

**COUNCIL MEETING
SUMMONS**

Members of Fareham Borough Council are hereby summoned to attend a meeting of the Council to be held in the Council Chamber, Civic Offices, Fareham, on **THURSDAY, 27 JULY 2017**, commencing at **6.00 pm**.

The Mayor: Councillor Geoff Fazackarley

The Deputy Mayor: Councillor Christopher Wood

Councillor Keith Barton	Councillor Michael Ford, JP
Councillor Brian Bayford	Councillor Tiffany Harper
Councillor Susan Bayford	Councillor Carolyn Heneghan
Councillor Susan Bell	Councillor Connie Hockley
Councillor Fred Birkett	Councillor Leslie Keeble
Councillor Maryam Brady	Councillor Arthur Mandry
Councillor Pamela Bryant	Councillor Kay Mandry
Councillor Jonathan Butts	Councillor Simon Martin
Councillor Trevor Cartwright, MBE	Councillor Sarah Pankhurst
Councillor Louise Clubley	Councillor Roger Price, JP
Councillor Shaun Cunningham	Councillor Dennis Steadman
Councillor Peter Davies	Councillor Katrina Trott
Councillor Tina Ellis	Councillor Nick Walker
Councillor Jack Englefield	Councillor Seán Woodward
Councillor Keith Evans	



1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 5 - 10)

To confirm as a correct record the minutes of the Council Meeting held on 15 June 2017.

4. Mayor's Announcements

5. Executive Leader's Announcements

6. Executive Members' Announcements

7. Declarations of Interest

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

8. Presentation of Petitions

To receive any petitions presented by a member of the Council.

Note: any petition so presented will be dealt with in accordance with the Council's petition scheme.

9. Deputations

To receive any deputations of which notice has been given.

10. Reports of the Executive

To receive, consider and answer questions on reports and recommendations of the Executive. Minutes of the meetings of the Executive and a schedule of individual Executive member decisions are appended.

(1) Minutes of meeting Monday, 10 July 2017 of Executive (Pages 11 - 16)

(2) Schedule of Individual Member and Officer Delegated Decisions (Pages 17 - 18)

11. Report of the Scrutiny Board

To receive, consider and answer questions on reports and recommendations of the meeting of the Scrutiny Board.

(1) Minutes of meeting Thursday, 29 June 2017 of Scrutiny Board (Pages 19 - 22)

12. Reports of Other Committees

To receive the minutes of the following Committees and to consider and answer

questions on any reports and recommendations made.

- (1) Minutes of meeting Wednesday, 21 June 2017 of Planning Committee (Pages 23 - 28)
- (2) Minutes of meeting Tuesday, 13 June 2017 of Licensing and Regulatory Affairs Committee (Pages 29 - 32)
- (3) Minutes of meeting Wednesday, 28 June 2017 of Appeals Committee (Pages 33 - 34)
- (4) Minutes of meeting Monday, 17 July 2017 of Audit and Governance Committee (Pages 35 - 38)

13. Questions under Standing Order 17.2

To answer questions pursuant to Standing Order 17.2 for this meeting.

14. Motions under Standing Order 15

Members will be informed, prior to the meeting, of any motion duly notified in accordance with Standing Order 15 but received after print and dispatch of the agenda.

- (1) Notice of Motion received 3 July 2017 from Councillor R H Price, JP
“I proposed that in light of the Grenfell Tower Fire, this Council writes to the Local Government Association and the relevant Minister of State asking that Planning Law is changed to make it obligatory for Planning Departments to consult the Fire Service on all Planning applications which relate to Schools, Hotels, High Risk Office Blocks, High Rise Housing, Large Development Sites and National Health Buildings. In the meantime Fareham immediately operates the voluntary process offered by Hampshire Fire and Rescue Service to look at the above mentioned planning applications.”

15. Appointments to Committees

To make any changes in appointments to the seats on committees in accordance with the wishes of political groups. Such appointments will take effect from 28 July 2017.



P GRIMWOOD
Chief Executive Officer
www.fareham.gov.uk
19 July 2017

**For further information please contact:
Democratic Services, Civic Offices, Fareham, PO16 7AZ
Tel:01329 236100
democraticservices@fareham.gov.uk**

FAREHAM

BOROUGH COUNCIL

Minutes of the Council

Date: Thursday, 15 June 2017

Venue: Council Chamber - Civic Offices

PRESENT:

G Fazackarley
(Mayor)

C J Wood
(Deputy Mayor)

Councillors: K A Barton, B Bayford, Mrs S M Bayford, Miss S M Bell, F Birkett, Mrs M Brady, Mrs P M Bryant, T M Cartwright, MBE, Mrs L E Clubley, S Cunningham, P J Davies, Mrs T L Ellis, J M Englefield, K D Evans, M J Ford, JP, Miss T G Harper, Mrs C Heneghan, Mrs C L A Hockley, L Keeble, A Mandry, Mrs K Mandry, S D Martin, Ms S Pankhurst, R H Price, JP, D L Steadman, Mrs K K Trott, N J Walker and S D T Woodward



1. PRAYERS

The Mayor invited all Members of the Council and members of the public present to observe a minute's silence as a mark of respect for the many residents who lost their lives or were injured in the devastating fire at Grenfell Tower, North Kensington.

There followed prayers led by Reverend Ian Meredith of St. Mary's Church, Portchester.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J E Butts.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the Minutes of the meeting of the Council held on 11 May 2017.

4. MAYOR'S ANNOUNCEMENTS

The Mayor announced that his first Tea Party be an Antiques Road Show Tea Party on Thursday 6 July with guest, Nick Walker. This will commence at 2.30pm in the Mayor's Parlour at the Civic Offices. Tickets are £4 each.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS**Grenfell Tower Tragedy**

The Executive Leader announced that, given the nature of the tragic events at Grenfell Tower in London, he has asked the Chief Executive Officer to undertake a review of fire safety in all Council buildings.

The Executive Leader stated that this review will obviously need to take account of any lessons learnt from the cause of the Grenfell Tower fire, although at this stage it is too early to say what caused the fire to spread so quickly and the Council will need to understand the facts before completing its review. The Executive Leader stated that the adequacy of Building Regulations will be one of the considerations of the public inquiry announced by the Prime Minister today.

Royal Visit

The Executive Leader announced that the Princess Royal will be flying into Solent Airport at Daedalus on the afternoon of Tuesday 27 June for an official business visit. The Princess Royal will attend the Maritime Coastguard

Agency's search and rescue facility, CEMAST and Fareham Council's Innovation Centre in recognition of the Council's commemoration of 100 years of flying at Daedalus which the Council will be recognising with a families day on 16 September.

The Executive Leader stated that Princess Anne's visit will help enormously in raising the profile of Solent Airport at Daedalus and indeed that of the Solent Enterprise Zone and the work of Fareham Borough Council's investment in putting Daedalus firmly on the map for aviation, marine and aerospace advanced engineering jobs.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

Sainsbury's Waste Less, Save More Project

The Executive Member for Streetscene announced that Sainsbury's launched "Waste Less, Save More" in 2016, to help customers waste less food and save money. The project works with local communities, led by a community group or local Council.

In 2016 the town of Swadlincote, Derbyshire was chosen to test a number of initiatives: and Fareham was chosen to be one of about 160 Discovery Communities across the country.

The Executive Member for Streetscene stated that in 2017 this group of Discovery Communities was invited to bid for a share of £1 million, under the next stage of the programme, and Fareham has been successful in receiving £30,000 of funding to work in local schools, and with Fareham Borough Council Housing and Housing Associations.

The Executive Member for Streetscene stated that a Food Saver Champion will be recruited by an agency to work on the Council's behalf on the project and the project is also supported by Hampshire County Council as part of their waste prevention work.

The Council will encourage everyone to submit ideas and recipes, and to submit short video clips to feature on social media.

The Executive Member for Streetscene stated that the Council will run a competition for local schools to design a bag for restaurants to encourage diners to take home any food they cannot finish, to use later. New housing tenants will be provided with Welcome Packs to help make the most of the food they buy, and a Packed Lunch Rescue will help parents providing packed lunches for school to avoid wasting food.

The project will focus on the Fareham South area - on one refuse collection round - where the Council can monitor the amounts of waste collected but it will, however, work with residents across the Borough, when requested, and as time allows.

The Executive Member for Streetscene stated that the Council will welcome any Members who are interested in becoming involved in keeping a food diary for a week and sharing their results.

7. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

8. PRESENTATION OF PETITIONS

There were no petitions presented at this meeting.

9. DEPUTATIONS

There were no deputations given at this meeting.

10. REPORTS OF THE EXECUTIVE

(1) Minutes of meeting Monday, 15 May 2017 of Executive

RESOLVED that the minutes of the Executive meeting held on the 15 May 2017 be received.

(2) Minutes of meeting Monday, 5 June 2017 of Executive

RESOLVED that the minutes of the Executive meeting held on the 5 June 2017 be received

(3) Schedule of Individual Executive Member and Officer Delegated Decisions

RESOLVED that the Schedule of Individual Executive Member and Officer Delegated Decisions be received.

11. REPORT OF THE SCRUTINY BOARD

(1) Minutes of meeting Thursday, 18 May 2017 of Scrutiny Board

RESOLVED that the minutes of the Scrutiny Board held on the 18 May 2017 be received.

12. REPORTS OF OTHER COMMITTEES

(1) Minutes of meeting Wednesday, 26 April 2017 of Planning Committee

RESOLVED that the minutes of the Planning Committee held on the 26 April 2017 be received.

- (2) Minutes of meeting Wednesday, 24 May 2017 of Planning Committee

RESOLVED that the minutes of the Planning Committee held on the 24 May 2017 be received.

- (3) Minutes of meeting Thursday, 11 May 2017 of Licensing and Regulatory Affairs Committee

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on the 11 May 2017 be received.

13. QUESTIONS UNDER STANDING ORDER 17.2

There were no questions raised at this meeting.

14. MOTIONS UNDER STANDING ORDER 15

There were no Motions under Standing Order 15 submitted for this meeting.

15. APPOINTMENTS TO COMMITTEES

There were no appointments or changes to committees made.

(The meeting started at 6.00 pm
and ended at 6.25 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Executive

(to be confirmed at the next meeting)

Date: Monday, 10 July 2017

Venue: Collingwood Room - Civic Offices

Present:

S D T Woodward, Policy and Resources (Executive Leader)
T M Cartwright, MBE, Health and Public Protection (Deputy
Executive Leader)
Mrs K Mandry, Housing
Miss S M Bell, Leisure and Community
K D Evans, Planning and Development
Miss T G Harper, Streetscene

Also in attendance:

F Birkett, Chairman of Housing Policy Development and Review Panel
Mrs P M Bryant, Chairman of Licensing and Regulatory Affairs Committee
M J Ford, JP, Chairman of Health and Public Protection Policy Development and
Review Panel
Mrs C L A Hockley, Chairman of Leisure and Community Policy Development and
Review Panel
Mrs M Brady, for items 8(1) and 10(3)
S Cunningham, for items 8(1), 9(1) and 9(2)
P J Davies, for item 10(1)
R H Price, JP, for items 8(1), 9(2), 9(4) and 10(1)



1. APOLOGIES FOR ABSENCE

There were no apologies given for this meeting.

2. MINUTES

RESOLVED that the minutes of the Executive held on 05 June 2017 be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no Leader's Announcements given at this meeting.

4. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at this meeting.

5. PETITIONS

There were no Petitions submitted at this meeting.

6. DEPUTATIONS

The Executive received a deputation in relation to item 10(2) - Lease of Tennis Court at Burr ridge to 1st Sarisbury Green Scouts from Mr Toby Dickenson.

7. MINUTES / REFERENCES FROM OTHER COMMITTEES

There were no references from other Committees or Panels presented at this meeting.

8. HEALTH AND PUBLIC PROTECTION**(1) Pest Control Services**

At the invitation of the Executive Leader, Councillors RH Price, JP, Mrs M Brady and S Cunningham addressed the Executive on this item.

RESOLVED that the Executive agrees:

- (a) to introduce charging for rodent treatments but to keep it free of charge for those on the lowest incomes, as detailed in Appendix D of the report;
- (b) to introduce a £30 fee to survey and quote for flea and bed bug treatments as a standard charge doesn't reflect the work involved for heavy infestations of these insects; and
- (c) to give delegated authority to the Head of Environmental Health to waive any charges in appropriate cases.

9. PLANNING AND DEVELOPMENT

(1) Fareham (Town Centre): Final Regeneration Vision for Publication

At the invitation of the Executive Leader, Councillor S Cunningham addressed the Executive on this item.

RESOLVED that the Executive approves:

- (a) the Final Regeneration Vision for Fareham Town Centre set out in Appendix A for publication; and
- (b) approves that the Director of Planning and Regulation be authorised to make any necessary minor changes to the Final Regeneration Vision for Fareham Town Centre, providing that these do not change the overall direction, shape or emphasis of the document, prior to the document being published on the Council's website.

(2) Portchester Village Centre: Final Regeneration Vision for Publication

At the invitation of the Executive Leader, Councillors RH Price, JP and S Cunningham addressed the Executive on this item.

RESOLVED that the Executive approves:

- (a) the Final Regeneration Vision for the Portchester Village Centre as set out in Appendix A of the report for publication;
- (b) that the Director of Planning and Regulation be authorised to make any necessary minor changes to the Final Regeneration Vision for Portchester, providing that these do not change the overall direction, shape or emphasis of the document, prior to the document being published on the Council's website;
- (c) that a further report be presented to a future meeting of the Executive giving details of opportunities to change parking arrangements in the Council's car parks to the south of the village centre; and
- (d) that officers seek further updated advice on the existing retail health of the village centre and its future commercial prospects.

(3) River Wallington Gabion Replacement Works

RESOLVED that the Executive:

- (a) approves funding for the replacement of the gabion basket retaining wall on the River Wallington, as outlined in confidential Appendix B of the report; and
- (b) delegates authority to the Director of Planning and Regulation to procure and deliver the works, subject to the award of contract being made through an Individual Decision of the Executive Member for Planning and Development.

(4) Self and Custom Build Register

At the invitation of the Executive Leader, Councillor RH Price, JP addressed the Executive on this item.

RESOLVED that the Executive approves:

- (a) the introduction of a set charging fee of £20 for applicants who wish to gain entry onto the self and custom build register with effect from the 1st August 2017;
- (b) the introduction of an annual set fee of £10 to be charged for each base period that the applicant remains on the register with effect from 1st August 2017; and
- (c) the introduction of a local connection test to ensure the register provides an accurate representation of local need for self and customer build in the Borough.

(5) Local Development Scheme

RESOLVED that the Executive:

- (a) agrees to adopt the Fareham Borough Local Development Scheme 2017 as set out in Appendix A to the report; and
- (b) authorises the Director of Planning and Regulation to make any necessary minor changes to the Local Development Scheme, providing that these do not change the overall direction, shape or emphasis of the document, prior to the document being published on the Council's website.

10. POLICY AND RESOURCES

(1) Draft Corporate Strategy 2017 - 2023

At the invitation of the Executive Leader, Councillors P J Davies and RH Price, JP addressed the Executive on this item.

RESOLVED that the Executive:

- (a) approves that the draft Corporate Strategy be circulated for public consultation subject to the inclusion of the word "healthy" at paragraph 19(a) to read "strong, safe, healthy and inclusive communities"; and
- (b) approves the implementation of the equality objectives in paragraph 32, for the next four years, as required by the Equality Act 2010.

(2) Lease of Tennis Court at Burrige to 1st Sarisbury Green Scouts

A deputation on this item was received from Mr Toby Dickenson.

The Executive agreed to bring this item forward on the agenda.

RESOLVED that the Executive agrees the Heads of Terms, as set out at paragraph 6 of the report, for a lease of the tennis court adjacent to the Burrige Village Hall for the location of a scout hut which will become the permanent home of the 1st Sarisbury Scout Group.

(3) General Fund and Housing Revenue Account Outturn 2016/17

At the invitation of the Executive Leader, Councillor Mrs M Brady addressed the Executive on this item.

RESOLVED that the Executive:

- (a) approves to carry forward £272,200 to fund the completion of the General Fund expenditure programmes in 2017/18, as contained in the report;
- (b) approves that £53,000 from the HRA Capital account is carried forward to fund the outstanding balances from the 2016/17 programme in 2017/18; and
- (c) notes the contents of the report.

(4) Capital and Treasury Management Outturn 2016/17

RESOLVED that the Executive:

- (a) approves that the General Fund capital programme for 2016/17 be approved and financed as set out in the report;
- (b) agrees that the additional expenditure incurred, amounting to £89,622 be financed retrospectively from surplus capital resources;
- (c) notes the update on the provision of a hotel at Fareham Shopping Centre, and agrees the revised estimated cost of the hotel development is funded by prudential borrowing; and
- (d) notes the treasury management activity for 2016/17.

(The meeting started at 6.00 pm
and ended at 8.04 pm).

FAREHAM

BOROUGH COUNCIL

SCHEDULE OF EXECUTIVE MEMBER & OFFICER DELEGATED DECISIONS

The following decisions have been made by individual Executive Members since those reported at the last ordinary meeting of Council-

Streetscene

- (1) **The Supply, Installation and Maintenance of Street Name Plates across Hampshire under a Framework Agreement (Decision 2017/18-1923)**

RESOLVED that the Executive Member:-

- (a) accepts the proposal to approve the usage of the Basingstoke and Deane Borough Council framework; and
- (b) awards the contract to Signway Supplies (Datchet) Ltd.

Leisure and Community

- (2) **Community Funding Application – Warsash Festival Committee (Decision 2017/18- 1921)**

RESOLVED:-

- (a) that the application for £2,565.57 from Fareham Borough Council's Community Fund submitted by the Warsash Festival Committee to purchase equipment such as gazebos, folding tables and chairs, and fencing to enable the effective running of this bi-annual event, be approved; and
- (b) that this award is granted under the condition that the equipment is available to be borrowed for other local community events when not in use by the Warsash Festival Committee.

**(3) Community Funding Application – Warsash Sea Scouts
(Decision 2017/18 - 1920)**

RESOLVED that the application for £2,000 from Fareham Borough Council's Community Fund submitted by 1st Warsash Sea Scouts to contribute to the purchase of two new Canadian canoes, safety equipment and a replacement dinghy, be approved.

**(4) Community Grant Funding – Titchfield Community Association
(Decision 2017/18 - 1924)**

RESOLVED that the application for £3,230 from Fareham Borough Council's Community Fund submitted by Titchfield Community association, to contribute towards their project to improve kitchen facilities at the Oasis Youth Club, be approved.

**(5) Community Grant Funding – 1st Titchfield Sea Scouts
(Decision 2017/18 – 1925)**

RESOLVED that the application for £2,000 from Fareham Borough Council's Community Fund submitted by 1st Titchfield Sea Scouts Group, to contribute towards the purchase of camping equipment, be approved.

Health and Public Protection

**(6) Response to “Draft National Plan for Tackling Nitrogen Dioxide in our Towns and Cities
(Decision 2017/18 - 1922)**

RESOLVED that the Executive Member agrees that the Council response, as attached as Appendix A to the report, be submitted to the Government's consultation on the Draft National Air Quality Action Plan (which closed on 15 June 2017).

FAREHAM

BOROUGH COUNCIL

Minutes of the Scrutiny Board

(to be confirmed at the next meeting)

Date: Thursday, 29 June 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs S M Bayford (Chairman)

(Vice-Chairman)

Councillors: F Birkett, S Cunningham, Mrs C L A Hockley, Ms S Pankhurst, C J Wood, Mrs T L Ellis (deputising for M J Ford, JP), L Keeble (deputising for S D Martin) and N J Walker (deputising for Mrs P M Bryant)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councillors Mrs P M Bryant, M J Ford, JP and S D Martin.

2. MINUTES

It was AGREED that the minutes of the Scrutiny Board meeting held on 18 May 2017 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. PRESENTATION BY, AND QUESTIONING OF TWO SAINTS

The Board received a verbal presentation from, and asked questions of; James McDermott, Regional Director, and Georgina Shane, Contract and Performance Manager, from Two Saints.

Members were given a background information pack on the provision and support for people sleeping rough in Fareham.

The Verbal presentation given to the Board included:

- An update of services in Fareham and Gosport
- A summary of the role of Two Saints and its contractual arrangements
- Joint working with other agencies to tackle rough sleeping
- Outlined accommodation at 101 Gosport Road, Acton Lodge, outreach and community support
- Support programmes, expectations on service users and how success is measured
- Drugs and alcohol policy
- An overview of the homelessness situation in Fareham
- Challenges experienced
- Additional services that could be offered if additional funding were available
- Two Saints and Fareham Borough Council's existing close working relationship and how this could be improved to deliver better services for the homeless.

It was AGREED that James McDermott and Georgina Shane were thanked for their informative presentation.

7. REVIEW OF THE WORK PROGRAMME 2017/18

The Board considered a report by the Director of Finance and Resources which reviewed the Board's work programme for 2017/18.

Members were asked to note the renaming of the presentation scheduled for the 23 November 2017 meeting, which reflects the new Executive portfolio title.

Members were also asked to note that the previously unallocated item titled 'Review of the Corporate Strategy and Corporate Priorities' has been allocated to the November 2017 meeting.

In regards the unallocated item titled 'Vanguard Update', members agreed that this would be allocated to either the January 2018 or March 2018 meeting.

The Board AGREED that:

- (a) the presentation scheduled for the 23 November 2017 meeting which has been renamed to reflect the new Executive Portfolio tile, be noted;
- (b) the previously unallocated item titled 'Review of the Corporate Strategy and Corporate Priorities' be assigned to the 23 November 2017 meeting; and
- (c) the unallocated item titled 'Vanguard Update', will be assigned to either the January 2018 or March 2018 meeting.

8. RECEIVE MINUTES OF MEETINGS OF POLICY DEVELOPMENT AND REVIEW PANELS

The Board was asked to receive the minutes of the Policy Development and Review Panels held since 1 May 2017.

(1) Minutes of meeting Tuesday, 16 May 2017 of Planning and Development Policy Development and Review Panel

The Vice-Chairman of the Planning and Development Policy Development and Review Panel, Councillor N J Walker, was invited to present the minutes of the meeting held on 16 May 2017.

It was AGREED the minutes be received.

(2) Minutes of meeting Thursday, 25 May 2017 of Housing Policy Development and Review Panel

The Chairman of the Housing Policy Development and Review Panel, Councillor F Birkett, was invited to present the minutes of the meeting held on 25 May 2017.

It was AGREED the minutes be received.

(3) Minutes of meeting Tuesday, 30 May 2017 of Health and Public Protection Policy Development and Review Panel

The Vice-Chairman of the Health and Public Protection Policy Development and Review Panel, Councillor Mrs T Ellis, was invited to present the minutes of the meeting held on 30 May 2017.

It was AGREED that the minutes be received.

(4) Minutes of meeting Wednesday, 14 June 2017 of Streetscene Policy Development and Review Panel

The Vice-Chairman of the Streetscene Policy Development and Review Panel, Councillor L Keeble, was invited to present the minutes of the meeting held on 14 June 2017.

It was AGREED the minutes be received.

9. EXECUTIVE BUSINESS

The Chairman invited members to indicate if they wished to consider any other item of business dealt with by the Executive since the last meeting of the Board.

There were no other items of Executive Business considered.

(The meeting started at 6.00 pm
and ended at 6.59 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Planning Committee

(to be confirmed at the next meeting)

Date: Wednesday, 21 June 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor N J Walker (Chairman)

Councillor C J Wood (Vice-Chairman)

Councillors: B Bayford, T M Cartwright, MBE, K D Evans, A Mandry,
R H Price, JP and L Keeble (deputising for M J Ford, JP)

**Also
Present:**



1. APOLOGIES FOR ABSENCE

Apologies of absence were received from Councilors P J Davies and M J Ford, JP.

2. MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the Planning Committee meeting held on 24 May 2017 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman made the following announcement:

We have had a request from the Fareham Beach Hut Association to be considered for the Council's list of recognised amenity groups in relation to the scheme of deputations.

Having consulted with the relevant Ward Members I can confirm that it has been agreed to include the Fareham Beach Hut Association onto the list of recognised amenity groups for proposals relating to or affecting Beach Huts represented by their Assication that it is held in relation to the scheme of deputations for the Planning Committee.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

The Committee received a deputation from the following in respect of the applications indicated and were thanked accordingly.

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No/Page No
ZONE 1 – 2.30pm				
ZONE 2 – 2.30pm				
Mrs B Clapperton	The Fareham Society	22-24 THACKERAY MALL (ABOVE SHOPS) FAREHAM SHOPPING CENTRE PO16 0PQ – DEMOLITION OF EXISITING OFFICE BUILDING &	Opposing/ Commenting	6(1) P/17/0426/FP Pg 10

		SHOPPING CENTRE CANOPY, CHANGE OF USE OF ANCILLARY SHOPPING CENTRE MANAGEMENT AREA TO HOTEL (CLASS C1) TOGETHER WITH ERECTION OF HOTEL (CLASS C1) ACCOMMODATION INCLUDING ANCILLARY BAR/RESTAURANT AREA AND ASSOCIATED ALTERATIONS TO SERVICE YARD, INCLUDING NEW SHOPPING CENTRE MANAGEMENT SUITE		
Ms D Illingworth		-Ditto-	Supporting	-Ditto-
ZONE 3 – 2.30pm				

6. PLANNING APPLICATIONS AND MISCELLANEOUS MATTERS INCLUDING AN UPDATE ON PLANNING APPEALS

The Committee noted a report by the Director of Planning and Regulation on the development management matter applications and miscellaneous matters including information on Planning Appeals. An Update Report was tabled at the meeting.

(1) P/17/0426/FP - 22-24 THACKERAY MALL (ABOVE SHOPS) FAREHAM SHOPPING CENTRE FAREHAM PO16 0PQ

The Committee received the deputations referred to in Minute 5 above.

The Committee’s attention was drawn to the Update Report which contained the following information: -

Changes/additions to plan/drawing numbers:

Existing –

Roof Plan – 16387-0001-P-00 – there is no such plan and so should be deleted

Elevations 1 & 2 – 16387-0001-P-00 should read 16387-0026-P-00

Proposed –

Palmerston Avenue Sketch Views 16387-0317-P-01 should read 16387-321

SK – 01 P1 first floor ventilation

SK – 02 P1 second floor ventilation

M – 5705 P2 Ventilation roof layout

Plans have been submitted showing the kitchen ventilation system predominantly located towards the rear of the building. The supply and extract ducts are sited towards the building frontage; this is set by the location of the kitchen below. Notwithstanding this the ducts measure no more than 0.7 metre in height and are set in from the edge of the building. The ducts would not be seen from ground level, but may be seen from Osborn Road at a higher level, but at a greater distance. As a result officers do not consider screening is required.

Upon being proposed and seconded the officer recommendation to grant planning permission, subject to the conditions in the report, was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that, subject to the conditions in the report, PLANNING PERMISSION be granted.

(2) P/17/0508/PC - 1A FAREHAM PARK ROAD FAREHAM PO15 6LA

Upon being proposed and seconded the officer recommendation to grant prior approval, subject to:-

- (i) The conditions in the report; and
- (ii) An additional condition restricting the use of tables and chairs to inside the premises only

Was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that, subject to: -

- (i) The conditions in the report; and
- (ii) An additional condition restricting the use of tables and chairs to inside the premises only

PRIOR APPROVAL is granted.

(3) P/17/0514/FP - 3 MARIGOLD CLOSE FAREHAM PO15 5HF

Upon being proposed and seconded, the officer recommendation to grant planning permission, was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PLANNING PERMISSION be granted.

(4) P/17/0405/FP - 27A STUBBINGTON GREEN FAREHAM PO14 2JY

The Committee's attention was drawn to the Update Report which contained the following information: -

Within the highways section of the report it is stated that census data (2001) has been analysed but this should read (2011).

Representations

Three additional letters of objection have been received since the report was written.

Consultation

Southern Water – No objection subject to suggested planning condition and informative.

Additional planning condition;

Construction of the development shall not commence until details of the proposed means of foul and surface water sewerage disposal have been submitted to, and approved in writing by, the Local Planning Authority in consultation with Southern Water.

REASON: To ensure adequate drainage is provided to serve the permitted development.

Further information

A formal application for connection to the public sewerage system is required in order to service this development. To initiate a sewer capacity check to identify the appropriate connection point for the development, Please contact Southern Water, Sparrowgrove House, Sparrowgrove, Otterbourne, Hampshire SO21 2SW (Tel: 0330 303 0119) or www.southernwater.co.uk.

A motion was proposed and seconded to refuse the application, and was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for Refusal

The development would be contrary to Policies CS5 & CS17 of the adopted Fareham Borough Core Strategy 2011 and the adopted Residential Car & Cycle Parking Standards Supplementary Planning Document 2009 and is unacceptable in that:

- a) The proposed development fails to provide appropriate parking space for residents of the new units which would lead to pressure on the availability of on-street parking in the vicinity and parking spaces within nearby public car parks; and
- b) By virtue of the relationship between first floor windows serving the proposed units set within the northern elevation of the building and the refuse stores associated with the ground floor commercial units below them, the development would be harmful to the living conditions of future residents due to the odour and noise from those refuse stores. In addition, by virtue of their location, limited size and the odour likely to be created by storage of refuse, the proposed storage facilities for refuse and recycling bins would be inadequate and harmful to the living conditions of future residents.

**(5) P/17/0411/VC - SHELL PETROL FILLING STATION 33
STUBBINGTON LANE FAREHAM PO14 2PN**

The Committee's attention is drawn to the Update Report which contained the following information: -

Planning Considerations – there is a typo in the first sentence of the second paragraph. The sentence should read –

Following the agreement with the applicant to alter the proposal from a 24hr petrol filling station, to one opening only between the hours of 0600hrs and 2300hrs, it is considered that this level of change would not result in a significant alteration to the current arrangement and as such would be unlikely to have an adverse impact on the living condition of neighbouring occupiers.

Upon being proposed and seconded, the officer recommendation to grant planning permission, was voted on and CARRIED.
(Voting: 8 in favour; 0 against)

RESOLVED that PLANNING PERMISSION be granted.

(6) UPDATE REPORT

The Update Report was tabled at the meeting and considered with the relevant agenda item.

7. PLANNING APPEALS

The Committee noted the information in the report.

(The meeting started at 2.30 pm
and ended at 4.10 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Licensing and Regulatory Affairs Committee

(to be confirmed at the next meeting)

Date: Tuesday, 13 June 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor Mrs P M Bryant (Chairman)

Councillor Ms S Pankhurst (Vice-Chairman)

Councillors: Mrs S M Bayford, Miss S M Bell, F Birkett, T M Cartwright, MBE,
Mrs T L Ellis, M J Ford, JP, Mrs C Heneghan, L Keeble,
A Mandry, Mrs K Mandry, R H Price, JP and Mrs K K Trott

**Also
Present:**



1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the Licensing and Regulatory Affairs Committee held on 11 May 2017 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE

The Committee received a presentation from the Head of Environmental Health on the Roles, Functions and Responsibilities of the Licensing and Regulatory Affairs Committee. This covered health and safety, alcohol licensing, general licensing/registration, taxi licensing and the Safety Advisory Group.

The Committee also received a presentation from the Head of Democratic Services on the scope of the Elections Service. This included:-

- the responsibility to ensure that all residents within the Borough who are eligible to vote in local government, Parliamentary or European Parliamentary elections and UK Referendums are registered to vote;
- the organisation of all elections and referendums within the Borough on behalf of the appropriate Returning/Counting Officer; and
- the undertaking of periodic reviews of boundary and electoral arrangements within the Borough.

RESOLVED that:-

- (a) the Head of Democratic Services and the Electoral Services Manager be thanked for all the work that has been done in managing the May 2017 County elections and the June 2017 Parliamentary General Election; and
- (b) that the Head of Environmental Health and the Head of Democratic Services be thanked for their presentations.

7. TAXIS AND WHEELCHAIR ACCESSIBILITY

The Committee received a report by the Head of Environmental Health on Taxis and Wheelchair Accessibility.

Councillor Mrs Heneghan left the meeting during this item.

Members discussed and considered in detail whether the wheelchair accessible hackney carriage and private hire vehicles that serve the Borough are meeting the needs of people with disabilities. It was agreed that further evidence should be gathered from relevant parties to ensure that all issues are fully understood.

RESOLVED that, having considered whether the current arrangements for wheelchair accessible vehicles are sufficient, officers be requested to:-

- (a) consult with local disability groups and Hackney Carriage/Private Hire Associations to gain a clearer picture of the issues faced by disabled residents; and
- (b) provide a further report on Taxis and Wheelchair Accessibility for consideration at a future meeting of the Committee.

8. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME

The Committee considered a report by the Head of Environmental Health on the Committee Work Programme for 2017/18.

RESOLVED that:-

- (a) as there are no items of business for the meeting on 11 July 2017, the meeting will be cancelled;
- (b) it be noted that Licensing training will be arranged and delivered on 19 September 2017 prior to the Committee meeting taking place;
- (c) a further report on Taxis and Wheelchair Accessibility be added to the Work Programme for the meeting to be held on 28 November 2017;
- (d) progress on actions arising from the meeting of the Committee held on 21 March 2017, as shown in Appendix A to the report, be noted; and
- (e) subject to (a) and (c) above, the Work Programme for 2017/18, attached as Appendix B to the report, be confirmed.

(The meeting started at 6.00 pm
and ended at 7.35 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Appeals Committee

(to be confirmed at the next meeting)

Date: Wednesday, 28 June 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor K A Barton (Chairman)

Councillor D L Steadman (Vice-Chairman)

Councillors: Mrs L E Clubley (deputising for G Fazackarley), J M Englefield
and C J Wood

**Also
Present:**



1. APOLOGIES FOR ABSENCE

An apology of absence was received from Councillor G Fazackarley.

2. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

3. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

4. DEPUTATIONS

There were no deputations made at this meeting.

5. PRESENTATION ON THE ROLE AND RESPONSIBILITIES OF THE COMMITTEE

The Committee received a presentation from the Head of Democratic Services and the Head of HR and ICT on the role and responsibilities of the Appeals Committee. The presentation included: -

- the purpose & functions of the Committee
- key points to note
- what happens if an Appeals Committee is called
- a brief summary & Members questions

RESOLVED that the officers be thank for their presentation.

(The meeting started at 6.00 pm
and ended at 6.23 pm).

FAREHAM

BOROUGH COUNCIL

Minutes of the Audit and Governance Committee (to be confirmed at the next meeting)

Date: Monday, 17 July 2017

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillors: J E Butts (Chairman)

P J Davies (Vice-Chairman)

Councillors: Mrs M Brady, Mrs T L Ellis, Miss T G Harper and
Mrs S M Bayford (deputising for Mrs K Mandry)

**Also
Present:**



1. APOLOGIES

Apologies of absence were received from Councillor Mrs K Mandry and Councillor S D Martin.

2. MINUTES

RESOLVED that the minutes of the Audit and Governance Committee meeting held on the 13 March 2017 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements made at this meeting.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

MATTERS CONSIDERED FOR CONFIRMATION

6. FINANCIAL REGULATION 19 - WRITE OFFS

The Committee considered a report by the Director of Finance and Resources proposing an amendment to Financial Regulation 19 in respect of Write Offs.

Members sought clarity on some aspects of the report, in particular they asked the Head of Finance and Audit to expand on the information in paragraph 7. and subsequently Members asked this information be emphasised to Council when they are making the final decision to approve the revised regulation.

RESOLVED that the Committee: -

(a) consider the proposed changes; and

(b) that emphasis be made on the information given in paragraph 7 of the report to aid the Council to aid its decision in approving the revised regulation.

DECISIONS MADE UNDER DELEGATED POWERS

7. EXTERNAL AUDIT PROGRESS UPDATE

The Committee received a report by the Director of Finance and Resources summarising the work undertaken by the External Auditors since the last meeting.

RESOLVED that the Committee note the content of the report.

8. STATEMENT OF ACCOUNTS

The Committee considered a report by the Director of Finance and Resources on the Statement of Accounts 2016/17.

The Finance Strategy and Development Manager explained in more detail to Members the key matters of interest and drew attention to some differences to the Statement of Accounts from last year, due to the changes in the Accounts and Audit Regulations highlighted within the report.

RESOLVED that the Committee note: -

- (a) the unaudited Statement of Accounts for the year ended 31 March 2017 in Appendix A;
- (b) the audited Statement of Accounts for the year ended 31 March 2017 will be approved at the next Audit and Governance Committee on the 25 September 2017; and
- (c) the timescales for producing, approving and publishing the Statement of Accounts will be brought forward in future years in order to meet the requirements of the Accounts and Audit Regulations 2015.

9. QUARTERLY AUDIT REPORTS

The Committee considered the Quarterly Audit report by the Head of Finance and Audit.

RESOLVED that the Committee note the progress and findings arising from the internal audit work.

10. HEAD OF AUDITS ANNUAL OPINION

The Committee considered a report by the Head of Finance and Audit on the Head of Audit's Annual Opinion.

Members commented on the small reduction in recommendations being implemented in 2016/17 compared to previous years. The Head of Finance and Audit reassured Members that the Audit Team are currently working to roll out a new action database to other services to help improve the awareness of,

then implementation of recommendations and assist in stronger assurance for next year.

The Chairman asked that members be updated at a future meeting on the progress being made on the following: -

- i) Framework agreements (para 25 a)
- ii) Roll out of the new approach to Risk Management (para 25 c)
- iii) Action plan following the contract completion audit (para 27g)

RESOLVED that the Committee: -

- (a) note the contents of the report as a source of evidence for the 2016/17 Annual Governance Statement; and
- (b) that the following progress updates be brought back to future meetings:
 - i) Framework agreements (para 25 a)
 - ii) Roll out of the new approach to Risk Management (para 25 c)
 - iii) Action plan following the contract completion audit (para 27g)

11. ANNUAL GOVERNANCE STATEMENT

The Committee considered a report by the Head of Finance and Audit on the 2016/17 Annual Governance Statement.

Members asked that consideration could be made to amend the wording on page 153 – Risk Management, so that it is easier to understand the new approach to risk management.

RESOLVED that the Committee: -

- (a) approve the Annual Governance Statement for 2016/17, as attached in Appendix C of the report; and
- (b) approve the identified change required to amend the wording on page 153 – Risk Management.

12. REVIEW OF WORK PROGRAMME AND TRAINING PLAN

The Committee considered a report by the Head of Finance and Audit reviewing the Work Programme for 2017/18.

RESOLVED that the Committee approve the work programme for the rest of the municipal year 2017/18, as shown in Appendix A.

(The meeting started at 6.00 pm
and ended at 6.55 pm).