



Minutes of the Council

*Minutes of a meeting held on 18 October 2012
at the Civic Offices*

PRESENT:

Councillor D L Steadman
(Mayor)

Councillor Mrs S M Bayford
(Deputy Mayor)

Councillors: B Bayford, Miss S M Bell, J V Bryant, Mrs P M Bryant, T M Cartwright, P J Davies, Mrs M E Ellerton, J M Englefield, K D Evans, G Fazackarley, J S Forrest, N R Gregory, Miss T Harper, Mrs C L A Hockley, T J Howard, L Keeble, T G Knight, A Mandry, Mrs K Mandry, Mrs S Pankhurst (from 8:40pm), R H Price, JP, D C S Swanbrow, Mrs K K Trott, N J Walker, D Whittingham, P W Whittle, JP and S D T Woodward.

1. PRAYERS

The meeting opened with prayers led by the Mayor's Chaplain, Reverend Alan Rogers of the New Life Baptist Church at Fareham.

The prayers were followed by a minute's silence in remembrance of former Councillor and Honorary Alderman Michael Godrich, who sadly passed away on Monday 5 September 2012.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received by Councillors M Ford, JP and D J Norris.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the minutes of the meeting of the Council held on 26 July 2012 ([cl-120726-m](#) refers).

4. MAYOR'S ANNOUNCEMENTS

The Mayor announced that the next charity event would be the Last Night of The Proms concert at Ferneham Hall on the 27th October. Tickets are £10 and £8 for concessions.

The Mayor thanked all who took part in the various cricket matches over the summer and was able to confirm that the Mayor's XI had maintained their record of not winning a match.

The Mayor confirmed that the next Tea Party would be held on Thursday 1 November in the Mayor's Parlour at the Civic Offices and would feature a talk on the Twinning scheme with Vannes.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

The Executive Leader made Members aware that the Boundary Commission has released details of the latest proposals on the parliamentary constituencies. The current consultation period runs from 16 October to 10 December and the Licensing & Regulatory Affairs Committee will consider the proposals and submit a response on behalf of the Council at its meeting on 20 November. The effect upon the Fareham constituency is that the Titchfield ward will be lost to the Gosport constituency whilst the Wickham and Whiteley wards will be gained from the Winchester constituency. Members are encouraged to review the plans and to pass any comments to the Licensing & Regulatory Affairs Committee.

The Executive Leader was pleased to announce that Fareham Borough Council had recently awarded its first Business Rate Relief for the Solent Enterprise Zone at Daedalus. The organisation, Sapphire Jet Ltd trading as Sapphire Aviation, took a lease on three units on the site from 1 September 2012, and their full year's business rate liability would have been £10,755 per year without the 100% relief being awarded. The discount is applicable for 5 years and Fareham is among the very first Councils in the country to make the award.

The Executive Leader reminded Members of the Government's recent announcement that £100m of funding would be available to assist with the cost of council tax benefit support schemes. Once the detailed criteria for the funding are published, it will be assessed to determine if Fareham Borough Council would be advantaged by applying for it and how it could be taken into account when agreeing our final council tax scheme.

Following confirmation that the Government will be making available a two year grant, for Councils that agree to freeze the council tax, the Executive Leader announced that the forthcoming budget would be constructed assuming that Fareham would be eligible for the grant. The Executive Leader explained that there was still uncertainty about the level of general Government support, but if predictions are accurate and council tax can be frozen in 2013/14, it would be the fourth consecutive year that this had been delivered in Fareham.

The Executive Leader announced his intention to change the Executive portfolio for Housing to one of Health and Housing, with Councillor Brian Bayford remaining as the Executive portfolio holder. This would have a knock on effect to the panel committee name which would follow suit to become the Health and Housing Policy Development and Review panel. This change of portfolio is in response to Fareham Borough Council's growing involvement in local health issues and the recent request for a Council representative to attend the Fareham and Gosport Clinical Commissioning Group management board.

The Executive Leader advised that the Member Youth Champion role which had been undertaken by Councillor Keeble would now be carried out by Councillor Cartwright.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

The Executive Member for Housing, Councillor Brian Bayford, advised that following expressions of concern raised about the increase of Anti Social Behaviour and incidents of rough sleeping in the local area, he had recently visited the Two Saints hostel for the homeless at 101 Gosport Road along with the Executive Member for Leisure and Community to discuss the issues. He was pleased to report that the hostel was very well managed and had recently increased its capacity by 2 places to a total of 18. Although the reported problems are not associated with the residents of the hostel at Gosport Road, Two Saints have attempted to offer support to individuals who are sleeping rough in the local area. Two Saints are working closely with the Council's Strategic Housing team to assess the current need and to inform the future strategy for the homeless service. In the meantime, the Council is requested to promote greater awareness of the work of Two Saints and Councillor Bayford invited any Members with concerns about the issues of rough sleeping to raise them with him or with the Director of Community and Streetscene.

7. DECLARATIONS OF INTEREST

In accordance with Standing Orders and the Council's Code of Conduct, Councillor R H Price, JP declared a Personal Interest for item 10(2) as he is a member of the Portchester Community Centre Task and Finish Panel; a Council appointed representative for Fareham Borough Council on Portchester Community Association; and a Hampshire County Council appointed member of the Portchester Community School Management Committee.

8. DEPUTATIONS

There were no deputations made at this meeting.

9. PETITIONS

There were no petitions presented at this meeting.

10. REPORTS OF THE EXECUTIVE

The minutes of the meetings of the Executive held on 3 September 2012 and 1 October 2012 were presented to the Council, together with a schedule of decisions made by individual Executive Members.

On the recommendation of the Executive contained in minute 12(1): decision [no. 2012/13-77](#) of the meeting held on 1 October 2012, it was declared CARRIED that the updated Pay Policy, annexed to the Medium Term Finance Strategy, be approved.

RESOLVED that:-

- (a) the minutes of the Executive meetings held on 3 September 2012 and 1 October 2012 (reference papers [x-120903-m](#) and [x-121001-m](#)) be received;
- (b) the schedule of decisions made by individual Executive Members ([cl-121018-xschedule](#)) be noted, subject to the inclusion of the words Community Speedwatch at item 10.

11. REPORT OF THE SCRUTINY BOARD

The minutes of the meeting of the Scrutiny Board held on 27 September 2012 were presented to the meeting.

RESOLVED that the minutes of the Scrutiny Board meeting held on 27 September 2012 (reference papers [sb-120927-m](#)) be received.

12. REPORTS OF OTHER COMMITTEES

The minutes of the following Committee meetings were presented to Council:-

- | | | | |
|-----|--|-------------------|------------------------------|
| (1) | Planning Committee | 18 July 2012 | pc-120718-m |
| (2) | Planning Committee | 15 August 2012 | pc-120815-m |
| (3) | Planning Committee | 29 August 2012 | pc-120829-m |
| (4) | Planning Committee | 12 September 2012 | pc-120912-m |
| (5) | Planning Committee | 4 October 2012 | pc-121004-m |
| (6) | Strategic Planning and Environment Policy Development and Review Panel | 4 September 2012 | spe-120904-m |

- | | | | |
|------|---|-------------------|----------------------------------|
| (7) | Leisure and Community Policy Development and Review Panel | 5 September 2012 | l&c-120905-m |
| (8) | Public Protection Policy Development and Review Panel | 24 July 2012 | pp-120724-m |
| (9) | Public Protection Policy Development and Review Panel | 11 September 2012 | pp-120911-m |
| (10) | Audit and Governance Committee | 24 September 2012 | au-120924-m |
| (11) | Housing Policy Development and Review Panel | 13 September 2012 | hsg-120913-m |
| (12) | Licensing and Regulatory Affairs Committee | 18 September 2012 | lc-120918-m |

RESOLVED that:-

- (a) the minutes of the meetings of the Planning Committee held on 18 July 2012, 15 August 2012, 29 August 2012, 12 September 2012 and 4 October 2012 be received;
- (b) the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 4 September 2012 be received;
- (c) the minutes of the Leisure and Community policy Development and Review Panel held on 5 September 2012 be received;
- (d) the minutes of the meetings of the Public Protection Policy Development and Review Panel held on 24 July and 11 September 2012 be received;
- (e) the minutes of the meeting of the Audit and Governance Committee held on 24 September 2012 be received;
- (f) the recommendation of the Audit and Governance Committee contained in minute 6 of 24 September 2012 regarding the review of Financial Regulations 4 (Authorisation Limits), 8 (Revenue Budgets), 9 (Capital Programme) be accepted and the proposed changes to revise the regulations, as set out in Appendix E and F of the report ([au-120924-r07-eha](#) refers) be approved;
- (g) the minutes of the meeting of the Housing Policy Development and Review Panel held on 13 September 2012 be received; and
- (h) the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 18 September 2012 be received.

13. QUESTIONS UNDER STANDING ORDER 17.2

There was one set of questions submitted for this meeting:

Questions by Councillor P J Davies:

"Can the Executive Leader explain:

- (a) Why echelon parking at the Highlands Road shopping area requires residents to reverse into a parking space - a hazardous manoeuvre?
- (b) Is he aware that in most Council car parks (and indeed in supermarket car parks too), the white lines are at right angles to the roadways and thus residents have the freedom of choice whether to enter the spaces in forward or reverse gear?
- (c) Would the Leader agree that we need to positively encourage public transport?
- (d) If the Leader does agree, can he explain why at both Speedfields Farm and at Locks Heath Centre, it is car drivers who have the short walk and the bus passengers who have the long walk to distant bus stops?"

Response by the Executive Leader

- (a) The Highway Code recommends that in all instances reversing should take place from a higher class of road to a lower one, and not the other way around. In other words, drivers should only reverse from a main road into a side road or from a roadway into a driveway or a parking space. This recommended practice is supported both by Hampshire County Council and the Police. It is recognised that reversing into a parking space is not completely free from hazards, but it is less hazardous than reversing out, which involves a backwards manoeuvre into a live flow of traffic, i.e. where vehicles are moving. The existing echelon markings by the Highlands Road shops are aligned to encourage a reversing manoeuvre into the parking space, which conforms to the Highway Code.
- (b) In some car parks it is desirable to have access to your car boot in order to store shopping which cannot be achieved if you are reversing up against a wall. This does not however make it correct from a road safety point of view. At the Highlands Road shops however it is even safer to have access to the boot from the pavement rather than by standing in the middle of the road.
- (c) Yes
- (d) Planning permission was granted for both of these developments during the 1980's when public transport was not readily integrated into proposals in the same way that we would ideally seek if it took place today. Members will however be aware that between the 15th October and the 12th November, Fareham Borough Council is undertaking a Locks Heath District Centre Public Consultation. As part of that consultation we are seeking

views on a number of different options and ideas for future development at Locks Heath District Centre. In my view this consultation would provide an ideal opportunity to look at how public transport could be better integrated into this important District Centre

14. MOTIONS UNDER STANDING ORDER 15

There were three motions submitted under standing order 15:

- (1) Notice of motion received 26 September 2012 by Councillor N R Gregory:

"To request that all members support a change in the format/constitution of three decision making committees: Licensing & Regulatory Affairs, Planning Committee and Scrutiny Board.

That this council supports that both Chairmanship of these committee's be from members other than the leading group; and that all vice chairmanship should also be from a different Political party or group other than from the same as the Chairman's and that the rule of political balance on who sits on these committees is not used in the structure of the members on these committees, that these committees be made up with equal balance of all parties or groups to ensure:

- The safeguard of openness and transparency in any decisions made.
- Ensuring that any Leader or any Political group cannot use his/ her or their power over these committees, for which they should not express their opinions in the decisions making of these committees.
- To ensure that Officers attached to these committees do not feel pressured into changing their opinions or reports."

Having been duly seconded by Councillor Englefield and upon being put to the vote, the motion was declared LOST, 4 members voting for (Councillors Englefield, Gregory, Mrs Trott and Whittingham) and 19 members voting against (Councillors Bayford, Mrs Bayford, Miss Bell, Bryant, Mrs Bryant, Cartwright, Davies, Mrs Ellerton, Evans, Miss Harper, Mrs Hockley, Howard, Keeble, Knight, Mandry, Mrs Mandry, Swanbrow, Walker and Woodward) with 5 members abstaining from voting (Councillors Fazackarley, Forrest, Price, JP, Whittle, JP and The Mayor)

- (2) Notice of motion received 28 September 2012 by Councillor D M Whittingham:

"To request that all members support a reduction of the Special Allowance allocation of points by 50%.

Due to current requirement by this Government to cut Council Tax benefits and the introduction of Universal Credit Scheme which will cut housing benefits to the most vulnerable sector of our communities both to be introduced next year, with the possibility of Council tax increases in order for this Council to balance its accounts.

This Motion will demonstrate that we elected members are willing to play our part and support this council in balancing our accounts and reduce the impact of these cuts. This reduction will generate around a £85,000.00 saving from elected member allowances.

This will ensure that the decision we all have to make over the next few months and into next year on the merits of these reductions, that we can keep our own integrity as spokesmen and women of our communities."

During the debate on the motion, an amendment was proposed by Councillor Gregory and seconded by Councillor Englefield to add the words that "all Chairman and Vice Chairman allowances be paid at an hourly rate of £53.88 as a lump sum at the end of the year and this allowance to include the Mayor"

On the amendment being put to the meeting following debate it was declared LOST, 3 members voting for (Councillors Englefield, Gregory and Whittingham), 23 voting against (Councillors Bayford, Mrs Bayford, Miss Bell, Bryant, Mrs Bryant, Cartwright, Davies, Mrs Ellerton, Evans, Fazackarley, Forrest, Miss Harper, Mrs Hockley, Howard, Keeble, Knight, Mandry, Mrs Mandry, Swanbrow, Mrs Trott, Walker, Whittle, JP and Woodward) with 2 members abstaining from voting (Councillor Price, JP and The Mayor).

On the substantive motion being put to the meeting and duly seconded by Councillor Gregory, it was declared LOST, 4 members voting for (Councillors Englefield, Gregory, Mrs Trott and Whittingham) and 22 members voting against (Councillors Bayford, Mrs Bayford, Miss Bell, Bryant, Mrs Bryant, Cartwright, Davies, Mrs Ellerton, Evans, Fazackarley, Forrest, Miss Harper, Mrs Hockley, Howard, Keeble, Knight, Mandry, Mrs Mandry, Price, JP, Swanbrow, Walker and Woodward) with 2 members abstaining from voting (Councillor Whittle, JP and The Mayor).

- (3) Notice of motion received 8 October 2012 by Councillor J S Forrest:

"Allocation of committee chairmanships and vice-chairmanships at the Council's Annual meeting each year should follow the same basis of proportionality among political groups as applies to membership of committees. Within this structure, the chairmanship of the Scrutiny Board should be allocated to the leaders of the largest opposition group."

On the proposal being put to the meeting and duly seconded it was declared LOST, 8 members voting for and 19 members voting against.

15. APPOINTMENTS TO OUTSIDE BODIES

- (1) Eastern Solent Coastal Partnership

At its meeting on 21 June 2012, the Council appointed Councillor K D Evans as a representative to the Joint Member Shared Coastal Management Service Board which assists with the governance of the

Eastern Solent Coastal Partnership. The Council was asked to appoint a deputy representative to the Joint Member Shared Coastal Management Service Board for the remainder of the 2012/13 Municipal Year.

RESOLVED that Councillor T G Knight be appointed as a deputy representative to the Joint Member Shared Coastal Management Service Board for the remainder of the 2012/13 Municipal Year.

(2) Standing Conference On Problems Associated with the Coastline (SCOPAC)

Fareham Borough Council has upgraded to full membership status of the Standing Conference on Problems Associated with the Coastline (SCOPAC).

The primary aims of SCOPAC are:

- To provide a strong political forum for coastal local authorities and other organisations with an interest in coastal risk management along the south coast of England; and
- To raise and sanction funding for the successful operation of SCOPAC and for the development and implementation of its research programme.

The Council was invited to appoint a representative (with voting rights) and a deputy to attend the Standing Conference On Problems Associated with the Coastline.

RESOLVED that Councillor T G Knight be appointed as representative (with voting rights) and Councillor K D Evans be appointed as deputy to the Standing Conference On Problems Associated with the Coastline.

(3) Highlands Hub Management Committee

The Management Committee steers the work of the Highlands Hub facility within the local community, linking its role to the parish churches of St Columba and Holy Trinity with local partners. The Council was asked to review the Council's appointment of a representative to the Highlands Hub Management Committee.

RESOLVED that Councillor Mrs Hockley be appointed as representative to the Highlands Hub Management Committee.

(4) Fareham Welfare Trust

This charitable trust exists for the relief of need, hardship or distress of persons living in the Fareham area. The trust meets twice annually plus an Annual General Meeting. The Council was asked to review the Council's appointment of a representative to the Fareham Welfare Trust.

It was proposed and duly seconded RESOLVED that Councillor Mrs Pankhurst be appointed as representative to the Fareham Welfare Trust.

An amendment was proposed and duly seconded that Councillor Fazackarley be appointed as representative to the Fareham Welfare Trust. Upon being put to the vote, the amendment was declared LOST, 5 members voting for and 19 members voting against.

RESOLVED that Councillor Mrs Pankhurst be appointed as representative to the Fareham Welfare Trust.

16. APPOINTMENT TO COMMITTEES

The Council was advised of the calculation of political balance for appointments to committees following the recent changes to political group memberships (report [cl-121018-r02-lus](#) refers). The Council was asked to appoint the nominations of the political groups to committees and also to appoint the role of Chairman and Vice-Chairman for each committee. Such appointments will take effect from 19 October 2012.

- (a) RESOLVED that the allocation of seats, as set out in Appendix A of the report, be approved subject to the adjustment of a seat on the Appeals Committee from the Conservative group to the Liberal Democrat group and the adjustment of a seat on Licensing and Regulatory Affairs Committee from the Independent group to the Liberal Democrat group.
- (b) RESOLVED that the appointment of members to Committees be as set out in Appendix A to these minutes.

The Council was asked to appoint a Chairman and Vice-Chairman of each of the committees. The group nominations were tabled at the meeting.

Councillor J S Forrest proposed an amendment by nominating Councillor J S Forrest as Vice-Chairman of the Scrutiny Board and Councillor Mrs Trott as Vice-Chairman of the Housing Policy Development and Review Panel. On being put to the vote, the amendment was LOST, with 5 members voting for and 20 against.

- (c) RESOLVED that Chairmen and Vice-Chairmen be appointed as shown in Appendix A to these minutes.

17. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that in accordance with the Local Government Act 1972, the Public and Press be excluded from the remainder of the meeting, as the Council considers that it is not in the public interest to consider the matters in public on the grounds that they will involve the disclosure of exempt information, as defined in Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act.

Private Session

18. DIRECTOR APPOINTMENTS

The Council was advised of the proposed transfer of functions and appointment to a new Director of Streetscene post within the Council.

RESOLVED that the Council approve:

- (a) the transfer of functions as detailed in paragraph 3 of the report and that Mr Paul Doran, Head of Streetscene, be permanently appointed to a new post of Director of Streetscene; such appointment being in accordance with Standing Orders 2 and 6 of the Council's Standing Orders with respect to the Appointment, Dismissal and Discipline of Employees;
- (b) the deletion of the current post of Head of Streetscene;
- (c) that the designation of the Director of Community and Streetscene be amended to Director of Community;
- (d) that the Council's Monitoring Officer be authorised to make necessary amendments to the Council's Constitution to give effect to the above approved changes; and
- (e) that the updated Pay Policy statement for 2013-14, annexed to the report, which reflects the above approved changes.

(The meeting started at 6:00pm
and ended at 9:05pm).

Allocations to Executive, Overview & Scrutiny and Other Committees													
	Executive portfolio	Scrutiny Board	Leisure & Community	St Planning & Environment	Public Protect	Health & Housing	Streetscene	Licensing & Reg Affairs	Planning DC	Appeals	Audit & Governance	Housing Tenancy Bd	Portchester Task & Finish
No of seats>	6	9	7	7	7	7	7	12	9	5	7	5	5
Bayford, B	HH								X				
Bayford, Mrs S M		D			X		VC	X					
Bell, Miss S M		X	Ch			X		X		VC			X
Bryant, J V		X		Ch			X						
Bryant, Mrs P M			X		X			Ch					
Cartwright, T M	PP							VC	D				X
Davies, P J				D		X			X		X	Ch	
Ellerton, Mrs M E		X			X	Ch		X				D	
Englefield, J M			Xs	Xs		D	Xs		D		D		
Evans, K D	SPE								D		D		
Fazackarley, G					Xs	D				X		D	
Ford, M J		D	VC				X	X	X	X			
Forrest, J S		X		Xs	X		D	D	D				
Gregory, N R		Xs	D			Xs	D			D	X		
Harper, Miss T		X		X			Ch				X		
Hockley, Mrs C L A	LC												Ch
Howard, T J		D		VC				X		Ch		X	
Keeble, L	S							X			VC		D
Knight, T G		D	X			VC					Ch		
Mandry, A				X			D		VC				
Mandry, Mrs K		VC	D		Ch			X			X	VC	
Norris, D J					D		Xs	X			X		D
Pankhurst, Mrs S		D	X		VC			D		D			
Price, R H		D	Xs					X	X				X
Steadman, D L					D	X						X	
Swanbrow, D C S		Ch				D	X		X				
Trott, Mrs K K		D	D			Xs			D			X	
Walker, N J				X					Ch				VC
Whittingham, D M		D		D					X	X			
Whittle, P W		Xs		D				X	X	D	D		
Woodward, S D T	PSF												