



FLEET TOWN COUNCIL

MINUTES OF THE COUNCIL MEETING

held on

Wednesday 1st March 2023 at 7pm

PRESENT

Councillors: R. Schofield (Chairman), G. Chenery, K. Cottrell, P. Einchcomb, S. Engström, R. Fang, L. Holt, A. Hope, E. May, A. Oliver, R. Richmond, R. Robinson, S. Sharma Krishnamurthy (left after Item 11), S. Tilley, P. Wildsmith (arrived during Item 5), B. Willcocks and G. Woods.

Also Present: Rochelle Halliday – Executive Officer
Councillor Stephen Parker – HCC
Representative of Friends of Oakley Park
2 members of the public for co-option

FC MARCH 2023 ITEM 1

APOLOGIES FOR ABSENCE

Apologies for absence were received from HCC Cllrs Collett and Forster. Cllr Wildsmith notified his late arrival.

Cllr Schofield informed Members that for Item 11 – Councillor Co-option, one of the applicants, Mr Hawton, had withdrawn on health grounds. The Council thanked him for his interest and wished him well.

It was also agreed to consider Item 11 after item 6.

FC MARCH 2023 ITEM 2

DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Cllr Engström and Einchcomb declared a personal interest for Item 11 – Councillor Co-option.

FC MARCH 2023 ITEM 3

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

FC MARCH 2023 ITEM 4

CHAIRMAN'S ANNOUNCEMENTS

Cllr Schofield reported his attendance during the period as follows:

- Fleet BID meeting, where anti-social behaviour was discussed.
- 13/2 – met with solicitor regarding leases.
- Met with FTFC regarding their lease.
- Met with further solicitors regarding leases.
- NALC – super councils meeting. Topics: councillor training becoming mandatory, markets, trading conditions and decline in markets.
- Skelly & Couch – M&E contractors met with Executive Officer to assess potential for low carbon heating systems and report received.
- A meeting is to take place later this month on the decarbonisation of public buildings; Cllr Schofield will circulate the details.

- Reminder that Annual Residents Meeting takes place on 21st March.

FC MARCH 2023 ITEM 5

HCC/HDC ANNOUNCEMENTS

Update from Cllr Parker:

- HCC budget increase 2.99% on general and 2% for adult social care so a total increase of 4.99% to the council tax.
- Road resurfacing /pot holes – the County is prioritising dangerous pot holes and the stolen drain covers.

Cllr Wildsmith arrived at 7.15pm.

- Secondary school admission – big increase in pupil numbers in the area. Most have received their first choice place.
- Road works by Fleet Station- concrete is curing in this location, hence the temporary traffic lights are still in place.
- Hitches Lane – works to start in Easter to facilitate safer route to school.
- Dukes Mead / Tavistock – obstruction raised by a Member and noted by Cllr Parker.
- Members discussed the council tax increase in monetary terms.

Update from Cllr Oliver:

- 2.99% increase for the Hart District Council budget.
- Money ringfenced for climate projects.
- Extended council tax relief for social care/carers.
- Free parking in Hart District Council car parks on 8th May for the Coronation.
- Victoria Road car park to have touchscreen parking machine trial this year.
- CCTV contract has moved to Runnymede – doing a full review of camera technology and positioning of cameras with stakeholder consultation.
- Cllr Richmond thanked Hart District Council for waiving market fees next financial year – requested looking into restricting the Gurkha Square car park ticket machine on market day to stop being able to pay for parking when the car park is out of use.

FC MARCH 2023 ITEM 6

MINUTES OF PREVIOUS MEETINGS

The main and confidential minutes of the Council held on 1st February 2023 were approved and signed by the Chairman.

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

- Establishment 8th February 2023
- Development Control 13th February 2023
- Policy and Finance 15th February 2023 *Subject to amendment below

* Policy & Finance – 2nd bullet point to be reworded.

Item 11 was considered next.

FC MARCH 2023 ITEM 7

FINANCIAL MONITORING REPORT

Members noted receipt of:

- a) The bank reconciliation and a list of payments for January 2023.
- b) A statement from Councillor Robinson that the bank reconciliation and list of payments for January 2023 have been verified and signed off against the original bank statement.
- c) A year-to-date balance sheet.

RESOLVED

- a) To receive and accept the bank reconciliation and list of payments for January 2023.
- b) To accept the statement from Councillor Robinson that the bank reconciliation and list of payments for January 2023 have been verified and signed.
- c) To note the year-to-date balance sheet.

Members discussed ensuring the control accounts for past shows are released into the accounts – **Action: Executive** Officer to request this is actioned by the Harlington General Manager.

FC MARCH 2023 ITEM 8 CONTRACT RENEWAL FOR FLEET LINK SERVICE

Members discussed extending the community transport contract for Fleet Link for a further year to run from 1 April 2023 until the 31 March 2024.

Members noted at some point there should be investigation as to whether there is a better way to provide the service.

RESOLVED

To extend the Fleet Link community transport contract for the period 1st April 2023 to 31st March 2024.

FC MARCH 2023 ITEM 9 COUNCIL INSURANCE

Members agreed to suspend Financial Regulations 11.1.g to consider this item because only two quotes had been received.

The two quotes were reviewed. There was a significant price difference between suppliers.

Members also discussed insuring the Coronation event. It is proposed to add the event to the Council's public liability cover, the cost of which will be funded from the ringfenced funds for the Coronation.

RESOLVED

- a) Members agreed to award the Council's insurance contract to Zurich for a three year period starting 1st April 2023, at a value of £9,171.46 (including IPT) per year.
- b) Members agreed to provide insurance cover for the Coronation event to take place on Sunday 7th May 2023.

FC MARCH 2023 ITEM 10 INTERIM INTERNAL AUDIT REPORT

Members received the interim audit report from the Internal Auditor's visit in January 2023.

Members discussed and agreed the actions proposed following the interim internal audit.

RESOLVED

- a) To note the interim internal audit report from January 2023.
- b) To note and approve the proposed actions in response to the interim audit in January 2023.

FC MARCH 2023 ITEM 11**COUNCILLOR CO-OPTION TO FILL A CASUAL VACANCY**

Further to the casual vacancy for the Fleet Central Ward having been advertised and 10 registered voters not coming forward to request a by-election, Council Members 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 the following applicants:

- Daniel Taylor
- David Munn
- Peter Hawton – withdrawn prior to the meeting.

The candidates were given the opportunity to give a short presentation to elaborate on their application submission, with questions from members following each presentation.

Mr Munn left the room at 8.05pm during Mr Taylor's presentation.

Mr Munn returned to the meeting for his presentation and Mr Taylor left the room at 8.12pm.

Members of the public and all external guests were asked to leave the meeting at 8.20pm, to allow the Council to discuss the applications.

RESOLVED

To co-opt Mr Daniel Taylor as the Member for the Fleet Central Ward. Cllrs Einchcomb and Engström did not take part in the discussion or vote.

The members of the public and external guests returned to the room at 8.30pm.

Both candidates were thanked for their presentations, their enthusiasm and passion in standing for Councillor. It was unfortunate that there was only one vacancy to be filled.

Cllr Sharma Krishnmurthy left the meeting at 8.30pm.

FC MARCH 2023 ITEM 12**GRANT APPLICATION – HVA FOR ODIHAM DISTRICT SCOUTS**

Members considered a grant application for £200 from Hart Voluntary Action on behalf of Odiham District Scouts towards transport for a Duke of Edinburgh expedition in March 2023. Members opted to approve the application on this occasion, but alternative travel arrangements should be made for future expeditions.

RESOLVED

To award a £200 grant to Hart Voluntary Action on behalf of Odiham District Scouts towards transport for a Duke of Edinburgh expedition in March 2023.

FC MARCH 2023 ITEM 13**CCTV MONITORING – DATA PROCESSING AGREEMENT**

Members discussed the Data Processing Agreement for the transferal of the Hart District Council CCTV Monitoring Service from Rushmoor Borough Council to Runnymede Borough Council. The Council has three cameras that are monitored externally via Hart District Council.

Members noted that some items in the agreement need to be confirmed and, therefore, the finalisation and signing of the document will need to be completed after the meeting.

RESOLVED

To delegate to the Executive Officer final approval of the draft Data Protection Agreement for the transfer of the CCTV monitoring service to Runnymede Borough Council. The agreement is to be signed by two Council Members when complete.

FC MARCH 2023 ITEM 14

COUNCIL MEETING DATES

Members discussed the need for an additional Establishment Committee meeting. This additional meeting in July may be held instead of the September meeting.

RESOLVED

Members approved an additional meeting date for the Establishment Committee to be held on 12th July 2023.

FC MARCH 2023 ITEM 15

ANNUAL RESIDENTS' MEETING

Members noted the final agenda for the Annual Residents' meeting to take place on 21st March 2023.

- It was suggested as the Rock Choir is unable to attend that Shuffle Tunes be asked instead.
- Hart Police Inspector – ask to include information on anti-social behaviour in the Police presentation.
- Councillors to let the Council office know if they don't have a name badge.

FC MARCH 2023 ITEM 16

VISION DAY – SESSION 2

Members received an update following the final Vision Day session.

The following points were discussed from the meeting:

- The Council's values and identification of the top six.
- The key emerging themes from the last meeting covering community facilities, supporting youth, supporting wellbeing, supporting the community, being environmentally conscious, supporting sustainability and supporting the High Street.
- Other themes that were discussed to be integrated into the plan.
- The Harlington operation, present and future, crosses over all of the key themes.
- Delivering more through partnership working and engaging with the volunteer community.
- The draft outline of areas to include in the strategic plan.

It was noted that the full notes from the meeting will be shared with Members when ready, along with the first draft of the strategic plan.

It was noted that there will be another informal review meeting prior to the draft strategic plan being issued for formal approval.

FC MARCH 2023 ITEM 17

COMPLAINTS

At the time of the meeting no new information had been received regarding the Code of Conduct complaint referred to the Hart District Council Monitoring Officer on 17th January 2023. The Council has submitted a response to the complaint.

No new complaints have been received since the last meeting.

FC MARCH 2023 ITEM 18

EXECUTIVE OFFICER’S REPORT

Members noted the Executive Officers report.

- Action Day to go ahead but with political sensitivity – no photos to be released until after the elections and limited involvement for anyone involved in the local elections in May.
- Oakley Park Right of Way – there is a proposal planned to dedicate a Right of Way through Oakley Park. If formalised, a public consultation will take place. Members had no specific comments at this stage.

FC MARCH 2023 ITEM 19

DATE AND TIME OF NEXT MEETING

Members noted the time and date of the next meeting to be held on Wednesday 5th April 2023 at 7pm in The Harlington.

FC MARCH 2023 ITEM 20

CONTRACTUAL MATTERS

The Chairman stated the reasons that this item needed to be confidential.

RESOLVED

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

All members of the public left and the remainder of the meeting was conducted in confidential session.

The meeting closed at 9.45pm.

Signed.....

Date:.....

Chairman