



FLEET TOWN COUNCIL

MINUTES OF COUNCIL MEETING

held on

Wednesday 4th June 2025 at 7pm

* Councillor Schofield (Chairman)

* Councillor Einchcomb (Vice Chairman)

* Councillor Chenery	0 Councillor Richmond
* Councillor Fang	0 Councillor Robinson
* Councillor Holt	* Councillor Stanton
* Councillor Hope	* Councillor Taylor
0 Councillor Kuntikanamata	* Councillor Tilley
* Councillor May	* Councillor Wildsmith
* Councillor Neves	0 Councillor Willcocks
* Councillor Oliver	* Councillor Woods

* Present # Absent & No Apology Received 0 Apology for Absence L Late

Also in attendance:

Rita Tong – Executive Officer
Sarah Moore – Finance & Administration Manager
Councillor Steve Forster – HCC
Councillor Stephen Parker – HCC
Councillor Stuart Bailey - HCC
Mike Bye – Chair of Friends of Oakley Park
Representative from Silent Storms
Two representatives from Sasha's Project

FC JUNE 2025 ITEM 1

APOLOGIES FOR ABSENCE

Members received and accepted the apologies as noted above.

Councillor Willcocks requested a special exemption from attendance at meetings due to ill health. Members resolved to approve this request.

As Councillor Robinson has failed to attend council meetings for a period exceeding six months, a casual vacancy was declared.

FC JUNE 2025 ITEM 2

DECLARATIONS OF INTEREST

Councillors Tilley and Stanton declared other registerable interests in Agenda Item 20 on the grounds that they are organisers of two of the events listed.

FC JUNE 2025 ITEM 3

QUESTIONS FROM THE PUBLIC

There were no questions from members of the public.

FC JUNE 2025 ITEM 4

CHAIRMAN'S ANNOUNCEMENTS

Formal thanks were extended to former Hampshire County Councillor Adrian Collett in recognition of his 45 years of public service, with particular acknowledgement of his support on the HGV issues with the Pyestock Distribution Centre, the Ancell's Farm school bus matter, and the Thames Water sink hole at Ancell's Farm. Adrian was presented with an engraved pen on behalf of the Town Council.

Attended the VE80 Day celebration, which was well attended and a successful event. Thanks were recorded to those involved in its organisation.

The remainder of the month was focused on two key areas: the Harlington development and the Ancell's Farm sink hole.

Adrian Collett left the meeting at the end of this item.

FC JUNE 2025 ITEM 5

HCC/HDC ANNOUNCEMENTS

The following reports were received from Hampshire County Council.

Cllr Stephen Parker (HCC)

- The pedestrian crossings on Reading Road South have passed government assessment, and the scheme will move to the delivery phase.

Cllr Stuart Bailey (HCC)

- Looking forward to working with Fleet Town Council.
- Adrian Collett will be a hard act to follow.
- Thanks to fellow county councillors for helping him to settle into his role.

Cllr Steve Forster (HCC)

- Road Works
 - Works on roundabouts are going smoothly.
 - Upper Street – looking at safety at the junctions with a report due in July 2025.
 - Railway Bridge – expecting pandemonium when closed for road works. Will try to avoid peak hours. Although works only expected to take around six hours, the permit is for three days.
 - Crookham Road – emergency works are proceeding well.
 - Ancells – a number of works planned for July 2025.

Cllr Alan Oliver (HDC)

- Local Plan – government was supposed to issue guidance in late spring but are now saying it will be by the end of the year. Unable to complete the Local Plan until this guidance is received.

FC JUNE 2025 ITEM 6

MINUTES OF PREVIOUS MEETINGS

Cllr Wildsmith requested a minor correction to the minutes of the Annual Town Council meeting held on 7 May 2025. Agenda Item 7 incorrectly said fly 'tipping' when should have stated fly 'posting'. With unanimous agreement of Members, the original minutes were manually corrected.

Noting the above, the minutes of the Annual Town Council meeting held on 7 May 2025 were approved and signed by the Chairman.

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

- Development Control 12th and 27th May 2025
- Policy and Finance 14th May 2025

FC JUNE 2025 ITEM 7

FINANCIAL MONITORING REPORT

Members noted receipt of the bank reconciliation and a list of payments for April 2025.

Councillor Stanton confirmed that the bank reconciliation and list of payments for April 2025 have been verified and signed off against the original bank statement.

RESOLVED

- a) To receive and accept the bank reconciliation and list of payments for April 2025.
- b) To accept the statement from Councillor Stanton that the bank reconciliation and list of payments for April 2025 have been verified and signed off.

FC JUNE 2025 ITEM 8

FINANCIAL REPORTING FOR THE YEAR ENDING 31st MARCH 2025

- a) Members considered and agreed the Asset Register as at 31st March 2025.

Members queried the assets listed at Branksomewood Road and the duplicate entries for The Views land (£1 and £20,780). Officers to investigate and report back to Members.

- b) Members received and noted the Summary of Financial Statements report for the year ending 31st March 2025.

Member expressed their thanks to the Finance & Administration Manager for such a clear report. Members noted that the report incorrectly reports an in-year transfer of £7,000 in the EMR for Badgers. No such transfer occurred.

RESOLVED

- a) To approve the Asset Register as at 31st March 2025.
- b) To note the Summary of Financial Statements for the year ending 31st March 2025

FC JUNE 2025 ITEM 9

INTERNAL AUDIT FOR THE YEAR ENDING 2024/25

- a) Members received and noted the final Internal Audit report for the year 2024/25.
- b) Members received and noted the Annual Internal Audit report 2024/25.

Members formally thanked the Finance & Administration Manager and the Executive Officer for their work, which ensured a clean bill of health for the Council's finances.

RESOLVED

- a) To note the final Internal Audit report for 2024/25.
- b) To note the Annual Internal Audit report for 2024/25.

FC JUNE 2025 ITEM 10**REVIEW OF THE EFFECTIVENESS OF THE
SYSTEM OF INTERNAL CONTROL 2024/25.**

Members considered and agreed the Review of the Effectiveness of the System of Internal Control for the year ending 31st March 2025 – evidence for AGAR Section 1.

RESOLVED

To note the Review of the Effectiveness of the System of Internal Control for the year ending 31st March 2025.

FC JUNE 2025 ITEM 11**ANNUAL GOVERNANCE AND ACCOUNTABILITY
RETURN (AGAR SECTION 1) 2024/25**

Members considered and agreed the statements contained in the AGAR Section 1 – Annual Governance Statement 2024/25.

RESOLVED

To approve the statements in the AGAR Section 1 – Annual Governance Statement 2024/25.

FC JUNE 2025 ITEM 12**ANNUAL GOVERNANCE AND ACCOUNTABILITY
RETURN (AGAR SECTION 1) 2024/25**

Members considered and agreed a response to the conflict-of-interest form for submission to the external auditor, BDO.

RESOLVED

To approve the response of no conflict-of-interest with the external auditor BDO.

FC JUNE 2025 ITEM 13**ACCOUNTING STATEMENTS (AGAR SECTION 2)
2024/25**

Members considered and agreed the statements in AGAR Section 2 - Accounting Statements 2024/25.

RESOLVED

To approve the statements in the AGAR Section 2 – Accounting Statements 2024/25.

FC JUNE 2025 ITEM 14**OFFER OF LAND AT ANCELLS FARM**

Hart District Council has approached Fleet Town Council with an offer to transfer ownership of a parcel of land at Ancells Farm. The land includes the ditch and footpath running between the public house/Falkner's Close and Ancells Farm Park.

Councillor Oliver advised that Hart District Council is currently conducting an internal review of its assets to determine appropriate future ownership in light of the forthcoming Local Government Reorganisation. Members considered that, as further asset transfer proposals may emerge following this review, it would be more appropriate to consider all such offers collectively rather than in isolation.

RESOLVED

To inform Hart District Council that Fleet Town Council wishes to defer any decision on the proposed land transfer until the conclusion of Hart District Council's internal asset review.

FC JUNE 2025 ITEM 15**SILENT STORMS – GRANT AID IN KIND**

Silent Storms was previously awarded Grant Aid in Kind in the form of free hall hire at The Harlington for a trial period of three months. At the time of approval, Members requested that a follow-up report be provided on the progress of the initiative, to enable an informed decision on whether to offer ongoing support.

Members noted both the written and oral reports from Paul Collins of Silent Storms.

RESOLVED

After considering the reports from Paul Collins of Silent Storms, Members determined to continue supporting the initiative through ongoing Grant Aid in Kind of approximately £2,912 per annum.

Paul Collins left the meeting at the conclusion of this item.

FC JUNE 2025 ITEM 16**SASHAS PROJECT – GRANT AID IN KIND**

Members considered the application for continued grant funding from Sasha's Project for £10,933 + VAT grant aid in kind to cover the cost of using The Point for 14.5 hours a week for 52 weeks.

Members noted the oral report from Angela Forster of Sasha's Project.

RESOLVED

After considering the grant request and oral report from Angela Forster of Sasha's Project, Members determined to continue supporting the initiative through ongoing Grant Aid in Kind of approximately £10,933 per annum.

Councillor Forster and the representatives from Sasha's Project left the meeting at the conclusion of this item.

FC JUNE 2025 ITEM 17**GROUND'S MAINTENANCE – TENDER REPORT & AWARD OF CONTRACT**

Members considered the tender report and make the award of contract for the Grounds Maintenance contract.

RESOLVED

Members considered the tender report and resolved to make an award of contract for the Grounds Maintenance contract to Bidder D, subsequently revealed to be NJL Boxgreen.

FC JUNE 2025 ITEM 18**HARLINGTON UPDATE**

Members received an update from the Chairman on the Harlington renovation project.

RESOLVED

To note the update from the Chairman.

FC JUNE 2025 ITEM 19**BAD DEBT WRITE OFFS**

In accordance with Financial Regulation 9.3, invoices AF2160 £18.48, AF2176 £69.28, and AF2187 £59.40 have been found to be irrecoverable and the Executive Officer requests Council authorisation to write them off as bad debts.

RESOLVED

To authorise the Executive Officer to write off £147.16 as bad debts.

FC JUNE 2025 ITEM 20**MARTYN'S LAW**

As reported at the 14th of May Policy & Finance Committee meeting, the Terrorism (Protection of Premises) Act 2025, commonly known as Martyn's Law, has now received Royal Assent and will be fully implemented in approx. 22 months' time.

This Law will affect all of the local groups that arrange public events and it is critical that a clear understanding of its implications is shared amongst all those responsible for our local festivals, celebrations and memorials. It is, therefore, proposed that representatives of these organisations – including Fleet Half Marathon, Fleet 10k, Fleet Carnival, Remembrance Sunday, Fleet Christmas Festival, Music on the Views, Concert on the Green – should get together to plan the future sharing of knowledge, expertise and resources so that all these much loved local events can continue to move forward successfully.

A request has been made for a meeting of these representatives to have the free use of the Music Room at The Harlington at 7 pm on 26th June for this important meeting and it is hoped that Fleet Town Council will grant this request. Should Members grant this request for grant aid in kind for room hire, it would cost £17.00 + VAT and could be allocated from the Community Support grant budget.

RESOLVED

Members approved the use of the Music Room on the 26th of June from the Community Grants budget.

FC JUNE 2025 ITEM 21**BUILDING REVALUATIONS**

As agreed at Full Council in April 2025 (refer Item 10), Council owned properties were valued for insurance purposes on 23 & 24 April 2025. This resulted in all buildings valuations being increased, with the increases ranging from 6% to 229% (the Calthorpe Scout Hut was significantly undervalued). Valuations were notified to the Council's insurers and resulted in an increase to the premium of £477.99 pa.

FC JUNE 2025 ITEM 22**LAND SWAP**

The transfer deeds for the land swaps between Fleet Town Council and Hart District Council were received on 8 May 2025. The signed deeds were sent to the Council's solicitors; however, an error was subsequently identified on the associated plan. An updated plan has been requested but has not yet been received.

FC JUNE 2025 ITEM 23**HARLINGTON BUSINESS PLAN**

Stuart Shanks has been appointed as the Council's new Business Plan Consultant. Mr Shanks brings over 25 years of practical, hands-on experience and is a highly experienced commercial and operational expert in the cultural and entertainment industries.

FC JUNE 2025 ITEM 24**VE80 DAY**

Members noted the report from Mr David Millen regarding the VE80 Day event held on Thursday, 8 May 2025.

FC JUNE 2025 ITEM 25**ANNOUNCEMENTS**

The following announcements were made:

- Police coffee morning to be held in the Function Room at 11.00am – 1.00pm on 9 June 2025.
- An event honouring Cllr Alan Hope to be held at Prince Arthur Wetherspoons at 7.00pm on 16 June 2025.
- Councillor coffee morning to be held in the Function Room at 10.30am – 1.30pm on 21 June 2025.

FC JUNE 2025 ITEM 26**DATE AND TIME OF NEXT MEETING**

The next meeting of the Council is scheduled to be held on Wednesday 25th June 2025 at 7pm in The Harlington.

The meeting closed at 8:36pm.

Signed.....
Chairman

Date:.....