

RESOLVED

Members noted a consistent decline in attendance at the monthly Comedy Club events. They questioned whether this trend was due to competition from other local acts and if it indicated that the current act might have exhausted its appeal.

Members requested detailed information on the social media campaigns promoting The Harlington, both in general and for specific acts prior to their performances.

PF JULY 2024 ITEM 6

INVESTMENT REPORT

Members considered the quarterly investment report for the period ending 30th June 2024.

Account	Funds
HSBC Current Bank Account	£819,240.41
HSBC Savings Account	£302,086.69
Nationwide Business Instant Saver	£836,936.63
CCLA Public Sector Deposit Fund	£2,200,000.00
TOTAL	£4,158,263.70

RESOLVED

- a) Members reviewed and noted the balances held in the Fleet Town Council Accounts.
- b) Members authorised Officers to transfer funds exceeding £400,000 from the HSBC current account into the Nationwide short-term investment with the highest available interest rate. If that was not possible, the funds were to be invested in the CCLA deposit fund.
- c) Members further authorised Officers to invest the matured Nationwide investment in the CCLA deposit fund.

PF JULY 2024 ITEM 7

GRANT APPLICATION

Members considered the grant from Fleet Phoenix for £1,200 for the office and storeroom rent of The Point Youth Centre based in Harlington Way, Fleet, for the 2024/25 financial year.

RESOLVED

Members acknowledged that it is customary for grant applicants to attend the meeting where their application is considered. However, Fleet Phoenix had recently presented to the Council about their services.

Members requested that Fleet Phoenix send the Council a copy of their latest financial accounts.

Members resolved to approve the rent waiver for the 2024/25 financial year.

PF JULY 2024 ITEM 8

POLICY REVIEW – AGENDAS AND MINUTES

Members reviewed the proposed Agendas and Minutes Policy and requested the following amendments:

- Removal of ‘except for Establishment Committee’ in second paragraph.
- Removal of ‘as this can lead to illegal decisions’.

- Addition of 'The agenda will be published one week before the meeting is held, but not less than three working days (which excludes the day of the meeting)'.
- Addition of 'Also refer to Media Procedures'.

RESOLVED

Members approved the amended Agendas and Minutes Policy.

PF JULY 2024 ITEM 9

POLICY REVIEW- CO-OPTION

Members reviewed the Co-Option Policy and noted the section on eligibility needed to be updated to reflect the criteria since leaving the European Union.

RESOLVED

Members approved the transition from a Policy to a Procedure. Members also approved the amended Co-Option Procedure.

PF JULY 2024 ITEM 10

POLICY REVIEW – ELECTRICITY ON THE VIEWS

Members reviewed the amended Electricity on The Views Policy.

RESOLVED

Members approved the transition from a Policy to a Procedure. Members also approved the amended Electricity on The Views Procedure

PF JULY 2024 ITEM 11

POLICY REVIEW – GIFTS AND HOSPITALITY

Members reviewed the proposed Gifts and Hospitality Policy and requested the following amendments:

- Under Basic Principles, reword the first point to: All officers, Councillors and those working on behalf of the Council.
- Addition of 'All gifts should be reported and recorded'.

RESOLVED

Members approved the Gifts and Hospitality Policy.

PF JULY 2024 ITEM 12

POLICY REVIEW – MEDIA

Members reviewed the proposed Media Policy and requested the following amendments:

- Point 1: add 'Freedom of Information' before publication scheme and change Town Clerk's office to Council Office.
- Point 7: Change 'they will clarify this' to 'this must be made clear'.
- Point 9: Change 'certain' to 'confidential information or information prohibited by law'. Add in word 'personal' before views.

RESOLVED

To approve the amended Media Policy.

PF JULY 2024 ITEM 13

2025/26 BUDGET PREPARATION

Members considered the report from the Executive Officer detailing issues that need to be considered when setting the 2025/26 budget.

Members made the following comments:

- The impact of the Harlington Development on income and costs would be dealt with by the Harlington Working Group.
- Adjustments to staffing costs would be made referencing the CPI rate on 1 September 2024 and any information given by the new Labour government on minimum wage rates.
- Councillors Woods and Schofield would ask Hart District Council if they would be prepared to contribute towards to pension liability of staff TUPE'd over from them.
- In the absence of a Playground strategy, the Executive Officer should use a £1 million loan from the Public Works Loan Board in developing the budget.
- The staff allocation model needs to be reviewed.
- A marketing plan for Ancells Community Centre needs to be developed and should include market analysis of hall hire rates in the locale.

RESOLVED

Members considered the Budget Preparation report and proposed a Budget Working Group meeting on Monday 4 November 2024 at 7.00pm.

PF JULY 2024 ITEM 14

ANNOUNCEMENTS

There were no announcements.

PF JULY 2024 ITEM 15

DATE AND TIME OF NEXT MEETING

The next meeting of the Policy and Finance Committee will be held on Wednesday 16th October 2024 at 7.00pm in the Harlington.

There being no further business the meeting closed at 9:20pm.

Signed: **Date:**

Chairman