments required by 16 September<br><br>OBJECTION <ul style="list-style-type: none"><li>The property is located in the North Fleet Conservation Area, Character Area 8. Paragraph 7.2, bullet point 3 of the NFCA Character Appraisal and Management Proposals 2008 states:</li></ul> |

*The protection of front gardens including resistance to the creation of parking areas.*

This same text is repeated in Section 9.2 and the last paragraph states that Hart will fund permitting, provide written guidance - advising what constraints are in force and provide good practice advice about the creation of car parking, driveways etc...

- Complete block paving of the front garden does not preserve or enhance the character of the conservation area and will give the appearance of totally converting the front garden to parking contrary to the Management Proposals
- Block paving is not as permeable as open gravel and large areas of block paving still allow significant run-off
- Moving the front of the garage back makes the access to the garage a lot easier and also makes parking in front of the garage more usable

**20/01961/HOU**

8 Dinorben Beeches Fleet GU52 7SR

**Erection of single storey rear extension following partial demolition of existing conservatory**

Planning Application

Comments required by 17 September

**NO OBJECTION**

- Not totally in keeping but little impact on front elevation/street scene
- Protection should be given to trees and roots during construction.

**20/01850/HOU**

69 Tavistock Road Fleet Hampshire GU51 4EL

**Erection of a single storey side/front extension, conversion of garage into habitable accommodation and alterations to fenestration.**

Planning Application

Comments required by 18 September

NO OBJECTION in principle however OBJECTION to current design. The design of the proposed front extension could be improved - windows are out of keeping with the host building and therefore makes the extension too dominant. Changing the window design to be more in keeping with the host building would make the development acceptable

A dimensioned car parking plan that meets Hart's standards should be submitted

A section of the ground floor plans is labelled as an annexe but has own entrance so should therefore be classed as a separate dwelling

**20/01704/HOU**

70 Kings Road Fleet Hampshire GU51 3AP

**Creation of a dropped kerb for new vehicle access.**

Planning Application

Comments required by 18 September

**NO OBJECTION**

The proposed in/out arrangement allows access onto Kings Road in a forward direction.

Suggest some greenery behind the fence would improve the street scene.

**20/01938/HOU**

10 Fir Close Fleet GU51 3YU

**Erection of single storey front and first floor side extensions, conversion of garage to habitable accommodation, insertion of window to ground floor front and first floor front, replacement of rear flat roof with glazed pitched roof, new render finish to first floor at front and rear and alterations to fenestration**

Comments required by 21 September

**OBJECTION**

- Front extension and infill over the garage from 3 to 4 beds increases the required parking spaces to 3.5 spaces. A dimensioned parking plan that meets Harts standards needs submitting
- Garage is wide enough but not deep enough – a modified plan needs submitting that meets Harts standards
- To provide 3 parking spaces would require the conversion of the whole front garden area to hard standing (min 4.8 x 7.2m for 3 standard spaces) which would not comply with the Fleet Neighbourhood Plan Policy 15 which requires 50% of the original garden to retain/be soft landscaping
- The concern of the neighbour relates more to the need for a party wall agreement which is outside the planning process
- Concern that the row of semis will look like a terrace.
- A bin store at front of property is needed that blends into the street scene – FNP Policy 15.3

**20/01885/REM**

Hartland Park Bramshot Lane Fleet Hampshire

**Application for approval of reserved matters relating to 132 dwellings (Phase 2) with associated works pursuant to approval of outline permission via Hybrid**

Comments required by 22 September

**OBJECTION**

- Plans look little like a village – density layout and parking at front of all properties
- Parking provided is 299 spaces for 132 dwellings = 2.25/dwelling. HCC Highways have raised a holding objection on the level of parking not meeting Harts standard which they assess as 2.75 so there is a shortfall of 60 parking spaces
- The coloured street elevations are pure artistic impressions, the density of housing is diminished by the strong background of trees however there are no trees left standing on the whole site, just a thin margin of trees to the boundary so the drawings are deceiving
- There is a strong objection from Natural England who are querying the impact on the SPA and the provision of SANG which they suggest is inadequate. It appears earlier comments have been ignored
- The affordable housing has been allocated at the end of the area against the road embankment that takes the traffic over Ively Road. Traffic will pass close to buildings at first floor level
- The flats in the blocks of flats are to minimum size standards 50sq.m for a 1 bed flat

- There is a holding objection from the Flood Authority as there is a paucity of detailed calculations to support the SUDS proposals
- It has to be assumed that all traffic will be fed into Phase 1 and all exit the site at the new roundabout on Ively Road. Ively Road can already be quite busy in the normal rush hours so this will be exacerbated
- Most houses are 3 storeys – again does not look like a village
- The front of the houses do not have 50% greenery/soft landscaping to meet the Fleet Neighbourhood Plan Policy 15
- The parking space sizes do not make any allowance for trade vans.

**20/01988/HOU**

30 Castle Street Fleet Hampshire GU52 7ST

**Demolition of existing rear extensions and erection of a two storey rear extension. New front porch extension**

Comments required by 23 September

**OBJECTION**

- Inadequate parking – changing from 2 to 4 bedrooms so needs at least 3 parking spaces but there's no room on site and parking on castle street is already a problem so not possible
- A clever design but question whether it would have some impact on neighbour (No2) who would have view of large expanse of side wall – will take light off the front of the neighbour's property.

**20/01736/FUL**

Cadogan Court Branksomewood Road Fleet GU51 4JT

**Removal of existing timber door and sidelights and replacing with PPC aluminium to match in style and colour**

Comments required by 22 September

**NO OBJECTION**

**20/01761/ADV**

181 Fleet Road Fleet Hampshire GU51 3BL

**Display of two internally illuminated fascia signs and one projecting sign**

Comments required by 22 September

**NO OBJECTION**

**20/01977/HOU**

8 Gorseway Fleet Hampshire GU52 7NA

**Erection of a single storey rear extension**

Comments required by 22 September

**NO OBJECTION**

**20/01973/FUL**

36 Albany Road Fleet Hampshire GU51 3PT

**Erection of a 3 bedroom dwelling and new access to the rear of 36 Albany Road.**

Comments required by 22 September

**OBJECTION**

- Back garden development
- Will potentially overlook rear garden of No.38 Albany Road so loss of privacy

|   |  |
|---|--|
|   | <ul style="list-style-type: none"> <li>• Only 2 on-site parking spaces provided, not 3. Inadequate on road parking.</li> <li>• Located within a Flood Zone and prone to surface water flooding as highlighted by neighbour</li> </ul> <p><b>20/01997/HOU</b><br/> 7 Oakley Drive Fleet GU51 3PP<br/> <b>Erection of a single storey rear/side extension and rear single storey bay window</b><br/> Comments required by 23 September</p> <p><b>NO OBJECTION</b></p> <ul style="list-style-type: none"> <li>• Poor rear design but no significant impact on front elevation</li> <li>• Increase in property footprint – question whether it will it have any impact on flooding?</li> </ul> |
| 7 | <p><b>Noted:</b></p> <p>Planning Enforcement notices</p>   |
| 8 | <p><b>Noted:</b></p> <p><b>Hart Planning Meeting Dates</b></p> <p>N/A</p>  |
|   | <p><b>Date of Next Meeting</b></p> <p>28<sup>th</sup> September, 18:30 for 19:00 virtually</p>   |

**Meeting closed: 7.50pm**

**Signed:**.....

**Date:** .....



## **FLEET TOWN COUNCIL**

### **MINUTES OF THE RECREATION, LEISURE & AMENITIES VIRTUAL COMMITTEE MEETING**

**Wednesday 16<sup>th</sup> September 2020 at 7pm**

#### **PRESENT**

**Councillors:** G. Carpenter, G. Chenery, P. Einchcomb (Chairman), L. Holt, K. Jasper, B. Schofield, S. Tilley, P. Wildsmith, G. Woods.

**Also Present:** Janet Stanton - Town Clerk  
Susanna Walker - Committee Clerk  
Charlotte Benham - Project and Committee Officer  
Sian Taylor - Cemetery Officer  
Alex Robins - Harlington General Manager  
Ben Crane - Facilities and Open Spaces Manager

#### **RLA September 2020 ITEM 1**

#### **APOLOGIES**

There were no apologies.

#### **RLA September 2020 ITEM 2**

#### **DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **RLA September 2020 ITEM 3**

#### **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Dave Harrison, from Friends of Basingbourne Park, asked members whether any COVID19 restrictions could be relaxed in outdoor areas including Basingbourne Park. Mr Harrison suggested that if hand sanitiser and masks were used, whether people would be allowed access to the Pavilion, to use the toilet facilities and collect equipment for volunteer days.

Mr Harrison was advised that a meeting with the Clerk and the Health and Safety Consultant for FTC was taking place on Tuesday 22<sup>nd</sup> September 2020, where all matters including relaxing of COVID19 restrictions would be discussed. It was also made aware that should the Pavilion be open to volunteers, professional cleaning would need to take place.

Mr Harrison also proposed that Courtmoor School be authorised to use the orienteering course in Basingbourne Park. It was advised that the school receive and fill in the appropriate form for this, and that a risk assessment be written in line with government guidelines, detailing that there would be groups of no more than 6 using the course.

#### **RLA September 2020 ITEM 4**

#### **MINUTES OF PREVIOUS MEETING**

The minutes of the Recreation, Leisure & Amenities Committee meeting held on Wednesday 17<sup>th</sup> June 2020 were approved and signed by the Chairman.

Members raised the following points:

- Page 2, Item 7 – THE CEMETERY OFFICER'S REPORT
  - Under RESOLVED, the 2<sup>nd</sup> bullet point infers that the decision of the cemetery signage and cost be agreed in September RLA meeting, whereas members had agreed that the cost would come out of the 2021/2022 budget.
  - It was clarified that the bullet point referred only to the style and design of the cemetery signage.
- Page 3, Item 9 – THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT.
  - The last bullet point should read that there are a different number of beams on the drawing, compared to the actual amount in the ceiling. Therefore the recorded drawings provided are incorrect.
- Page 4, Item 11 – CLERKS REPORT
  - Members were advised that in minutes, any references regarding the Clerk should be looked at carefully, as the two bullet points in this item suggested that the Clerk had more influence than they legitimately have. Members were reminded that the Clerk is present to provide facts and clarify issues, but not influence.

#### **RLA September 2020 ITEM 5      TABLE TENNIS TABLES and TABLE FOOTBALL**

Members noted that FTC has been gifted 2 outdoor table tennis tables and 2 outdoor table football tables by Courtmoor School. Members were advised that these are currently in storage and FTC is looking at possible funding options to have them installed, as the current quote is approximately £1200.00 per table for installation.. Ancells Farm has indicated interest in having them installed in the park.

#### **RLA September 2020 ITEM 6      FUTURE EVENTS**

Members received a copy of the following calendar of events and noted the following:

|                                      |                       |                             |
|--------------------------------------|-----------------------|-----------------------------|
| <i>8<sup>th</sup> November 2020</i>  | <i>The Harlington</i> | <i>Remembrance Sunday</i>   |
| <i>TBC</i>                           |                       | <i>A Christmas Festival</i> |
| <i>25<sup>th</sup> December 2020</i> | <i>The Harlington</i> | <i>Christmas Day Lunch</i>  |

- On Remembrance Sunday, there will be no parade but a socially distanced laying of wreaths, which the British Legion will organise.
- Christmas festivities cannot take place this year in its current format, but FTC is looking into alternative options to provide something online. Schools have shown interest in being involved.
- Christmas Day Lunch is being planned, but FTC are not sure yet how to achieve this with social distancing.

#### **RLA September 2020 ITEM 7      THE CEMETERY OFFICER'S REPORT**

Members considered a report from the Cemetery Officer, which provided an update on a number of items. The following matters were discussed:

- The report indicates a reduction in the in the longevity of the cemetery due to the high number of burial plots having been sold. Indications are that there are enough burial plots for a further 3 years.
- With the current pandemic, this could potentially reduce the longevity even more.

- FTC needs to research its liability if it is considered a Burial Authority as the only statutory duty of a Parish/town council is maintenance of a cemetery.
- Should land outside of the area be looked at now by the current Council, enabling any future Council to provide a future cemetery?
- Fleet Cemetery won gold in the South and South East in Bloom competition.
- The results of the Cemetery of the Year Awards 2020 are still awaited, but Fleet Cemetery is one of the top 3 finalists.

#### **RESOLVED**

- To note the report of the Cemetery Officer.

### **RLA September 2020 ITEM 8 THE FACILITIES AND OPEN SPACES MANAGER'S REPORT**

Members received the report of the FOSM for the June - August 2020 quarter. The following matters were discussed:

- Councillor Action Day at Calthorpe Park to help tidy and clear up the park, to make it even better. This will be arranged by the Clerk and RLA Chairman, to be held on a weekday to provide successful social distancing.
- Ancells Pavilion aluminium guttering installation and confirmation of budget.
- New Calthorpe Park Play Area CCTV will be installed shortly.
- There are still a number of outstanding issues with the contractor for the new Calthorpe Park Play Area.
- Disappointment regarding the final finishing and treatment to the play park.
- FTC has contacted Kaloo and is awaiting response regarding the issues above.
- An Interim payments should be payment, but final payments will be withheld until the snagging list is satisfactorily rectified.
- South and South East in Bloom results.
 

|  |             |
|--|-------------|
| ○ Oakley Park                                  | Silver Gilt |
| ○ Basingbourne Park (Conservation Area)        | Gold        |
| ○ Calthorpe Park (Large Parks)                 | Gold        |
| ○ Basingbourne Park (Small Parks)              | Gold        |
| ○ Oakley Park (Small Parks)                    | Silver Gilt |
| ○ Fleet Cemetery                               | Gold        |
| ○ Friends of Basingbourne Park (Our Community) | Gold        |
- Special thanks were given to Nigel Jefferies and his team for their increased work and litter picking during the COVID lockdown.

#### **RESOLVED**

- To note the report of the Facilities and Open Spaces Manager.

### **RLA September 2020 ITEM 9 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT**

The report of the General Manager of the Harlington for the period June - August 2020 was presented. Due to COVID19 and performances not taking place, there were no performance totals or summaries in the report. Members discussed the following:

- The Harlington is complying with the government's rule of no more than 6 people in a group, for all events.
- The General Manager is meeting with the Health and Safety Consultant to discuss all restrictions and proposed social distancing measures, including capacity number for the Harlington.

- The June White School of Dance has re-started classes, and has the appropriate COVID risk assessment.
- Fleet Phoenix is still using the RVS but will vacate when FTC ask them to.
- MIND group have moved into the function room.
- Blood Donors are aware of and happy to use the provided facilities this month.
- Box Office and Marketing are updating the website to include COVID Frequently Asked Questions.
- Main priority is to make the Harlington a safe place for everyone, but with strict rules in place.
- A proposed programme of COVID friendly events has been put together, starting in October 2020, to include: comedy, tribute acts once a month, acoustic Sunday afternoon events inside, original music, 80s show.
- Events will also be streamed, with the first stream proposed to take place in October.
- Delivery of large cinema screen is end of September / beginning of October.

#### **RESOLVED**

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

#### **RLA September 2020 ITEM 10      BASINGBOURNE PARK DEVELOPMENT PLAN**

Members received and reviewed the Basingbourne Park Development Plan from Councillor Woods. This report followed the proposal from the June RLA meeting, where it was agreed that a working group of 4 Councillors visit Basingbourne Park and review the work to date on the Development Plan, highlighting flooding and environmental issues as key.

Members noted that this is an interim report as only 2 Councillors were able to attend, and were unable to finalise a report to bring back to RLA. Councillor Woods proposed that the full RLA committee undertake the Park Development Plan and its proposals on behalf of FTC, with particular attention to the proposal for bridges.

Members considered this and discussed the following:

- There have been many improvements made to the park, and special thanks were given to the Friends of Basingbourne Park and the volunteers who commit their time.
- All members to have a copy of the Development Plan.
- The Development Plan was created in 2013, and included the proposal for 4 bridges over the Sandy Lane and Basingbourne Lane ditches, as these are considered main rivers. It was approved in 2017.
- The bridges have been authorised as part of the plan but need a permit to install them, for which FTC needs to approve to enable FOBP to request the permit.
- Concern that 4 bridges may completely change the nature of the area, and the current natural state is important.
- Natural flood management in the park, in particular the area proposed for bridges.
- There could be a possibility that the bridges could end up under water, due to their proposed location in the park.
- FOBP acknowledge that there is a risk to flooding.
- With regards to natural flooding, a point was raised that it would be good to encourage residents to let water soak into their property.

#### **RESOLVED**

- To note the report from Councillor Woods.
- All RLA Councillors to contact the Clerk with availability and a date be organised for all RLA Councillors to visit Basingbourne Park and review the Development Plan.

**RLA September 2020 ITEM 11 FLEET TOWN FOOTBALL CLUB**

Members were advised that a complaint from a local resident had been made, regarding the flood lights from the Fleet Town Football main pitch shining into their home. Members were made aware that this has been a recurring problem since 27<sup>th</sup> February 2020, when the football club adjusted their flood lights in line with the Football Association.

Members noted and discussed the following:

- The resident originally contacted FTFC himself, but due to communication problems, this has not been possible.
- FTC contacted FTFC at the end of August and has asked them to rectify the situation by the first week of October 2020.
- FTC will contact FTFC again to confirm their expectations of the flood lights being readjusted, as the concern is that it is a nuisance to the resident.

**RESOLVED**

- FTC to write a further letter to FTFC, acknowledging confirmation of the first letter and confirming expectations that the flood lights be readjusted.

**RLA September 2020 ITEM 12 CLERKS REPORT**

Members received an update from the Clerk, and noted the following:

- Over the last month, there have been a number of vandalisms at The Views and Calthorpe Park, including screws and signage boards removed and the roof lights unscrewed.
- The High Court Judgement relating to business interruption insurance claims due to COVID19 has now been made.
- FTC has contacted Zurich, to continue to claim for loss of business.
- There is a COVID risk meeting for all parks, playgrounds and pavilions next week.

**RLA September 2020 ITEM 13 DATE AND TIME OF NEXT MEETING**

The next virtual meeting of the Recreation, Leisure & Amenities Committee will be held Wednesday 16<sup>th</sup> December 2020 at 7.00pm.

There being no further business the meeting closed at 8.51pm.

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

**Chairman**

**Fleet Town Council**

**Full Council Meeting - Wednesday 7<sup>th</sup> October 2020**

**Agenda Item 12 Fleet Link**

1. Introduction

1.1. At the September Full Council Meeting a request was made for an update on the performance of the Fleet Link Community Bus Service. Unfortunately, no new data on the usage of the service has been provided since the vehicle was reprovisioned to make it Covid safe which has effectively reduced its capacity. Current data including a two week detailed travel log has been requested.

2. Background

2.1. The current service contract runs until 31<sup>st</sup> March 2021 with a possible extension subject to mutual agreement.

2.2. The current split of cost is HCC 50%, FTC 37.5% and CCPC 12.5%

2.3. FTC's contribution for 2020/21 is £11,029 operating cost and £2,515.63 vehicle replacement contribution. The latter is collected by HCC but held in a separate reserve bank account to be accumulated until required.

2.4. The vehicle replacement money can only be used for the purchase of a new vehicle, except with the prior consent of the funding partners.

2.5. Rushmoor Voluntary Services (RVS) the service operator submitted a claim for exceptional costs related to financial year 2019/20 made up of two principal items 1) costs related to the bus being vandalised and 2) loss of revenue at the year end due to loss of fares as a consequence of reduced usage due to the onset of the Covid Virus.

2.6. HCC adjudicated the claim and reduced the overall sum claimed to £6,155 just less than the bus replacement contribution. There has therefore been no impact on the budget item.

3. During the COVID lock down

3.1. The regular booking service was suspended for over four months during the peak of the pandemic.

3.2. RVS operated a community service using the bus and the driver to collect and deliver provisions to the most vulnerable clients and collected and delivered prescriptions.

3.3. There are no records as to the level of service provided.

4. Post Covid

4.1. RVS resumed a service in July 2020, fitting a screen to the driver's area and removing seats to secure social distancing.

4.2. We have received no operational data regarding number of passengers or trips.

4.3. The information has been requested and meetings are being arranged with CCPC to discuss the future operation and funding of the service and with RVS to review the operation of the service.

4.4. The last detailed data we have on the service is:

4.4.1. Number of registered users 135, of which 76% are female and 89% are over 70.

4.4.2. 336 trips were made in a month, equals 14 trips per day, equals 7 return trips.

4.5. We are dealing with a vulnerable group of residents who could be further disadvantaged by the loss of the service.

4.6. It is therefore very important that an alternative support scheme is devised before any precipitate action is taken.

## COMPLAINTS

## ITEM 14

| <b>2020-2021</b> | <b>Date of Receipt</b> | <b>Date Response Sent</b> | <b>Complaint details</b>                     | <b>Number of officer hours to complete</b> |
|------------------|------------------------|---------------------------|--|--|
| COM/11/20        | 13.05.2020             | 15.05.2020                | Complaint about Calthorpe Park Play areas    | 0.50                                       |
| COM/12/20        | 15.07.2020             | 15.07.2020                | Complaint about contractors on site          | 2 hours                                    |
| COM/13/20        | 15.07.2020             | 15.07.2020                | Complaint about contractors on site          | 1 hour                                     |
| COM/14/20        | 27.07.2020             | 28.07.20 & 3.08.2020      | Complaint about youngsters on the Skate park | 0.5  |
| COM/15/20        | 10.09.2020             |                           | Complaint concerning an officer              |  |

## COUNCIL MEETING Wednesday 7<sup>th</sup> October 2020

**Councillor:** Janet Stanton  
**DATE:** 29<sup>th</sup> September 2020

### COVID RECOVERY REPORT

The recovery of FTC's services and activities is continuing but until social distancing is eased a full recovery will not be possible. However, alternative methods of providing indoor socially distanced performances within The Harlington are being progressed.

#### The Harlington

Track and Trace is being implemented at the Harlington and Ancells Farm Community Centre and each venue has a registered QR Code.

We are pleased to say that some hirers are now feeling confident enough to return but in most cases the numbers of people involved in their activities has been reduced. To date 7 regular hirers and 3 casual hirers have returned to the Harlington and 2 hirers to Ancells Farm Community Centre. This includes the pre-schools at both venues. Most of the shows up to the end of 2020 have been moved to next year and these customers are being contacted personally. For the period up to Christmas, a smaller programme of events is being offered to a socially distanced audience and it is intended to bring a Covid friendly programme of music, comedy and film throughout the rest of this year.

#### Socially Distanced Sundays - The Harlington (outside)

The socially distanced Sundays held in August were a great success with over 650 people attending the 4 events. The musical afternoons allowed the public to listen to live music in a Covid secure environment and gave grass roots musicians the opportunity to perform to a live audience.

#### Football

The football season has now started and all teams are following the FA guidance on how to operate safely and within the COVID guidelines. Track and trace must take place and QR codes have been registered and displayed at each of the pavilions, in addition to the Football team's own requirements.

#### Furloughing

Some permanent members of the Harlington staff are still furloughed although as activities and requirements increase staff will be brought back on an "as and when required" flexible basis. A reminder that from 1<sup>st</sup> November, 2020 furloughing will cease to be paid by the government. It is the intention to utilise the new Job Support Scheme for furloughed staff but as yet more details are still awaited on eligibility etc.

#### Finances

The council's finances and cash flow are being constantly managed in order to minimise the loss of income to the Council, particularly from the Harlington activities. However, there has been a slight increase in income as hirers gradually return to the Harlington.

#### Business Continuity Insurance

The High Court's Judgement on business continuity insurance has now been made. FTC is awaiting to hear from Zurich whether the wording in their policy meets the High Court's Judgement on paying claims. Clarification is expected within the next few weeks.



## Fleet Town Council Meetings Timetable 2020/2021

| 2020 Meetings  | Jan 2020 | Feb | Mar | Apr        | May        | Jun | Jul | Aug | Sept | Oct | Nov | Dec | Jan 2021 | Feb | Mar | Apr | May    |
|--|----------|-----|-----|------------|------------|-----|-----|-----|------|-----|-----|-----|----------|-----|-----|-----|--------|
| <b>Annual Residents' Meeting</b><br>7pm  |          |     | 24  |            |            |     |     |     |      |     |     |     |          |     | 23  |     |        |
| <b>Town Council</b><br>7 pm, Monthly, first Wednesday (Except the Annual meeting held on the Third Wednesday in Election Year) | 8        | 5   | 4   | 1          | 13 (A)     | 3   | 1   |     | 2    | 7   | 4   | 2   | 6        | 3   | 3   | 7   | 12 (A) |
| <b>Establishment Committee</b><br>7pm, 2 times per year  | 15       |     |     |            |            |     | 8   |     |      |     |     |     | 13       |     |     |     |        |
| <b>Recreation, Leisure and Amenity Committee</b><br>7 pm, Quarterly, third Wednesday of the month                              |          |     | 18  |            |            | 17  |     |     | 16   |     |     | 16  |          |     | 17  |     |        |
| <b>Policy and Finance Committee</b><br>7pm, Quarterly, third Monday of the month   |          | 17  |     |            | 18         |     | 20  |     |      | 19  |     |     |          | 15  |     |     | 17     |
| <b>Planning and Development Control Committee</b><br>7pm, Second and fourth Monday except where there is a Monday Bank Holiday | 13       | 10  | 9   | 14<br>Tues | 11         | 8   | 13  | 10  | 14   | 12  | 9   | 7   | 11       | 8   | 8   | 12  | 10     |
|  | 27       | 24  | 23  | 27         | 26<br>Tues | 22  | 27  | 24  | 28   | 26  | 23  | 21  | 25       | 22  | 22  | 26  | 24     |
| <b>Risk Management Working Group</b><br>2 pm, Twice yearly, Wednesday  | 30       |     |     |            |            |     | 22  |     |      |     |     |     | 20       |     |     |     |        |
| <b>Highways and Transportation Working Group</b><br>As required.   |          |     |     |            |            |     |     |     |      |     |     |     |          |     |     |     |        |

**COUNCIL MEETING**  
**Wednesday 7 October 2020**

**Councillor:** Janet Stanton  
**DATE:** 29 September, 2020

**CLERK'S REPORT****TownTalk Newsletter**

The October newsletter is currently being delivered to all households in Fleet.

**Calthorpe Park Action Day**

Members are being asked to take part in a Calthorpe Park Action Day which will take place on Tuesday 6 October from 10.30am - 12.30pm. The aim of the activity is to clear the woodland of any debris at the Merivale end of the park between the upper and lower field.

**Remembrance Sunday**

The Remembrance Day in Fleet will need to take a different format this year due to the COVID 19 restrictions on social distancing. The plans are still being finalised by The Royal British Legion but it is unlikely that there will be a service in The Harlington and there will be no parade. Plans are being put together for a wreath laying ceremony and Members will be informed as further information becomes available. The time of the ceremony may, this year, change to the morning.

**Markets and Car Boot Sales in Hart**

Hart District Council is considering the various options available to themselves to utilise their council car parks for Sunday markets / Car boot Sales. Parish and town councils have been asked for their views by HDC on the opportunities, risks and suitability of the car parks within their own area for such a purpose. Although usage of Hart's car parks is a matter for the District Council, the Joint Chief Executive has been reminded that there is a lease in place for Gurkha Square which includes markets taking place on 6 Sundays throughout the year and it is important that this is taken into account. However, complimentary events in other car parks on a Sunday could be beneficial to all parties.