



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, 24 JANUARY 2013**, commencing at **6.00 pm**.

The Mayor: Councillor Dennis Steadman

The Deputy Mayor: Councillor Susan Bayford

Councillor Brian Bayford	Councillor Trevor Howard
Councillor Susan Bell	Councillor Leslie Keeble
Councillor John Bryant	Councillor Tim Knight
Councillor Pamela Bryant	Councillor Arthur Mandry
Councillor Trevor Cartwright	Councillor Kay Mandry
Councillor Peter Davies	Councillor David Norris
Councillor Marian Ellerton	Councillor Sarah Pankhurst
Councillor Jack Englefield	Councillor Roger Price, JP
Councillor Keith Evans	Councillor David Swanbrow
Councillor Geoff Fazackarley	Councillor Katrina Trott
Councillor Michael Ford, JP	Councillor Nick Walker
Councillor Jim Forrest	Councillor David Whittingham
Councillor Nick Gregory	Councillor Paul Whittle, JP
Councillor Tiffany Harper	Councillor Seán Woodward
Councillor Connie Hockley	

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

1. Prayers

The meeting will commence with a short service of prayers.

2. Apologies for Absence

3. Minutes (Pages 1 - 8)

To confirm as a correct record the minutes of the Council Meeting held on 13 December 2012.

4. Mayor's Announcements

5. Executive Leader's Announcements

6. Executive Members' Announcements

7. Declarations of Interest

Members are reminded that they should declare any personal or prejudicial interests in accordance with the Council's Code of Conduct and Standing Orders.

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 the Meeting held 7 January 2013 (Pages 9 - 16)

Note: the following recommendations are to be determined:-

- Minute 10(1)(d) - Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2013/14 - the Council is recommended to delegate authority to the Director of Finance and Resources to calculate the Non-domestic rate baseline for 2013/14 and subsequent years.
- Minute 10(3) - Local Council Tax Support Scheme 2013/14 - the Council is recommended to adopt the final scheme. NB - this will be considered at item 16 on this Council agenda.

(2) Schedule of Individual Executive Decisions (Pages 17 - 20)

11. Report of the Scrutiny Board (Pages 21 - 24)

To receive any comments or questions following the meeting of the Scrutiny Board held on 23 January 2013.

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) Planning Committee held 19 December 2012 (Pages 25 - 44)

(2) Strategic Planning and Environment Policy Development and Review Panel held 8 January 2013 (Pages 45 - 48)

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.

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 25 January 2013.

16. Local Council Tax Support Scheme (Pages 49 - 52)

To consider a report by the Director of Finance and Resources on the proposed local Council Tax Support scheme for adoption by the Council. The scheme will operate from 1 April 2013 and is in accordance with the Local Government Finance Act 2012.

Appendix A of the report TO FOLLOW.

P GRIMWOOD
Chief Executive Officer

Civic Offices
Civic Way
Fareham
PO16 7AZ
www.fareham.gov.uk
17 January 2013

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FAREHAM BOROUGH
COUNCIL

www.fareham.gov.uk

Minutes of the Council

*Minutes of a meeting held on 13 December 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, K D Evans, G Fazackarley, M Ford, JP, J S Forrest, N R Gregory, Miss T Harper, T J Howard, L Keeble, T G Knight, A Mandry, Mrs K Mandry, D J Norris, Mrs S Pankhurst, 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, Pastor Tapani of Our Saviour Lutheran Church at Fareham.

The prayers were followed by a minute's silence in remembrance of former Councillor Mrs Diana Harrison, who sadly passed away on Monday 29 October 2012.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J M Englefield, Mrs C L A Hockley and R H Price, JP.

3. MINUTES

RESOLVED that the Mayor be authorised to sign as a correct record the minutes of the meeting of the Council held on 18 October 2012 ([cl-121018-m](#) refers).

4. MAYOR'S ANNOUNCEMENTS

The Mayor announced that the next charity event would be the School Proms concert at Ferneham Hall on 18 January. It would be an evening to celebrate the musical talents of the Youth of Fareham.

The Mayor also confirmed the date for the Mayor's quiz night on 2 February at Palmerston Bowls Club and the next Mayor's Tea Party on 7 February at 2:30pm with a talk by David Luckett on Pulheim Twinning.

5. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no announcements from the Executive Leader made at this meeting.

6. EXECUTIVE MEMBERS' ANNOUNCEMENTS

There were no announcements from the Executive Members made at this meeting.

7. DECLARATIONS OF INTEREST

There were no declarations of interest given for this meeting

8. PETITIONS

A petition of approximately 982 signatures was presented by Councillor Keeble entitled "We support Councillors Keeble and Davies to re-site the pedestrian crossing by the old post office in Highlands Road to the gully by the doctor's surgery".

A petition of approximately 45 signatures was presented by Councillor Davies entitled "We the undersigned residents request Fareham Borough Council and Hampshire County Council to ensure that adequate vehicle parking is provided at the Highlands Medical Centre to cope with the additional 4,500 patients that have been transferred there".

The Mayor advised that both petitions would be dealt with in accordance with Fareham Borough Council's petition scheme.

9. DEPUTATIONS

A deputation was given by Mrs Cope on "nature conservation in Fareham Creek, including the status of the special nature conservation order covering the upper section from upper quay to the Delme roundabout".

Mrs Cope was duly thanked by the Mayor for her deputation.

10. REPORTS OF THE EXECUTIVE

The minutes of the meetings of the Executive held on 5 November 2012 and 3 December 2012 were presented to the Council, together with a schedule of decisions made by individual Executive Members.

RESOLVED that:-

- (a) the minutes of the Executive meetings held on 5 November 2012 and 3 December 2012 (reference papers [x-121105-m](#) and [x-121203-m](#)) be received; and
- (b) the schedule of decisions made by individual Executive Members ([cl-121213-xschedule](#)) be received.

11. REPORT OF THE SCRUTINY BOARD

The minutes of the meeting of the Scrutiny Board held on 22 November 2012 were presented to the meeting.

RESOLVED that the minutes of the Scrutiny Board meeting held on 22 November 2012 (reference papers [sb-121122-m](#)) be received.

12. REPORTS OF OTHER COMMITTEES

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

- | | | | |
|-----|--|------------------|----------------------------------|
| (1) | Planning Committee | 10 October 2012 | pc-121010-m |
| (2) | Planning Committee | 23 October 2012 | pc-121023-m |
| (3) | Planning Committee | 21 November 2012 | pc-121121-m |
| (4) | Strategic Planning and Environment Policy Development Review Panel | 6 November 2012 | spe-121106-m |
| (5) | Streetscene Policy Development and Review Panel | 8 November 2012 | ssp-121108-m |
| (6) | Leisure and Community Policy Development and Review Panel | 7 November 2012 | l&c-121107-m |
| (7) | Public Protection Policy Development and Review Panel | 13 November 2012 | pp-121113-m |

- | | | | |
|------|--|------------------|------------------------------|
| (8) | Audit and Governance Committee | 26 November 2012 | au-121126-m |
| (9) | Health and Housing Policy Development and Review Panel | 15 November 2012 | hsg-121115-m |
| (10) | Licensing and Regulatory Affairs Committee | 20 November 2012 | lc-121120-m |

RESOLVED that:-

- (a) the minutes of the meetings of the Planning Committee held on 10 October 2012, 23 October 2012 and 21 November 2012 be received;
- (b) the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 6 November 2012 be received;
- (c) the minutes of the meeting of the Streetscene Policy Development and Review Panel held on 8 November 2012 be received;
- (d) the minutes of the Leisure and Community policy Development and Review Panel held on 7 November 2012 be received;
- (e) the minutes of the meeting of the Public Protection Policy Development and Review Panel held on 13 November 2012 be received;
- (f) the minutes of the meeting of the Audit and Governance Committee held on 26 November 2012 be received;
- (g) the recommendation of the Audit and Governance Committee contained in minute 6 of 26 November 2012 regarding the adoption of the proposed changed wording to the Local Code of Corporate Governance be accepted as set out in Appendix A of the report ([au-121126-r04-eha-Appendix A](#) refers) be approved;
- (h) the recommendation of the Audit and Governance Committee contained in minute 7 of 26 November 2012 regarding the proposed changes to the Contract Procedure Rules be accepted as set out in Appendix A of the report ([au-121126-r06-eha-Appendix A](#) refers) be approved;
- (i) the recommendation of the Audit and Governance Committee contained in minute 8 of 26 November 2012 regarding the proposed changes to Financial Regulation 16 (Ordering and Paying for Goods and Services) be accepted as set out in the report ([au-121126-r07-eha](#) refers) be approved;
- (j) the minutes of the meeting of the Housing Policy Development and Review Panel held on 15 November 2012 be received;
- (k) the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 20 November 2012 be received; and

- (l) the recommendation of the Licensing and Regulatory Affairs Committee contained in minute 6 of 20 November 2012 regarding the adoption of the draft Gambling Policy be approved, subject to the inclusion of a 'no casino' resolution as set out in paragraph 104 of Appendix 1 to the report ([lc-121120-r03-iri](#) refers).

13. QUESTIONS UNDER STANDING ORDER 17.2

There was one set of questions submitted for this meeting:

Questions by Councillor P J Davies:

- (a) Would the Executive Leader consider urging the NHS and its contractors to consult and engage with Fareham Borough Council before making changes in Health Service Provision, in view of the problems which have ensued from closing the Highlands medical centre car park, whilst simultaneously transferring patients from other parts of Fareham to Highlands medical centre and the problems this has caused for residents and for local small businesses.
- (b) Would the Executive Leader consider urging First Bus (Hampshire and Dorset) to consult and engage with Fareham Borough Council before making changes in the Bus service provision, in view of the problems that have ensued involving the re-drafting of the Highlands routes timetables three times and the loss of service to Fort Fareham and on Saturdays the Stubbington- Peel Common link.

Response by the Executive Leader:

- (a) I note Councillor Davies' concerns and confirm that I have received similar comments and complaints from local traders in the Highlands Road shopping parade and from local residents. The Highlands Medical Centre, like most GP surgeries, is owned and managed by a consortium of local GPs. It is the responsibility of the owners of the premises to consider what impact the building works and the temporary closure of their car park will have on the local community. I agree it would have been courteous for the Medical Centre to consider the impact of the temporary closure of their car park and enter into dialogue with Fareham Borough Council and the surrounding traders. As a result of their failure to do so, I have requested Councillor Brian Bayford, Executive Member for Health & Housing, to raise the matter at the next meeting of the Fareham & Gosport Clinical Commissioning Group (the consortium of GP's with responsibility for planning and providing local health care).

I have also attended a meeting at the Highlands Hub at which local traders and the two local ward members were present to discuss the parking problems and the effect on business. A number of actions were agreed at this meeting relating to better signage to and promotion of the surgery car park, investigation of the possibility of additional parking within the area and a review of the current parking restrictions and their enforcement.

These actions are being progressed and a further meeting with the local traders will be held in January at the Highlands Hub to provide an update and discuss a way forward. I will be writing to the traders before Christmas with an update and have also written to the Practice Manager of the Medical Centre expressing local concerns.

- (b) Under the terms of the 1985 Transport Act, First Bus (Hampshire and Dorset) is a private, profit-generating company and does not have any statutory obligation to consult local authorities regarding local service provision. However, it is normal practise for the bus operating companies to consult the local Public Transport Authority (Hampshire County Council in this case) and to enter into collaboration with them where mutual benefit may be gained, such as in the case of the Eclipse services. First Bus is therefore more likely to consult with Hampshire County Council than with Fareham Borough Council.

Though there is no obligation to consult with Fareham Borough Council, there is also nothing preventing it, with the discretion resting with First Bus as to who they choose to consult regarding service provision. It is considered that consultation with Fareham Borough Council would greatly benefit both local service users and First Bus themselves. In particular, any proposed changes could be relayed to the relevant local ward members who are well placed to understand the potential impact on local bus users, and assist in formulating the Council's response to any consultation. This would enable First Bus to benefit from a greater degree of local input in making any service changes. I will therefore be writing to First Bus to request that such consultation does take place in the future. It is hoped that following this correspondence a greater degree of communication can be expected.

First Bus has also recently agreed to attend the Fareham Borough Council Scrutiny Board meeting on 21 March 2013. This will provide Members with an opportunity to discuss local service provision with a representative of the bus operating company.

14. MOTIONS UNDER STANDING ORDER 15

There was one motion submitted under Standing Order 15:

- (1) Notice of motion received 5 December 2012 by Councillor N R Gregory:

"I would like to request support from all Councillors to implement a review of this Local authorities current Safeguarding Policy.

After speaking to this Borough's CPO, I feel that our current Policy does not go far enough in safeguarding all the vulnerable sectors of our communities. I fully understand that the current Policy meets all current Government guidelines; however it is mostly based around Children and young adults.

I request that this Local Authority's Safeguard Policy covers all the vulnerable population of this Borough, i.e. our children, young Adults, elderly, disable and those who suffer with Mental or Health problems.

This will give assurances to all residents, especially those from the most vulnerable sectors of our commitment for safeguarding them.

This review, I feel, will not just safeguard the most vulnerable sectors of our Borough but also the members of this Authority in carrying out their duties".

Having been duly seconded by Councillor Whittingham, the Mayor confirmed that as the subject matter of the motion came within the terms of the Executive, the motion would stand referred without discussion to the Executive for consideration.

15. APPOINTMENTS TO OUTSIDE BODIES

(1) Fareham and Gosport Clinical Commissioning Group

Following the visit and presentation given to the Scrutiny Board at its meeting on 27 September 2012, the Fareham and Gosport Clinical Commissioning Group has invited the Council to appoint a representative to attend the Governing Body meetings. The meetings are held in public on a bi-monthly basis and cover both the required governance and assurance business and the emerging commissioning strategies for health in Fareham and Gosport.

RESOLVED that Councillor B Bayford be appointed as a representative to attend the Governing Body meetings of the Fareham and Gosport Clinical Commissioning Group for the remainder of the 2012/13 municipal year.

(2) Portchester Community Centre Ltd

The newly formed Portchester Community Centre Ltd has invited the Council to nominate two members to join the management board of trustees. The charity body is set up to manage and run the new Portchester Community Centre following the award of the lease to Portchester Community School.

RESOLVED that Councillors N J Walker and R H Price, JP be appointed as nominated members to join the management board of trustees of Portchester Community Centre Ltd for the remainder of the 2012/13 municipal year.

16. APPOINTMENT TO COMMITTEES

There were no appointments to committees made at this meeting.

RESOLVED that the change in name to the Health and Housing Policy Development and Review Panel be noted.

17. SCHEDULE OF MEETINGS FOR 2013/14

The Council received a report by the Director of Regulatory and Democratic Services inviting members to agree the schedule of Council and other meeting dates for the next municipal year (report - [cl-121213-r02-lus](#) refers).

RESOLVED that the schedule of Council and other meeting dates for the municipal year 2013-14, as set out at Appendix A to the report, be approved.

(The meeting started at 6:00pm
and ended at 7:15pm).



FAREHAM BOROUGH
COUNCIL

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Minutes of the Executive

(to be confirmed at the next meeting)

*Minutes of a meeting held on 7 January 2013
in the Collingwood Room, Civic Offices, Fareham*

Present: Councillor S D T Woodward - Policy, Strategy and Finance
(Executive Leader)
Councillor T M Cartwright - Public Protection (Deputy Leader)
Councillor B Bayford - Health and Housing
Councillor K D Evans - Strategic Planning and Environment
Councillor Mrs C L A Hockley - Leisure and Community
Councillor L Keeble - Streetscene

Also in attendance, Councillors:

Miss S M Bell (Chairman of Leisure and Community Policy Development and Review Panel)
Mrs P M Bryant (Chairman of Licensing and Regulatory Affairs Committee)
P J Davies (Chairman of Housing Tenancy Board) for Minute 8(2)
Mrs M E Ellerton (Chairman of Health and Housing Policy Development and Review Panel) for Minute 10(4)
J S Forrest (Leader of Liberal Democrat Group) for Minute 9(3)
Miss T Harper (Chairman of Streetscene Policy Development and Review Panel)
A Mandry for Minute 8(2)
Mrs K Mandry (Chairman of Public Protection Policy Development and Review Panel)
D C S Swanbrow (Chairman of Scrutiny Board)
N J Walker (Chairman of Planning Committee)
P W Whittle, JP for Minute 8(2), 9(3), 9(5) and 10(2)

Public Session**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2. MINUTES

RESOLVED that the minutes of the meeting of the Executive held on 3 December 2012 ([x-121203-m](#) refers) be confirmed and signed as a correct record.

3. EXECUTIVE LEADER'S ANNOUNCEMENTS

There were no announcements given by the Executive Leader.

4. DECLARATIONS OF INTEREST

The Executive Leader confirmed that the Monitoring Officer had granted a dispensation to all Members to enable discussion and a decision to be taken at item 10(3) - Local Council Tax Support Scheme 2013/14.

5. PETITIONS

There were no petitions presented for this meeting.

6. DEPUTATIONS

The Executive received a deputation from Mr Nigel Worwood in relation to Item 10(4) - Disposal of Land Adjoining 268 Brook Lane and was thanked accordingly (see minute 10(4) below).

The Chairman agreed to bring that item for consideration forward on the agenda.

7. MINUTES/REFERENCES FROM OTHER COMMITTEES

The Executive received a motion referred to it from the Council meeting held on 13 December 2012 (Minute 14 (1)):

*"The Council considered the following motion by Councillor Gregory:
I would like to request support from all Councillors to implement a review of this Local authorities current Safeguarding Policy.*

After speaking to this Borough's CPO (the Lead Officer for Child Protection), I feel that our current Policy does not go far enough in safeguarding all the vulnerable sectors of our communities. I fully understand that the current Policy meets all current Government guidelines; however it is mostly based around Children and young adults.

I request that this Local Authority's Safeguard Policy covers all the vulnerable population of this Borough, i.e. our children, young Adults, elderly, disabled and those who suffer with Mental or Health problems.

This will give assurances to all residents, especially those from the most vulnerable sectors of our commitment for safeguarding them.

This review, I feel, will not just safeguard the most vulnerable sectors of our Borough but also the members of this Authority in carrying out their duties."

The Executive AGREED to refer the motion to the Scrutiny Board inviting their comments on the proposed new safeguarding policy before the policy is considered by the Executive.

8. EXECUTIVE MATTERS FOR DECISION IN PUBLIC

The Executive considered the following matters for decision and resolved as indicated, in the Notices of Executive Decisions referred to and as set out below:-

Leisure and Community

- (1) Localism Act 2011 - Assets of Community Value (Key Decision) - Decision No. [2012/13-118](#)

RESOLVED that the draft procedure at Appendix A to the report ([xlc-130107-r04-mbo](#) refers) is approved and published on the Council's website.

- (2) Fareham Park Project - A Corporate Priority - Decision No. [2012/13-119](#)

At the invitation of the Executive Leader, Councillors P J Davies, A Mandry and P W Whittle, JP addressed the Executive on this item.

RESOLVED that:

- (a) the Executive agrees to establish a Member and Officer Steering Group (as detailed in Appendix C to the report ([xlc-130107-r09-mge](#) refers)) to oversee the delivery of the Fareham Park Project.
- (b) SkillForce be added to the list of other agencies to be invited, as at Appendix C to the report.
- (c) the Executive approves the Terms of Reference for the Member and Officer Steering Group (as set out in Appendix D to the report);
- (d) the Executive Member for Leisure and Community be delegated authority to approve expenditure totalling up to £20,000 on projects which help to improve skills and/or reduce deprivation in the Fareham Park Area;
- (e) the Executive agrees to fund a 3 year Project Officer post to support the Members and Officers Steering Group in the delivery of this project; and
- (f) the Executive will receive regular project progress reports.

9. Strategic Planning and Environment

- (1) Draft Development Sites and Policies Plan: Further Consultation on Policy for Solent Breezes - Decision No. [2012/13-120](#)

RESOLVED that the draft policy for Solent Breezes, as set out at Appendix A to the report, be published for a 4-week period of targeted public consultation.

- (2) Titchfield Conservation Area Character Appraisal and Management Strategy - Decision No. [2012/13-121](#)

RESOLVED that:

- (a) the Titchfield Conservation Area Character Appraisal and Management Strategy, as set out in Appendix A to the report ([xpt-130107-r07-mfr](#) refers), be adopted as evidence in support of the Fareham Borough Local Plan Review (June 2000), the policies contained within the Fareham Local Plan Part 1: Core Strategy and the emerging policies of the Fareham Local Plan Part 2: Development Sites & Policies;
- (b) the Executive supports the preparation of an article 4 direction, as recommended in the character appraisal document. Delegated authority was granted by the Executive to the Executive Member for Strategic Planning and Environment in July 2010 to make article 4 directions in accordance with the provisions of The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2010 and this proposal will be the subject of a further detailed report; and
- (c) delegated authority is granted to the Director of Planning and Environment in consultation with the Executive Member for Strategic Planning and Environment to make minor factual and formatting alterations prior to publication of the adopted document.
- (3) New Community North of Fareham: Design Code Programme - Decision No. [2012/13-122](#)

At the invitation of the Executive Leader, Councillors J S Forrest and P W Whittle, JP addressed the Executive on this item.

RESOLVED that:

- (a) the Executive agree the preparation of a Design Code for the New Community North of Fareham;
- (b) the Design Member Working Group be tasked with overseeing the process of preparing the NCNF Design Code which will include agreeing the programme and consultation process;
- (c) the terms of reference for the Design Member Working Group as set out at paragraph 13 of the report ([xpt-130107-r08-scr](#) refers) be approved.

- (4) Collective Energy Switching - Decision No. [2012/13-123](#)

RESOLVED that the Executive supports Fareham Borough Council's involvement in a County wide Collective Energy Switching project.

- (5) Consultation on Planning Performance and the Planning Guarantee - Decision No. [2012/13-124](#)

At the invitation of the Executive Leader, Councillor P W Whittle, JP addressed the Executive on this item.

RESOLVED that the Executive agrees the Council's response to the government consultation on 'Planning Performance and the Planning Guarantee' as set out in Appendix B to the report ([xpt-130107-r12-lsm](#) refers).

10. Policy, Strategy and Finance

- (1) Finance Strategy, Capital Programme, Revenue Budget and Council Tax 2013/14 (Key Decision) - Decision No. [2012/13-125](#)

RESOLVED that:

- (a) the capital programme for the period 2011/12 - 2015/16, amounting to £19,903,000 be approved;
 - (b) the revised 2012/13 general fund budget, amounting to £10,458,500 be approved;
 - (c) the base 2013/14 general fund revenue budget amounting to £9,675,200 be approved;
 - (d) the Executive recommends to Council that authority to calculate the Non-domestic rate baseline for 2013/14 and subsequent years be delegated to the Director of Finance and Resources.
- (2) Commercial Property Investment Acquisition Strategy (Key Decision) - Decision No. [2012/13-126](#)

At the invitation of the Executive Leader, Councillor P W Whittle, JP addressed the Executive on this item.

RESOLVED that the Executive:

- (a) agreed to the principle of a programme of investment in commercial property and adopt the draft Commercial Property Investment Acquisition Strategy attached as Appendix A to the report ([xps-130107-r01-gll](#) refers);
- (b) agreed £3 million as an appropriate amount for initial investment to fund a commercial property investment acquisition programme;
- (c) delegated authority to the Director of Finance and Resources, following consultation with the Executive Leader, to submit offers for

Commercial Property Investments in accordance with the criteria set out in the Commercial Property Investment Acquisition Strategy with details of successful acquisitions being included in the periodic financial monitoring reports proposed to be reported to the Executive in paragraph e) below;

- (d) agreed to the engagement of Hellier Langston, Chartered Surveyors under the terms of the framework agreement recently put in place, to work with officers to identify suitable commercial property investments in accordance with the criteria set out in the draft Commercial Property Investment Acquisition Strategy and as required act on the Council's behalf to negotiate acquisitions; and
 - (e) requested officers to design a performance measurement framework to actively manage the portfolio, to be included in the periodic financial monitoring reports to Executive.
- (3) Local Council Tax Support Scheme 2013/14 (Key Decision) - Decision No. [2012/13-127](#)

All Executive Members had been granted a dispensation by the Monitoring Officer to enable discussion and a decision to be taken on this item.

RESOLVED that the Executive agreed:

- (a) to approve the final Council Tax Support scheme, as set out in the report ([xps-130107-r10-cqu](#) refers);
 - (b) to introduce transitional protection arrangements for 2013/14 as set out in paragraphs 19-22 of the report, which offer additional financial support to claimants, meet the minimum Government criteria and enable the Council to apply for Transition Grant;
 - (c) to fund the net shortfall of the transitional arrangements (estimated to be £18,000 for Fareham Borough Council), from the budget allocated to the Hardship Fund in 2013/14;
 - (d) to approve the local discounts, exemptions and premiums for second homes and empty properties within the Borough;
 - (e) to recommend the final scheme to Full Council for adoption; and
 - (f) that delegated authority be given to The Director of Finance and Resources to make any necessary minor amendments, and to publish the final scheme prior to 1st April 2013.
- (4) Disposal of Land Adjoining 268 Brook Lane - Decision No. [2012/13-128](#)

The comments of the Depute were taken into account during consideration of this item (see minute 6 above).

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

Following a debate on the matter, an amended recommendation was proposed and duly seconded to leave the current licence arrangements in place and therefore not dispose of the land. Upon being put to the vote,

the motion was declared CARRIED (5 Executive Members voting for, 1 against).

RESOLVED that the land is not disposed of, thus allowing the existing licence arrangements to continue.

(NOTE: All decisions are non-key decisions unless otherwise indicated)

(The meeting started at 6:00pm
and ended at 8:08pm).

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SCHEDULE OF INDIVIDUAL EXECUTIVE MEMBER DECISIONS

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

Public Protection

- (1) **Traffic Regulation Order - Proposed Waiting Restrictions - Pine Walk, Park Gate - ([Decision 2012-13-106](#))**

RESOLVED that waiting restrictions are introduced as shown at Appendix A to the report and monitored for 12 months, including Brook Lane, from the introduction date after which they can be reviewed.

- (2) **Traffic Regulation Order - Proposed Waiting Restrictions - Fort Fareham Road, Fareham - ([Decision 2012-13-107](#))**

RESOLVED that the waiting restrictions as shown at Appendix A to the report are introduced as advertised.

- (3) **Traffic Regulation Order - Proposed Waiting Restrictions - Belvoir Close, Fareham - ([Decision 2012-13-108](#))**

RESOLVED

- (a) That waiting restrictions are introduced as shown at Appendix A to the report; and,
(b) That the parking situation is monitored and reviewed in respect of parking by non residents in both Belvoir Close and Elmhurst Road.

- (4) **Traffic Regulation Order - Proposed Waiting Restrictions - The Thicket, Portchester - ([Decision 2012-13-109](#))**

RESOLVED that the waiting restrictions as shown at Appendix A to this report are introduced as advertised.

- (5) **Traffic Regulation Order - Proposed Waiting Restrictions - Oysell Gardens, Portchester - ([Decision 2012-13-110](#))**

RESOLVED that waiting restrictions are introduced as shown at Appendix A to the report.

- (6) **Traffic Regulation Order - Proposed Waiting Restrictions - Longfield Avenue, Fareham - ([Decision 2012-13-111](#))**

RESOLVED that the waiting restrictions as shown at Appendix A to the report are introduced as advertised.

(7) Traffic Regulation Order - Proposed Waiting Restrictions - Church Road, Warsash - ([Decision 2012-13-112](#))

RESOLVED that the waiting restrictions as shown at Appendix A are introduced as advertised.

Strategic Planning and Environment

(8) Award of SE7 Framework Contract - Footpath Improvements, North side of West Street, Fareham - ([Decision 2012-13-113](#))

RESOLVED that the agreed budget of £100,000 is released and payments made monthly to Hampshire County Council during scheme implementation up to a maximum of £100,000. The total estimated cost of the scheme is £126,400 and the difference above £100,000 will be made up with a contribution from the Hampshire County Council Quality of Place budget.

Policy, Strategy and Finance

(9) Community Fund Application - Romsey Avenue Tree Bench - ([Decision 2012-13-114](#))

RESOLVED that the application for £700.00 from Fareham Borough Council's Community Fund programme submitted by Mrs Claire Martin, for the purchase and installation of a tree bench be approved. (Subject to call-in period which ends on 18th January 2013.)

(10) Community Fund Application - St Mary's Church, Warsash - ([Decision 2012-13-115](#))

RESOLVED that the application for £322 from Fareham Borough Council's Community Funding programme, submitted by St Mary's Church in Warsash for the purchase of a new beverage water heater be approved. (Subject to call-in period which ends on 18th January 2013.)

(11) Attendance at meeting of Leaders of EDG Member Authorities - ([Decision 2012-13-116](#))

RESOLVED that approval be given for the Executive Leader to attend a meeting of the Leaders of the Eco-Development Group member authorities on 23rd January 2013, at the Department for Communities and Local Government (Eland House in Victoria, London). (Subject to call-in period which ends on 18th January 2013.)

(12) Community Fund Application - Friday Night Club - ([Decision 2012-13-117](#))

RESOLVED that the application for £4,000 from Fareham Borough Council's Community Funding Programme, submitted by local resident Mr Geoff Knipe from The Friday Night Club, for the purchase of a second hand MAX-CAT ATV, be approved. (Subject to call-in period which ends on 18th January 2013.)

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FAREHAM BOROUGH
COUNCIL

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Minutes of the Scrutiny Board

(to be confirmed at the next meeting)

*Minutes of a meeting held on 22 November 2012
at the Civic Offices, Fareham*

PRESENT: Councillor D C S Swanbrow
(Chairman)

Councillor Mrs K Mandry
(Vice-Chairman)

Councillors: Miss S M Bell, Mrs M E Ellerton, J S Forrest, N R Gregory, Miss T G Harper and P W Whittle, JP.

1. APOLOGY FOR ABSENCE

An apology for absence at was received from Councillor J V Bryant.

2. MINUTES

It was AGREED that the minutes of the meeting of the Scrutiny Board held on 27 September 2012 be confirmed and signed as a correct record ([sb-120927-m](#)).

Councillor Whittle referred the Board to minute 11 of 27 September 2012 and informed members that a scoping report requesting the Scrutiny Board to review education skills and employability across the Borough was no longer required due to proposals that had been announced concerning further educational provision within the Borough.

3. CHAIRMAN'S ANNOUNCEMENTS

- (i) On behalf of the Scrutiny Board, the Chairman welcomed John Haskell, Clerk to Portchester Crematorium Joint Committee, and James Clark, Manager and Registrar of Portchester Crematorium who were to make a presentation to members (see minute 6 below); and

- (ii) Members were reminded that the next meeting of the Scrutiny Board had been moved from Thursday 24 January 2013 to Wednesday 23 January 2013, to accommodate a special meeting of the Council.

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 - PORTCHESTER CREMATORIUM JOINT COMMITTEE

The Board received a presentation, (copy available on request), from John Haskell, Clerk to Portchester Crematorium Joint Committee, and James Clark, Manager and Registrar of Portchester Crematorium. Members received information about the background to and operation of the crematorium and its management structure. The Joint Committee comprised 2 councillor representatives from Fareham, Gosport, Havant and Portsmouth councils. It was noted that the Joint Committee was responsible for:-

- determining overall policy for the crematorium and its facilities;
- capital and maintenance works programme;
- approval of accounts; and
- setting the scale of fees and charges.

Details were presented of the main aims, objectives and policies together with current developments and investments. The Board was informed specifically as to how the Joint Committee responded to Mercury Abatement legislation, which required works to be carried out by 31 December 2012 to abate mercury emissions by 50% nationwide. It was reported that a full abatement of all 6 cremators was approved in September 2008 and following an extensive programme of specialist work the project had been completed in late summer 2012.

A summary of the key achievements included:-

- success of the Joint Committee, being the longest example (since 1958) of joint collaboration between 4 local authorities;
- no financial demand on each local authority;
- large long-term capital investment funded from fees;
- completion of major projects such as grounds remodelling, mercury abatement;
- keeping fees low;
- strengthening governance arrangements.

Information was also provided about future challenges and opportunities, particularly the impact of the opening of a new Crematorium on the Havant/East Hampshire border; meeting customer expectations for funeral dates;

replacement/refurbishing of cremators and upgrading and refurbishment of chapels.

Members asked a variety of questions relating to the matters covered in the presentation and other related issues.

It was AGREED that Mr Haskell and Mr Clark be thanked for a very interesting, informative and comprehensive presentation.

7. REVIEW OF THE ENVIRONMENT AGENCY - SCOPING REPORT

The Board considered a scoping report by the Director of Regulatory and Democratic Services and Director of Planning and Environment regarding a review of the Environment Agency's activities insofar as they affect Fareham Borough (copy of report [sb-121122-r02-gwh](#) circulated in advance of the meeting).

Councillor Forrest explained the reasons why he had requested this scoping report.

It was noted that one of the areas of work undertaken by the Environment Agency included providing views/comments in response to consultation on planning development matters. The Chairman expressed the view that on occasion the guidance received from the Agency on planning issues had not always been sufficiently specific to assist the Planning Committee when dealing with certain applications. It was therefore suggested that one of the questions to be put to the Agency might be to ask "what is their approach to providing views on planning applications?"

The Director of Planning and Environment stated that in light of members' comments, he would prepare some appropriate questions to add to the scoping report before a representative of the Environment Agency is invited to address the Board.

It was AGREED that a representative of the Environment Agency be invited to attend a future meeting of the Scrutiny Board, possibly in January or March 2013, to answer members' questions and address the Board on the matters stated in the report.

8. REVIEW OF THE SCRUTINY BOARD'S WORK PROGRAMME FOR 2012/13

The Board considered a report by the Director of Finance and Resources which requested members to review the Board's work programme for 2012/13 (copy of report [sb-121122-r01-awa](#) circulated with agenda).

Councillor Forrest enquired as to whether a response had yet been received from First Bus regarding their attendance at a future Board meeting (Minute 8 of 27 September 2012 refers). It was reported that to date no response had been received; however, officers would pursue the matter further.

It was AGREED that:-

- (a) the updated programme of items set out in Appendix A to the report be confirmed; and
- (b) the progress on actions since the last Board meeting as set out in Appendix B to the report, be noted.

9. EXECUTIVE BUSINESS

Members were invited to indicate if they wished to consider any item of business dealt with by the Executive since the last meeting of the Board.

There were no items of Executive business considered.

(The meeting started at 6:00pm
and ended at 7:15pm).



FAREHAM BOROUGH
COUNCIL

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Minutes of the Planning Committee

*Minutes of a meeting held on 19 December 2012
at the Civic Offices, Fareham*

PRESENT:

Councillor N J Walker
(Chairman)

Councillor A Mandry
(Vice-Chairman)

Councillors B Bayford, T M Cartwright (deputising for D C S Swanbrow), P J Davies, M J Ford, JP, Mrs K K Trott (deputising for R H Price, JP), D M Whittingham and P W Whittle, JP.

Also Present: Councillor Mrs C L A Hockley (Executive Member for Leisure and Community (minute 6(1) (2) (3)) and Councillor L Keeble (Executive Member for Streetscene)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R H Price, JP and D C S Swanbrow.

2. MINUTES

RESOLVED that the minutes of the meeting of the Planning Committee held on 21 November 2012 be confirmed and signed as a correct record ([pc-121121-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reminded members that the meeting of the Planning Committee shown on the meetings schedule for 3 January 2013 had been cancelled.

4. DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

DECISIONS UNDER DELEGATED POWERS

5. DEPUTATIONS

The Committee received deputations from the following in respect of the applications indicated and the deputies were thanked accordingly:-

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No
ZONE 1A				
Mr N Collett		Hinton Hotel and The Limes, Catisfield Lane, Fareham - Erection of A 50-Bed residential care home and 32 Dwellings following demolition of the Hinton Hotel and Ancillary buildings and The Limes Public House	Opposing	6 (1) P/12/0644/FP
Mr J McDermott		"ditto"	Opposing	"ditto"
Surgeon Captain Carmichael CBE		"ditto"	Supporting	"ditto"
Mr I Donohue (Agent)		"ditto"	"ditto"	"ditto"
Mr H Groucott (Agent)		"ditto"	"ditto"	"ditto"
Mrs J Ekins Catisfield Village Association		"ditto"	"ditto"	"ditto"

Surgeon Captain Carmichael CBE		Land to rear Hinton Hotel, Catisfield Lane, Fareham - change of use of part of paddock to a woodland walk	Supporting	6(2) P/12/0641/CU
Mr I Donohue (Agent)		"ditto"	"ditto"	"ditto"
Mr H Groucott (Agent)		"ditto"	"ditto"	"ditto"
Mrs J Ekins Catisfield Village Association			"ditto"	
Surgeon Captain Carmichael CBE		Hinton Hotel and The Limes, Catisfield Lane - Demolition of The Limes Public House situated within Catisfield conservation area	Supporting	6(3) P/12/0645/CA
Mr I Donohue (Agent)		"ditto"	"ditto"	"ditto"
Mr H Groucott (Agent)		"ditto"	"ditto"	"ditto"
Mrs J Ekins Catisfield Village Association		"ditto"	"ditto"	"ditto"
ZONE 1				
Mr P Brandl		8 St Cuthberts Close, Locks Heath - Change of use from residential to mixed use (Residential/Beauty salon)	Opposing	6(5) P/12/0825/CU
Mrs H Gregory		"ditto"	Supporting	"ditto"

Mr G Lees (Agent)	Dr & Mrs Khoury Mr & Mrs Watson	95 The Avenue, Fareham - Provision of first floor rear balcony with side screens	Opposing	6(8) P/12/0882/FP
Mr R Redmond		"ditto"	Supporting	"ditto"
Mr C Leroy- Smith (Agent)		"ditto"	"ditto"	"ditto"
ZONE 2				
Mr M Drewery		Boundary adjacent to Jonathan Road, Blackbrook Business Park, Blackbrook Road, Fareham - Reduce Leylandii trees, covered by FTPO 252 to 6 metres in height	Opposing	6 (11) P/12/0653/TO
Mr M Murray	Mr H Jupe Mr M Johnson	67 The Avenue, Fareham - Change of use to mixed use comprising nursery (D1) at ground floor level and three bedroom residential unit (C3) at first floor level, erection of single storey extension to South Eastern corner of building and entrance ramp	Opposing	6(12) P/12/0804/FP
ZONE 3				
Mrs J Butcher		25 Linden Lea, Portchester - erection of two storey extension to rear and provision of dormer window in front roof slope	Opposing	6(17) P/12/0865/FP
Mr R Tutton		"ditto"	Supporting	"ditto"

Mr M Hannah		18 Portobello Grove, Portchester - Erection of front and rear dormers, side gable end and rear single storey extension	Opposing	6(21) P/12/0930/FP
Mr R Tutton		"ditto"	Supporting	"ditto"
Mr E Ganly		58 Hill Head Road, Hill Head - Erection of two and single storey front extensions with balcony, two storey rear extension and new roof with side and rear dormers	Supporting	6(22) P/12/0963/FP

At the request of the Chairman and with consent of the Committee, it was agreed that Agenda Item 6 be considered later in the meeting

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

The Committee noted a report by the Director of Planning and Environment on development control applications and miscellaneous matters, including the current situation regarding planning appeals (copy of report [pc-121219-r04-lsm](#) circulated with agenda). An Update Report was tabled at the meeting.

NOTE: *The following applications Item numbers (1) (2) and (3) were heard together.*

Item (1) P/12/0644/FP - Hinton Hotel & The Limes, Catisfield Lane, Fareham
The Committee received the deputations referred to in Minute 5 above.

The Committee was referred to the Update Report which provided the following information:- *Further representations received as a result of publishing the amended plans: Eight letters of support.*

Catisfield Memorial Hall - Catisfield Memorial Hall welcome and support the plans but raise the following issues: Land behind the FOG unit should be conditioned to give rights of access to occupiers of the unit; Is the first floor laundry window facing the Memorial Hall required? Can the second floor day room windows facing the Hall be removed? Concerned about traffic -rat-run etc; A proportion of the contributions should be allocated to extend the Memorial Hall.

The Catisfield Village Association - The Catisfield Village Association support the proposed development and amendments, however there are a number of remaining concerns: Details of planting and future maintenance of the

Woodland Walk and land adjacent to Plot 25-31 are needed; There needs to be a proper consultation on any parking restrictions; There is no mention of a pedestrian crossing on Highlands Road; Traffic uses Fisher Hill as a short cut - speeds should be reduced; A substantial part of the community facilities contribution should be made available to improve facilities at the Memorial Hall.

The Fareham Society - The Society has continued to monitor the planning application for the site. The latest plans show changes to meet objections raised including refinement to the design of the care home. Two issues that the Society seek assurances on are that the Council will keep the urban area boundary as presently denoted and that watertight arrangements are put in place for the future long term maintenance of the planting belts and communal areas. On street parking should be dealt with in order not to disadvantage the current owners of properties in the village conservation area.

*One letter of concern relating to: Increase in traffic and highway safety;
No facilities for children to play and not safe for them to cross Highlands Road.*

*Two letters of support but with the following concerns: On street parking;
Do not understand changes to Plot 13 which now overlooks 35 Catisfield Lane.*

One letter of objection raising the following points: Object to the amendments to plots 13, 15 and 16; as a result two properties directly overlook Catisfield Lane; The previous proportions of Plot 13 were much more in keeping with 35 Catisfield Lane; Complete lack of sensitivity in relation to 35 Catisfield Lane. Two letters received objecting to the demolition of the Limes Public House and the loss of the petanque facility.

Additional condition: salvage materials.

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Committee during consideration of this item.

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to:-

- (i) the applicant/owner entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:
 - (a) an off site open space contribution;
 - (b) £5,000 to fund a Traffic regulation order for yellow lines in Catisfield Lane;
 - (c) £12,500 to fund residents parking scheme in Catisfield Lane;
 - (d) £10,000 towards improvements to the Highlands Road/Catisfield Lane junction
 - (e) a financial bond of £8,500 in relation to the monitoring of the Travel Plan.
- (ii) the conditions in the report; and

(ii) an additional condition: salvage materials,

was voted on and CARRIED.
(Voting 9 in favour; 0 against).

RESOLVED that subject to:-

(i) the applicant/owner entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure:

- (a) an off site open space contribution;
- (b) £5,000 to fund a Traffic regulation order for yellow lines in Catisfield Lane;
- (d) £12,500 to fund residents parking scheme in Catisfield Lane;
- (d) £10,000 towards improvements to the Highlands Road/Catisfield Lane junction
- (e) a financial bond of £8,500 in relation to the monitoring of the Travel Plan.

(ii) the conditions in the report; and

(iii) an additional condition: salvage materials

PLANNING PERMISSION be granted.

Reasons for the Decision - The proposal would preserve and enhance the character and appearance of the Catisfield Conservation Area and Titchfield Abbey Conservation Area. The setting of the nearby listed building would be preserved.

The visual appearance of the site would be greatly enhanced by the proposals to the benefits of the wider amenities of the area and nearby residents. There would not be unacceptable impacts upon the amenities of properties near to the site which outweigh benefits arising.

The proposals enables the delivery of 12 affordable housing units.

Whilst there would be an impact upon protected species mitigation measures are secured through planning conditions. Highway safety would not be materially harmed and measures are secured through planning conditions and section 106 planning obligations to address concerns relating to parking for present and future residents.

In granting this planning permission the local planning authority acknowledges that the creation of residential development within an area designated as countryside is contrary to its adopted planning policy. The local planning authority have however concluded that the significant benefits brought about by the comprehensive development at the site on balance outweigh the harm caused by a limited incursion of residential development into the countryside.

Other material consideration are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied and a planning obligation secured in order to satisfy these matters.

The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing provision, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS14 - Development Outside Settlements, CS15 - Sustainable Development and Climate Change, CS17 - High Quality Design, CS18 - Provision for Affordable Housing, CS20 - Infrastructure and Development Contributions, CS21 - Protection and Provision of Open Space and CS22 - Development in Strategic Gaps. Fareham Borough Local Plan Review: H1 Housing Allocations; DG4 - Site Characteristics; C18 - Protected Species. Residential Car Parking Standards SPD November 2009; Planning and Design Brief for the Hinton Hotel February 2004; Catisfield Conservation Area Character Assessment; Titchfield Abbey Conservation Area Character Assessment

Item (2) P/12/0641/CU - Land to rear Hinton Hotel, Catisfield Lane, Fareham
The Committee received the deputations referred to in Minute 5 above.

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Committee during consideration of this item.

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 9 in favour; 0 against).

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

Reasons for the Decision - The development will result in enhanced planting to the benefit of the environment and will not result in any harmful impacts. It is considered that the proposal will not be contrary to any of the cited Policies of the Fareham Borough Core Strategy nor the Fareham Borough Local Plan Review. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS14 - Development Outside Settlements, CS17 - High Quality Design, CS21 - Protection and Provision of Open Space, CS22 - Development in Strategic Gaps and CS4 - Green Infrastructure, Biodiversity and Geological Conservation. Fareham Borough Local Plan Review: DG4 - Site Characteristics;

Item (3) P/12/0645/CA - Hinton Hotel and The Limes, Catisfield Lane, Fareham

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

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Committee during consideration of this item.

Upon being proposed and seconded, the officer recommendation to grant Conservation Area Consent subject to the condition in the report, was voted on and CARRIED.

(Voting 9 in favour; 0 against).

RESOLVED that, subject to the condition in the report, CONSERVATION AREA CONSENT be granted.

Reasons for the Decision - The development is acceptable taking into account the above policies and proposals of the Development Plan. The proposal is not considered to result in unacceptable impacts upon the character and appearance of the area or the Catisfield and Titchfield Abbey Conservation Areas, other material considerations being judged not to have sufficient weight or direction to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Fareham Borough Local Plan Review: DG4 - Site Characteristics;; HE9- Buildings of local, architectural or historic interest.

Item (4) P/12/0648/FP - 64 Botley Road, Park Gate

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to:-

- (i) the applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure developer contributions in respect of public open space and transport infrastructure by 31st January 2013; and
- (ii) the conditions in the report;

was voted on and CARRIED.
(Voting 9 in favour, 0 against).

RESOLVED that subject to :-

- (i) the applicant entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure developer contributions in respect of public open space and transport infrastructure by 31st January 2013; and

- (ii) the conditions in the report;

PLANNING PERMISSION be granted

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is acceptable in respect of its design, layout, impact on the character of the area and is in line with national and local economic aims. It would have no adverse impact upon highway safety, wildlife interests, adjoining amenity or on the amenity of future occupiers of the development. Other material considerations are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS1 - Employment Provision, CS2 - Housing Provision, CS3 - Vitality and Viability of Centres, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS9 - Development in Western Wards and Whiteley, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS20 - Infrastructure and Development Contribution and CS21 - Protection and Provision of Open Space. Fareham Borough Local Plan Review - DG4 - Site Characteristics; S7 - Non-Retail Uses in the District and local Centes.

Item (5) P/12/0825/CU - 8 St Cuthberts Close, Locks Heath

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

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to the conditions in the report, with an additional condition that beauty salon use is personal to the applicant, was voted on and CARRIED.

(Voting 9 in favour; 0 against).

RESOLVED that, subject to the conditions in the report, with an additional condition that beauty salon use is personal to the applicant, PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposed change of use would not harm the amenities of residents living nearby nor would it be detrimental to highway safety or parking provision in the locality. Other material considerations are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

Item (6) P/12/0841/FP - 4 Edenbridge Way, Sarisbury Green

The Committee was referred to the Update Report which provided the following information: - *Further comments have been received from Natural England in relation to the updated bat and mitigation strategy report: Natural England is satisfied with the mitigation proposals outlined in this report, which are acceptable. This is subject to the mitigation proposed being made a condition of any planning permission. We would highlight that, as stated in the report, further summer surveys are likely to be required in support of an EPS licence application. Additional condition: salvage materials.*

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to:-

- (i) the receipt of a bat mitigation strategy to the satisfaction of Natural England;
- (iii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site public open space facilities and highway infrastructure by 28 February 2013;
- (iv) the conditions in the report; and
- (v) an additional condition: salvage materials

was voted on and CARRIED.
(Voting 9 in favour; 0 against).

RESOLVED that subject to:-

- (i) the receipt of a bat mitigation strategy to the satisfaction of Natural England;
- (ii) the applicant/owner first entering into a planning obligation under Section 106 of the Town and Country Planning Act 1990 on terms drafted by the Solicitor to the Council to secure a financial contribution towards off-site public open space facilities and highway infrastructure by 28 February 2013;
- (iii) the conditions in the report; and
- (iv) an additional condition: salvage materials

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out in this report. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, the character of the area, highway safety or ecology. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS9 - Development in Western Wards and Whiteley, CS15 - Sustainable Development and Climate Change, CS16 - Natural Resources and Renewable Energy, CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions and CS21 - Protection and Provision of Open Space. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - C18 - Protected Species

Item (7) P/12/0852/FP - 83 Peters Road, Locks Heath

The Committee was referred to the Update Report which provided the following information:- *This application has been withdrawn.*

Item (8) P/12/0882/FP - 95 The Avenue, Fareham

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

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

(Voting 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out in this report. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

Item (9) P/12/0894/FP - 345 Hunts Pond Road, Fareham

Upon being proposed and seconded, the officer recommendation to grant planning permission was voted on and CARRIED.
(Voting 9 in favour; 0 against).

RESOLVED that PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out in this report. The proposal is not considered likely to result in an impact on highway safety. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

Item (10) P/12/0932/FP - 196 Swanwick Lane, Swanwick

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 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is not considered to result in unacceptable impacts upon the streetscene or character of the area, or upon the amenities of neighbouring properties, or on the local highway network, other material considerations being judged not to have sufficient weight or direction to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993).

Item (11) P/12/0653/TO - Boundary Adjacent Jonathan Road, Blackbrook Business Park, Blackbrook Road, Fareham

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

Upon being proposed and seconded, the officer recommendation to grant consent, subject to the conditions in the report, was voted on and CARRIED.
(Voting 9 in favour; 0 against).

RESOLVED that, subject to the condition in the report, CONSENT be granted.

Reasons for the Decision - The proposed tree works will not be detrimental to the health and condition of the leylandii and will have no adverse impact on local public amenity.

Policies - Fareham Borough Local Plan Review - DG4 - Site Characteristics

Item (12) P/12/0804/FP - 67 The Avenue, Fareham

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

Upon being proposed and seconded, the officer recommendation to grant planning permission subject to:-

- (i) the conditions in the report; and
an additional condition requiring details of the precise location of a 1.8 metre high close boarded fence to be erected along the western boundary of the site, to be agreed in writing. The 1.8 metre high close boarded fence to be erected in the approved location before the extension hereby approved is first brought into use.
- (ii) was voted on and CARRIED.
(Voting 6 in favour; 2 against; 1 abstention).

RESOLVED that subject to:-

- (i) the conditions in the report; and
- (ii) an additional condition requiring details of the precise location of a 1.8 metre high close boarded fence to be erected along the western boundary of the site, to be agreed in writing. The 1.8 metre high close boarded fence to be erected in the approved location before the extension hereby approved is first brought into use.

PLANNING PERMISSION be granted.

Reasons for the Decision - The development is acceptable taking into account the above policies and proposals of the Development Plan. The proposal is not considered to result in unacceptable impacts upon the streetscene or character of the area, or upon the amenities of neighbouring properties, other material considerations being judged not to have sufficient weight to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS15 - Sustainable Development and Climate Change, CS17 - High Quality Design, CS2 - Housing Provision, CS5 - Transport Strategy and Infrastructure and CS7 - Development in Fareham. Fareham borough Local Plan Review: DG4 - Site Characteristics.

Item (13) P/12/0875/VC - St Christophers Hospital - Plots 10, 21 and 22 Wickham Road, Fareham

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: 7 in favour; 1 against; 1 abstention).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is not considered to result in unacceptable impacts upon parking provision within a wider development site or highway safety. Other material considerations are judged not to have sufficient weight or direction to justify a refusal of the application, and, where, applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD -RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document.

Item (14) P/12/0892/FP - 2 Harlequin Grove, Fareham

The Committee was referred to the Update Report which provided the following information:- *The letter of objection has been withdrawn following discussions between the parties concerned.*

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

(Voting 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out in this report. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design.

Item (15) P/12/0911/FP - Plot 35 The Nightingales, Wickham Road, Fareham

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

(Voting 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers or the visual amenity of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993).

Item (16) P/12/0771/FP - 130 Newgate Lane, Hambrook Lodge, Fareham

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 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The development would not detract from the site's rural character and setting within the countryside and strategic gap, is considered to be acceptable in terms of its scale, design and appearance and would have no material implications for highway safety. Other material considerations including the potential for land contamination or protected species on the site are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS2 - Housing Provision, CS4 - Green Infrastructure, Biodiversity and Geological Conservation, CS5 - Transport Strategy and Infrastructure, CS6 - The Development Strategy, CS14 - Development Outside Settlements, CS17 - High Quality Design, CS20 - Infrastructure and Development Contributions and CS22 - Development in

Strategic Gaps. Approved SPG/SPD - RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document. Fareham Borough Local Plan Review - DG4 - Site Characteristics; C18 - Protected Species.

Item (17) P/12/0865/FP - 25 Linden Lea, Portchester

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

The Committee was referred to the Update Report which provided the following information:- *A further letter has been received from the same neighbour raising additional issues in light of amended drawings submitted by the applicant to clarify the proposal. The issues raised in the letter are: The layout of my conservatory is different to that shown on the drawings. The view facing west from my patio would be totally obstructed and this is unacceptable. The patio at no. 25 should be at almost ground level which would maintain privacy, prevent overlooking and remove the need for a high level of inclusive fencing.*

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 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposed development would not harm the amenities of neighbours, the appearance of the dwelling or character of the streetscene and there would be sufficient space to provide the required level of off-street parking on the site. Other material considerations are not judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993); RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document.

Item (18) P/12/0866/FP - 25 Seamead, Fareham

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 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out in this report. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers, or the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993); RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document.

Item (19) P/12/0893/FP - 15, Eric Road, Stubbington, Fareham

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

(Voting 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies of the Local Plan as set out in this report. The proposal is not considered likely to result in an impact on the amenity of adjoining occupiers and the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993).

Item (20) P/12/0913/FP - 6 Glyn Drive, Stubbington

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 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above. The proposal is

not considered to result in unacceptable impacts upon the streetscene or character of the area, or upon the amenities of neighbouring properties, or on the local highway network, other material considerations being judged not to have sufficient weight or direction to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXTDG - Extension Design Guide (1993); RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document.

Item (21) P/12/0930/FP - 18 Portobello Grove, Portchester

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

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; 1 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies and proposals of the Development Plan as set out above, the proposal being considered/assessed by Officers for example as not likely to result in unacceptable impacts upon key planning issues (such as on the streetscene or character of the area, or upon the amenities of neighbouring properties, or on the local highway network), other material considerations being judged not to have sufficient weight or direction to justify a refusal of the application, and, where applicable, conditions having been applied in order to satisfy these matters. Further to Section 38(6) of the Planning and Compulsory Purchase Act 2004, planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXTDG - Extension Design Guide (1993); RCCPS - Residential Car and Cycle Parking Standards Supplementary Planning Document.

Item (22) P/12/0963/FP - 58 Hill Head Road, Hill Head

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

The Committee was referred to the Update Report which provided the following information:- *One letter has been received objecting on the following grounds:- The roof design has been amended however all other design concerns and considerations have be ignored. Over-bearing influence on the neighbouring property including loss of light to the garden especially in the morning. The front*

façade is not in keeping with other surrounding properties creating an overbearing feature to the streetscene and overlooking neighbouring properties. Overlooking from proposed rear dormer. Planning permission was refused for a front balcony to the neighbouring property. The lack of a D&A statement and detailed site plans showing neighbouring properties and streetscenes show a lack of respect and does not help determine the exact proposals. Apart from the roof design the amendment is more intruding to the surrounding area. Amended plan received 12 December 2012 showing revised sections.

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

(Voting 9 in favour; 0 against).

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

Reasons for the Decision - The development is acceptable taking into account the policies of the Development Plan as set out in this report. The proposal is not considered likely to result in any significant impact on the amenity of adjoining occupiers or the character of the area. There are no other material considerations that are judged to have sufficient weight to justify a refusal of the application, and where applicable conditions have been applied in order to satisfy these matters. The scheme is therefore judged to be in accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004 and thus planning permission should therefore be granted.

Policies - Approved Fareham Borough Core Strategy - CS17 - High Quality Design. Approved SPG/SPD - EXT DG - Extension Design Guide (1993).

7. EXTENDING PERMITTED DEVELOPMENT RIGHTS TO HOUSEHOLDERS AND BUSINESSES

The Committee considered a report by the Director of Planning and Environment on the Council's response to a technical consultation regarding extending permitted development rights for residential dwellings and some business premises (copy of report [pc-121219-r01-ase](#) circulated with agenda).

RESOLVED that the response set out in the form attached as Appendix B to the report be agreed and submitted to the Department of Communities and Local Government as the views of Fareham Borough Council.

(The meeting started at 2:30pm
and ended at 6.12pm).



FAREHAM BOROUGH
COUNCIL

www.fareham.gov.uk

Minutes of the Strategic Planning and Environment Policy Development and Review Panel

(to be confirmed at the next meeting)

*Minutes of a meeting held on 8 January 2013
at the Civic Offices, Fareham*

PRESENT:

Councillor J V Bryant
(Chairman)

Councillor T J Howard
(Vice-Chairman)

Councillors: J M Englefield, J S Forrest, Miss T G Harper, A Mandry and
N J Walker

Also Present: Councillor K D Evans, Executive Member for Strategic Planning and
Environment

1. APOLOGIES FOR ABSENCE

There were no apologies for absence made at this meeting.

2. MINUTES

It was AGREED that the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 6 November 2012 be confirmed and signed as a correct record ([spe-121106-m](#)).

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised members of the recent changes to the responsibilities of the following officers:-

- (i) The Head of Development Management is now also responsible for tree management; and

- (ii) The Head of Planning Strategy and Environment is now also responsible for matters relating to conservation and historic/listed buildings.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS

There were no declarations of interest or disclosures of advice or directions made at this meeting.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. CONSERVATION AREA CHARACTER APPRAISAL PROGRESS REPORT

The Panel considered a report by the Director of Planning and Environment on progress of the Conservation Area Character Appraisal programme (copy of report [spe-130108-r03-mfr](#) circulated with agenda).

The Panel was asked to consider whether it would wish to play a more active role in the conservation area character assessments review process, specifically to have the opportunity to comment on the draft conservation area appraisal document prior to public consultation. The Chairman proposed that it would also be beneficial if Panel members and officers undertook an informal visit to the particular area under review before the draft document is presented to the Panel for comment.

The Conservation Officer referred members to the proposed timetable in paragraph 16 of the report which showed that the next area to be subject to an updated conservation area appraisal is Titchfield Abbey. It was therefore suggested that it would be appropriate for a visit to the site to take place in late February/early March.

It was AGREED that:-

- (a) the contents of the report are noted;
- (b) the revised order for re-appraisal of the conservation area character assessments, shown in paragraph 16 of the report, be approved;
- (c) in future, the comments of the Panel be sought on the draft conservation area appraisals, prior to their public consultation, and
- (d) as part of the review process, arrangements be made for Panel members and officers to undertake an informal visit to the relevant conservation area before the Panel considers the draft appraisal document.

7. TREE STRATEGY ACTION PLAN (ANNUAL UPDATE)

The Panel considered a report by the Director of Planning and Environment on the Tree Strategy Action Plan (copy of report [spe-130108--r01-pjo](#) circulated with agenda). Copies of the Council's [Tree Strategy](#) 2012-2017 (adopted March 2012), referred to in the report and which contained details of the Action Plan, were made available to members at the meeting

The Principal Tree Officer also made a [presentation](#) to members.

It was AGREED that:-

- (a) the Principal Tree Officer be thanked for his informative report and presentation; and
- (b) the Panel endorsed the Tree Strategy Action Plan, contained in the Council's Tree Strategy 2012-2017 document referred to above.

8. COMMUNITY INFRASTRUCTURE LEVY: RECEIPT OF EXAMINER'S REPORT

The Panel considered a report by the Director of Planning and Environment regarding the Examiner's Report on the Draft Charging Schedule for the Community Infrastructure Levy (copy of report [spe-130108-r04-lje](#) circulated with agenda).

The Head of Planning Strategy and Environment reported that the Community Infrastructure Levy Charging Schedule is required to be approved for adoption by Full Council. It was noted that reports on this matter are intended to be submitted to the Executive on 11 February 2013 and to Full Council on 22 February 2013.

It was AGREED that the conclusions of the Examiner to the effect that the Fareham Borough Council Community Infrastructure Levy Charging Schedule satisfies the requirements of Section 212 of the 2008 Act and meets the criteria for viability in the 2010 Regulations (as amended 2011) and should therefore be approved, be noted.

9. PRELIMINARY OVERALL REVIEW OF THE WORK PROGRAMME FOR 2012/13 AND DRAFT WORK PROGRAMME FOR 2013/14

The Panel considered a report by the Director of Planning and Environment which reviewed the Panel's existing work programme for the current year and gave preliminary consideration to a draft Work Programme for 2013/14.(copy of report [spe-130108-r02-rjo](#)- circulated with agenda).

The Director of Planning and Environment proposed that a report on the next programmed Conservation Area Character Appraisal to be undertaken,

(Titchfield Abbey), be included in the work programme for the meeting on 5 March 2013. Members were also invited to put forward any other items for consideration at the March meeting.

With regard to the two unallocated items on the 2012/13 work programme, the Panel was advised as follows:-

- (i) Coastal Management briefings by the Eastern Solent Coastal Partnership - members will be informed at the Panel meeting on 5 March 2013 of the programme proposed by the Coastal Partnership for these briefings; and
- (ii) Evaluation of the performance of Wallington flood prevention scheme - a briefing on this matter will be included in the work programme for 2013/14.

Reference was made to paragraph 12 of the report relating to the proposed draft work programme for 2013/14. It was suggested that the Panel be provided with details of the Executive work programme for the next municipal year so that members could have an opportunity to select items which they wished to consider and comment on before the matter was reported to the Executive.

It was AGREED that :-

- (a) subject to the addition of a report on the Titchfield Abbey Conservation Area Character Appraisal to the work programme for the meeting on 5 March 2013, the items for the remainder of 2012/13, as set out in Appendix A to this report be approved;
- (b) a copy of the Executive work programme showing items scheduled for 2013/14 be attached to the Panel's next work programme report to assist members in giving further consideration to the draft programme for 2013/14; and
- (c) progress on actions since the last Panel meeting, as set out in Appendix B to the report; be noted.

(The meeting started at 6:00pm
and ended at 7.45pm)



Report to Council

Date: **24 January 2013**

Report of: **Director of Finance and Resources**

Subject: **LOCAL COUNCIL TAX SUPPORT SCHEME**

SUMMARY

This report sets out a recommended local Council Tax Support scheme for adoption by the Council. The scheme will operate from 1 April 2013.

RECOMMENDATION

That the Council approve:

- The final Council Tax Support scheme, as set out in the report at Appendix A
- The introduction of transitional protection arrangements for 2013/14 as set out in paragraph 19-22 of the report at Appendix B
- That the net shortfall of the transitional arrangements (estimated to be £18,000) be funded from the budget allocated to the Hardship Fund in 2013/14
- The local discounts, exemptions and premiums for second homes and empty properties within the borough as set out in paragraph 7-10 of the report at Appendix B
- That delegated authority be given to the Director of Finance and Resources to make any necessary minor amendments and to publish the final scheme prior to 1 April 2013.

INTRODUCTION

1. The Local Government Finance Act 2012 requires Councils to agree and adopt by 31 January 2013 a local scheme of Council Tax Support to take effect from 1 April 2013. The local scheme replaces the national Council Tax Benefit scheme for working age customers which is abolished by the Welfare Reform Act 2012 from 31 March 2013. A national Council Tax Support scheme will remain for pension age customers.
2. Councils and precepting authorities will receive grant funding as a contribution to the costs of providing both the local scheme for working age customers and the national scheme for pension age customers. The total grant for Fareham Borough Council plus the related elements for Hampshire County Council, the Police Authority and the Fire & Rescue Authority is £3.96 million for 2013/14 against a projected current year spend of £4.3 million.
3. A public consultation exercise was undertaken and, following a report to the Executive on 7 January 2013 shown at Appendix B, the Executive recommended a local scheme for adoption by the Council that would see certain vulnerable groups protected from reductions and other working age customers facing a reduction in support.

PROPOSED COUNCIL TAX SUPPORT SCHEME

4. At its meeting of 7 January 2013, the Executive considered a report on local Council Tax Support scheme options. The report, at Appendix B, presented outcomes of the public consultation exercise and set out the proposed scheme in response to the consultation responses.
5. The Executive supported a scheme that would see the most vulnerable customers protected from reductions in support. These customers are those who are in receipt of the Enhanced Disability Premium and Severe Disability Premium.
6. The Executive also supported protecting customers in receipt of War Pensions and War Widows Pensions from reductions in support by continuing with the existing scheme of disregarding the income from these pensions when calculating entitlement.
7. A key principle of an amended scheme of support was to introduce a measure whereby all adults in the household should contribute towards the Council services they receive. Therefore the Executive agreed that all working age non-dependants will be expected to contribute a minimum of £3.30 per week.
8. The remaining working age customers will receive support based on 80% of their Council Tax liability (as opposed to current 100% of liability), also capped at a Band C liability for those living in properties in Bands D and above.
9. The Executive supported the proposed introduction of a Hardship Fund to provide short term assistance in cases of extreme hardship experienced by those affected by the change in the level of Council Tax support. This would be supported by further financial commitment to a money advice service.
10. To support the Government's desire to incentivise work, the Executive agreed to retain the extended payments provisions and treatment of child care costs that exist under current Council Tax Benefit legislation. To further encourage customers to undertake paid work, the Executive agreed to an increase to all earned-income disregards by £5 per week.

11. The Executive supported the removal of the Second Adult Rebate scheme for working age customers.
12. The proposed scheme is set out in detail at Appendix A.

TRANSITIONAL GRANT

13. In order to take advantage of the funding announced by the Department for Communities and Local Government, the Council will need to temporarily allow support to be assessed against actual liability regardless of property Band and increase the maximum cap on support from 80% to 91.5%. Additionally, the introduction of the non-dependant deductions as detailed in paragraph 7 above would also be delayed.
14. These temporary changes would be in place for one year only and end on 31 March 2014.

PROPOSED CHANGES TO COUNCIL TAX DISCOUNTS

15. The Executive supported the proposed changes to the discounts currently in place for second homes and empty properties as detailed in paragraph 10 of the report at Appendix B.
16. In addition, they supported the introduction of an Empty Property Premium, equivalent to 50% of (and in addition to) the standard council tax liability for a property which has been vacant and unfurnished for at least two years.

RISK ASSESSMENT

17. The adoption of a scheme that reduces financial support for working age customers, the removal of current discounts for second homes and empty properties and the introduction of a premium on long-term empty properties increases the risks of non-payment of Council Tax. An assessment of the impact of non-payment will be built into the council tax base and will impact on the amount of Council Tax income for the Council and the major precepting authorities.
18. Variations in Council Tax and/or caseload levels, including variations in numbers of customers in the vulnerable groups, could lead to an increase in costs which would have to be met by the Council and major precepting authorities. The recommended scheme provides for these potential increases in costs.

CONCLUSION

19. The decision requested in this report should enable the Council to contain the cost of the proposed scheme within the available resources and takes into account the feedback from the extensive consultation exercise carried out during October and November 2012. Additionally it will ensure that the Council fulfils its responsibility under the Local Government Finance Act 2012 in relation to local Council Tax Reduction Schemes.

Appendices: A: Fareham Borough Council - Council Tax Support Scheme Policy
 B: Report to Executive 7 January 2013 xps-130107-r10-cqu

Background Papers: None

Reference Papers: Local Government Finance Act 2012

Enquiries:

For further information on this report please contact Caroline Quirk. (Ext 4645)