



FLEET TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

held on

Wednesday 28th July 2021

at the Harlington

PRESENT

Councillors: R. Schofield (Chairman), L. Holt, A. Hope, K. Jasper, A. Oliver, S. Tilley, S. Wheale, G. Woods, J. Wright.

Also Present: Janet Stanton - Town Clerk
Wendy Allen – Office Manager
Mr Kumar Kuntikanamata
Mr Benjamin Wilcocks
Mr Xiaoyu (Roy) Fang
Councillor Steve Forster - HCC
Councillor Katie Davies - HCC
Councillor Parker - HDC
1 member of the public

FC July 2021 ITEM 1 APOLOGIES FOR ABSENCE

The Chairman welcomed all members to the first face to face Council meeting since March 2020.

Members received and accepted apologies of absence from Councillor Robinson, Councillor Chenery, Councillor Einchcomb and Councillor Richmond.

FC July 2021 ITEM 2 DECLARATIONS OF INTEREST

Councillor Oliver declared an interest in Item 12 - COVID – Thank you event.

FC July 2021 ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public.

The Chairman updated members on the following:

- **Hartley Wintney Council new bus service**
 - Commercial element dropped.
 - Sharing with Rosie bus.
 - No confirmed costs yet.
 - Bus purchased partly from S106 money.
 - 16-seater bus.
 - Drivers are employed by Hartley Wintney Parish Council
- **Fleet Link**

- FTC have a contract with Fleet Link for 1 year.
- HCC further budget cuts, therefore, the bus support could be removed.

FC July 2021 ITEM 4 MINUTES OF PREVIOUS MEETINGS

Members received and approved as a correct record the minutes of the Council Meeting held on Wednesday 5th May and the Extraordinary Council Meeting held on Thursday 6th May 2021.

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

Development Control	12 th & 26 th April 2021
	10 th & 24 th May 2021
	14 th & 28 th June 2021

Members discussed the following:

- Parking and gardens remain an issue with many applications.
- HDC don't have a parking policy only an advisory document,
- FTC Neighbourhood Plan for bungalows is not enforceable so HDC are unable to refuse permission. I would challenge this – it was a statement by Cllr Oliver
- Permitted development – size of flats initially not controlled by legislation. But minimum space standards can now be enforced.
- HDC is not going to refuse any applications that can't be defended with the Planning Inspector at an appeal.

FC July 2021 ITEM 5 CO-OPTION

Further to the two Casual Vacancies (one for the Courtmoor Ward and one for the Pondtail 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 two Councillors. 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:

- Mr Kumar Kuntikanamata
- Mr Benjamin Wilcocks
- Ms Samantha Allen
- Mr Xiaoyu (Roy) Fang

Members were advised that Ms Samantha Allen had withdrawn her application.

All candidates were given the opportunity to give a 2-minute presentation to elaborate on their application submission and themselves to the Full Council, with questions from members following each presentation.

All candidates were thanked for their presentations and their enthusiasm and passion in standing for Councillor. The Chairman impressed upon all candidates that should they be elected to Fleet Town Council; social media should be used impartially and factually.

The Chairman reminded members that there will be another vacancy available in September. Members of the public and all external guests at the meeting were asked to leave the meeting, to allow the Full Council to conduct a confidential vote.

RESOLVED

Members determined to appoint Mr Benjamin Wilcocks and Mr Xiaoyu (Roy) Fang to the roles of Councillor to Courtmoor Ward and Pondtail Ward

Members of the public and all external guests were allowed back into the meeting, where the Chairman announced that Mr Benjamin Wilcocks and Mr Xiaoyu (Roy) Fang were the successful candidates as co-opted Councillors. Thanks were given to all candidates for their presentations and participation in the meeting. Members noted that Mr Benjamin Wilcocks and Mr Xiaoyu (Roy) Fang could both join the Council's meetings from September 2021, once all the relevant documents had been signed.

FC July 2021 ITEM 6 SPEED INDICATOR DISPLAYS (SIDS)

1. Members noted that due to budget constraints, no funds were available for installing SIDS during the last financial year. Members noted and approved the locations proposed.
2. Members were made aware that FTC has been asked if it would ~~like to~~ become the custodians of the SID Boards. Members discussed the following:
 - HDC remain the owners and undertake all repairs.
 - FTC would be responsible for charging and downloading data,
 - FTC would be responsible for the installation, and any loss or damage to the boards whilst being used by the council.
 - The custodianship and installation would not be exclusively for FTC.
 - SIDS boards important to gather data.
 - Valuable for police and can be used as evidence.
 - FTC would have to manage the data collected.
 - Unsure about FTC being custodian for other parishes.
 - Locations and roads to be used for SIDS.
 - Some clarity would be sought from HDC
 - Defer decision until Council meeting in September.

RESOLVED

1. Members agreed to defer the decision to consider the offer and implications of becoming the custodians of the SID Boards until the Council meeting in September.
2. Members to defer the decision to prioritise the location lists of SIDs until the September Council meeting.

FC July 2021 ITEM 7 LEASES

Members were reminded that the annual rentals stated in the respective lease agreements were:

Lion's Community Store in Basingborne Park	£500.00
Scout buildings in Basingborne & Calthorpe Park	£500.00
Cricket Club	£3,750.00

However, the decision of the Council of 6th July 2016 was re-affirmed that the rent be waived for: those tenants who complied fully with the terms of the lease and had demonstrated good community relations.

RESOLVED

Members approved and waived the rent set out in the Particulars to the leases for the year April 2021 - March 2022 for:

Lion's Community Store in Basingborne Park	£500.00
Scout buildings in Basingborne & Calthorpe Park	£500.00
Cricket Club	£3,750.00

FC July 2021 ITEM 8 INTERNAL AUDITORS REPORT AND ACTION PLAN

Members receive the internal Auditor's report and action plan for 2020/2021 after the year end

visit on Thursday 13th May 2021.

RESOLVED

To approve the action plan to accommodate the points raised in the Internal Auditor's report.

FC July 2021 ITEM 9

APPOINTMENT OF INTERNAL AUDITOR FOR 2021/2022

Members were made aware that the current internal auditor, Eleanor Green from Do The Numbers, has successfully worked with FTC for a number of years and keeps abreast of all good accounting and governance practises.

RESOLVED

To confirm the re-appointment of Eleanor Green, Do The Numbers, as the internal auditor for Fleet Town Council for 2021/2022.

FC July 2021 ITEM 10

LAND AT ANCELLS FARM

Members noted that Fleet Town Council had been approached by Ancells Farm Business Park Management to enquire if the Council is interested in acquiring 2 titles of land that have been retained by the company following the development of the business park. Members also noted that Hart District Council was initially offered the land but was not interested in the proposal. Members were made aware that a brief visit to the site had taken place by the Clerk and The Facilities & Open Spaces Manager, who found that access was difficult and there was a risk of flooding.

Following a brief discussion, it was agreed that the land would be a liability for FTC.with a maintenance requirement but no community value.

RESOLVED

To notify the Ancells Farm Business Management Company that there was no benefit in Fleet Town Council taking ownership of this land and no further action would be taken.

FC July 2021 ITEM 11

REFRESHMENTS – CALTHORPE PARK

Members noted that a request has a been received from a private company to sell refreshments from the 'Pavilion' in Calthorpe Park, as was the case prior to FTC coming into being in April 2010.

Members discussed the following:

- HDC Planning Department have confirmed that the usage of the pavilion for the sale of light refreshments (i.e. hot and cold drinks, sandwiches, cakes ice creams etc) is permissible.
- The pavilion structure is safe.
- All licences and legal requirements for selling food will be completed.
- Town Clerk to work with the Lease Working Group to negotiate terms of use, licenses etc.

RESOLVED

- a. To approve the Calthorpe Park Pavilion being used to sell light refreshments.
- b. To authorise the Clerk in conjunction with Members of the Lease Working Group to negotiate with the company the terms of use.

FC July 2021 ITEM 12

COVID - THANK YOU EVENT

Members noted that throughout the last 6 months, The Harlington has been a very successful vaccination centre, and this could not have happened without the time, energy and enthusiasm given by the many local volunteers and key workers involved in the vaccination delivery.

Members discussed the following:

- The free Thank You event will be by invitation only to the volunteers and key workers, to show the appreciation of the town.
- The event would be held at the end of August.
- Entertainment would include 2 live bands and a paid compere.
- Event potentially to be streamed with the community encouraged to watch the event at home.
- FTC working with NHS and HVA to get invitation list and work out numbers.
- Social distancing to be adhered.
- Proposed event is potentially too soon.
- FTC to contribute £5,000.00 from the Community Grant budget to pay for the acts.

RESOLVED

- a. To approve a Thank You event for the COVID Vaccination delivery volunteers and workers.
- b. To approve up to £5,000.00 funding to be paid from the Community Grant Budget.

FC July 2021 ITEM 13

TOWN CENTRE PARKLETS

Members received and noted an HDC Cabinet report, including a paper from Fleet BID requesting funding from the Welcome Back Fund to install Parklets along Fleet Road in the town centre. Members considered the BID's request for FTC's support of this project and discussed the following:

- 3 proposals under the Welcome Back Fund have been put forward and supported by HDC.
- Formal support from FTC sought.
- Parklets will provide seating amenity area.
- Design will be modern and attractive seating areas.
- Process is to go out to tender by HDC.
- Sites to be approved and licensed by HCC Highways.
- Benches located at the junction of Victoria Road and Fleet Road could be relocated in parks.
- Potential long-term maintenance costs to FTC.

RESOLVED

To support the installation of Parklets in Fleet Road.

FC July 2021 ITEM 14

TOWN CENTRE REGENERATION

Members had not received a recent update on the Civic Quarter nor Harlington lease developments. Members discussed a date for the Harlington / Civic Quarter Working Group to meet.

Members noted that Councillor Wheale wished to join the Working Group.

RESOLVED

That a meeting of the Harlington/Civic Quarter Working Group be arranged for Monday 2nd August 2021 at 17.30.

FC July 2021 ITEM 15

**REVIEW OF PARLIAMENTARY BOUNDARY
CONSTITUENCIES**

Members noted that a review is now taking place of the Parliamentary constituencies, resulting in changes to the number of constituencies in each of the regions. Members noted that although

in the South East, there will be an increase of 7 constituencies, this doesn't directly affect FTC. Members were made aware that feedback on the proposed new boundary lines and constituency names is required and a consultation is now open until Monday 2nd August 2021

RESOLVED

As the consultation does not directly affect the town centre; members to submit their own reply to this consultation.

FC July 2021 ITEM 16

FLOOD ALLEVIATION SCHEME

Members noted details of the Flood Alleviation Scheme produced by the Surrey & N. Hampshire Partner Strategic Overview Team of the Environment Agency. Members noted the following:

- Oakley Park and Basingbourne Park are potential sites for natural flood alleviation schemes.
- Flow meter installed under the bridge in Kings Road.
- FTC advised EA that they are landowners.

FC July 2021 ITEM 17

DELEGATED DECISIONS

Members noted that with the recommencement of face-to-face meetings, the delegated authority to the Town Clerk has now expired. Members also noted the following decision made by the Town Clerk under the scheme of delegation which was in place between 7th May 2021 to 19th July 2021.

- a. Approval for the Odiham District Scouts to hold a District Recognition Event on The Views on Sunday 4th July 2.00pm – 4.30pm.

The Chairman, on behalf of all the Fleet Town Councillors, thanked Officers for effectively and efficiently running the Council

FC July 2021 ITEM 18

COMPLAINTS

Members noted that there were 4 complaints, which had all been dealt with. Matters discussed included:

- More rats are visible when it rains.
- Encourage people not to put grass cuttings over the fence in the parks, as this nesting sites for rats.

FC July 2021 ITEM 19

COVID UPDATE AND TOWN CLERK'S REPORT

Members received and noted an update from the Town Clerk. The following matters were discussed:

- **VACCINATION CENTRE**
 - Original contract is due to expire on 25th August 2021.
 - From September, the Harlington will be used 3 days a week on fixed, agreed dates.
 - Discussions are on-going regarding vaccinations during December.
- **CHAIRMAN'S COFFEE MORNINGS**
 - The first confirmed date is Saturday 4th September 2021 for Courtmoor Ward.
- **CEMETERY EXTENSION**
 - Waiting for a response from HDC.
 - Shortage of available plots.

The Chairman welcomed Councillor Parker and congratulated him on his recent election to HCC. He updated members on the following:

- Pavement works in Castle Street, due to take 6 weeks.

Councillor Davies asked when FTC Action Day would be taking place and was pleased to hear it was to be held in the autumn. She stated that it was great to get children involved.

- **Antisocial Behaviour in parks**
 - Councillor Davies to hold regular walkabouts in parks, so that people can chat. Anyone is invited to join her.
 - Police and Community Safety Officer involved in antisocial behaviour.
 - Advertise community safety and engage with community.
 - Share Facebook posts on FTC page.

Councillor Forster updated members on the following:

- **Fleet Road Planters**
 - These have been removed and will be stored at Edenbrook Country Park.
 - No plan on what to do with them.
 - Potentially sold on or donated – in discussion with FTC.
- **HCC Budget**
 - Consultation is now closed.
 - HCC take note of consultation responses.
- **Antisocial Behaviour**
 - Quarterly review with the police.
 - Some parishes only working with police.
 - FTC working with Community Safety Officer.
- **Parklets**
 - Delayed due to lack of approval from HCC.
- **Property & Estates**
 - Library replacing aging windows and installing more thermally efficient units; 420 tonnes of carbon emissions saved on Library project
- **Roadworks**
 - Cove Road – closed for essential water mains installation works. They are timed for school holidays to minimise disruption.

The date and time of the next meeting of the Council is on Wednesday 1st September 2021 at 19.00.

There being no further business the meeting closed at 21.00.

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 were excluded from the Meeting.

There were no confidential items.