



FLEET TOWN COUNCIL

MINUTES OF COUNCIL MEETING

held on
Wednesday 2nd July at 7pm

* Councillor Schofield (Chairman)

* Councillor Einchcomb (Vice Chairman)

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

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

Also in attendance:

Rita Tong – Executive Officer
Councillor Steve Forster – HCC
Councillor Stephen Parker – HCC
Councillor Stuart Bailey - HCC
Mike Bye – Chair of Friends of Oakley Park

FC JULY 2025 ITEM 1

APOLOGIES FOR ABSENCE

Members received and accepted the apologies as noted above.

FC JULY 2025 ITEM 2

DECLARATIONS OF INTEREST

There were no declarations of interest.

FC JULY 2025 ITEM 3

QUESTIONS FROM THE PUBLIC

There were no questions from members of the public.

FC JULY 2025 ITEM 4

CHAIRMAN'S ANNOUNCEMENTS

Has been dealing with the ongoing situation with Thames Water and the sinkhole at Ancells Farm. Thames Water considers the works to be complete; however, the reinstatement is in poor condition. The Grounds Maintenance team has assessed the area and provided estimated costs to return it to a workable state.

Continues to attend meetings regarding the Harlington project, including meeting with HDC's Finance Officer regarding possible lease area adjustments and update on HCC library area

lease and one scheduled for 3 July 2025 with Burrell Foley Fischer to discuss the air source heat pump.

Stuart Shanks anticipates having the first draft of the business plan ready by 3 July 2025, with a meeting to discuss it scheduled for 4 July 2025.

FC JULY 2025 ITEM 5

HCC/HDC ANNOUNCEMENTS

The following reports were received from Hampshire County Council.

Cllr Stuart Bailey (HCC)

- Ancells roundabout – work is scheduled to begin next week. The road will be closed but outside of peak hours.
- HCC have signed off their capital works programme which includes works on the Reading Road South crossing and the rephasing of the Reading Road South lights for pedestrians.
- HCC have appointed a new Chief Executive who was an internal appointment.

Cllr May asked whether the Ancells roundabout works would include evening work. Cllr Bailey said works were scheduled between 9.30am and 4.00pm.

Cllr Woods asked how long the works would take as there were differing lengths advertised. Cllr Bailey said works likely to take 3 days, but permits were for longer period to cover contingencies.

Cllr Stephen Parker (HCC)

- Has the full list of capital works on him but it can also be found on the HCC website. There are 100 projects across the whole of Hampshire, with approximately 11 of them within the Fleet and Church Crookham area. There is no guarantee that the works will happen within the desired timeframe.
- Local Government Reorganisation (LGR) – there will be two proposals going forward to Government. It is expected that there will be a formal public consultation on the proposals based on what has happened in Surrey.

Cllr Steve Forster (HCC)

- The new Chief Executive is Gary Westbrook. HCC received 120 applications for the role, which they found surprising given the role is likely to be temporary given the LGR.
- Road Works
 - Permit dates are always longer than the expected length of works. This is to ensure that if there is a delay to the start or the works take longer than expected, the works are still within the permit period. Unlike utility companies, HCC would have to halt work and apply for another permit if works not completed within permit period.
 - Ancells roundabout – the permit is for 9 – 14 July and will probably take 3 days to complete.
 - Minley Road – the permit for the works is to 11 July. They are repairing / replacing 826m of gas pipes.
 - There will be small bits of resurfacing works done over summer holidays such as Beech Road and Church Road. Most of Fleet has been resurfaced already.
 - Hitches Lane – gas works were due to be completed by 7 July, but it is expected that those works will be extended.
 - Fleet Road – a new bus shelter is to be installed possibly with a green roof.

- Upper Street Crossing – plans for this due in 3-6 weeks. Will be circulated once received.
- The Fleet Carnival is on this Saturday. There will be a low level flight by a chinook at around 12.30pm by the RAF Odiham.

Cllr Holt asked what dates the Church Road works were scheduled for. Cllr Forster replied 8-13 August.

Cllr Chenery asked whether road closures were planned for the Tavistock Road scheduled works. Cllr Foster was not aware of any works requiring road closures.

Cllr Chenery noted that there were a large number of vehicles parked along Tavistock Road with some parked on the grass verge by the bus stop. Cllr Forster said they were contractor vehicles, and the matter had been raised with the primary contractor. Residents are encouraged to report any illegal parking.

Cllr Alan Oliver (HDC)

- Food waste collection service in Fleet is due to commence on 6 October 2025. HDC have planned a consultation meeting with Town & Parish Councils to discuss how the scheme will work and when it will be rolled out. The majority of food collections will be on the same day as existing rubbish collection.

Cllrs Bailey, Parker and Forster left the meeting at the conclusion of this item.

FC JULY 2025 ITEM 6

MINUTES OF PREVIOUS MEETINGS

Councillor Oliver requested an amendment Agenda Item 5 in the minutes of the Full Council meeting held on 4 June 2025. Under local plan, the second sentence should read 'Unable to *complete* the Local Plan until this guidance is received.' The amendment was agreed and the minutes manually corrected.

The minutes of the Town Council meeting held on 4th June 2025 and the Extraordinary meeting held on 25th June 2025 were approved and signed by the Chairman.

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

- Development Control 9th and 23rd June 2025
- RLA 18th June 2025

FC JULY 2025 ITEM 7

FINANCIAL MONITORING REPORT

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

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

RESOLVED

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

FC JULY 2025 ITEM 8

PROPOSAL FOR DELEGATED AUTHORITY – GRANT AID IN KIND (ROOM HIRE)

Members received a report from the Executive Officer on a proposal for delegated authority – grant aid in kind (room hire).

Members discussed what the level of the annual cap for the Executive Officer should be set at and agreed to increase it from the proposed £250 per annum to £500 per annum.

RESOLVED

To approve the use of delegated authority by the Executive Officer to approve Grant Aid in Kind for use of community centre rooms under the following conditions:

- **Community Benefit:** The activity must be for demonstrable community benefit and delivered by a not-for-profit body, public service, registered charity, or constituted community group.
- **Room Hire Only:** The grant may only be used to offset the standard room hire fee. No other Harlington services (e.g., technical, staffing, equipment hire) are eligible.
- **Availability:** Grant Aid in Kind may only be applied where the room in question is not already booked by a paying customer and its allocation does not displace potential income.
- **Individual Request Cap:** No more than £75 may be granted per individual request.
- **Annual Cap:** Total value of Grant Aid in Kind awarded under this delegation must not exceed £500 per financial year.
- **Budget Allocation:** All grants made under this scheme are to be funded from the Council's existing Community Support Grants budget, currently set at £1,500 per annum.

FC JULY 2025 ITEM 9

COMMUNITY GOVERNANCE REVIEW

Members noted that Hart District Council has published its draft recommendations following the initial stage of the Community Governance Review.

Based on submissions received during the first round of consultation, Hart District Council is proposing a reduction in the number of Councillors for Fleet Town Council from 18 to 15. This would be achieved by reducing the number of councillors in each of the following wards by one:

- Fleet Central
- Fleet Courtmoor
- Fleet Pondtail

Hart District Council is now seeking feedback from Fleet Town Council and other stakeholders on the draft recommendations, particularly in relation to the proposed distribution of councillors across wards and the acceptability of the resulting electoral ratios.

Members discussed the proposals and expressed concern that the recommended reduction did not adequately consider the likely impact of a fully completed Hartland Village. Members also highlighted concerns about the widening disparity in the councillor-to-electoral ratios,

which would increase from a range of 1:922 to 1:1085 (a 163 difference) to a range of 1:1046 to 1:1430 (a 384 difference).

RESOLVED

To authorise the Executive Officer to submit a formal response stating that Fleet Town Council wishes to retain the current number of councillors and ward distribution.

FC JULY 2025 ITEM 10

CEMETERY PRICE LIST AND RULES & REGULATIONS

Members reviewed the proposed Cemetery Rules & Regulations and Price List and made a number of changes to improve clarity.

Members requested that the Cemetery Clerk circulate the amended Price List and Rules & Regulations to all funeral directors. They also asked that the accompanying communication include a reminder for funeral directors to check the Hart District Council parish boundaries to determine the customer's place of residence prior to advising them of the applicable charges.

RESOLVED

Members approved the amended Cemetery Price List and Rules & Regulations.

FC JULY 2025 ITEM 11

HARLINGTON UPDATE

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

Members noted that a meeting with Burrell Foley Fischer's Mechanical and Engineering consultants to discuss the costings of the Air Source Heat Pump had been arranged for 3 July 2025, as the costings provided by them were significantly lower than those previously advised by other consultants.

Members discussed Option 3 and noted the reasons for not proceeding with that option, which include:

- The removal of Arts Council grant funding for developing new talent.
- Option 2 includes additional studio space that could serve the same purpose.
- Burrell Foley Fischer advised that building Option 3 first could jeopardise the viability of Option 2.
- Stuart Shanks advised there was no financial benefit to support Option 3.

The discussion highlighted the importance of a robust business plan. Mr Shanks has indicated that a first draft will be available on 3 July 2025, with a meeting scheduled for 4 July 2025 with the Chairman and Executive Officer to review the initial draft.

RESOLVED

To note the update from the Chairman.

FC JULY 2025 ITEM 12**ANNOUNCEMENTS**

The following announcements were made:

- Councillor stall at the Fleet Carnival between 2.00pm – 3.00pm on 5 July 2025.
- Arts Council account has been created and approved. Expressions of Interest are due 25 July 2025 with outcomes notified by 22 August 2025.

FC JULY 2025 ITEM 13**DATE AND TIME OF NEXT MEETING**

The next meeting of the Council is scheduled to be held on Wednesday 3rd September 2025 at 7pm in The Harlington.

The meeting closed at 9.01pm.

Signed.....
Chairman

Date:.....