



Notice is hereby given of

A MEETING OF FLEET TOWN COUNCIL

Wednesday 1st July 2026 at 7pm at The Harlington

All members are summoned to attend

To Councillors:

R. Schofield (Chairman), G. Chenery, K. Davidson, P. Einchcomb, E. Engstrom, S. Forster, L. Holt, A. Hope, K. Kuntikanamata, E. May, A. Oliver, A. Parker, P. Powell, J. Stanton, D. Taylor, S. Tilley, P. Wildsmith, G. Woods.

Rita Tong, Executive Officer
24th June 2026

AGENDA

1.	APOLOGIES Schedule 12 of the LGA 1972 requires a record to be kept of members present, and that this record forms part of the minutes of the meeting. A resolution must be passed on whether the reason(s) for a member's absence are acceptable.
2.	DECLARATIONS OF INTEREST Under the Local Authorities Localism Act 2011, members must declare any interest and the nature of that interest, which they may have in any of the items under consideration at this meeting. Members are reminded that they must disclose both the existence and the nature of a personal interest that they have in any matter to be considered at this meeting. A personal interest will be considered a prejudicial interest if this is one in which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the members' judgement of the public interest.
3.	QUESTIONS FROM THE PUBLIC (3 min per person maximum 15 minutes) To receive questions and statements from members of the public.
4.	CHAIRMAN'S ANNOUNCEMENTS To receive any updates from the Chairman of Fleet Town Council.
5.	HCC/HDC (3 mins per person – max 15 mins) To receive any update on HDC/HCC matters concerning FTC which are not included within the agenda.
6.	MINUTES OF PREVIOUS MEETINGS To receive and approve as a correct record minutes of the Town Council held on 3 rd June 2026 (<i>copies attached</i>). To receive resolutions and consider approval of recommendations from the following committees and to return to committees any issues for reconsideration: <ul style="list-style-type: none">• Development Control 8th and 22nd June 2026 (if available)• RLA 17th June 2026 (if available)

Part 1 – ITEMS FOR DECISION

7. FINANCIAL MONITORING REPORT

- a) To receive the bank reconciliation and list of payments for May 2026 (*copies attached*).
- b) To receive a statement from Councillor Stanton that the bank reconciliation and list of payments for May 2026 have been verified and signed off against the original bank statement.

RECOMMENDATIONS

- a) To RECEIVE and ACCEPT the bank reconciliation for May 2026 and list of payments for May 2026.
- b) To ACCEPT the statement from Councillor Stanton that the bank reconciliation and list of payments for May 2026 have been verified and signed.

8. THE VIEWS PLAYGROUND – PWLB APPLICATION

As the tender for a replacement playpark at The Views has been awarded and, as it is being procured on a fixed-price basis, the Council is now in a position to formally request a PWLB loan to cover the cost of delivery.

Members are reminded that the 2026/27 budget already includes provision for a six-month loan repayment based on a £350,000 borrowing envelope (to cover two capital projects, including this playpark). Consequently, no increase in precept is required to service this loan.

Attached for Members consideration are the following documents:

- a) Business Case
- b) Annex A – Summary Budget and Forecast
- c) Annex B – Estimated Repayment Costs
- d) Annex C – Resident Feedback

RECOMMENDATIONS

- a) To NOTE the Business Case and supporting annexes demonstrating the need, financial sustainability, and community support for the project.
- b) To CONFIRM that loan repayments for the skatepark project will be met from within the existing 2026/27 budget allocation for capital projects.
- c) To RESOLVE to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £150,000 over the borrowing term of 15 years for the replacement of the playpark at The Views. The annual loan repayments will come to around £14,800. It is not intended to increase the council tax precept for the purpose of the loan repayments.
- d) To DELEGATE authority to the Executive Officer, in consultation with the Chairman of the Council, to finalise and submit the PWLB loan application and to take all necessary actions to progress the project to construction stage once approval is secured.

9. 2026 CHRISTMAS DAY LUNCH

To receive a report from the Christmas Lunch Working Group on current and future options.

RECOMMENDATIONS

- a) To NOTE the report of the Christmas Day Lunch Working Group.
- b) To APPROVE the recommendations of the Working Group.

10. PLANT BASED TREATY – REQUEST FOR COUNCIL ENDORSEMENT

To consider a request from a member of the public that Fleet Town Council endorses the Plant Based Treaty.

RECOMMENDATIONS

To CONSIDER the report from the Executive Officer and determine the Council's response to the request.

11.	<p>BANK MANDATE</p> <p>In accordance with Financial Regulation 5.1, Full Council approval is required to amend the Council's bank mandate.</p> <p>Following the appointment of Georgia Dunphy as Finance & Administration Manager, it is necessary to add her to the Council's bank mandate to enable her to set up payments within the Council's banking system as part of her duties. In line with the Council's financial controls, this authority will be limited to the preparation of payments and will not alter the existing authorisation requirements for payment approval.</p> <p>RECOMMENDATION</p> <p>To approve the addition of Georgia Dunphy, Finance & Administration Manager, to the Council's bank mandate to enable her to set up payments in accordance with the Council's Financial Regulations.</p>
12.	<p>HARLINGTON UPDATE</p> <p>To receive an update from the Chairman on the Harlington renovation project.</p> <p>RECOMMENDATIONS</p> <p>To note the update from the Chairman.</p>
Part 2 – ITEMS TO NOTE	
13.	<p>ANNOUNCEMENTS</p> <p>To receive and note announcements from the Executive Officer or any Member by permission of the Chair.</p>
14.	<p>SOCIAL MEDIA PERFORMANCE</p> <p>To note a report from the Communications Officer of social media activity in May 2026.</p>
15.	<p>CCTV</p> <p>In the March 2026 Recreation, Leisure & Amenities Committee meeting, Members authorised the Executive Officer to write to Hart District Council requesting full details of the contract, including provisions for equipment replacement, and clarification as to why previous instructions for cameras to operate on a panning setting have not been maintained. The responses to those questions are attached for Members information.</p>
16.	<p>DATE AND TIME OF NEXT MEETING</p> <p>The next meeting of the Council is scheduled to be held on Wednesday 2nd September 2026 at 7pm at the Harlington.</p>
Part 3 – CONFIDENTIAL ITEMS	
	<p>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 will be excluded from the meeting.</p> <p>The following types of business will be treated as confidential:</p> <ul style="list-style-type: none"> a. Engagement, terms of service, conduct and dismissal of employees. b. Terms of tenders, and proposals and counter-proposals in negotiations for contracts. c. Receipt of professional legal advice and preparation of cases in legal proceedings. d. The early stages of any dispute. e. Matters of a commercial nature. <p>There are no confidential items.</p>



FLEET TOWN COUNCIL

MINUTES OF COUNCIL MEETING

held on

Wednesday 3rd June 2026 at 7pm

* Councillor Schofield (Chairman)

* Councillor Einchcomb (Vice Chairman)

* Councillor Chenery
* Councillor Davidson
* Councillor Engstrom
* Councillor Forster
* Councillor Holt
* Councillor Hope
* Councillor Kuntikanamata
* Councillor May

* Councillor Oliver
* Councillor Parker
* Councillor Powell
* Councillor Stanton
* Councillor Taylor
* Councillor Tilley
* Councillor Wildsmith
* Councillor Woods

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

Also in attendance:

Rita Tong – Executive Officer

Mike Bye – Chair of Friends of Oakley Park

FC JUNE 2026 ITEM 1

APOLOGIES FOR ABSENCE

Members received and accepted the apologies as recorded above.

FC JUNE 2026 ITEM 2

DECLARATIONS OF INTEREST

There were no declarations of interest.

FC JUNE 2026 ITEM 3

QUESTIONS FROM THE PUBLIC

There were no questions from the public.

FC JUNE 2026 ITEM 4

CHAIRMAN'S ANNOUNCEMENTS

31st May Along with the Executive Officer and Facilities and Open Spaces Manager attended an online meeting with Skully & Couch to go through questions on the mechanical and electrical engineering aspects of the renovation. More on this later in the agenda.

2nd April Attended Farnborough Airport Community Environmental Fund Celebration Event. The Fund has approximately £63,000 to distribute. Whilst the Council isn't eligible, many of our local community groups could benefit from making applications.

FC JUNE 2026 ITEM 5

HCC/HDC ANNOUNCEMENTS

The following report was received from Hampshire County Councillor Steve Forster:

- Traffic Regulation Orders relating to parking restrictions around four of the main local schools would shortly be issued for public consultation. The proposals had already been reviewed by the schools and the Police and would extend No Parking, No Waiting and No Stopping restrictions to the maximum extent permitted.

In response to a question from Cllr Stanton regarding which schools were affected, Cllr Forster advised that he believed the schools were Velmead, All Saints, Calthorpe and Court Moor.

The following reports were received from Hart District Councillors:

Cllr Wildsmith

- Hart District Council operates a scheme known as Smart Move, which provides support for social housing tenants wishing to downsize to smaller accommodation. The scheme aims to increase the availability of larger properties for families on the Housing Register who require additional space.

Cllr Steve Forster

- Marks & Spencer had announced its intention to close its Fleet store in August. Cllr Forster advised that he and a fellow councillor had arranged a meeting with representatives of the company to seek to persuade them to delay or reconsider the decision.

FC JUNE 2026 ITEM 6

MINUTES OF PREVIOUS MEETINGS

The minutes of the Annual Town Council meeting held on 20th May 2026 were approved and signed by the Chairman.

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

- Development Control 27th May 2026

The minutes of the Development Control Committee meeting to be amended to correctly reflect that Cllr Holt was in attendance and not Cllr May.

FC JUNE 2026 ITEM 7

FINANCIAL MONITORING REPORT

Members noted receipt of the bank reconciliation and the list of payments for April 2026.

Councillor Stanton confirmed via email that the bank reconciliation and list of payments for April 2026 had been verified and signed off against the original bank statement.

RESOLVED

- a) That the bank reconciliation and list of payments for April 2026 be received and accepted.
- b) That the statement from Councillor Stanton confirming the verification and sign-off of the April 2026 bank reconciliations and list of payments be accepted.

FC JUNE 2026 ITEM 8**FINANCIAL REPORTING FOR THE YEAR ENDING
31st MARCH 2026**

Members reviewed the Asset Register as at 31st March 2026 and noted it did not include the Guide Hut at Basingbourne. Members also concluded that the Fixed Asset Register would be best presented by location.

Members reviewed the Summary of Financial Statements report for the year ending 31st March 2026.

RESOLVED

- a) After the addition of the Guides Hut at Basingbourne, to approve the Asset Register as at 31st March 2026.
- b) To note the Summary of Financial Statements for the year ending 31st March 2026

FC JUNE 2026 ITEM 9**INTERNAL AUDIT FOR THE YEAR ENDING 2025/26**

- a) Members received and noted the final Internal Audit report for the year 2025/26.
- b) Members received and noted the Annual Internal Audit report 2025/26.

Audit Point	Audit Findings	Proposed Council Response
O. DIGITAL AND DATA COMPLIANCE	The Website Accessibility Statement correctly references partial compliance with the Web Content Accessibility Guidelines (WCAG) 2.1 AA and should be updated to reference the current WCAG 2.2 AA standard.	Agreed. Website has been updated.
O. DIGITAL AND DATA COMPLIANCE	The Council has not adopted an IT Policy by 31 March 2026 and therefore has not met the requirements of Governance Assertion 10.	The Council is working towards Cyber Essentials which required some decisions by Council on use of personal devices accessing Council systems. That decision was made at its Full Council meeting in April 2026. Policies surrounding IT and cyber security can be found later in this agenda.

O. DIGITAL AND DATA COMPLIANCE	I recommend the council ensures that a data audit is completed during 2026/27 to comply with GDPR regulations, as this may be an audit test under Governance Assertion 10 next year.	Noted. Officers did a data audit in 2025/26 but did not take it to Council so it was not on any minutes. Officers will ensure the next audit is put on a relevant Committee agenda so that it is formally minuted.
--------------------------------	--	---

Members noted that the average Band D in England of £92.92 included the numerous small councils and perhaps a more meaningful comparator would be the average of the Super Councils (those with precepts over £1 million).

RESOLVED

- a) To note the final Internal Audit report for 2025/26 and agree the Council’s responses to the items raised.
- b) To note the Annual Internal Audit report for 2025/26.

FC JUNE 2026 ITEM 10 REVIEW OF THE EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL 2025/26.

Members considered and agreed the Review of the Effectiveness of the System of Internal Control for the year ending 31st March 2026 – 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 2026.

FC JUNE 2026 ITEM 11 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR SECTION 1) 2025/26

To consider and agree the statements contained in the AGAR Section 1 – Annual Governance Statements 2025/26.

RESOLVED

To approve the statements in the AGAR Section 1 – Annual Governance Statement 2025/26.

FC JUNE 2026 ITEM 12 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR SECTION 1) 2025/26

To consider and agree a response to the conflict-of-interest form for submission to the external auditor, BDO.

RESOLVED

To approve the response to the conflict-of-interest form for the external auditor BDO.

FC JUNE 2026 ITEM 13

**ACCOUNTING STATEMENTS (AGAR SECTION 2)
2025/26**

To consider and agree the statements in AGAR Section 2 - Accounting Statements 2025/26.

RESOLVED

To approve the statements in the AGAR Section 2 – Accounting Statements 2025/26

FC JUNE 2026 ITEM 14

**CYBER ESSENTIALS POLICIES AND
PROCEDURES**

Members reviewed the following documents required to gain the Cyber Essentials certification:

- Acceptable Use Policy
- Access Control Procedure
- Anti-Malware Policy
- Security Awareness Policy
- Passwords Policy
- Starters / Leavers Checklist

RESOLVED

To approve and adopt the above Cyber Essentials policies and procedures as provided by Bulletproof.

FC JUNE 2026 ITEM 15

**THE VIEWS PLAYGROUND – TENDER REPORT &
AWARD OF CONTRACT**

Members considered the tender report and residents feedback on the three designs and made an award of contract for The Views Playground contract.

RESOLVED

To award the contract to Bidder B (subsequently revealed to be HAGS-SMP Limited) at a cost of £199,390.42, subject to satisfactory references and the granting of a PWLB loan.

FC JUNE 2026 ITEM 16

2026 CHRISTMAS DAY LUNCH

Members confirmed their wish to continue providing the Christmas Day Lunch for vulnerable residents in 2026, subject to adequate resources being available. To develop a sustainable delivery plan for 2026 and to consider arrangements for 2027, when The Harlington would not be available due to the redevelopment project, Members agreed to establish a Working Group to explore future options.

It was agreed that the Working Group would comprise:

- Cllr Engstrom
- Cllr May

- Cllr Chenery
- Cllr Tilley
- Cllr Stanton
- Cllr Powell
- Executive Officer
- Projects & Committee Officer

RESOLVED

- To establish a Working Group to consider the future delivery of the Council’s Christmas event provision.
- That the Working Group review the operational, financial and staffing implications of the available options, including the retention or disposal of catering equipment.
- That the Working Group report back to Full Council with recommendations for the July 2026 meeting.

FC JUNE 2026 ITEM 17

HARLINGTON UPDATE

Members received an update from the Chairman on the Harlington Renovation Project.

The Chairman reported on the meeting held on 26 May 2026 with the Mechanical and Electrical Engineering consultants, Skelly & Couch, and advised that a number of design decisions were required in order to finalise the detailed design stage of the project.

The Chairman also updated Members on the current status of lease negotiations for an alternative venue during the refurbishment period and outlined the potential impact of current interest rates on the overall project.

RESOLVED

To note the update from the Chairman.

FC JUNE 2026 ITEM 18

ANNOUNCEMENTS

The following announcements were made:

- The new Finance & Administration Manager starts 8 June 2026.
- Harlington Working Group scheduled for 2.00pm Wednesday 10 June 2026.
- Councillor Coffee morning scheduled for Saturday 20 June 2026.

FC JUNE 2026 ITEM 19

DATE AND TIME OF NEXT MEETING

The next meeting of the Council is scheduled to be held on Wednesday 1st July 2026 at 7pm at the Harlington.

The meeting closed at 8.50pm.

Signed.....
Chairman

Date.....



MINUTES OF DEVELOPMENT CONTROL COMMITTEE

DEVELOPMENT CONTROL COMMITTEE

Meeting held on 8th June 2026
at 7pm in Upstairs Meeting Room, The Harlington

Present:

Cllr Chenery
Cllr Hope
Cllr Holt
Cllr Schofield

Officers: Rita Tong

1	<p>Apologies</p> <p>No apologies received</p>
2	<p>Declarations of interest to any item on the agenda</p> <p>Cllr Holt declared an Other Registerable Interest in agenda item 5 application 26/00836/HOU on the grounds that an affected neighbour is known to him.</p>
3	<p>Public Session</p> <p>None present</p>
4	<p>Approval of the Minutes</p> <p>The minutes of the development and control meeting held on Wednesday 27th May 2026 were accepted as a correct record of the meeting.</p>
5	<p>26/00755/HOU 28 Knoll Road, Fleet, Hampshire, GU51 4PU Erection of a garden gym room following removal of existing shed Comments required by 9 June</p> <ul style="list-style-type: none"> Proposed outbuilding is remote from the main dwelling. Backs onto garages and is not visible to neighbouring properties. Bigger than existing shed but does not create any issues. <p>NO OBJECTION</p> <p>26/00775/HOU 43 Albert Street, Fleet, Hampshire, GU51 3RL Demolition of an existing metal shed/workshop and erection of a replacement timber outbuilding on an existing concrete base Comments required by 9 June</p>

- This is a significant structure at 5.5 x 4.8m x 3.1m high.
- This is being built at the end of a neighbours garden within 1m of the boundary fence.
- Although it is stated that the 2.1m high face of the building will be adjacent to the fence, the neighbour will still see the full 3.1m height of the structure.
- It is not replacing the shed being demolished but is located away on an existing concrete base.
- No other issues than shading the end of the neighbours rear garden.

NO OBJECTION in principle but concern about loss of light to neighbour.

26/00835/HOU

21 Broom Acres, Fleet, Hampshire, GU52 7UU

[Partial conversion of garage and alterations to door and window openings](#)

Comments required by 11 June

- The proposed amendment to the double garage, although captioned Office, utility room and Shower Room is readily adaptable to become an annex {kitchen, living space, bedroom}
- There is a staircase shown on the proposed floor plan but nothing is indicated on the first floor plan.
- No change in the number of bedrooms.
- According to the proposed site plan, 4 parking spaces can be provided but with a near total loss of soft landscaping – this would breach Fleet Neighbourhood Plan Policy 15.

NO OBJECTION subject to condition that it is not used for independent living accommodation.

26/00811/HOU

2 Haywood Drive, Fleet, Hampshire, GU52 7RZ

[Erection of a two storey side extension and creation of new off-street parking bay alongside existing off-street parking bays](#)

Comments required by 12 June

- The proposed extension although very large, can be accommodated on the site without any impact on the immediate neighbours.
- There appears to be an extraordinarily large garage adjacent to the property with 2 parking spaces to the front.
- The extension will add an additional bedroom, four in total and the proposal is to add one additional parking space to the front garden. This would require a new drop kerb but that is not a planning issue.

NO OBJECTION

25/00896/OUT

68 Albany Road, Fleet, Hampshire, GU51 3PT

[Demolition of existing dwelling and outbuildings and erection of 9 dwellings with new access road and associated landscaping \(outline application with all matters reserved except access and layout\) \(amended scheme\)](#)

Comments required by 12 June

- There remains a concern that only 27 parking spaces are provided for 26 bedrooms which is inadequate.
- The biodiversity Officer has accepted off-site compensation for loss of biodiversity

but not in a condition that the provision is approved prior to commencement of the work.

- Highways have been satisfied that the visibility splays are adequate and the number of vehicles generated by the development will not have an impact on the local highway but require further information on vehicle tracking paths as an inadequate path for the HCC standard wastes vehicle has not been demonstrated.
- Support the Tree Officer that compensation planting on-site should be secured for removed TPO'd trees.
- Natural England continue to have concerns on the impact of the development of recognized protected sites and the impacts of increased access by new residents.
 - This should be addressed through a legal agreement
- There is local concern/ resistance to the loss of a period property that is referenced in the Urban Characterisation and Density Study which is cited in Fleet Neighbourhood Plan Policy 10A Design Management Policy Related to Character Areas. – Proposals for development in the various character areas shown on the Map (on the next page) and as detailed in Appendix 5 will be supported where they have appropriate regard to the design characteristics for the relevant land use in that character area
 - Area A of the South Fleet Neighbourhood Area defines the area as “sensitivity to change:high”
 - Under Design Guidance it states “the loss of Victorian and Edwardian houses in these areas should be resisted.
- Retention of the original building (No 68) would greatly improve the integration of this development to retain local character and historic value
 - The building has been unoccupied for a number of years and its condition needs to be assessed but refurbishment rather than demolition would significantly improve the acceptability of the overall development.

OBJECTION a Breach of FNP Policies 10 and 10A with regard to respecting the guidance provided in the Hart Urban Characterisation Study to retaining a late Victorian building which would significantly enhance the overall acceptability of the development in retaining local character,

A serious concern due to inadequate on-site parking provision.

26/00854/HOU

19 Dunmow Hill, Fleet, Hampshire, GU51 3AN

[Erection of single storey side and rear extensions following demolition of existing conservatory and removal of existing shed, erection of a first floor front extension, erection of a detached single garage, conversion of existing garage to habitable accommodation to include the replacement of the garage door with a window and alterations to roof, porch and fenestration](#)

Comments required by 16 June

This is an application to add a garage to a development that has not been built in accordance with the approved plans which was for a two bedroom bungalow and has been built as a chalet bungalow with a staircase and living accommodation at the first floor. This is progressive development creep.

OBJECTION

26/00836/HOU

Hideaway Cottage, Reading Road North, Fleet, GU51 4AJ

[Erection of an attached single garage and three velux rooflights \(part retrospective\)](#)

Comments required by 18 June

This is an application to add a garage to a development that has not been built in accordance with the approved plans which was for a two bedroom bungalow and has been built as a chalet bungalow with a staircase and living accommodation at the first floor. This

	is progressive development creep. OBJECTION
6	To Note: Review of weekly lists
7	Noted: Hart Planning Meeting Dates 17 th June
8	Date of Next Development Control Committee Meeting 22 nd June
<p>Meeting closed: 19:57pm</p> <p>Signed:.....</p> <p>Date:</p>	



**FLEET TOWN
COUNCIL**

**MINUTES OF THE RECREATION, LEISURE &
AMENITIES COMMITTEE MEETING**

Wednesday 17th June 2026 at 7pm

- * Councillor Einchcomb (Chairman)
- * Councillor Stanton (Vice Chairman)

* Councillor Chenery	0 Councillor Powell
0 Councillor Davidson	* Councillor Schofield
* Councillor Engstrom	* Councillor Taylor
# Councillor Forster	* Councillor Tilley
* Councillor Holt	* Councillor Woods
0 Councillor May	

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

Also in attendance:

Rita Tong – Executive Officer
Facilities and Open Spaces Manager (FOSM)
Cemetery Clerk
Friends of Basingbourne Park representatives
Friends of Oakley Park representative

RLA JUNE 2026 ITEM 1 ELECTION OF CHAIRMAN

Councillor Einchcomb was proposed by Councillor Taylor and seconded by Councillor Engstrom for the position of Chairman.

RESOLVED

That Councillor Einchcomb be re-elected as Chairman of the Recreation, Leisure and Amenities Committee for the local government year 2026/2027.

RLA JUNE 2026 ITEM 2 ELECTION OF VICE CHAIRMAN

Councillor Stanton was proposed by Councillor Taylor and seconded by Councillor Tilley for the position of Vice Chairman.

RESOLVED

That Councillor Stanton be elected as Vice Chairman of the Recreation, Leisure and Amenities Committee for the local government year 2026/2027.

RLA JUNE 2026 ITEM 3 APOLOGIES

Members received and accepted the apologies as noted above.

RLA JUNE 2026 ITEM 4 DECLARATIONS OF INTEREST

There were no declarations of interest.

RLA JUNE 2026 ITEM 5 QUESTIONS FROM THE PUBLIC

Members of the Friends of Basingbourne asked the following questions:

1. What is the current status of the purchase and installation of the gondolier swing?
2. Will Fleet Town Council give permission to the Friends of Basingbourne to continue talking to Hart District Council and the South East River Trust regarding works required to maintain SINC status?
3. What progress has been made on repairing the noticeboard and re-gritting the bridges?

The Executive Officer advised that officer resources had been focused on several major Council projects and, as a result, no progress had been made on the gondolier swing. Members of the Friends of Basingbourne were informed that it was unlikely this project would progress during 2026.

In response to the second question, the Executive Officer advised that a response could not be provided until Agenda Item 10 had been considered.

The Facilities & Open Spaces Manager reported that initial enquiries had been made into replacing part of the noticeboard rather than the entire structure. However, sufficient information had not yet been received to determine the most appropriate course of action. In relation to the bridges, he advised that the matter had not yet been considered in detail but indicated that re-gritting was likely to be achievable, subject to the availability of an appropriate budget.

RLA JUNE 2026 ITEM 6 MINUTES OF PREVIOUS MEETING

Members received and approved as a correct record the minutes of the Recreation, Leisure and Amenities Committee meeting held on 18th March 2026.

RLA JUNE 2026 ITEM 7 THE CEMETERY CLERK'S REPORT

Members received the Cemetery Clerk's report.

The Cemetery Clerk reported on practices relating to the scattering of ashes at other cemeteries and options for improving the condition of the lawn cemetery.

In relation to the scattering of ashes, Members were advised that most cemeteries do not permit the practice. However, Farnham Town Council Cemetery allows ashes to be scattered within designated flower beds, where they are subsequently raked into the soil so that no visible signs remain. Members agreed that the same approach should be adopted at Fleet Town Council Cemetery.

The Cemetery Clerk also reported that the lawn cemetery was not functioning as originally intended. Members noted that the undulating ground made mowing difficult and that several areas had failed to establish grass despite repeated reseeding. Members therefore considered removing the lawn cemetery designation and incorporating the area into the wider cemetery. It was noted that this would provide a single, consistent set of cemetery

regulations, making the cemetery easier to manage. Members agreed that this was the most appropriate course of action.

The Cemetery Clerk further advised that there had been further badger activity within the cemetery and that an ecologist had been engaged. Members noted that, on the previous occasion, the ecologist had only infilled the affected area and had not installed protective netting. As the activity had reoccurred in the same location, Members requested that the Cemetery Clerk challenge the cost of the works and seek a more robust, long-term solution.

RESOLVED

- a) To note the Cemetery Clerks report.
- b) To remove the lawn cemetery designation and incorporate the area into the wider cemetery.
- c) To permit the scattering of ashes within designated flower beds in addition to the existing approved locations.
- d) To authorize the engagement of the ecologist, whilst requesting that a more robust long-term solution to recurring badger activity around the affected graves, such as the installation of protective netting, be implemented.

The Cemetery Clerk left the meeting at approximately 19:38pm.

RLA JUNE 2026 ITEM 8 TEMPORARY USE OF CALTHORPE PARK FOR PARKING

Members considered a request from Fleet Cricket Club for temporary vehicular access to Calthorpe Park to provide additional parking for parents attending junior cricket coaching sessions.

In considering the request, Members acknowledged the positive relationship the Council has with Fleet Cricket Club and noted that the Club had recently made several requests to the Council that had not been approved. Members were mindful of maintaining a constructive working relationship with the Club.

However, Members also considered the wider implications of granting the request. It was noted that approval could set a precedent for similar requests from other organisations using Council parks and open spaces.

Members further expressed concern that, even if access gates were supervised by marshals, there remained a risk of unauthorised vehicles entering the park. It was recognised that marshals could not guarantee that access would be controlled at all times.

In addition, Members noted that the proposed parking area did not provide sufficient turning space for vehicles, creating a risk of damage to both vehicles and the park surface.

Finally, Members were satisfied that suitable alternative parking arrangements were available within a short walking distance, including Victoria Road Car Park. Members also noted that Fleet Cricket Club had previously been advised that it could seek permission from Fleet Town Football Club to use its car park for this purpose.

RESOLVED

To decline the request for temporary vehicular access to Calthorpe Park for parking associated with junior cricket coaching sessions.

RLA JUNE 2026 ITEM 9 REQUEST FOR PERMISSION TO INSTALL A KERB SET

Members considered a request from the registered owners/family representatives of Grave Plot 2157 for permission to install a kerb set around the grave.

Members noted that, following the earlier decision to remove the lawn cemetery designation, the plot would no longer be subject to the restrictions that had previously required specific approval for the installation of a kerb set. Consequently, there was no longer any policy reason to refuse the request.

RESOLVED

To approve the request to install a kerb set around Grave Plot 2157.

RLA JUNE 2026 ITEM 10 SITES OF IMPORTANCE FOR NATURE CONSERVATION (SINC) – MANAGEMENT PLANS FOR OAKLEY PARK AND BASINGBOURNE PARK

Members considered a report regarding the management of the Council's two Sites of Importance for Nature Conservation (SINC): Oakley Park and Basingbourne Park.

Members noted the advice received from Hampshire Biodiversity Information Centre that updated ecological surveys should be undertaken before revised management plans are prepared, ensuring that future management proposals are based on current ecological evidence. Members also noted that, whilst the existing management plans remain broadly relevant, they require updating to reflect current species information and revised action plans.

Members were advised that the Friends of Basingbourne Park had been working with Hart District Council to identify habitat restoration opportunities and that a Countryside Community Grant Scheme was currently available. Given the limited timescale for applications, Members agreed that both Fleet Town Council and the Friends of Basingbourne Park should explore grant funding opportunities, with the Council ensuring that Oakley Park was also considered as part of any wider funding bid.

Members agreed that the existing management plans should be updated as far as practicable and that a meeting of the Parks and Open Spaces Working Group should be convened to consider the ecological survey requirements, future management priorities and the most appropriate approach to grant applications.

RESOLVED

- a) To note the advice received from Hampshire Biodiversity Information Centre and Hart District Council regarding the management of Oakley Park and Basingbourne Park Sites of Importance for Nature Conservation.
- b) To note the concerns regarding the potential loss of heathland habitat at Basingbourne Park if restoration works are not undertaken in the near future.
- c) To support, in principle, the exploration of external funding opportunities for habitat restoration and enhancement works at Basingbourne Park and Oakley Park, subject to any proposed works being consistent with the approved management plans and receiving the necessary Council approvals.
- d) That the Executive Officer update the existing management plans, as far as practicable, and submit revised drafts to a future meeting of the Committee.
- e) That a meeting of the Parks and Open Spaces Working Group be convened to consider the ecological survey requirements, future management works and the Council's approach to external funding applications.
- f) To receive a further report once costs, funding opportunities and delivery options have

been identified.

RLA JUNE 2026 ITEM 11 BENCH & CARVING REQUESTS

Members considered a request from Fleet Carnival to donate and install an additional bench in Calthorpe Park. Members noted that, given the size of the park, there was a need for additional seating and welcomed the offer.

Members also considered a request to install a carving to commemorate the 70th Anniversary of Fleet Carnival. Whilst Members were supportive of the proposal, they noted that the design submitted did not include any reference to the 70th Anniversary. Members agreed that the carving should clearly commemorate the anniversary and requested that the design be amended accordingly. They also requested that it be explored as to whether the carving could be done on the tree stump in the area where the existing bench is situated.

RESOLVED

- a) To approve the request to donate and install an additional bench at Calthorpe Park.
- b) To approve the request to install the Fleet Carnival commemorative carving, subject to the final design including reference to the 70th Anniversary of Fleet Carnival.

RLA JUNE 2026 ITEM 12 HCC BENCH ADOPTION

Members considered a request from Hampshire County Council for Fleet Town Council to assume responsibility for the ongoing maintenance of three additional benches proposed as part of the Upper Street Improvement Scheme.

In considering the request, Members noted that no commuted sum had been offered to cover the future maintenance costs associated with the benches. Members also expressed concern that accepting responsibility for the benches could create an expectation that Fleet Town Council would assume responsibility for maintaining the wider public realm associated with the improvement scheme.

RESOLVED

To decline Hampshire County Council's request for Fleet Town Council to adopt responsibility for the maintenance of the three additional benches proposed as part of the Upper Street Improvement Scheme.

RLA JUNE 2026 ITEM 13 THE HARLINGTON AND ANCELLS FARM COMMUNITY CENTRE REPORT

Members received the General Manager's report providing an update on events, hirings and operational activities at The Harlington and Ancells Farm Community Centre.

Members welcomed the revised format of the report and considered it to be a helpful improvement. They requested that the term '*net income*' be amended to '*net contribution*' in future reports to more accurately reflect the financial information being presented.

Members noted that the spend per head varied significantly depending on the type of show or event.

Members requested that the Harlington General Manager report on the average percentage increase in ticket prices between 2025/26 and 2026/27.

The Harlington General Manager left the meeting at approximately 19:47pm.

RLA JUNE 2026 ITEM 14 ANNOUNCEMENTS

Members were reminded that the Councillor Coffee morning was being held at 10:00am on Saturday 20 June 2026.

RLA JUNE 2026 ITEM 15 FUTURE EVENTS

To note future events taking place on Council property, as detailed below.

Councillors' Coffee Morning	20 th June 2026	The Harlington
Fleet Carnival	4 th July 2026	Calthorpe Park & High Street
The Views	11 th July 2026	Vine Church Summer Community Event
Oakley Park	12 th July 2026	Fleet Infant School Family Fun Day
Oakley Park Summer Fete	18 th July 2026	Oakley Park
Lions Beerfest	1 st August 2026	The Harlington
Music On The Views	22 nd August 2026	The Views

RLA JUNE 2026 ITEM 16 DATE AND TIME OF NEXT MEETING

The next meeting of the Recreation, Leisure & Amenities Committee will be held on Wednesday 16th September 2026, 7pm at The Harlington.

The meeting closed at 20:55pm.

Signed: **Date**.....

Chairman

Contact Name	Invoice Number	Invoice Amount Paid	Description
A Way With Media Productions Limited	1390	8,184.29	Steve Craddock Apr 26 - Performance Fee
AGMP Artists Ltd	1027	855.00	LONDON CALLING Oct 26 - Event Fee
BOC Limited	3087452540	310.58	Suremix Gas
Booker Limited	140212	206.98	2 Ply Blue Centrefeed
Castle Water Limited - AFCC	10009898314	162.86	Water April 2026
Castle Water Limited - Ancells Park	10009897002	33.18	Water April 2026
Castle Water Limited - Basingbourne Park	10009860064	-	Water April 2026
Castle Water Limited - Calthorpe Park	10009947251	70.45	Waste Water April 2026
Castle Water Limited - Harlington	10009897451	657.03	Waste Water April 2026
CH Cleaning Services	2313	80.70	Cleaning Contract April 2026
CH Cleaning Services	2312	160.08	Cleaning Contract April 2026
CH Cleaning Services	2314	160.08	Cleaning Contract April 2026
CH Cleaning Services	2315	178.56	Cleaning Contract April 2026
CH Cleaning Services	2311	533.10	The Point Cleaning April 2026
CH Cleaning Services	2310	874.50	Cleaning April 2026
CH Cleaning Services	2309	2,959.14	Cleaning April 2026
Chris Alden	HRL001	900.00	90s Vs 2000s REWIND: THE DANCE ANTHEMS May 26 - DJ Fee
Chris Trimby Audio	478	300.00	Taylormania Mar 26 - Audio Engineer
Chris Trimby Audio	479	300.00	Steve Craddock Apr 26 - Audio Engineer
Cloudy IT	8015	58.86	Email set up - Cllr Forster
Cloudy IT	D11529	61.20	Cyber Essentials - Keeper Password Vault
Cloudy IT	8036	193.20	Purchase and install new battery for Sarah McKibbin's laptop
Cloudy IT	D11724	9,708.00	Cyber Essentials - Councillor Devices
Comfort Building Services Limited	Z003264	223.20	Gas Boiler Maintenance Contract
Comfort Building Services Limited	Z003288	297.60	Heater Blower repair
Comfort Building Services Limited	Z003263	891.20	Multitrade Contract May 2026
Comfort Building Services Limited	Z003311	903.70	Emergency Lighting repairs
Comfort Building Services Limited	Z003262	1,212.00	Gas Boiler Maintenance Contract 2026/27
Comfort Building Services Limited	Z003305	1,858.80	5 Year Fixed Wiring EICR
Comfort Building Services Limited	Z003313	6,884.40	Legionella Control Programme
Comfort Building Services Limited	54407	18,698.40	Supply and Install New Kitchen
Cosmic	26260	360.00	Annual Website hosting 22/5/26 -21/5/27
Croner Limited	C001220511	408.99	Brightsafes May 2026
Fiona Long	260526	4,755.64	MATT LONG TRIBUTE ALBUM LAUNCH PARTY! May 26- Performance Fee
Fleet Carnival	P&F Feb 2026 Item 7	1,000.00	Fleet Carnival Grant
Fleet Jazz Club	26-Jun	24.07	FLEET JAZZ Mar 26 - Event Fee
Focus Group	1127012	56.40	WiFi April 2026
Focus Group	11140864	56.40	Wifi May 2026
Fresh Air Fitness	26257	516.00	Cross Trainer Repair
GC Lighting	58	285.00	Luke Combs Experience May 26 - Lighting
Global Payments GPUK LLP	STMTAPR26	599.42	Card Processing & Transactions April 2026
Handspring Design Ltd	HSD 0358	1,740.00	Playground Equipment - Repairs to Onion Shelter
Hogs Back Brewery Ltd	64659	484.48	TEA Firkin / IPA Firkin / Little Swine
Hogs Back Brewery Ltd	63760	567.52	Little Swine / Tea Firkin / IPA Firkin
HSBC	STMT070526	45.62	Bank Fees 8/4 - 7/5/26
HSBC	13359401	118.24	Bank Fees March 2026
HSBC Credit Card - Alex Robins	STMT080526-AR	1,523.12	Microphone License
HSBC Credit Card - Ben Crane	STMT080526-BC	190.01	Water Temperature Thermometer
HSBC Credit Card - Charlotte Benham	STMT080526-CB	304.53	Giffgaff
HSBC Credit Card - Rita Tong	STMT080526-RT	970.50	Pre-Planning Application Advice
HSBC Credit Card - Rodney Marshall	STMT080526-RM	377.14	Milk / Lemons
IBS Office Solutions Ltd	3033538	453.28	6192 Colour Printing
Infinity Playgrounds Ltd	1938	1,800.96	Patch Repair - Pump Track
Information Commissioner's Office	Z2221823-2026	73.00	ICO Data Protection Fee
i-Stage Group	6988	1,800.00	MAC BUSTED Performance Fee
Lawmans UK Ltd	306322	284.40	Taylormania Mar 25 - Security
LCE Promotions Ltd	178	2,400.00	THE LUKE COMBS EXPERIENCE May 26 - Event Fee
London Catering & Hygiene Solutions	162496	220.38	Cleaning materials
Luna Safety Group Ltd	371	607.97	80's REWIND - AFTER THE BELL Sep 26 - Security
Molson Coors	908680761	1,434.76	Pale Ale/ Kegs / Gin / Jack Daniels / Rum
Molson Coors	908651817	1,628.53	Ale/Wine/Gin/Tequila/Rum/Cider
Molson Coors	908671045	2,636.61	Bar Purchases
New Forest Ice Cream Ltd	94629	233.52	Ice Cream
Nigel Jeffries Landscapes Ltd	20866	96.00	Replace one missing bollard
Nigel Jeffries Landscapes Ltd	20894	204.00	Repair Fence
Nigel Jeffries Landscapes Ltd	20893	360.00	Install 2 x black litter bins onto concrete slabs to the inside of the skate park. Fix/secure 3 x smaller fence mounted litter bin to the outside of the skate park fence.
Nigel Jeffries Landscapes Ltd	20892	720.00	Japanese Knotweed - 2 treatments required per annum in 2026 (one May 2026 the second in September as regrowth dictates.)
Nigel Jeffries Landscapes Ltd	20865	17,554.90	Grounds Maintenance Contract April 2026
NP Tree Management Ltd	4318	1,104.00	Trees - Fell to ground level one oak tree, is situated on central openspace next to footpaths
NP Tree Management Ltd	4322	1,104.00	Tree Works - Fell Oak tree at Ancells farm
NPower Business Solutions	IN15367050	28.40	Electricity March 2026
NPower Business Solutions	IN15377789	37.47	Electricity
NPower Business Solutions	15520819	43.06	CCTV Electricity April 2026
NPower Business Solutions	IN15377735	46.12	Electricity March 2026

NPower Business Solutions	IN15377841	139.27	Electricity March 2026
NPower Business Solutions	IN15377888	140.70	Electricity March 2026
NPower Business Solutions	15523277	3,460.75	Electricity April 2026
Paymentsense Ltd	6423112	17.88	E-Commerce Fees May 2026
Paymentsense Ltd	6423113	113.94	Terminal Rental Apr 2026
Paymentsense Ltd	300426	232.85	Paymentsense April 2026
Safeplay Playground Services Ltd	34419	156,000.00	Supply & Install skate ramps
Safesmart Limited	12720	2,760.00	Smartlog - Year 1 of 3 - 1/5/26 - 30/4/27
Sage (UK) Ltd	GB01981529	49.80	Sage Essentials 6/5 - 5/6/26
Sarah Moore	EXP300426	10.26	Mileage Claim April 2026
Shelfguard Systems	18650	84.00	Shelfguard Web Services May 2026
Shorts Group Ltd	T155274	1,488.00	Toilet Hire
Sian Taylor	exp300426	27.00	Mileage April 2026
The Columbaria Company	108331	306.00	Sanctum 2000 Plaque - Robert Masters
The Columbaria Company	108674	307.20	Sanctum 2000 Plaque - Eduardo Soto
The Columbaria Company	108428	348.00	Sanctum 2000 Plaque - Elsbeth Dixon
The Ecology Co-operation Limited	2426	791.70	Badger Assessment
The Spaine Music Company	INSMC-2026-8939	3,600.00	Performance Fee - Celebrate
Ticketsolve Ltd	26040107	1,000.11	April Sales over Â£100k
Total Energies Gas & Power Limited	410820547/26	76.97	Gas March 2026
Total Energies Gas & Power Limited	410820437/26	488.43	Gas March 2026
Total Energies Gas & Power Limited	410820481/26	2,931.47	Gas 28/2/26 - 31/3/26
Vimto (Out of Home) Limited	90076334	324.11	Soft Drinks
Xero (UK) Ltd	29338541	78.00	Xero Ultimate 13/5 - 12/6/26
		281,947.97	

SUBJECT: INVESTMENT AND CURRENT ACCOUNTS

Account balances for Fleet Town Council as of 31 May 2026

Account	Funds	Interest Rate	Comment
HSBC Current Bank Account, Account No: 61539272	£653,327.87		
HSBC Savings Account, Account No: 91620886	£1,128,554.39	1.41% per annum	Interest paid into HSBC Savings account monthly.
Nationwide Building Society, Business Instant Saver, Account No: 900041402	£0	2.40%	Interest paid into Nationwide Business 35 Day Saver, interest paid monthly
CCLA Investment Management Ltd, Public Sector Deposit Fund, Account No.: 0662920001	£3,114,095.19	3.76% per annum	Interest paid into CCLA, monthly.
TOTAL	£4,895,977.45		

Please note:

Interest received on 18 May 26 into Nationwide account:

Nationwide

£469.92

Interest received on 05 May 26 into CCLA account:

CCLA

£9,592.09

Interest received on 21 May 26 into HSBC Savings account:

HSBC Savings

£1,297.12

Recommendation

1. To note the balances held in the Fleet Town Council Accounts

Fleet Town Council

	25-26		26-27	27-28
Income	Budget	Actual	Budget	Forecast
Precept	1,435,992	1,435,992	1,537,194	1,583,310
Interest	83,000	151,742	83,000	30,000
Hall Hire & Rent	163,790	183,270	173,567	175,000
Cemetery Income	70,700	107,487	72,640	73,000
Harlington Events	433,300	411,552	339,224	442,200
Other Income	35,100	110,814	415,200	35,100
PWLB Loan - The Views Playground	150,000	-	150,000	-
PWLB Loan - The Views Skatepark	250,000	163,500	-	-
PWLB Loan - Edenbrook	200,000	-	200,000	-
PWLB Loan - Harlington	-	-	8,034,000	-
Total Income	2,821,882	2,564,357	11,004,825	2,338,610
Expenditure				
Central Administration	270,990	269,660	308,878	315,056
Civic & Democratic	22,600	15,811	13,100	13,362
Grants	53,755	63,510	66,578	67,910
Projects	50,000	62,872	58,000	50,000
Events, Town Centre & Climate Change	59,350	81,805	63,225	64,490
Harlington Development	455,622	583,355	8,341,204	-
Harlington Events	555,525	533,045	533,158	543,820
Building	315,510	254,205	271,306	276,732
Ancells Community Centre	68,255	70,361	62,915	64,173
Ancells Farm Park & Pavilion	52,215	57,241	53,605	54,677
Open Spaces	47,345	34,110	36,625	37,123
Calthorpe Park	91,455	68,465	69,625	71,018
Oakley Park	38,410	56,418	43,040	43,900
Basingbourne Park	41,020	61,143	48,380	49,348
The Views	21,960	70,244	32,850	33,507
Edenbrook	5,850	5,863	8,005	8,165
Fleet Cemetery	40,220	65,256	49,915	50,913
Lengthsman Scheme	3,300	3,300	3,300	3,300
The Views Skatepark Project	250,000	161,000	-	-
The Views Playpark Project	150,000	-	150,000	-
Edenbrook Playparks Project	200,000	-	200,000	-
Existing PWLB loan repayments - Skatepark	-	-	15,916	15,916
PWLB Loan Repayment - Harlington	-	-	541,200	541,200
PWLB Loan Repayment - The Views	12,000	-	14,800	14,800
PWLB Loan Repayment - Edenbrook Playparks	16,500	-	19,200	19,200
Total Expenditure	2,821,882	2,517,664	11,004,825	2,338,610
Net Income/ Expenditure	-	46,693	-	-

Notes

Inflation of 3% has been assumed for 2027/28

Whilst the Edenbrook project has been budgeted in 2026/27, due to the heavy time involvement of officers on The Harlington project, this project is likely to be deferred until 2027/28.



**PWLB FIXED RATE LOANS
ESTIMATED REPAYMENT COSTS**

Amount of Advance: 150,000.00

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
1 year	-	0.00	0.00	-	0.00	0.00	0.00
Over 1 not over 1½	-	0.00	0.00	-	0.00	0.00	0.00
Over 1½ not over 2	5.11	39,925.52	159,702.08	5.10	41,325.00	956.25	159,562.50
Over 2 not over 2½	5.13	32,347.47	161,737.35	5.13	33,847.50	769.50	161,542.50
Over 2½ not over 3	5.16	27,305.40	163,832.40	5.15	28,862.50	643.75	163,518.75
Over 3 not over 3½	5.18	23,705.31	165,937.17	5.18	25,313.57	555.00	165,540.00
Over 3½ not over 4	5.20	21,009.40	168,075.20	5.19	22,642.50	486.56	167,516.25
Over 4 not over 4½	5.22	18,916.32	170,246.88	5.21	20,574.17	434.17	169,537.50
Over 4½ not over 5	5.24	17,245.26	172,452.60	5.23	18,922.50	392.25	171,573.75
Over 5 not over 5½	5.25	15,876.72	174,643.92	5.25	17,573.86	357.95	173,625.00
Over 5½ not over 6	5.27	14,742.86	176,914.32	5.26	16,445.00	328.75	175,642.50
Over 6 not over 6½	5.29	13,786.14	179,219.82	5.28	15,498.46	304.62	177,720.00
Over 6½ not over 7	5.31	12,968.62	181,560.68	5.30	14,689.29	283.93	179,812.50
Over 7 not over 7½	5.33	12,262.50	183,937.50	5.32	13,990.00	266.00	181,920.00
Over 7½ not over 8	5.35	11,646.90	186,350.40	5.33	13,372.50	249.84	183,978.75
Over 8 not over 8½	5.37	11,105.88	188,799.96	5.35	12,836.03	236.03	186,112.50
Over 8½ not over 9	5.40	10,631.57	191,368.26	5.37	12,360.83	223.75	188,261.25
Over 9 not over 9½	5.42	10,205.10	193,896.90	5.39	11,937.24	212.76	190,425.00
Over 9½ not over 10	5.44	9,823.16	196,463.20	5.41	11,557.50	202.88	192,603.75
Over 10 not over 10½	5.47	9,484.04	199,164.84	5.43	11,215.36	193.93	194,797.50
Over 10½ not over 11	5.50	9,177.96	201,915.12	5.46	10,913.18	186.14	197,092.50
Over 11 not over 11½	5.52	8,895.97	204,607.31	5.48	10,631.74	178.70	199,320.00
Over 11½ not over 12	5.55	8,643.82	207,451.68	5.50	10,375.00	171.88	201,562.50
Over 12 not over 12½	5.58	8,413.87	210,346.75	5.52	10,140.00	165.60	203,820.00
Over 12½ not over 13	5.61	8,203.56	213,292.56	5.55	9,931.73	160.10	206,193.75
Over 13 not over 13½	5.64	8,010.75	216,290.25	5.57	9,733.06	154.72	208,485.00
Over 13½ not over 14	5.67	7,833.57	219,339.96	5.60	9,557.14	150.00	210,900.00
Over 14 not over 14½	5.70	7,670.43	222,442.47	5.62	9,387.41	145.34	213,225.00
Over 14½ not over 15	5.73	7,519.95	225,598.50	5.64	9,230.00	141.00	215,565.00
Over 15 not over 15½	5.76	7,380.91	228,808.21	5.67	9,091.21	137.18	218,040.00
Over 15½ not over 16	5.79	7,252.25	232,072.00	5.69	8,955.00	133.36	220,413.75
Over 16 not over 16½	5.82	7,133.06	235,390.98	5.72	8,835.45	130.00	222,930.00
Over 16½ not over 17	5.85	7,022.51	238,765.34	5.74	8,716.76	126.62	225,337.50
Over 17 not over 17½	5.88	6,919.88	242,195.80	5.77	8,613.21	123.64	227,895.00
Over 17½ not over 18	5.90	6,819.41	245,498.76	5.79	8,509.17	120.63	230,336.25
Over 18 not over 18½	5.93	6,730.70	249,035.90	5.81	8,411.55	117.77	232,792.50
Over 18½ not over 19	5.96	6,648.17	252,630.46	5.83	8,319.87	115.07	235,263.75

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
Over 19 not over 19½	5.99	6,571.36	256,283.04	5.86	8,241.15	112.69	237,900.00
Over 19½ not over 20	6.01	6,494.60	259,784.00	5.88	8,160.00	110.25	240,405.00
Over 20 not over 20½	6.04	6,427.98	263,547.18	5.90	8,083.54	107.93	242,925.00
Over 20½ not over 21	6.06	6,360.61	267,145.62	5.92	8,011.43	105.71	245,460.00
Over 21 not over 21½	6.09	6,302.81	271,020.83	5.94	7,943.37	103.60	248,010.00
Over 21½ not over 22	6.11	6,243.60	274,718.40	5.96	7,879.09	101.59	250,575.00
Over 22 not over 22½	6.13	6,188.06	278,462.70	5.98	7,818.33	99.67	253,155.00
Over 22½ not over 23	6.15	6,135.95	282,253.70	6.00	7,760.87	97.83	255,750.00
Over 23 not over 23½	6.17	6,087.05	286,091.35	6.02	7,706.49	96.06	258,360.00
Over 23½ not over 24	6.19	6,041.17	289,976.16	6.04	7,655.00	94.38	260,985.00
Over 24 not over 24½	6.21	5,998.13	293,908.37	6.06	7,606.22	92.76	263,625.00
Over 24½ not over 25	6.23	5,957.76	297,888.00	6.08	7,560.00	91.20	266,280.00
Over 25 not over 25½	6.25	5,919.90	301,914.90	6.09	7,508.68	89.56	268,755.00
Over 25½ not over 26	6.26	5,878.76	305,695.52	6.11	7,467.12	88.13	271,436.25
Over 26 not over 26½	6.28	5,845.49	309,810.97	6.13	7,427.69	86.75	274,132.50
Over 26½ not over 27	6.30	5,814.34	313,974.36	6.14	7,382.78	85.28	276,637.50
Over 27 not over 27½	6.31	5,779.44	317,869.20	6.16	7,347.27	84.00	279,360.00
Over 27½ not over 28	6.32	5,746.37	321,796.72	6.17	7,306.07	82.63	281,883.75
Over 28 not over 28½	6.34	5,720.86	326,089.02	6.18	7,266.58	81.32	284,415.00
Over 28½ not over 29	6.35	5,691.22	330,090.76	6.20	7,236.21	80.17	287,175.00
Over 29 not over 29½	6.36	5,663.14	334,125.26	6.21	7,199.87	78.94	289,725.00
Over 29½ not over 30	6.37	5,636.55	338,193.00	6.22	7,165.00	77.75	292,282.50
Over 30 not over 30½	6.38	5,611.37	342,293.57	6.24	7,139.02	76.72	295,080.00
Over 30½ not over 31	6.39	5,587.53	346,426.86	6.25	7,106.85	75.60	297,656.25
Over 31 not over 31½	6.40	5,564.96	350,592.48	6.26	7,075.95	74.52	300,240.00
Over 31½ not over 32	6.41	5,543.62	354,791.68	6.27	7,046.25	73.48	302,831.25
Over 32 not over 32½	6.41	5,517.38	358,629.70	6.28	7,017.69	72.46	305,430.00
Over 32½ not over 33	6.42	5,498.26	362,885.16	6.29	6,990.23	71.48	308,036.25
Over 33 not over 33½	6.43	5,480.20	367,173.40	6.30	6,963.81	70.52	310,650.00
Over 33½ not over 34	6.44	5,463.14	371,493.52	6.31	6,938.38	69.60	313,271.25
Over 34 not over 34½	6.44	5,440.89	375,421.41	6.32	6,913.91	68.70	315,900.00
Over 34½ not over 35	6.45	5,425.68	379,797.60	6.33	6,890.36	67.82	318,536.25
Over 35 not over 35½	6.45	5,405.15	383,765.65	6.34	6,867.68	66.97	321,180.00
Over 35½ not over 36	6.46	5,391.63	388,197.36	6.35	6,845.83	66.15	323,831.25
Over 36 not over 36½	6.46	5,372.66	392,204.18	6.35	6,817.29	65.24	326,212.50
Over 36½ not over 37	6.46	5,354.42	396,227.08	6.36	6,797.03	64.46	328,875.00
Over 37 not over 37½	6.47	5,343.15	400,736.25	6.37	6,777.50	63.70	331,545.00
Over 37½ not over 38	6.47	5,326.28	404,797.28	6.38	6,758.68	62.96	334,222.50
Over 38 not over 38½	6.47	5,310.03	408,872.31	6.38	6,733.05	62.14	336,615.00
Over 38½ not over 39	6.48	5,300.75	413,458.50	6.39	6,715.58	61.44	339,303.75
Over 39 not over 39½	6.48	5,285.71	417,571.09	6.39	6,691.23	60.66	341,700.00
Over 39½ not over 40	6.48	5,271.22	421,697.60	6.40	6,675.00	60.00	344,400.00
Over 40 not over 40½	6.48	5,257.26	425,838.06	6.41	6,659.35	59.35	347,107.50
Over 40½ not over 41	6.48	5,243.81	429,992.42	6.41	6,636.77	58.63	349,511.25
Over 41 not over 41½	6.48	5,230.84	434,159.72	6.42	6,622.23	58.01	352,230.00

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
Over 41½ not over 42	6.48	5,218.34	438,340.56	6.42	6,600.71	57.32	354,637.50
Over 42 not over 42½	6.48	5,206.30	442,535.50	6.42	6,579.71	56.65	357,045.00
Over 42½ not over 43	6.48	5,194.68	446,742.48	6.43	6,566.69	56.08	359,778.75
Over 43 not over 43½	6.48	5,183.48	450,962.76	6.43	6,546.64	55.43	362,190.00
Over 43½ not over 44	6.48	5,172.67	455,194.96	6.44	6,534.55	54.89	364,935.00
Over 44 not over 44½	6.48	5,162.25	459,440.25	6.44	6,515.39	54.27	367,350.00
Over 44½ not over 45	6.48	5,152.19	463,697.10	6.44	6,496.67	53.67	369,765.00
Over 45 not over 45½	6.48	5,142.49	467,966.59	6.45	6,485.85	53.16	372,525.00
Over 45½ not over 46	6.48	5,133.13	472,247.96	6.45	6,467.93	52.58	374,943.75
Over 46 not over 46½	6.48	5,124.09	476,540.37	6.45	6,450.40	52.02	377,362.50
Over 46½ not over 47	6.48	5,115.37	480,844.78	6.46	6,440.74	51.54	380,137.50
Over 47 not over 47½	6.47	5,100.26	484,524.70	6.46	6,423.95	51.00	382,560.00
Over 47½ not over 48	6.47	5,092.11	488,842.56	6.46	6,407.50	50.47	384,982.50
Over 48 not over 48½	6.47	5,084.25	493,172.25	6.46	6,391.39	49.95	387,405.00
Over 48½ not over 49	6.47	5,076.65	497,511.70	6.47	6,383.11	49.52	390,198.75
Over 49 not over 49½	6.46	5,062.56	501,193.44	6.47	6,367.65	49.02	392,625.00
Over 49½ not over 50	6.46	5,055.46	505,546.00	6.47	6,352.50	48.53	395,051.25

Note: 1. If a borrower wishes to make a premature repayment of a loan, either in whole or in part, it should contact the Board giving full details beforehand. The Board will usually agree to accept this request but it should be noted that a premium will be payable when the interest rate on the loan to be repaid is higher than the current rate applying to the premature repayment of a loan repayable by the same method and over the same period as that remaining on the loan which it is proposed to repay. When the interest rate on the loan to be repaid is lower than the current rate applying to the premature repayment, a discount will be allowed.

Annex C: Resident Feedback

COMPANY	VOTES	LIKE	DON'T LIKE
A	110	<ul style="list-style-type: none"> • Slides down the embankment / hill • Pirate / seaside theme for young kids • Variety of play equipment • Wheelchair-accessible trampoline received significant positive feedback • Inclusive equipment, accessible routes and sensory elements • Large climbing frame / multiplay unit • Suitable for different ages. 1-10yr • Bright, colourful appearance 	<ul style="list-style-type: none"> • Not enough for older children – too focused on toddlers and younger children • Need for water play / splash pad • More seating, shade and shelter • Safety and fencing needs improving - concerns about children running out and dogs entering. Need clearer separation between toddler and older children's areas • Too many enclosed/tube slides – concern about visibility, cleanliness, potential misuse or antisocial behaviour. • Too artificial / not enough natural play • Colours too bright • More wheelchair-accessible equipment needed • Better provision for neurodiverse children • More swings needed • Too much equipment concentrated at the top of the hill • The lower area feels sparse or underused • The design lacks flow and cohesion
B	266	<ul style="list-style-type: none"> • Most inclusive and accessible of options-praised wheelchair-accessible equipment, step-free access and sensory-friendly features • Several parents of disabled children said this was the only option that would allow their child to participate fully • Sensory play areas and quiet/calm spaces for regulation and breaks • Wide range of ages catered for - seen as the best-balanced option across age groups • Variety of equipment - more unique and interesting equipment than other options • Like rotary swing and challenge trail / climbing features • Like toddler area and clear separation of age groups • Natural appearance and layout - more natural colours, green space, better integration with the surrounding landscape. Less artificial than A • Good layout • Better overall flow from top to bottom of the site 	<ul style="list-style-type: none"> • Add water play / splash pad • More seating, picnic areas and shade needed • Concerns about the 5-arm rotary swing safety • Need for better fencing and security • Need more for older children • Fenced toddler zone • More toddler swings • More grass and planting • Some felt the design still relied too heavily on metal, plastic and artificial surfacing – wooden equipment better • Has wasted space in some areas • Could make better use of the hill and natural topography
C	51	<ul style="list-style-type: none"> • Good use of the hill and natural topography • Open, spacious layout • Good climbing opportunities • Good variety of swings 	<ul style="list-style-type: none"> • Lack of inclusivity and age range coverage • Too focused on climbing equipment • Better suited to older or more confident children

Annex C: Resident Feedback

		<ul style="list-style-type: none"> • Natural appearance – more natural colours, green space, trees, better fit with the surrounding park environment • Appreciated seating and picnic areas • Stronger appeal for older children than some of the other options • Clear layout and zoning - well-spaced equipment and good circulation and pathways 	<ul style="list-style-type: none"> • Not enough for toddlers, younger children, or less mobile users • Limited accessible or disability-friendly features • Absence of water play • Too much open or wasted space • Not enough “wow factor” or imaginative/sensory play • Limited shaded areas and seating for parents • Concerns about visibility and supervision in spread-out areas • Heavy use of net/climbing structures seen as unengaging or unsafe by some
Total Number of Responses	427		

BUSINESS CASE – THE VIEWS PLAYGROUND

1. INTRODUCTION

Fleet Town Council is seeking borrowing approval from the Public Works Loan Board (PWLB) to fund the replacement of the existing playground equipment at The Views.

The project will deliver a modern, safe, accessible and inclusive destination playground in Fleet town centre, providing a high-quality recreational facility for local families and visitors. The proposed borrowing will enable the Council to spread the cost of this long-life community asset over the period during which residents will benefit from it, whilst preserving reserves for future unforeseen capital requirements and emergencies.

The Council has completed a competitive procurement exercise and identified a preferred contractor, enabling the project to commence promptly once borrowing approval has been secured.

2. STRATEGIC NEED

The project supports Fleet Town Council's strategic objectives by:

- investing in high-quality community infrastructure;
- promoting health and wellbeing through active outdoor recreation;
- improving accessibility and inclusion;
- enhancing public open spaces;
- supporting the vitality of Fleet Town Centre by creating a destination facility that encourages families to spend longer in the town centre.

The project also supports the Council's objective of maintaining and improving its assets for future generations.

3. NEED FOR PROJECT

The Views play area has served the community for many decades. Although the precise installation date of the existing equipment has not been confirmed, much of it is believed to date from the 1960s.

Independent inspections have identified that a number of items no longer comply with modern playground safety and accessibility standards and are approaching the end of their economic life. While the equipment continues to be managed safely through routine inspections and maintenance, increasing maintenance requirements and ageing infrastructure mean that replacement now represents the most cost-effective and sustainable long-term solution.

Failure to replace the equipment would result in increasing maintenance costs, progressive removal of equipment as it reaches the end of its serviceable life, reduced play value and ultimately the potential closure of parts of the play area.

4. OPTIONS APPRAISAL

The Council considered a number of options before deciding to replace the play area.

Option 1 – Do Nothing

Retaining the existing equipment would require increasing maintenance expenditure while continuing to provide equipment that no longer meets modern expectations for accessibility or play value. Over time equipment would require removal as it reached the end of its serviceable life.

Option 2 – Partial Replacement

Replacing only the poorest-performing equipment would reduce immediate expenditure but would create a mixture of old and new equipment, provide limited improvements to accessibility and incur ongoing maintenance liabilities for the remaining ageing equipment.

Option 3 – Complete Replacement (Preferred Option)

A complete replacement provides the greatest long-term value by delivering a modern, inclusive play area with an expected lifespan of 25–30 years, reduced maintenance requirements and significantly enhanced community benefit.

Following consideration of the available options, Full Council concluded that complete replacement represented the most economically advantageous and sustainable solution.

5. PROJECT SCOPE

The Council's vision is to transform the site into a high-quality, safe, inclusive and engaging play environment for children aged under 8 years and 8–12 years.

The existing play area currently comprises a mix of grass, concrete and wet-pour surfacing. The redesign will improve accessibility, durability, safety and the overall user experience through the provision of appropriate surfacing throughout the site.

The design will make full use of the park's natural contours to create varied play opportunities while providing appropriate challenge and encouraging imaginative play.

A key objective is to deliver a genuinely accessible and inclusive play space. The Council has sought designs that go beyond minimum compliance standards by incorporating accessible equipment, inclusive play experiences and thoughtful layouts to enable children of differing abilities to play together.

The design also includes improved pathways, accessible routes between the upper and lower levels, seating, gathering spaces and facilities that better support parents, carers and guardians with differing mobility needs.

The Council intends The Views Play Area to become a destination playground and community hub, encouraging increased use of Fleet town centre and supporting local businesses.

The design has been developed with due regard to the Equality Act 2010 and aims to provide inclusive opportunities for all users.

6. PROCUREMENT AND GOVERNANCE

The project has been procured through an open competitive tender process in accordance with the Council's Contract Standing Orders.

Three compliant tenders were received and evaluated against published criteria including quality, play value, accessibility, sustainability, maintenance requirements and cost.

The preferred contractor was selected on the basis of the Most Economically Advantageous Tender, providing confidence that the Council has achieved best value.

The project has been considered through the Council's committee structure, with Members overseeing the procurement process, approving the preferred design and authorising submission of the PWLB borrowing application.

Progress will continue to be monitored through regular project meetings with the contractor and reported to Members throughout construction.

7. COST AND BORROWING REQUIREMENT

The total tendered project cost is **£199,390.42 excluding VAT**.

As a local authority, Fleet Town Council is able to recover VAT through its normal VAT arrangements and therefore VAT does not form part of the borrowing requirement.

Fleet Business Improvement District (BID) has committed **£50,000** towards the project in recognition of the economic benefits that a destination playground will bring by increasing family visits and town centre footfall.

The Council therefore seeks PWLB borrowing approval for **£150,000** to fund the design, supply and installation of the new playground.

8. AFFORDABILITY

Fleet Town Council has carefully assessed the affordability of the proposed borrowing and confirms that loan repayments can be met within existing approved budgets (see Annex A).

The Council proposes to borrow **£150,000** over a period of **15 years**, resulting in estimated annual repayments of **£14,800** (see Annex B).

The Council's approved 2026/27 budget already includes **£34,000** for loan repayments, providing substantial headroom above the required repayment amount.

Borrowing over 15 years is considered prudent as it is significantly shorter than the anticipated 25–30 year design life of the new play equipment, ensuring future generations who benefit from the asset contribute fairly towards its cost.

The Council has also considered the alternative of funding the project entirely from reserves. Whilst this would be possible through use of earmarked reserves together with General Reserves, borrowing is considered the more financially prudent option as it preserves reserves for unforeseen expenditure and future capital investment.

9. BENEFITS OF THE PROJECT

The project will deliver significant long-term benefits.

For children and young people

- Safe, modern and inclusive play opportunities.
- Increased physical activity and improved wellbeing.
- Accessible play for children of differing abilities.

For the community

- Improved public open space.
- Increased opportunities for social interaction.
- Greater accessibility for families and carers.
- Enhanced civic pride.

For Fleet Town Centre

- Increased visitor numbers.
- Longer dwell times.
- Improved footfall supporting local businesses.

For the Council

- Long-term investment in community infrastructure.
- Reduced maintenance liabilities.

- Improved compliance with modern standards.
- Better value over the asset lifecycle.

Success will be monitored through ongoing inspections, resident feedback and increased use of the facility following completion.

11. COMMUNITY ENGAGEMENT

Public consultation formed an important part of the project.

All three tender designs were published on the Council's website between 19 May and 2 June 2026. Residents were invited to identify their preferred design and provide comments on the strengths and weaknesses of each proposal.

Feedback received informed the final design selection, with particular emphasis placed upon accessibility, inclusive play opportunities and overall play value (see Annex C).

This consultation demonstrated strong community support for investment in a new destination playground.

8. DELIVERY AND TIMELINE

Stage	Date
Tender published	5 March 2026
Enquiry deadline	27 April 2026
Tender submission deadline	11 May 2026
Contract award	3 June 2026
Construction commencement	Approximately September 2026
Practical completion	By 31 March 2027

Construction is dependent upon PWLB borrowing approval.

The anticipated construction period is approximately 140 days (which includes a 60 day equipment procurement lead time), providing sufficient contingency to complete the project before the deadline contained within the Memorandum of Understanding with Fleet BID.

Following completion, the works will be inspected prior to practical completion, with warranties, maintenance information and asset records transferred to the Council before final payment is made.

9. RISK MANAGEMENT

- **Funding risk:** There is a possibility that the loan application may not be approved. In such circumstances, Members may decide that the project should still proceed, requiring it to be financed from reserves. The earmarked reserve for Play Equipment currently holds **£130,500**, which would be insufficient to cover the full project cost. Any shortfall would therefore need to be met from the Council's General Reserves, which currently stand at **£532,185**. Loan funding remains the preferred and most sustainable option, with reserves considered only as a contingency.
- **Procurement risks (e.g., tendering delays):** mitigated via clear tender documents and external publication.
- **Delivery delays:** the MOU the Council signed with Fleet BID requires the project to be completed by March 2027. Should the project over run this date, there is a risk that the Council would have to repay the £50,000 contribution received from Fleet BID. It is anticipated that the project will take 140 days to complete which given an anticipated September 2026 start, should allow plenty of time for the project to be completed within the required envelop.

10. CONCLUSION

The replacement of The Views Playground represents an important long-term investment in Fleet's community infrastructure.

The existing facility has reached the end of its economic life and no longer reflects modern standards or community expectations. A complete replacement will provide a safe, accessible and inclusive play environment that will serve residents for the next 25–30 years while supporting wider economic activity within Fleet town centre.

The Council has undertaken a robust procurement exercise, engaged with the community, carefully assessed affordability and considered alternative funding options. Borrowing through the PWLB represents the most prudent financing solution, allowing the cost of this long-life community asset to be shared fairly over its useful life while preserving Council reserves.

The Council therefore seeks approval to borrow **£150,000** from the Public Works Loan Board to enable the project to proceed.

CHRISTMAS DAY LUNCH 2026

1. PURPOSE

To update Council on the outcome of the Christmas Lunch Working Group meeting held on 22 June 2026 and to seek approval for the proposed format of the 2026 Christmas Day event.

2. BACKGROUND

Fleet Town Council has provided a free Christmas Day lunch for many years, offering companionship and a festive meal for residents who would otherwise spend Christmas Day alone.

Planning for the event normally begins during the summer months due to the considerable organisational requirements involved, including volunteer recruitment, guest registration, catering arrangements, transport coordination, procurement of gifts, food preparation, venue setup and compliance with food hygiene and health and safety requirements.

The Christmas Lunch Working Group met on 22 June 2026 to review arrangements for this year's event, particularly in light of the forthcoming Harlington redevelopment and the future relocation to MSU4.

3. CURRENT ARRANGEMENTS

The existing event requires significant officer and volunteer resources over a three-day period:

- Food preparation done off site on Boxing Day.
- Venue setup on Christmas Eve and reinstatement on Boxing Day.
- Duty Manager presence throughout Christmas Day to fulfil health and safety responsibilities, including emergency procedures and first aid provision.
- Volunteers to serve food, host guests and collect and drop off guests on Christmas Day.

Whilst guests attend between approximately 12.00 noon and 4.00 pm, volunteers are typically required from around 8.00 am until 6.00 pm, with additional work taking place on Christmas Eve and Boxing Day.

4. CHALLENGES IDENTIFIED

The Working Group identified a number of significant challenges affecting the long-term viability of the current format.

Staffing

- Duty Managers work extended hours throughout the pantomime season, making it increasingly difficult to secure volunteers for Christmas Day.
- The current event organiser, who has undertaken the Responsible Person role for the past ten years, has stepped down. A replacement volunteer would need appropriate First Aid training and Duty Manager training to oversee the event safely.
- Recruiting sufficient volunteer drivers continues to be challenging.

Catering

- The current chef has advised they are not willing to provide a hot Christmas meal at any alternative venue.
- Previous experience has demonstrated that sourcing chefs willing to work on Christmas Day is difficult.
- The Harlington oven is approaching the end of its operational life and is not considered economical to replace given the planned building redevelopment.

- Due to the pantomime occupying the building, all food preparation currently has to be undertaken off-site.

Future Accommodation

Council's future accommodation at MSU4 will not contain commercial kitchen facilities. Consequently, any future Christmas Day event must be capable of being delivered without reliance on an on-site kitchen.

5. PURPOSE OF THE EVENT

The Working Group agreed unanimously that the primary purpose of the Christmas Day event is to provide companionship and reduce loneliness amongst vulnerable residents.

Whilst the provision of food remains an important element, members considered that the opportunity for social interaction is the principal objective of the event.

6. OPTIONS CONSIDERED

The Working Group considered a range of options, including:

- Hiring a temporary mobile kitchen.
- Relocating the event to another venue with catering facilities.
- Holding the event on an alternative date.
- Retaining a Christmas Day event with a revised catering offer.

Each option presented significant practical difficulties, including cost, availability, transport requirements, venue suitability and future sustainability.

Following discussion, the Working Group concluded that:

- the event should continue to be held on Christmas Day;
- food should remain an integral part of the event; and
- changing to a high-quality cold festive buffet or afternoon tea would provide a more sustainable model that could continue both this year and following relocation to MSU4.

The Working Group also suggested that additional activities designed to encourage social interaction could enhance the event, including quizzes, bingo, music, singing and a Christmas film.

7. FINANCIAL IMPLICATIONS

It is anticipated that changing from a hot meal to a cold festive buffet will reduce the complexity of catering arrangements and may reduce overall delivery costs (the cost of turkeys alone is approximately £700). Detailed costings will be presented once menus have been developed.

8. RISK ASSESSMENT

The principal risk remains the recruitment of a suitable volunteer willing to undertake the Responsible Person role. Without an appropriately trained individual, the event cannot safely proceed regardless of the catering format.

Subject to securing this role, the revised format substantially reduces a number of operational risks associated with catering and future accommodation constraints.

9. CONCLUSION

The Working Group considers that changing the catering provision whilst retaining the Christmas Day event best preserves the purpose of the scheme and provides a sustainable model that can continue after the Council relocates from the Civic Centre.

The building redevelopment also provides an appropriate opportunity to introduce the revised format and explain the reasons for the change to guests and the wider community.

13. RECOMMENDATIONS

It is recommended that Full Council:

1. Approves the continuation of the Christmas Day event in 2026.
2. Approves changing the catering provision from a hot Christmas meal to a high-quality cold festive buffet or afternoon tea.
3. Notes that the event remains subject to the recruitment of a suitably trained volunteer to undertake the role of Responsible Person.
4. Authorises the Projects & Committee Officer to proceed with detailed planning on this basis and report back to the Christmas Lunch Working Group with a proposed menu, programme and final delivery arrangements.

PLANT BASED TREATY – REQUEST FOR COUNCIL ENDORSEMENT

1. PURPOSE

To consider a request from a member of the public that Fleet Town Council endorses the Plant Based Treaty ([The Plant Based Treaty | Eat Plants, Plant Trees](#)) and to provide Members with evidence-based information regarding the proposal and its implications.

2. BACKGROUND

A member of the public has requested that Fleet Town Council endorse the Plant Based Treaty.

The Plant Based Treaty is an international campaign launched in 2021. It describes itself as a companion to the Paris Agreement and seeks governmental action to:

- halt expansion of animal agriculture;
- promote a transition towards plant-based food systems; and
- restore ecosystems affected by food production.

The campaign encourages endorsements from individuals, organisations, businesses and local authorities. It does not have legal status and is not Government policy within the United Kingdom.

3. WHAT DOES ENDORSEMENT MEAN?

Endorsing the Plant Based Treaty would not create any legal obligations for Fleet Town Council.

However, endorsement would constitute a formal public statement that the Council supports the objectives of the campaign. Members should therefore consider whether they wish the Council to be publicly associated with the campaign and whether such endorsement is consistent with the Council's role, priorities and previous decisions.

4. EVIDENCE SUPPORTING PLANT-BASED DIETS

Environmental benefits

There is substantial scientific evidence that diets containing a higher proportion of vegetables, fruit, legumes, pulses, nuts and wholegrains generally have lower environmental impacts than diets containing high levels of red meat and dairy products.

Large international studies consistently conclude that reducing consumption of animal products can reduce:

- greenhouse gas emissions;
- land use;
- biodiversity loss; and
- freshwater consumption.

The World Health Organization similarly concludes that diets with a greater proportion of plant foods are generally associated with lower environmental impacts.

However, environmental impacts vary considerably according to production methods, transport, food waste, irrigation requirements and individual food types. Not all plant-based foods have low environmental footprints and sustainably produced livestock systems may have lower impacts than intensive production elsewhere.

Human health

The World Health Organization concludes that diets rich in vegetables, fruit, legumes, nuts and wholegrains are associated with lower risks of cardiovascular disease, obesity and Type 2 diabetes when compared with diets high in processed foods and high intakes of red and processed meat.

Most public health organisations therefore recommend increasing consumption of plant foods as part of a balanced diet.

Importantly, health benefits are associated primarily with diets based upon minimally processed foods rather than simply foods marketed as "plant-based".

Climate leadership

Supporters of the Plant Based Treaty argue that food systems contribute significantly to greenhouse gas emissions and that encouraging greater consumption of plant foods forms part of wider climate mitigation strategies.

Some local authorities have endorsed the campaign as part of broader climate change commitments.

5. EVIDENCE AND CONSIDERATIONS AGAINST ENDORSEMENT

Nutritional considerations

Scientific evidence also highlights important qualifications.

The UK Scientific Advisory Committee on Nutrition (SACN) advises that plant-based diets can provide healthy nutrition when appropriately planned.

However, replacement of animal products requires careful consideration of nutrients including:

- vitamin B12;
- iodine;
- calcium;
- vitamin D;
- iron; and
- protein.

SACN further advises that plant-based drinks should ideally be fortified and notes that nutritional requirements differ according to age and wider dietary intake, particularly for young children.

Accordingly, scientific advice supports well-planned plant-based diets rather than suggesting that all plant-based diets are automatically healthier.

Plant-based does not necessarily mean healthy

Many commercially available plant-based products are highly processed and may contain elevated levels of salt, saturated fat or sugar.

Current evidence suggests that health benefits are associated with consumption of whole and minimally processed plant foods rather than processed meat alternatives.

Economic considerations

The UK livestock sector contributes significantly to:

- food production;
- rural employment;
- land management;
- biodiversity management in some habitats; and

- local supply chains.

A rapid reduction in livestock production would have economic implications for farming communities and rural businesses.

There is currently no scientific consensus that such a transition could occur without significant economic adjustment.

Food security

Some agricultural land within the UK is unsuitable for growing crops but is suitable for grazing livestock.

Livestock can also convert grass and agricultural by-products into food suitable for human consumption.

Many food systems researchers therefore advocate reducing excessive meat consumption rather than complete elimination of livestock production.

6. COUNCIL CONTEXT

Members may recall that when considering whether to declare a Climate Emergency, Fleet Town Council resolved not to do so on the basis that such a declaration fell outside the Town Council's statutory remit and areas of direct influence.

In reaching that decision, the Council nevertheless reaffirmed its commitment to reducing the environmental impact of its own operations where practical and financially responsible.

Members may wish to consider whether the same principles are relevant when deciding whether to endorse the Plant Based Treaty, which is an international advocacy campaign rather than a policy over which the Town Council has direct responsibility.

7. COUNCIL REMIT

Fleet Town Council has no statutory responsibilities in relation to:

- agricultural policy;
- food production;
- national climate policy;
- public health strategy; or
- regulation of food systems.

Whilst the Council can determine its own procurement practices, endorsement of the Plant Based Treaty would primarily represent a statement of support for an international campaign rather than a decision relating to the Council's statutory functions.

Members may therefore wish to consider whether endorsement would be consistent with the Council's agreed approach to matters outside its remit.

8. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from endorsement.

Should Members subsequently wish to amend procurement or catering policies, these would require separate consideration.

9. EQUALITY IMPLICATIONS

Dietary choices may be influenced by:

- religion
- culture

- health conditions
- affordability; and
- personal preference.

Any future procurement decisions should continue to provide appropriate choice and remain inclusive.

10. RISK ASSESSMENT

Potential risks include:

- perception that the Council is taking a position on national or international policy matters outside its remit;
- reputational impacts amongst residents holding differing views;
- creating expectations that the Council will endorse future national or international campaigns unrelated to its statutory responsibilities;
- criticism from either supporters or opponents of the campaign.

12. OPTIONS AVAILABLE TO MEMBERS

Option 1

Endorse the Plant Based Treaty.

Option 2

Decline to endorse the Treaty but request officers to review opportunities to promote sustainable procurement and environmentally responsible catering within existing Council policies.

Option 3

Decline to endorse the Plant Based Treaty on the grounds that endorsement of international policy campaigns falls outside the Town Council's statutory remit whilst reaffirming the Council's commitment to environmental sustainability within the delivery of its own services.

13. CONCLUSION

The scientific evidence demonstrates that increasing consumption of whole plant foods can provide environmental and health benefits. Equally, the evidence recognises that nutritional adequacy, economic impacts, food security and rural livelihoods require careful consideration.

The question before Members is therefore not whether plant-based foods can be beneficial, but whether it is appropriate for Fleet Town Council to formally endorse an international advocacy campaign whose objectives extend beyond the Council's statutory responsibilities and direct influence.

Members are invited to determine whether endorsement would be consistent with the Council's previously established approach to matters outside its remit.

Follower Growth

Total Increase

+81  **+2%**

Total Followers

 **3.3K**

Engagement Rate

 **4%**

Reach Rate

 **918%**

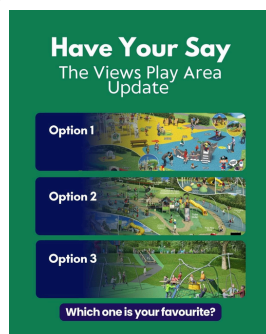
Common Themes:

- No Mow May
- Elections
- Water-play equipment
- Roadworks-potholes

Other FTC Posts:


- Email Sign Up
- Tennis
- Hire Ancells
- Election

Top Performing Content

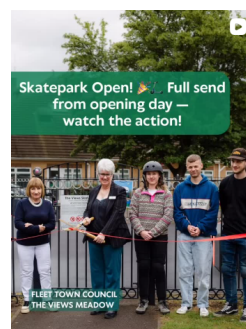


Views Survey

Views **36.7K**


Interactions  **59**

Link Clicks **701**



Skatepark Open

Views **9.7K**


Interactions  **121**

Follows **2**



Cemetery

Views **6.5K**

Interactions  **68**

Link Clicks **3**

Top Performing Info-Sharing Post

Tea21



Views **2.2K**

Interactions  **9**

Key Insights

- **Video** content showcasing the Skatepark Opening event had the **highest engagement** rate.
- The Views survey post was **shared 27 times**, resulting in **reach** equivalent to **10 times our audience size** and delivering a strong click-through rate.
- The best time to post is currently in the evening (7:00 PM – 9:00 PM).

Fleet Town Council CCTV Questions and Responses

In order to support Members in reaching an informed decision on whether to continue with this service, I would be grateful if you could provide the following information:

- **A copy of the current contract or service level agreement, clearly setting out the scope of services provided, including monitoring, maintenance, and any associated response arrangements.**

The current contract runs until 31 March 2027, and we are going out to procurement later this year to secure a new contract – our Request for Quotes is requesting the same specifications. It currently covers 24/7 recording of data which is kept for 31 days, during which time footage can be produced and secured if needed for a legal basis i.e. evidential support provided only to Police or another authorised body e.g. an insurance company. The current contract also includes monitoring of the cameras which are scrolled through each day to check for maintenance/image issues – there are at any one time 9 assets showing images on the Hart screen in the control room which the operators can control and direct - and follow any live incidents as they are made aware of them.

Storage of data is also included.

In terms of maintenance, we pay a fixed amount for routine planned maintenance – additional costs are incurred for anything that requires a more urgent response for which we are invoiced separately.

Finally, there is a connected agreement with the maintenance provider which provides Bosch technical support, and which guarantees us a substantial discount on all replacement assets.

- **Clarification on asset management arrangements, specifically whether Fleet Town Council's cameras are included within Hart District Council's rolling replacement programme, and if so, the anticipated lifecycle and upgrade schedule.**

All assets across the network are included in the maintenance and asset management programme. We were advised upon review at takeover of running of our own contract that our assets were in reasonable condition barring a couple of assets which have since been replaced and we have had funding secured through Cabinet to replace the remaining assets over the coming next few years (at a rate of 5 assets per year - £15k).

Clearly, where assets have failed, they have been replaced as required as a priority and then we have replaced in accordance with which assets have been included most in the weekly incident reports that we receive or if they are paid for externally i.e. those paid for by Gleet Town Council. All assets are under warranty for 5 years and are estimated to have a life span of 8-10 years.

Calthorpe Park asset FL918 has an internet protocol (IP) transmission line, and the asset was replaced in 2024/25.

Basingbourne Park asset FL917 and Oakley Park asset FL919 were on legacy analogue lines which is an issue that we have been working to resolve since Hart have managed their own network separate to Rushmoor. It has meant that at times the images could be unstable and that should the assets have failed we could not have replaced them - there were 9 analogue lines in total across the whole Hart CCTV network. Changing technologies and contractual issues between BT and Open Reach meant that obtaining quotes to upgrade the analogue lines took much longer than hoped. As soon as the quotes were provided, additional funding was secured through Cabinet in December 2025, and the work was commissioned for BT to action in December. Completion of this upgrading of the lines is still outstanding as there is an issue between the interfaces (I do not pretend to understand all of this, Rita!!) but assure you that we and the maintenance provider are working with BT to get the issues resolved asap – I do not as yet have an estimated completion date but have requested one.

Both of these assets have also been replaced in anticipation of the analogue upgrade completion by BT.

- **Confirmation of maintenance arrangements, including what is covered within the current fee (e.g. repairs, replacement of faulty equipment, and servicing of moving parts).**

As advised above:

In terms of maintenance, we pay a fixed amount for routine planned maintenance – additional costs are incurred for anything that requires a more urgent response for which we are invoiced separately.

There is a connected agreement with the maintenance provider which provides Bosch technical support, and which guarantees us a substantial discount on all replacement assets.

- **Clarification as to why previous instructions from Fleet Town Council for cameras to operate on a panning setting have not been maintained, and whether this can be reinstated as part of the current agreement.**

This can be discussed with the control room and panning can be implemented – however it should be noted that having cameras on constant pan can increase the speed of deterioration of the asset and may reduce the lifespan of the asset significantly.

If this is requested and required, then we may need to discuss some contribution towards asset upgrade that falls outside of the planned asset upgrade for the remainder of the CCTV network assets i.e. less than every 8-10 years.

- **Any other information you feel may be helpful in reaching a decision.**

I cannot say that there is a huge number of incidents reported on the assets that Fleet Town Council pay for, but this is true of most of the Hart public space CCTV network, however, all assets provide an important part of a wider community safety approach. It can help hugely in deterring offending and has the potential to support the detection and investigation of crime, as well as the potential to provide valuable evidential material that can assist police and partner agencies in securing justice outcomes.

It can also help protect vulnerable people, support the management of live incidents, and provide reassurance to residents, businesses and visitors that public spaces are being actively safeguarded. Where it is operated proportionately, transparently and in line with data protection and surveillance requirements, CCTV is a legitimate and effective tool that contributes to safer public environments.