

# FAREHAM

BOROUGH COUNCIL

## 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 JULY 2014**, commencing at **6.00 pm**.

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The Mayor: Councillor David Norris

The Deputy Mayor: Councillor Michael Ford, JP

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



**1. Prayers**

The meeting will commence with a short service of prayers.

**2. Apologies for Absence**

**3. Minutes (Pages 1 - 6)**

To confirm as a correct record the minutes of the Council Meeting held on 19<sup>th</sup> June 2014.

**4. Mayor's Announcements**

**5. Executive Leader's Announcements**

**6. Executive Members' Announcements**

**7. Declarations of Interest**

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

**8. Presentation of Petitions**

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

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

**9. Deputations**

To receive any deputations of which notice has been given.

**10. Reports of the Executive**

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

(1) Minutes of meeting Monday, 7 July 2014 of Executive (Pages 7 - 12)

(2) Schedule of Individual Executive Member Decisions (Pages 13 - 16)

**11. Report of the Scrutiny Board**

To receive, consider and answer questions on reports and recommendations of the meeting of the Scrutiny Board held on 3 July 2014.

(1) Minutes of meeting Thursday, 3 July 2014 of Scrutiny Board (Pages 17 - 20)

**12. Reports of Other Committees**

To receive the minutes of the following Committees and to consider and answer questions on any reports and recommendations made.

- (1) Minutes of meeting Wednesday, 4 June 2014 of Planning Committee (Pages 21 - 36)
- (2) Minutes of meeting Wednesday, 2 July 2014 of Planning Committee (Pages 37 - 50)
- (3) Minutes of meeting Monday, 23 June 2014 of Audit and Governance Committee (Pages 51 - 54)
- (4) Minutes of meeting Tuesday, 8 July 2014 of Licensing and Regulatory Affairs Committee (Pages 55 - 58)
- (5) Minutes of meeting Wednesday, 9 July 2014 of Planning and Development Policy Development and Review Panel (Pages 59 - 64)
- (6) Minutes of meeting Thursday, 10 July 2014 of Streetscene Policy Development and Review Panel (Pages 65 - 68)

**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 July 2014.

P GRIMWOOD  
Chief Executive Officer

[www.fareham.gov.uk](http://www.fareham.gov.uk)

16 July 2014

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
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# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Council

**Date:** Thursday, 19 June 2014

**Venue:** Council Chamber - Civic Offices

**PRESENT:**

D J Norris  
(Mayor)

M J Ford, JP  
(Deputy Mayor)

**Councillors:** Mrs S M Bayford, B Bayford, Miss S M Bell,  
T M Cartwright, MBE, P J Davies, Mrs M E Ellerton,  
J M Englefield, K D Evans, G Fazackarley, N R Gregory,  
Miss T G Harper, Mrs C L A Hockley, T J Howard, L Keeble,  
T G Knight, A Mandry, Mrs K Mandry, Mrs S Pankhurst,  
R H Price, JP, D L Steadman, D C S Swanbrow,  
Mrs K K Trott, N J Walker, D M Whittingham,  
P W Whittle, JP, Wood and S D T Woodward



## **1. PRAYERS**

The meeting opened with prayers led by the Mayor's Chaplain, Reverend Richard Ellingham, Royal Navy, of HMS Collingwood.

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors J V Bryant and Mrs P M Bryant.

## **3. MINUTES**

RESOLVED that

- (a) the Mayor be authorised to sign as a correct record the minutes of the meeting of the Council held on 29 May 2014; and
- (b) that Councillor Mrs C L A Hockley be appointed as an additional deputy representative to the Hampshire Partnership Outside Body (no. 74 of Appendix A to the report at item 14 of the minutes).

## **4. MAYOR'S ANNOUNCEMENTS**

The Mayor announced that his Mayoral Charity Launch was due to take place on Sunday 22 June at the Portchester Parish Hall, from 12 noon.

The Mayor confirmed that the next charity event would be a Barn Dance with Squinty Mcginty and his band at the Portchester Community Centre on Saturday 12 July. Tickets are £15 including a ploughman's supper.

This is followed by a Garden Party on Sunday 20 July at 3pm by kind permission of Marion & Peter Ellerton at their home, 230 Botley Road, Burridge.

## **5. EXECUTIVE LEADER'S ANNOUNCEMENTS**

The Executive Leader announced that further to the submission of the Newlands Farm Planning Application, the period for the determination of the application was due to end on 2 July 2014. The Applicant has contacted the Authority to express their wish to extend the process by two months to allow them time to address some details of the application. The Executive Leader confirmed that the Council has checked that if the requested extension is agreed to, then it cannot be used as a reason for appeal, should the application be refused. Therefore a special meeting of the Planning Committee will be scheduled for early September.

## **6. EXECUTIVE MEMBERS' ANNOUNCEMENTS**

The Executive Member for Public Protection reminded Members that Fareham's Community Safety Partnership sponsored "Access All Areas" event begins in July. These free summer activities for 11-17 year olds in Fareham will be held at eight different venues across the Borough and include activities such as sailing, assault courses, bowling, quad biking and the events also feature a free barbeque.

All Councillors are welcome to attend and volunteers are also most welcome. Further information can be found at [www.saferfareham.co.uk](http://www.saferfareham.co.uk).

## **7. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

## **8. PRESENTATION OF PETITIONS**

There were no petitions presented at this meeting.

## **9. DEPUTATIONS**

There were no deputations given at this meeting.

## **10. REPORTS OF THE EXECUTIVE**

(1) Minutes of meeting Monday, 2 June 2014 of Executive

RESOLVED that the minutes of the Executive meeting held on 2 June 2014 be received.

(2) Schedule of Individual Executive Member Decisions

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

## **11. REPORTS OF OTHER COMMITTEES**

(1) Minutes of meeting Tuesday, 3 June 2014 of Public Protection Policy Development and Review Panel

RESOLVED that the minutes of the Public Protection Policy Development and Review Panel held on 3 June 2014 be received.

## **12. QUESTIONS UNDER STANDING ORDER 17.2**

There were no questions under Standing Order 17.2 submitted for this meeting.

**13. MOTIONS UNDER STANDING ORDER 15**

There were no motions under Standing Order 15 moved at this meeting.

**14. APPOINTMENTS TO COMMITTEES**

RESOLVED that Councillor D M Whittingham be appointed as a member of the Health and Housing Policy Development and Review Panel, with Councillor P J Davies being appointed as a deputy.

**15. WELBORNE PLAN - SECONDARY SCHOOL LOCATION**

The Council received a report by the Director of Planning and Development outlining a suggested change to the Welborne Plan in light of representations received to the Publication Draft Welborne Plan relating to the location of the secondary school. Any changes agreed would be published for a six-week representation period and subsequently submitted to the Secretary of State for Examination.

In presenting the proposals contained within the report, the Executive Leader explained that the revised Appendix A to the report (tabled at the meeting and attached to these minutes) showed not only the suggested changes inserted to the Draft Welborne Plan but also the suggested deletions, thereby making it clearer for Members to see the suggested changes.

During the debate on the item, Councillor C J Wood proposed an amendment that the report be noted and placed on hold and recognising public opinion, that a local poll be conducted. Upon a point of order being raised by Councillor R H Price, JP, the Mayor declared the amendment fallen, in contravention of Standing Order 19.6: "Any omission, insertion or addition of words must not have the effect of negating the motion before the Council" and Standing Order 23.1: "No motion to rescind any resolution passed within the preceding six months".

On the recommendations being duly seconded and in accordance with Standing Order 24.3, a recorded vote was requested. On being put to the meeting, the recommendations were declared CARRIED, 24 members voting in favour (Councillors B Bayford, Mrs S Bayford, T M Cartwright, P J Davies, Mrs M E Ellerton, K D Evans, G Fazackarley, M J Ford, JP, Miss T Harper, Mrs C L A Hockley, T J Howard, L Keeble, A Mandry, Mrs K Mandry, Mrs S Pankhurst, R H Price, JP, D L Steadman, D C S Swanbrow, Mrs K K Trott, N J Walker, D M Whittingham, P W Whittle, JP, and S D T Woodward), 1 member voting against (Councillor N R Gregory) and 3 members abstaining (Councillors J M Englefield, T G Knight and C J Wood).

RESOLVED that the Council agrees:

- (a) that the suggested change to the Local Plan Part 3: Welborne Plan - Publication Plan, as set out in Appendix A, be published for a six-week representation period commencing late-June 2014, together



with supporting documents including supplementary Sustainability Appraisal and Habitats Regulation Assessment statements;

- (b) that the Director of Planning and Development, in consultation with the Executive Member for Planning and Development, be authorised to make any necessary minor amendments to the suggested changes to the Plan, prior to publication for further representations, provided that these do not change the overall direction, shape or emphasis of the documents, and do not raise any significant new issues;
- (c) that the Director of Planning and Development, in consultation with the Executive Member for Planning and Development, be authorised, following the completion of the representation period, to submit the suggested changes to the Secretary of State together with full details of all representations received (and also any necessary minor modifications that are required to ensure legal compliance and/or “soundness”);
- (d) that the proposed amendments to the Local Plan Part 3: Welborne Plan - Publication Plan, be endorsed as interim guidance to be afforded due weight in the determination of planning applications; and
- (e) that the Director of Planning and Development, in consultation with the Executive Member for Planning and Development, be authorised to make any necessary amendments to the Welborne Design Guidance SPD to ensure consistency with the suggested changes to the Plan, prior to publication for consultation, provided that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues.

(The meeting started at 6.00 pm  
and ended at 6.42 pm).



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Executive

**(to be confirmed at the next meeting)**

**Date:** Monday, 7 July 2014

**Venue:** Collingwood Room - Civic Offices

**Present:**

S D T Woodward, Policy and Resources (Executive Leader)  
B Bayford, Health and Housing  
K D Evans, Planning and Development  
Mrs C L A Hockley, Leisure and Community  
L Keeble, Streetscene

**Also in attendance:**

Mrs S M Bayford, Chairman of Streetscene Policy Development and Review Panel  
Miss S M Bell, Chairman of Leisure and Community Policy Development and Review Panel  
Mrs M E Ellerton, Chairman of Health and Housing Policy Development and Review Panel  
M J Ford, JP, Chairman of Appeals Committee  
T G Knight, Chairman of Audit and Governance Committee; for item 9(1)  
A Mandry, Chairman of Planning and Development Policy Development and Review Panel; for item 9(1)  
Mrs K Mandry, Chairman of Public Protection Policy Development and Review Panel  
D C S Swanbrow, Chairman of Scrutiny Board  
Mrs K K Trott, for item 10(1)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor T M Cartwright.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Executive held on 2 June 2014 be confirmed and signed as a correct record.

**3. EXECUTIVE LEADER'S ANNOUNCEMENTS**

The Executive Leader confirmed that today's announcement about the successful funding bid for the Solent Local Enterprise Partnership's Strategic Economic Plan and Local Growth Deal was very good news for the Solent area.

Whilst the final funding bid of £237 million was not fully met, the Solent LEP has had confirmation of £124.8million committed funding for 2015/16 and an agreement of provisional funding for the following four years.

The Executive Leader stated that this is excellent news for Fareham as the funding enables the commencement of works on Stubbington Bypass, Peel Common and the whole package of improvements relating to access for Fareham and Gosport, it will also provide funding for creating a new "all moves" junction 10 on the M27 and improvements to Whiteley Way.

It is anticipated that the Growth Deal will attract an estimated £360 million of private sector funding meaning that the total investment package for the Solent area will approach £500 million and will result in the creation of around 5,000 new jobs, 10,000 new homes, 296,000 sq m of employment floor space, 2,500 apprenticeships and 600 businesses supported with the flagship elements for this being situated in Welborne and Daedalus which is very good news for Fareham.

**4. DECLARATIONS OF INTEREST**

The Executive Leader declared a non-pecuniary interest for item 9(1) Response to Consultation – Stubbington Bypass as he is the Hampshire County Council Executive Member for Economy, Transport and Environment. He remained present throughout the meeting, took no part in the discussion and did not vote on the decision.

**5. PETITIONS**

There were no petitions submitted at this meeting.

**6. DEPUTATIONS**

There were no deputations made at this meeting.

## **7. MINUTES / REFERENCES FROM OTHER COMMITTEES**

There were no references given at this meeting.

## **8. LEISURE AND COMMUNITY**

### **(1) Cams Alders Recreation Ground - Vision for New Sports Facilities**

RESOLVED that the Executive agrees to:

- (a) establish a steering group to develop a vision for new and improved sports facilities and enhancements to the public open space at Cams Alders Recreation Ground, as set out in paragraph 27 of the report; and
- (b) appoint Councillor M J Ford, JP to act as chairman for the group.

### **(2) The Centenary Fields**

RESOLVED that the Executive agrees to nominate Sarisbury Green for the Centenary Fields Programme.

### **(3) Coldeast Swimming Pool: Project Governance Arrangements**

RESOLVED that the Executive:

- (a) agrees the governance and decision-making structure as set out in appendix A to the report; and
- (b) agrees the composition of the Project Member Working Group and appoints Councillor T M Cartwright as Chairman with Councillors B Bayford, D C S Swanbrow and R H Price, JP as members of the group with Councillor Mrs K K Trott as deputy for Councillor Price.

## **9. PLANNING AND DEVELOPMENT**

### **(1) Response to Consultation - Stubbington Bypass**

The Executive Leader declared a non-pecuniary interest for item 9(1) Response to Consultation – Stubbington Bypass as he is the Hampshire County Council Executive Member for Economy, Transport and Environment. He remained present throughout the meeting, took no part in the discussion and did not vote on the decision.

At the invitation of the Executive Leader, Councillors A Mandry and T G Knight addressed the Executive on this item.

RESOLVED that the Executive:

- (a) notes the public consultation currently being carried out by Hampshire County Council on highway proposals for Improving Access to Fareham and Gosport, as outlined in the attached Appendix A;
- (b) agrees the proposed consultation response as set out from paragraph 11 of the Executive Briefing Paper;
- (c) delegates authority to the Director of Planning and Development, in consultation with the Executive Member for Planning and Development to finalise the response to Hampshire County Council, incorporating any minor additions or amendments; and
- (d) agrees that the response be sent as soon as possible to Hampshire County Council, and in any event prior to the end of the Consultation period on 4 August 2014.

## 10. POLICY AND RESOURCES

### (1) Welborne Infrastructure Funding Strategy

At the agreement of the Executive Leader, comments on the Welborne Infrastructure Funding Strategy were received on behalf of the site promoters and were taken into account in determining this item and an additional recommendation was received (as appended to these minutes).

At the invitation of the Executive Leader, Councillor Mrs K K Trott addressed the Executive on this item.

RESOLVED that the Executive:

- (a) notes the Infrastructure Funding Strategy report attached at Appendix A to the report and agrees that it be published to support the Council's overall strategy for the delivery of Welborne;
- (b) agrees the update to the Council's position statement on infrastructure funding for Welborne attached at the Appendix B to this report; and
- (c) that the Director of Finance and Resources, after consultation with the Executive Member for Policy and Resources and the Director of Planning and Development, be authorised to make any appropriate amendments to *Infrastructure Funding Strategy Position Statement Update*, prior to publication, provided that these do not change the overall direction, shape or emphasis of the document, and do not raise any significant new issues.

### (2) Efficiency Savings

During the debate on this item, the Executive Member for Leisure and Community placed on record her thanks to the staff of the Tourist Information Centre for all their hard work and commitment.

RESOLVED that the Executive agrees:

- (a) to reduce the annual budget for Community Grants to £80,000 per year;
- (b) that the annual funding for the Tourist Information Centre be removed from 2015/16, delivering a saving of £36,000 per annum; and
- (c) that the Council becomes a destination partner with Tourism South East at a cost of £1,500 per annum.

(3) Daedalus Investment Project - Progress Update

RESOLVED that the Executive notes the progress made to date on the Daedalus Investment Project.

(4) Actual General Fund Revenue Expenditure 2013/14

RESOLVED that the Executive agrees:

- (a) that completion of the expenditure programmes contained in this report be approved; and
- (b) that the report be noted.

(5) Actual Housing Revenue Account Expenditure and Financing 2013/14

RESOLVED that the Executive agrees:

- (a) that the balance on the Housing Revenue and Repairs Accounts as at 31 March 2014 be carried over to 2014/15; and
- (b) that the following budget be carried forward:
  - i. £3,400 Environmental Improvements.

(6) Actual Capital Expenditure and Financing 2013/14

RESOLVED that the Executive agrees:

- (a) that the capital programme for 2013/14 be approved and financed as set out in Appendix B to this report;
- (b) that the individual expenditure incurred, amounting to £382,106 be financed retrospectively from the surplus capital resources; and
- (c) that the actual capital expenditure for 2013/14 be noted.

(7) Treasury Management Annual Report 2013/14

RESOLVED that the Executive notes the Treasury Management Annual Report for 2013/14.

(8) Pulheim Twinning 30th Anniversary

That the Executive agrees to:

- a) host a tree planting ceremony and reception with a contingent from Pulheim as guests of honour;
- b) plant a Liquid Amber tree, and erect a commemorative plaque in Westbury Manor garden; and
- c) present the Mayor of Pulheim with a commemorative scroll for the 30th anniversary of Fareham and Pulheim twinning.

(The meeting started at 6.00 pm  
and ended at 7.10 pm).



# FAREHAM

## BOROUGH COUNCIL

### SCHEDULE OF EXECUTIVE MEMBER DECISIONS

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

#### Leisure and Community

**(1) Award of Contract - Fareham Skate Park** (Decision 2013/14-457)

RESOLVED that The Executive Member agrees:

- (a) That £20,000 from the existing Open Space Improvements Programme for improvements to Park Lane Recreation Ground, be allocated to decommission the existing skate park and integrate additional features to the tendered scheme;
- (b) That the tender submitted by the contractor ranked 1 (as set out in the confidential appendix), being the most advantageous tender received, be accepted and the contract awarded to the company.

**(2) Community Fund Application - Portchester Bowling Club** (Decision 2013/14-458)

RESOLVED that the application for £899.00 from Fareham Borough Council's Community Fund Programme submitted by Portchester Bowling Club for the purchase of an outdoor bowling green/astro-turf vacuum be approved.

**(3) Community Fund Application - Stubbington Seniors Table Tennis Club** (Decision 2013/14-459)

RESOLVED that the application for £1,014.94 from Fareham Borough Council's Community Funding Programme, submitted by the Mr Derek Ballard for the Stubbington Seniors Table Tennis Club to purchase training equipment be approved.

**(4) Community Fund Application - Oasis Youth Club** (Decision 2013/14-460)

RESOLVED that the application for £1,190 from Fareham Borough Council's Community Funding Programme, submitted by Peter Mills, Treasurer of Titchfield Community Association and Chairman of the Oasis Youth Club Steering Group, to provide a replacement carpet at Oasis Youth Club be approved.

**(5) Community Fund Application - Fareham/Pulheim Twinning Association**  
(Decision 2013/14-461)

RESOLVED that the application for £750.00 from Fareham Borough Council's Community Funding Programme, submitted by David Luckett, Chairman of the Fareham/Pulheim Twinning Association be approved.

**(6) Community Fund Application - Fareham Art Trail** (Decision 2013/14-462)

RESOLVED that the application for £4,201.00 from Fareham Borough Council's Community Funding Programme, submitted by Beth Davis-Hofbauer from Live Art Local be approved.

**(7) Community Fund Application - 15th Fareham Scout Group** (Decision 2013/14-463)

RESOLVED that the application for £3,192.00 from Fareham Borough Council's Community Funding Programme, submitted Ron Unsted, Treasurer of the 15<sup>th</sup> Fareham Scout Group be approved.

**Public Protection**

**(8) Traffic Regulation Order - Proposed Change to Waiting Restrictions - Arundel Drive, Fareham** (Decision 2013/14-474)

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

**(9) Traffic Regulation Order - Proposed Waiting Restrictions - Upper Spinney, Warsash** (Decision 2013/14-484)

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

**(10) Traffic Regulation Order - Proposed Waiting Restriction - Meadcroft Close, Warsash** (Decision 2013/14-485)

RESOLVED that the changes to waiting restrictions as shown at Appendix A are noted but not introduced at this time.

**(11) Traffic Regulation Order - Proposed Waiting Restrictions - Osborne Road, Warsash** (Decision 2013/14-486)

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

**(12) Traffic Regulation Order - Proposed Waiting Restrictions - Funtley Hill**  
(Decision 2013/14-487)

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

**(13) Traffic Regulation Order - Proposed Waiting Restrictions - Brook Lane, Park Gate**  
(Decision 2013/14-488)

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

**(14) Traffic Regulation Order - Proposed Waiting Restrictions - Western Way, Fareham**  
(Decision 2013/14-489)

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

**(15) Traffic Regulation Order - Proposed Waiting Restrictions - Foxbury Grove, Portchester**  
(Decision 2013/14-490)

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

**(16) Proposed Change to Experimental Traffic Regulation Order - South Street, Titchfield**  
(Decision 2013/14-491)

RESOLVED that the Experimental Traffic Regulation Order is modified as shown at Appendix A.



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Scrutiny Board

**(to be confirmed at the next meeting)**

**Date:** Thursday, 3 July 2014

**Venue:** Collingwood Room - Civic Offices, Fareham

**PRESENT:**

Councillor D C S Swanbrow (Chairman)

Councillor Mrs K Mandry (Vice-Chairman)

**Councillors:** Mrs S M Bayford, Miss S M Bell, Mrs M E Ellerton,  
M J Ford, JP, N R Gregory and A Mandry and R H Price, JP  
(deputising for P W Whittle, JP)

**Also Present:** Councillor Mrs C L A Hockley, Executive Member for Leisure  
and Community (minute 6)



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor P W Whittle, JP.

(Councillor M J Ford, JP submitted a retrospective apology for absence for the meeting on 20 March 2014).

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Scrutiny Board held on 20 March 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made an announcement concerning the wild flower meadows in the Borough.

It was AGREED that Matt Wakefield, the Horticulture Development Officer and his team be thanked for the splendid job they were doing.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

In accordance with Standing Orders and the Council's Code of Conduct, Councillor R H Price, JP declared a non-pecuniary interest in the Annual Report on the Performance of the Community Safety Partnership (minute 7 below refers).

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. PRESENTATION BY, AND QUESTIONING OF, THE EXECUTIVE MEMBER FOR LEISURE AND COMMUNITY**

The Board received a presentation by the Executive member for Leisure and Community on the performance of services within the Leisure and Community portfolio over the last year and on future plans. The presentation included details of the Council's Corporate Priorities relating to Leisure and Community, the Management Team, Finances, Leisure Development Services, Leisure Development Projects, the Leisure Development Team, Community Development Services, the Community Development Team, Countryside Services, the Countryside Team, Ferneham Hall and Achievements.

The Executive Member for Leisure and Community and the Director of Community answered members' questions concerning the presentation.

It was AGREED that the Executive Member for Leisure and Community be thanked for her presentation.

## **7. ANNUAL REPORT ON THE PERFORMANCE OF THE COMMUNITY SAFETY PARTNERSHIP**

Councillor R H Price declared a non-pecuniary interest in this item, stating that he was a member of Fareham Community Safety Partnership, representing Hampshire Fire and Rescue Authority. Councillor Price indicated that he had consulted the Council's Monitoring Officer about his declaration and remained in the room during the consideration of the item.

The Board considered a report by the Director of Community on the performance of the Community Safety Partnership. The report provided members with an overview of the work undertaken by Fareham Community Safety Partnership and the Partnership's performance to date.

The Community Safety Manager presented the report and answered members' questions thereon.

It was AGREED that the performance and progress made by Fareham's Community Safety Partnership and the risks and challenges it faces in the future be noted

## **8. REVIEW OF THE BOARD'S WORK PROGRAMME**

The Board considered a report by the Director of Finance and Resources on the Board's work programme for 2014/15.

It was AGREED that:-

- (a) the officers be requested to arrange for the Board to receive a report on the progress of the Vanguard programme and that the report include details of the interventions being carried out, what they have achieved and details of costs and savings;
- (b) an item on the Vanguard programme be placed on the Board's work programme for 25 September 2014;
- (c) subject to (b) above, the programme items as set out in Appendix A to the report be confirmed; and
- (d) the progress on actions since the last meeting, as set out in Appendix B to the report, be noted.

## **9. EXECUTIVE BUSINESS**

The Chairman invited members to indicate if they wished to consider any other item of business dealt with by the Executive since the last meeting of the Board. There were no other items of Executive business considered.

(The meeting started at 6.00 pm  
and ended at 7.41 pm).





# FAREHAM

BOROUGH COUNCIL

## Minutes of the Planning Committee

**(to be confirmed at the next meeting)**

**Date:** Wednesday, 4 June 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

N J Walker (Chairman)

A Mandry (Vice-Chairman)

**Councillors:** B Bayford, K D Evans, M J Ford, JP, D C S Swanbrow,  
Mrs K K Trott and T M Cartwright, MBE



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor R H Price, JP.

**2. MINUTES OF PREVIOUS MEETING**

RESOLVED that the minutes of the Planning Committee meeting held on 23 April 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**4. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct , declarations of interest were made by the following Councillors in the items indicated:-

<b>Name</b>	<b>Pecuniary/Non-Pecuniary Interest</b>	<b>Planning Application/Site Address</b>	<b>Minute Number</b>
Councillor T M Cartwright	Non-Pecuniary	P/ 14/0271/FP – 79 Osborne Road, Warsash	6(8)
Councillor Mrs K K Trott	Pecuniary	P/14/0207/CU – Maindell, North Wallington, Fareham	6(17)
Councillor A Mandry	Non-Pecuniary	P/14/024FP – 66, Old Street, Fareham	6(21)
Councillor A Mandry	Non-Pecuniary	P/14/026/FP – 55, Cottess Way, Hill Head, Fareham	6(22)
Councillor N J Walker	Pecuniary	P/14/0351/FP – 84, Romsey Avenue, Fareham	6(24)

**5. DEPUTATIONS**

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

<b>Name</b>	<b>Spokesperson representing the persons listed</b>	<b>Subject</b>	<b>Supporting or Opposing the Application</b>	<b>Item No/ Application No/Page No</b>
<b>ZONE 1</b>				
Mr D Smart		12 Hanoverian Way, Whiteley – Erection of first floor side/front extension with velux lights, provision of new dormers within northern roofslope and new boundary wall (resubmission of previously approved application P/11/0078/FP)	<b>Opposing</b>	Minute 2 P/14/0051/FP
Mr A Hyndman		Makro Multi-Trade Centre, 4 Dewar Close, Fareham – Proposed generator compound	<b>Supporting</b>	Minute 5 P/14/0214/FP
Mr K Clark		79 Osborne Road, Warsash – Proposed extension and conversion of existing detached garage to provide annexe	<b>Opposing</b>	Minute 8 P/14/0271/FP
Mr B King		19 Valley Rise, Sarisbury Green – Raise existing roof and provision of front/rear dormer windows to form first floor accommodation	<b>Supporting</b>	Minute 14 P/14/0387/FP
Mr S Carrington		Land south of Midpoint, 27 Farm Road, Titchfield – Demolish existing buildings and erection of 19 (3 bed) houses, 9 (1 bed), and 6 (2 bed) flats including 14 affordable units & improvement works to A27 (variation of	<b>Supporting</b>	Minute 15 P/14/0414/VC

		condition 02 on planning permission P/11/0386/FR)		
<b>ZONE 2</b>				
Mr A Scott		53 Sommervell Drive, Fareham – Raised patio area at rear of house with privacy screen at each side (part retrospective)	<b>Supporting</b>	Minute 16 P/14/0150/FP
Mr M Holman (Agent)		14 Chalford Grange, Fareham – Proposed two storey rear extension	<b>Supporting</b>	Minute 18 P/14/0232/FP
<b>ZONE 3</b>				
Mr A Pepper		66 Old Street, Fareham – Raise existing roof to provide first floor accommodation, first floor side windows and pitch roof over existing single storey rear extension	<b>Opposing</b>	Minute 21 P/14/0248/FP
Mrs L Bena		-ditto-	<b>Supporting</b>	-ditto-
Mrs E Wetherick		53 Cottes Way, Hill Head – Garden room seating area	<b>Opposing</b>	Minute 22 P/14/0286/FP

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

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

### (1) P/13/0967/VC - 21 BRIDGE ROAD PARK GATE

The Committee's attention was drawn to the Update Report which provided the following information:- *The applicant has confirmed that the surface water discharge on site will not be dealt with by means of soakaway, as ground investigations have shown that the existing ground is not suitable. The proposal shows the surface water discharge will be pumped up to the main sewer in Bridge Road; attenuation (water storage) is shown on site to allow for the required flow rate into the sewer. For point of clarification, the recommendation should make reference to the applicant/owner entering into a*

*Deed of Variation under section 106 of the Town and Country Planning Act 1990.*

It was proposed and seconded to approve the officer recommendation to approve the application for a variation of conditions under reference P/11/0966/FP, to allow minor amendments to the approved development subject to:-

- (i) the applicant/owner entering into a Deed of Variation under Section 106 of the Town and Country Planning Act 1990 to reflect the change in the planning reference; and
- (ii) the conditions in the report

the proposal was voted on and CARRIED.  
(Voting: 8 for; 0 against)

RESOLVED that subject to:-

- (i) the applicant/owner entering into a Deed of Variation under Section 106 of the Town and Country Planning Act 1990 to reflect the change in the planning reference; and
- (ii) the conditions in the report.

PERMISSION for a variation of conditions under reference P/11/0966/FP, to allow minor amendments to the approved development, be granted.

**(2) P/14/0051/FP - 12 HANOVERIAN WAY WHITELEY**

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
- (ii) a condition requiring the louvres to be painted a colour to be agreed with officers and to have a matte finish

was voted on and CARRIED.  
(Voting: 7 in favour; 1 against)

RESOLVED that subject to:-

- (i) the conditions in the report, and
- (ii) a condition requiring the louvres to be painted a colour to be agreed with officers and to have a matte finish

PLANNING PERMISSION be granted.

**(3) P/14/0197/FP - 69A BROOK LANE WARSASH**

The Committee's attention was drawn to the Update Report which provided the following information:- *A notice should have been placed in the press in line with the Council's publicity procedures. If Members grant consent, it should be subject to a notice being placed in the press and no new material considerations being raised as a result of the additional publicity.*

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

- (i) the completion of a Section 106 Agreement of the Town and Country Planning Act 1990 to secure a contribution towards the Solent Mitigation Project;
- (ii) a notice being placed in the press and no new material considerations being raised as a result of the additional publicity; and
- (iii) the conditions in the report;

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) the completion of a Section 106 Agreement of the Town and Country Planning Act to secure a contribution towards the Solent Mitigation Project;
- (ii) a notice being placed in the press and no new material considerations being raised as a result of the additional publicity; and
- (iii) the conditions in the report,

PLANNING PERMISSION be granted.

**(4) P/14/0198/LB - 69A BROOK LANE WARSASH**

The Committee's attention was drawn to the Update Report which provided the following information:- *A notice should have been placed in the press. It is therefore recommended that the recommendation should be subject to a notice being placed in the press and no new material considerations being raised as a result of the additional publicity. The applicant has confirmed the location of the boiler flue which the conservation officer has agreed is appropriate subject to details of the flue being secured by condition. The plans for the proposed windows have not been amended therefore it is recommended that an additional condition is included which states that notwithstanding the approved plans, the windows will not contain vertical glazing bars.*

Upon being proposed and seconded, the officer recommendation to grant listed building consent, subject to:-

- (i) a notice being placed in the press and no new material considerations being raised as a result of the additional publicity;
- (ii) confirmation of where the vents and boiler flues are to be located;
- (iii) details of any alterations required to comply with fire and building regulations;
- (iv) removal of the vertical glazing bar from the proposed windows; and
- (v) the conditions in the report

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) a notice being placed in the press and no new material considerations being raised as a result of the additional publicity;
- (ii) confirmation of where the vents and boiler flues are to be located;
- (iii) details of any alterations required to comply with fire and building regulations;
- (iv) removal of the vertical glazing bar from the proposed windows; and
- (v) the conditions in the report

LISTED BUILDING CONSENT be granted.

**(5) P/14/0214/FP - MAKRO MULTI-TRADE CENTRE 4 DEWAR CLOSE  
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 the condition in the report, was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

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

**(6) P/14/0241/OD - LAND ADJOINING 268 BROOK LANE SARISBURY  
GREEN**

The Committee's attention was drawn to the Update Report which provided the following information:- *The date of the legal agreement within the recommendation should read 8 August 2001*

Upon being proposed and seconded, the officer recommendation to approve the application for the discharge of a covenant was voted on and CARRIED.  
(Voting: 8 for; 0 against)

RESOLVED that the Solicitor to the Council be authorised to enter into a Deed of Release of Clause 2 (b) of the legal agreement dated 8 August 2001 as there is no longer a requirement to safeguard the land for a greenway

**(7) P/14/0244/FP - LAND ADJACENT TO 3 FLEET END ROAD WARSASH**

The Committee's attention was drawn to the Update Report which provided the following information:- *The Director of Planning and Development (Ecology) - no objection subject to conditions seeking further information:-*

- i) details of the the location of hedgerow planting,*
- ii) details of the treatment of the watercourse both during construction and operationally including types of planting/seeding,*
- iii) clarification of the red line in relation to the watercourse,*
- iv) a naturally vegetated buffer (ideally of several metres) should be restored along the watercourse (from the top of the bank to the proposed fenceline), details of how the buffer will be restored. The buffer should be protected through development (e.g. through use of temporary fencing and pollution prevention measures, which should be outlined), and maintained operationally,*
- v) clarification of the proximity of development to the watercourse channel and any engineering works proposed to the watercourse itself,*
- vi) details of the likely operational impacts upon the watercourse (and any species which may use this corridor), including any management of the area and whether it will be accessible, introduction of non-native species etc, dumping of garden waste, runoff etc, lighting.*

*Note for information: Ordinary Watercourse Consent may be required for works to the watercourse.*

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

- (i) the completion of a Section 106 Agreement to secure a contribution towards the Solent Disturbance Mitigation Project;
- (ii) conditions of the Director of Planning and Development (Ecology) as detailed in the Update Report; and
- (iii) the conditions in the report,

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)



RESOLVED that subject to:-

- (i) the completion of a Section 106 Agreement to secure a contribution towards the Solent Disturbance Mitigation Project;
- (ii) conditions of the Director of Planning and Development (Ecology) as detailed in the Update Report; and
- (iii) the conditions in the report.

PLANNING PERMISSION be granted.

**(8) P/14/0271/FP - 79 OSBORNE ROAD WARSASH**

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

Councillor Cartwright declared a non-pecuniary interest in this application as the depute is known to him.

The Committee was informed that information received from the agent has stated that the occupant of the proposed annexe is the applicant's father.

A motion proposed and seconded that the application be refused. Upon being put to the vote the motion was LOST. (Voting: 4 for refusal; 4 against refusal, following which the Chairman used his casting vote against refusal).

A further motion was proposed and seconded that planning permission be granted subject to:-

- (i) the receipt of satisfactory amended plans showing the removal of the 3 windows in the south facing elevation;
- (ii) a condition stating the occupants of the annexe to be the applicant's father and the annexe subsequently to be used solely for purposes ancillary to 79 Osborne Road; and
- (iii) the conditions in the report.

Upon being put to the vote the motion was CARRIED (Voting: 4 in favour; 4 against, following which the Chairman used his casting vote in favour).

RESOLVED that subject to:-

- (i) the receipt of satisfactory amended plans showing the removal of the 3 windows in the south facing elevation;
- (ii) a condition stating the occupants of the annexe to be the applicant's father and the annexe subsequently to be used solely for purposes ancillary to 79 Osborne Road; and
- (iii) the conditions in the report.

PLANNING PERMISSSION be granted.

**(9) P/14/0321/FP - BROOK LANE REST HOME 290 BROOK LANE SARISBURY GREEN --- ITEM WITHDRAWN FROM THE AGENDA**

The Committee's attention was drawn to the Update Report which provided the following information:- *This application has been withdrawn from the agenda.*

**(10) P/14/0328/FP - 45 WARSASH ROAD WARSASH**

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

(Voting: 8 in favour; 0 against)

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

**(11) P/14/0348/FP - 115 LOCKS HEATH PARK ROAD LOCKS HEATH**

The Committee's attention was drawn to the Update Report which provided the following information:- *1. Amended Tree Layout Plan received 27 May 2014 showing closest tree to proposed garage as 3.6m.*

*2. Amended Plans received 23 May 2014 correcting minor discrepancies between submitted plans.*

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

(Voting: 8 in favour; 0 against)

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

**(12) P/14/0353/FP - 32 CATISFIELD ROAD FAREHAM**

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

(Voting: 8 in favour; 0 against)

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

**(13) P/14/0373/SU - LAND ADJ TO UNIT 12 CHANDLERS WAY PARK GATE**

Upon being proposed and seconded, the officer recommendation that prior approval was not required was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PRIOR APPROVAL NOT REQUIRED.

**(14) P/14/0387/FP - 19 VALLEY RISE SARISBURY GREEN**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *2 objections have been received since the report was published which raise the following issues: Overshadowing of no. 51's rear garden. Overshadowing of windows in no. 51's rear elevation the proposed development would not be in keeping with the other properties in the road. Loss of privacy to no. 49's garden and windows in the rear elevation.*

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

(Voting: 8 in favour; 0 against)

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

**(15) P/14/0414/VC - LAND SOUTH OF MIDPOINT 27 FARM ROAD TITCHFIELD**

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

Upon being proposed and seconded, the officer recommendation to approve the application to vary condition 2 imposed on planning permission P/11/0386/FR, subject to:-

- (i) delegation to the Head of Development Management for the completion of the required legal agreement pursuant to Section 106 of the Town and Country Planning Act 1990; and
- (ii) the conditions in the report

was voted on and CARRIED

(Voting: 8 for; 0 against)

RESOLVED that subject to:-

- (i) delegation to the Head of Development Management for the completion of the required legal agreement pursuant to Section 106 of the Town and Country Planning Act 1990; and
- (ii) the conditions in the report

PERMISSION to vary condition 2 imposed on planning permission P/11/0386/FR be granted.

**(16) P/14/0150/FP - 53 SOMERVELL DRIVE 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 the conditions in the report, was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

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

**(17) P/14/0207/CU - MAINDELL NORTH WALLINGTON FAREHAM**

Councillor Mrs Trott declared a pecuniary interest in this matter on the grounds that she is the Council representative on the Wallington Village Community Association Executive Committee who had made representations on the application and is also a member of the WI. Having addressed the Committee on this matter Councillor Trott then left the meeting room taking no further part in the discussion or voting thereon.

Upon being proposed and seconded, the officer recommendation to grant permission for a change of use, subject to the conditions in the report, was voted on and CARRIED.

(Voting: 7 in favour; 0 against)

RESOLVED that, subject to the conditions in the report, PERMISSION for CHANGE OF USE be granted.

**(18) P/14/0232/FP - 14 CHALFORD GRANGE 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 the conditions in the report, was voted on and CARRIED.

(Voting: 7 in favour; 0 against; 1 abstention)

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

**(19) P/14/0249/FP - 40 SOUTHAMPTON 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: 8 in favour; 0 against)

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

**(20) P/14/0438/SU - WICKHAM ROAD SOUTH WICKHAM ROAD FAREHAM**

Upon being proposed and seconded, the officer recommendation that prior approval was not required was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that PRIOR APPROVAL NOT REQUIRED.

**(21) P/14/0248/FP - 66 OLD STREET FAREHAM**

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

Councillor Mandry declared a personal interest in this application on the grounds that one of the deputees is known to him.

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: 6 in favour; 2 against)

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

**(22) P/14/0286/FP - 53 COTTES WAY HILL HEAD FAREHAM**

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

Councillor Mandry declared a personal interest in this application on the grounds that the deputee is known to him as one of his constituents.

The Committee was informed that the applicant had recently submitted plans detailing the applicant's intentions regarding issues relating to drainage and guttering. It was stated that the proposals would be secured through a planning condition.

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

- (i) the conditions in the report, and
- (ii) a further condition to ensure that the applicants proposals relating to drainage and guttering are carried out in accordance with the submitted details

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) the conditions in the report, and

- (ii) a further condition to ensure that the applicants proposals relating to drainage and guttering are carried out in accordance with the submitted details

PLANNING PERMISSION be granted.

**(23) P/14/0304/FP - 30 PENTLAND RISE 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: 8 in favour; 0 against)

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

**(24) P/14/0351/FP - 84 ROMSEY AVENUE FAREHAM**

The Committee's attention was drawn to the Update Report which provided the following information:- *For Members information, the applicant is related to a Council employee.*

The Chairman, Councillor Walker declared a pecuniary interest in this application on the grounds that the applicant is well known to him. Councillor Walker left the meeting room prior to consideration of this item and took no part in the discussion or voting thereon.

*(Vice-Chairman in the Chair for 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: 7 in favour; 0 against)

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

**(25) P/14/0427/SU - TELECOMMUNICATION MAST NELSON LANE FAREHAM**

Upon being proposed and seconded, the officer recommendation that prior approval was not required was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PRIOR APPROVAL NOT REQUIRED.

**(26) Planning Appeals**

The Committee noted the information contained in the report.

**(27) Update Report**

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

**7. TREE PRESERVATION ORDERS**

**(1) Tree Preservation Order No 303 - 96, Burnt House Lane, Stubbington**

The Committee considered a report by the Director of Planning and Development regarding the revocation of Tree Preservation Order No 303 relating to 96, Burnt House Lane, Stubbington.

RESOLVED that Fareham Tree Preservation Order No 303 be revoked.

**(2) Tree Preservation Order No 689 - Mayflower Close, Hill Head**

The Committee considered the confirmation of Fareham Tree Preservation Order No 689 which had been made by officers under delegated powers and to which no formal objections had been received. The Order was made on 7 February 2014 covering 3 individual trees.

RESOLVED that Fareham Tree Preservation Order No 689 be confirmed as made and served.

(The meeting started at 2.30 pm  
and ended at 5.10 pm).





# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Planning Committee

**(to be confirmed at the next meeting)**

**Date:** Wednesday, 2 July 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

N J Walker (Chairman)

A Mandry (Vice-Chairman)

**Councillors:** B Bayford, T M Cartwright, MBE, M J Ford, JP, R H Price, JP,  
P J Davies (deputising for D C S Swanbrow) and D J Norris  
(deputising for Mrs K K Trott)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Evans, Councillor Swanbrow and Councillor Mrs Trott.

**2. MINUTES OF PREVIOUS MEETING**

RESOLVED that the minutes of the Planning Committee meeting held on 4 June 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**4. DECLARATIONS OF INTEREST**

In accordance with Standing Orders and the Council's Code of Conduct, declarations of interest were made by the following Councillors on the items indicated:-

<b>Name</b>	<b>Pecuniary/Non-Pecuniary Interest</b>	<b>Planning Application/Site Address</b>	<b>Minute Number</b>
All Members present	Non-Pecuniary	P/14/0368/FP – 1 Lower Church Road, Fareham	6(3)
Councillor P J Davies	Non-Pecuniary	P/14/0400/D3 – Private Car Park Palmerston Avenue, Fareham	6 (14)
Councillor T M Cartwright	Non-Pecuniary	P/14/0221/FP – Hangars West, Land at Daedalus West	6(19)
Councillor M J Ford	Non-Pecuniary	-ditto-	-ditto-
Councillor Mandry A	Non-Pecuniary	-ditto-	-ditto-
Councillor Mandry A	Pecuniary	P/14/0042/FP - Lee on Solent Golf Club, Brune Lane, Lee on Solent	6(21)

## 5. DEPUTATIONS

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

Name	Spokesperson representing the persons listed	Subject	Supporting or Opposing the Application	Minute No/ Application No
<b>ZONE 1</b>				
Mr J McPherson		Brook Lane Rest Home, 290 Brook Lane, Sarisbury Green, – Proposed ground floor extension to rear to allow re-organisation of existing accommodation and circulation space and the provision of three additional bedrooms, widening of vehicular access from Brook Lane and re-configuration of car parking to provide three additional parking spaces	<b>Opposing</b>	6 (1) P/14/0321/FP
Mr C Ward (Agent)		63 Bridge Road, Park Gate – Proposed building of two three bedroom chalet bungalows to the rear of 63 Bridge Road using the existing site entrance	<b>Supporting</b>	6 (2) P/14/0340/FP
Mr G Townley		1 Lower Church Road Fareham - proposed first-floor extension over garage, to achieve the provision of a one-bedroomed annexe.	<b>Opposing</b>	6 (3) P/14/0368/FP
Mr R Tutton (Agent)		-ditto-	<b>Supporting</b>	-ditto-

<p>Mr N Green (Agent)</p>		<p>Land to the South West Side of Burrige Road Burrige Road, Burrige Southampton - Redesign of an existing pitch, including relocation of the caravans and utility/day room granted for residential purposes for 1 no gypsy pitch with the retention of the granted hard standing ancillary to that use</p>	<p><b>Supporting</b></p>	<p>6 (5) P/14/0415/FP</p>
<p>Ms L Pinnick</p>		<p>61A Swanwick Lane Swanwick Southampton - Conversion of garage with home office above to garage with granny annexe</p>	<p><b>Supporting</b></p>	<p>6 (7) P/14/0455/FP</p>
<p>Mr P Smith</p>		<p>5 Brook Lane, Warash – Change of use from A1 (retail) to A2 (estate agent)</p>	<p><b>Supporting</b></p>	<p>6 (8) P/14/0468/CU</p>
<p>Mr J White</p>	<p>Mr &amp; Mrs Rogers Mr &amp; Mrs Henderson Mr &amp; Mrs Palmer Mrs Marsh Ms Howard Mr Wells</p>	<p>67 Church Road, Locks Heath – Demolition of existing detached bungalow and garage and erection of a pair of semi-detached 3-bed houses, one detached chalet 4-bed bungalow and a 3-bed bungalow</p>	<p><b>Opposing</b></p>	<p>6 (11) P/14/0409/OA</p>
<p>Mr L Rosenthal (Agent)</p>		<p>8 Pimpernel Close, Locks Heath – Erection of single storey side and rear extension</p>	<p><b>Supporting</b></p>	<p>6 (12) P/14/0462/FP</p>
<p>Stephen Whitewood</p>		<p>266 Brook Lane Sarisbury Green - Front boundary wall of 1.46 metres in height with scalloped upper edge.</p>	<p><b>Supporting</b></p>	<p>6 (13) P/14/0315/FP</p>

<b>ZONE 2</b>				
Mr J Charles (also on behalf of Mrs L Clarke and Mr D Bryant)		Wykeham House School, 6 High Street, Fareham – Variation of condition 3 of P/14/0171/CU to increase the number of pupils to a maximum of 60 by August 2018.	<b>Supporting</b>	6 (16) P/14/0463/VC
Mr A Spragg		10 Holly Grove, Fareham – Two storey side extension including front dormer and single storey rear extension	<b>Supporting</b>	6 (17) P/14/0384/FP
<b>ZONE 3</b>				
Mr M Cope	Mr C Nuttall Mr R Austin Mr R Goman Ms S Thomas Mr B Staniland Ms C Johnson	Land at Hangars West, Daedalus West, Broom Way, – Planning application for erection of two terraces of hangars within class B2 and class B8, toilet block, car parking and associated works	<b>Opposing</b>	6 (19) P/14/0221/FP
Mr A Phillips	Mr L Clewer Mr B Parsons Mr J Lissamer Ms S Ramsden Ms P Freestone	-ditto-	<b>-ditto-</b>	-ditto-
Ms Esther Croft		-ditto-	<b>Supporting</b>	-ditto-

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

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

**(1) P/14/0321/FP - BROOK LANE REST HOME 290 BROOK LANE SARISBURY GREEN**

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

The Committee's attention was drawn to the Update Report which provided the following information: *One further comment has been received objecting to the proposal and referring to the previous dismissed appeal. There have been numerous applications and there should be a final stop to development.*

A motion was proposed and seconded that the application be refused. Upon being put to the vote the motion was NOT CARRIED (Voting: 2 for refusal; 6 against refusal).

A further motion was proposed and seconded that the officer recommendation to grant planning permission be granted subject to the conditions in the report. Upon being put to the vote the motion was CARRIED. (Voting: 6 in favour; 2 against)

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

**(2) P/14/0340/FP - 63 BRIDGE ROAD PARK GATE**

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 applicants providing a Unilateral Undertaking Under Section 106 of the Town and County Planning Act 1990 to make an appropriate financial contribution towards the provision of off-site ecological mitigation; and
- (ii) the conditions in the report,

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that, subject to:-

- (i) The applicants providing a Unilateral undertaking Under Section 106 of the Town and County Planning Act 1990 to make an appropriate financial contribution towards the provision of off site ecological mitigation; and
- (ii) the conditions in the report,

PLANNING PERMISSION be granted.

**(3) P/14/0368/FP - 1 LOWER CHURCH ROAD FAREHAM**

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

All members present declared a non-pecuniary interest in this application on the grounds that the applicant is a fellow Fareham Borough councillor.

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

(Voting: 8 in favour; 0 against)

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

**(4) P/14/0405/FP - 54 BEACON WAY PARK GATE**

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

(Voting: 8 in favour; 0 against)

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

**(5) P/14/0415/FP - LAND TO THE SOUTH WEST SIDE OF BURRIDGE ROAD BURRIDGE**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *1 further letter has been received from Hamble Reach: - How many permanent gypsy sites have you got? as in 2006 the Council should have had 6. We found out in 2013, seven years after, that the council has only two temporary sites. As far as I am concerned we are paying for the Council's incompetence on the lack of alternative sites! How many more tax paying residents are going to be affected by the Council's unprofessional conduct before you take action to get the set amount of gypsy sites in the area. I blame Fareham Borough Council for this gypsy site in Burridge Road.*

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: 8 in favour; 0 against)

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

**(6) P/14/0429/FP - 5 EASTBROOK CLOSE PARK GATE**

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: 8 in favour; 0 against)

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

**(7) P/14/0455/FP - 61A SWANWICK LANE SWANWICK**

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 receipt of amended plans correcting minor discrepancies between the submitted elevations and those on the ground; and
- (ii) the conditions in the report,

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) the receipt of amended plans correcting minor discrepancies between the submitted elevations and those on the ground; and
- (ii) the conditions in the report,

PLANNING PERMISSION be granted.

**(8) P/14/0468/CU - 5 BROOK LANE WARSASH SOUTHAMPTON**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *Recommendation is for PERMISSION.*

Upon being proposed and seconded, the officer recommendation to grant permission for a change of use from A1 (Retail) to A2 (Estate Agent) was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that PERMISSION for a change of use from A1 (Retail) to A2 (Estate Agent) be granted.

**(9) P/14/0485/FP - 28 HAMPTON GROVE FAREHAM - APPLICATION WITHDRAWN BY THE AGENT**

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

**(10) P/14/0498/SU - HUNTS POND ROAD/NETLEY ROAD TITCHFIELD**

Upon being proposed and seconded, the officer recommendation that prior approval was not required was voted on and CARRIED.



(Voting: 8 in favour; 0 against)

RESOLVED that PRIOR APPROVAL NOT REQUIRED.

**(11) P/14/0409/OA - 67 CHURCH ROAD LOCKS HEATH**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *1. An updated ecological survey has been received following which the Director of Planning and Development (Ecology) has no objections subject to an additional condition to secure compliance with this latest report. 2. Members are advised that the proposed Unilateral Undertaking is only necessary if the Applicant wishes. S111 of the Local Government Act 1972 may now be used to collect contributions without recourse to an agreement.*

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

(i) completion of a Unilateral Undertaking pursuant to Section 106 of the Town and Country Planning Act 1990 to secure a contribution towards mitigation of the impact of the development upon the coastal SPA, if the applicant wishes; and

(ii) the conditions in the report, was voted on and CARRIED.  
(Voting: 8 in favour; 0 against).

RESOLVED that subject to:-

(i) completion of a Unilateral Undertaking pursuant to Section 106 of the Town and Country Planning Act 1990 to secure a contribution towards mitigation of the impact of the development upon the coastal SPA if the applicant wishes; and

(ii) the conditions in the report,

OUTLINE PLANNING PERMISSION be granted.

**(12) P/14/0462/FP - 8 PIMPERNEL CLOSE LOCKS HEATH**

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 the conditions in the report, was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

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

**(13) P/14/0315/FP - 266 BROOK LANE SARISBURY GREEN**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *The description which heads the report and describes the wall as being 1.46m in height is the description provided by the applicant and is incorrect. The proposed wall would have brick piers of 2.3-2.4m in height with a scalloped edge of between 1.8 and 2.2m.*

Upon being proposed and seconded, the officer recommendation to refuse planning permission was voted on and CARRIED.  
(Voting: 6 in favour of refusal; 2 against refusal)

RESOLVED that PLANNING PERMISSION be REFUSED.

Reasons for refusal: It is considered that the proposal would have an adverse impact on the character of the area contrary to Policy CS17 of the Core Strategy and saved Policy DG4 of the Local Plan Review.

Policies: Approved Fareham Borough Core Strategy – CS17 - High Quality Design; Development Sites and Policies: DSP2 – Design; Fareham Borough local plan Review: DG4 – Site Characteristics.

**(14) P/14/0400/D3 - PRIVATE CAR PARK PALMERSTON AVENUE FAREHAM**

Councillor Davies declared a non-pecuniary interest in this application on the grounds that he is Chairman of Fareham Borough Council's Housing Tenancy Board.

Upon being proposed and seconded, the officer recommendation to grant planning permission pursuant to Regulation 3 of the Town and Country Planning General Regulations 1992, subject to:-

- (i) the conditions in the report; and
- (ii) an additional condition requiring details of lighting within the parking area and along the access routes for pedestrians to be submitted for approval and subsequently installed.

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) the conditions in the report; and
- (ii) an additional condition requiring details of lighting within the parking area and along the access routes for pedestrians to be submitted for approval and subsequently installed

PLANNING PERMISSION pursuant to Regulation 3 of the Town and Country Planning General Regulations 1992 be granted.

**(15) P/14/0456/SU - LONGFIELD AVENUE FAREHAM**

Upon being proposed and seconded, the officer recommendation that prior approval was not required was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that PRIOR APPROVAL NOT REQUIRED.

**(16) P/14/0463/VC - WYKEHAM HOUSE SCHOOL 6 HIGH STREET FAREHAM**

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

The Committee's attention was drawn to the Update Report which provided the following information:- *Travel and Access Plan received 30th June 2014. This document is acceptable to the Director of Planning and Development (Highways). Its implementation should be made subject to a condition.*

Upon being proposed and seconded, the officer recommendation to grant planning permission for a variation of condition 3 of planning permission P/14/0171/CU, subject to the conditions in the report relating to maximum number of pupils and compliance with agreed Travel and Access Plan was voted on and CARRIED.  
(Voting: 8 in favour; 0 against;)

RESOLVED that, subject to the conditions in the report relating to maximum number of pupils and compliance with agreed Travel and Access Plan, PLANNING PERMISSION for a variation of condition 3 of planning permission P/14/0171/CU, be granted.

**(17) P/14/0384/FP - 10 HOLLY GROVE 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 the condition in the report, was voted on and CARRIED.  
(Voting: 8 in favour; 0 against).

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

**(18) P/14/0476/LB - FAREHAM CEMETERY WICKHAM ROAD FAREHAM**

The Committee's attention was drawn to the Update Report which provided the following information:- *Further details have been submitted to confirm that all the coping stones are to be replaced, the railings are to be repaired with steel and the new horizontal bar at the bottom of the railings will be 40mm*

A motion was proposed and seconded to approve the officer recommendation to forward the application to the Secretary of State of the Department for

Communities and Local Government for listed building consent, subject to the receipt of satisfactory details in respect of the following matters:-

- The extent of the coping stone replacement; the materials used in the repair of the railings; and the diameter of the new horizontal bar along the base of the railings; and
- The Secretary of State be invited to impose the following conditions on any consent granted:-
  - (i) The construction of the piers should be recorded before dismantling. The piers should be reconstructed to ensure that the quoins and capping stones are accurately replaced in their original locations replicating the dimensions of their bedding joints as closely as possible.
  - (ii) The lime mortar used to bed the quoins, coping stones and flints should match as closely as possible that used for the existing wall. The ratio of flints to mortar should be carefully replicated with any shortfall made up with flints to match.
  - (iii) Details of the replacement coping stone shall be submitted to and approved by the local planning authority in writing before the works are carried out.

The motion was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that subject to the receipt of satisfactory details in respect of the following matters:-

- The extent of the coping stone replacement; the materials used in the repair of the railings; and the diameter of the new horizontal bar along the base of the railings; and
- The Secretary of State be invited to impose the following conditions on any consent granted:-
  - (i) The construction of the piers should be recorded before dismantling. The piers should be reconstructed to ensure that the quoins and capping stones are accurately replaced in their original locations replicating the dimensions of their bedding joints as closely as possible.
  - (ii) The lime mortar used to bed the quoins, coping stones and flints should match as closely as possible that used for the existing wall. The ratio of flints to mortar should be carefully replicated with any shortfall made up with flints to match.
  - (iii) Details of the replacement coping stone shall be submitted to and approved by the local planning authority in writing before the works are carried out.

**(19) P/14/0221/FP - LAND AT BROOM WAY DAEDALUS WEST HANGARS WEST**

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

The following members declared a non-pecuniary interest in this application on the grounds indicated:-

Councillor A Mandry	Member of Daedalus Strategy Group
Councillor T M Cartwright	Chairman of Daedalus Working Group
Councillor M J Ford	Member of Daedalus Working Group

The Committee’s attention was drawn to the Update Report which provided the following information:- *One further letter of objection has been received from 11 Jersey Close. No new issues to those in the main agenda are raised but matters of size, noise, disturbance are repeated.*

**(During the course of discussion on this application the Committee agreed to adjourn the meeting from 5.40pm to 5.45pm)**

It was proposed and seconded to approve the officer recommendation to grant planning permission subject to:-

- (i) the conditions in the report, ( excluding the condition restricting hours of use from 0700 – 2300hours ); and
- (ii) an amended condition stating the hours of use are restricted to 0700 to 2000 hours (aircraft movement excepted.)

was voted on and CARRIED.  
(Voting: 8 in favour; 0 against)

RESOLVED that subject to:-

- (i) the conditions in the report, ( excluding the condition restricting hours of use from 0700 – 2300hours ); and
- (ii) an amended condition stating the hours of use are restricted to 0700 to 2000 hours (aircraft movement excepted)

PLANNING PERMISSION be granted.

**(20) P/14/0304/FP - 30 PENTLAND RISE FAREHAM**

A motion was proposed and seconded that the Committee note that the representations made by a neighbour and reported within the officer report, presented to the Committee on 4 June 2014, should have been regarded as comments only and not an objection. The motion was voted on and CARRIED.

(Voting: 8 in favour; 0 against)

RESOLVED that the Committee note that representations made by a neighbour and reported within the officer report, presented to the Committee on 4 June 2014, are to be regarded as comments only and not an objection.

**(21) P/14/0042/FP - LEE ON SOLENT GOLF CLUB BRUNE LANE LEE ON SOLENT**

Councillor Mandry declared a pecuniary interest in this application on the grounds that he is Chairman of the charity to whom the golf club has made an application for funding. Councillor Mandry left the meeting room prior to consideration of the application and took no part in the discussion or voting thereon.

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; 0 against)

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

**7. PLANNING APPEALS**

The Committee noted the information contained in the report.

**8. UPDATE REPORT**

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

(The meeting started at 2.30 pm  
and ended at 6.15 pm).

# FAREHAM

BOROUGH COUNCIL

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

**Date:** Monday, 23 June 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:** T G Knight  
(Chairman)

L Keeble  
(Vice-Chairman)

**Councillors:** P J Davies, N R Gregory, Miss T G Harper, D L Steadman and  
D J Norris (deputising for P W Whittle, JP)

**Also  
Present:**



**1. APOLOGIES**

An apology of absence was received from P W Whittle, JP.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Audit and Governance Committee held on 10 March 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed to the meeting Suzanne Smith and Andy Jefford from Mazars (Internal Auditors).

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**MATTERS SUBMITTED FOR CONFIRMATION**

**6. REVIEW OF FINANCIAL REGULATIONS**

The Committee considered a report by the Director of Finance and Resources which reviewed the Introductory Statue of the Regulations and Financial Regulation 3 – Responsibilities of Other Officers.

RESOLVED that the Committee recommends to Council that the proposed changes to these regulations as set out in Appendix B and D to the report be approved.

**DECISIONS MADE UNDER DELEGATED POWERS**

**7. QUARTERLY AUDIT REPORT**

The Committee considered a report by the Director of Finance and Resources on the Quarterly Audit report.

At the Invitation of the Chairman, Andy Jefford from Mazars, presented the report to the Committee and took questions from members.

RESOLVED that the Committee notes the progress of the Contractor Internal Audit Plan, attached as Appendix A to this report.



## **8. HEAD OF AUDIT'S ANNUAL OPINION**

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

Members noted that there were no minimal or limited assurances issued this year, there were no errors on expenditure or income collection noted during audits and that there were no new essential recommendations.

RESOLVED that the contents of the report are noted as a source of evidence for the 2013/14 Annual Governance Statement.

## **9. COUNTER FRAUD INVESTIGATION PROGRESS**

The Committee considered a report by the Director of Finance and Resources on Counter Fraud Investigation progress. The report summarised the number and type of investigations that have been carried out into suspected cases of fraud that have arisen during 2013/14.

The Head of Audit and Assurance highlighted the biggest change in the report which related to the way in which benefit fraud will be dealt with from October 2014 with the introduction of the SFIS (Single Fraud Investigation Service). This will mean that the DWP (Department of Work and Pensions) will now become the lead authority on Housing and Council Tax Benefit fraud investigations, and as a result Fareham Borough Council's fraud caseload will transfer to them on 1 October 2014.

RESOLVED that the content of the report be noted.

## **10. COUNTER FRAUD STRATEGY PROGRESS**

The Committee considered a report by the Director of Finance and Resources which provided an update on the Counter Fraud Strategy work in progress or carried out in the last 6 months.

The Head of Audit and Assurance presented the report to the Committee and highlighted the results of the Committee's request from its meeting on 25 November 2013 regarding incentives for reporting of fraud. The Chairman expressed his thanks for the work and research undertaken in regards to this request.

Several members raised concerns regarding the right of succession in relation to Council properties, it was agreed that this is an issue that would need to be addressed by the Health and Housing Committee.

RESOLVED that the Committee notes the progress made to date as part of the Counter Fraud Strategy.

## **11. REVIEW OF COMMITTEE WORK PROGRAMME**

The Committee considered a report by the Director of Finance and Resources which reviewed the current work programme for the Committee.

RESOLVED that the Committee approved the Work Programme for the remainder of the year, as set out in Appendix A of the report.

**12. REVIEW OF MEMBERS TRAINING & DEVELOPMENT AND DETERMINATION OF PROGRAMME**

The Committee considered a report by the Director of Finance and Resources on a review of Member's training & development and the determination of the programme.

Councillor Miss Harper enquired if the information provided at training sessions could be put into a directory for all Councillors to access, with the information being listed by department or subject matter. The Head of Democratic Services confirmed that she would make arrangements for this to be put into action.

Councillor Davies stated that he felt that all training sessions should have a suitable learning outcome that would benefit all members. The Head of Democratic Services reassured the Committee that all member training sessions are designed with an appropriate learning outcome.

RESOLVED that the Committee:

(a) notes the content of the report and approves the framework for members' training and development in 2014/15 which is set out in Appendix A of this report; and

(b) agrees to a training needs survey to be circulated to all members in February 2015 and the results be reported to this Committee.

(The meeting started at 6:00pm  
and ended at 7:27pm).

# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Licensing and Regulatory Affairs Committee

**(to be confirmed at the next meeting)**

**Date:** Tuesday, 8 July 2014

**Venue:** Collingwood Room - Civic Offices, Fareham

**PRESENT:**

Councillor T M Cartwright, MBE (Vice-Chairman in the Chair)

**Councillors:** Mrs S M Bayford, Miss S M Bell, Mrs M E Ellerton, K D Evans (deputising for L Keeble), M J Ford, JP, T J Howard, Mrs K Mandry, D J Norris, Mrs S Pankhurst and Mrs K K Trott (deputising for R H Price, JP)



**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from the Chairman, Councillor Mrs P M Bryant and from Councillors L Keeble and R H Price, JP.

**2. MINUTES**

RESOLVED that the minutes of the meeting of the Licensing and Regulatory Affairs Committee held on 29 May 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made an announcement on behalf of Councillor Mrs P M Bryant concerning the recent retirement of the Licensing Officer, Mrs Mandy Hovey, thanking her for her 28 years' service with Fareham Borough Council and wishing her well in her retirement.

**4. DECLARATIONS OF INTEREST**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**MATTER SUBMITTED FOR CONFIRMATION**

**6. POLICY STATEMENTS RELATING TO THE LGPS 2014 REGULATIONS**

The Committee considered a report by the Director of Finance and Resources on policy statements relating to the LGPS 2014 Regulations.

RECOMMENDED that:-

- (a) the changes to the Local Government Pension Scheme (LGPS) from 1 April 2014 be noted;
- (b) the proposed policy statements for those who stopped contributing to the LGPS between 1 April 2008 and 31 March 2014 be approved; and
- (c) the proposed policy statements for those members who continue in the scheme or join it from 1 April 2014 be approved.

**DECISIONS UNDER DELEGATED POWERS**

**7. LICENSED PREMISES AND COMMUNITY SAFETY**

The Committee considered a report by the Director of Community on incidents of crime and disorder and the control of licensed premises. Copies of

Appendix B to the report were circulated at the meeting, together with a revised version of Appendix A to the report.

RESOLVED that the report be noted.

**10. ACTUAL REVENUE EXPENDITURE 2013/14**

The Committee considered a report by the Director of Finance and Resources on the Actual Revenue Expenditure for 2013/14.

RESOLVED that the report be noted.

**11. PRESENTATION ON THE RESPONSIBILITIES OF THE LICENSING AND REGULATORY AFFAIRS COMMITTEE**

The Committee received a presentation from the Director of Community on the responsibilities of the Licensing and Regulatory Affairs Committee. The presentation included details of the general and specific functions of the Committee and, in particular, Health and Safety, Licensing, General Licensing, Taxi Licensing, Safety Advisory Group, Election Services, Registration Services, Individual Electoral Registration (IER) and the Timetable of Elections.

RESOLVED that the Director of Community be thanked for his presentation.

**12. ANNUAL TAXI VEHICLE RENEWALS**

The Committee considered a report by the Director of Community on the Annual Taxi Vehicle Renewals.

RESOLVED that the content of the report and the work involved with the annual Hackney Carriage and Private Hire renewals be noted.

**13. ANNUAL HEALTH AND SAFETY SERVICE PLAN**

The Committee considered a report by the Director of Community on the Annual Health and Safety Service Plan.

RESOLVED that the Section 18 Health & Safety Intervention Plan, as shown in Appendix A to the report, be approved.

**14. LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK PROGRAMME**

The Committee considered a report by the Director of Community on the Committee's work programme for 2014/15.

RESOLVED that:-

- (a) the progress on actions arising from the meeting of the Committee held on 18 March be noted, as shown in Appendix A to the report, be noted;

- (b) a members' training session in September/October be added to the work programme for 2014/15; and
- (c) subject to (b) above, the Work Programme for 2014/15, as shown in Appendix B to the report, be confirmed.

(The meeting started at 6.00 pm  
and ended at 6.50 pm).

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Planning and Development Policy Development and Review Panel

(to be confirmed at the next meeting)

**Date:** Wednesday, 9 July 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

A Mandry (Chairman)

T J Howard (Vice-Chairman)

**Councillors:** P J Davies, J M Englefield, Miss T G Harper, N J Walker and Mrs K K Trott (deputising for P W Whittle, JP)

**Also Present:** Councillor K D Evans and Councillor T G Knight



**1. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Whittle.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Planning and Development Policy and Development and Review Panel meeting held on 4 March 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

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

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

Councillor Walker declared a non-pecuniary interest in agenda item 7 – River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy – Options for Public Consultation (see minute 7 below).

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. PUBLIC TRANSPORT REVIEW - SCOPING STUDY**

The Panel considered a scoping study report which proposed a review of public transport provision in the Borough. The report had been requested by Councillor Mandry, (Chairman) and its aim was to identify possible actions for working more effectively with those organisations responsible for delivering such services to meet the needs of the local communities through the Council's community leadership role.

Members considered the proposal that in order to take the matter forward, an informal Member Working Group consisting of Panel members be set up to steer the review and consider initial findings (which it was expected could be presented to a future Panel meeting). It was also proposed that the Council liaise with First Bus to build a better relationship with the principal bus service operator in Fareham.

In response to an enquiry from Councillor Miss Harper, it was confirmed that the reference in the scoping report to "bus infrastructure provision" included the provision of bus shelters.

It was AGREED that:-

- (a) a Public Transport Review Member Working Group of members of the Panel, be established;



- (b) the members of the Working Group be Councillor A Mandry, Councillor PJ Davies and a representative nominated by the Liberal Democrat Group.
- (c) arrangements be made for the first meeting of the Working Group to be held in August 2014 and a programme of future meetings be formulated; and
- (d) an update on the Public Transport Review Member Working Group be reported to the Panel meeting on 2 September 2014 and details of the Group's initial findings be considered at the Panel meeting on 4 November 2014 (see minute 8 below).

## 7. RIVER HAMBLE TO PORTCHESTER COASTAL FLOOD AND EROSION RISK AND MANAGEMENT STRATEGY - OPTIONS FOR PUBLIC CONSULTATION

The Panel considered a report by the Director of Planning and Development which summarises the progress of the River Hamble to Portchester Coastal Flood and Erosion Risk Management Strategy and sets out the preferred Strategic approach for managing the Fareham coastline over the next hundred years and sets out the details of the public consultation of these options to run for 3 months from 1 September 2014 to 1 December 2014. The report was accompanied by a presentation which illustrated the information contained in the report.

The Chairman welcomed to the meeting two representatives from Eastern Solent Coastal Partnership, Mark Stratton and James Addicott who presented the item and answered members' questions.

At the invitation of the Chairman Councillor Knight joined the meeting for this item and took part in the discussion.

Councillor Walker declared a non-pecuniary interest in this matter on the grounds that in the past he has built sea defences along the coastline.

The presentation covered the following key areas:

- **Strategy Progress** - collection of baseline evidence, flood modelling leading to assessment of preferred options for mitigating flood and erosion risk.
- **Community Engagement** – there has been on-going engagement with the public and other interested partners including presentations to councillors and other organisations and website and social media updates. Part of the aim of engaging with other organisations is to work collaboratively in the development of the strategy and to try and seek longer term future funding.
- **Options Development** - along list of options was assessed against several categories including; technical feasibility, environmental impacts, cost, funding opportunities, objectives of interested parties etc.

This process produced the short list of options which subsequently was reduced to the following preferred strategic options referred to in paragraph 12 of the report:-

(a) Do Minimum, (b) Maintain, (c) Sustain (d) Improve

- **Preferred Strategic Options for Consultation** – more detailed information was provided regarding the preferred strategic option for each of the 5 Strategy Management Zones (paragraph 14 of the report refers).

A proposed amendment to the preferred option in Strategy Management Zone 1 (when compared to the submitted report) was outlined by officers during the presentation. The preferred option was changed from:

***Delay sustain*** – Maximise life of existing defences and then sustain minimum 1:100 year SoP (phased) from 2030.

**To:**

***Delay sustain*** - Maximise life of existing defences then sustain a minimum 1:100 year SoP from 2030, with environmental improvements to currently eroding former landfill sites.

- **Public Consultation** – the Panel was reminded that during the consultation period the following four public exhibitions have been scheduled to seek opinion on the proposed options:-

9th September 2014 (13.00-19.00) – Ferneham Hall, Fareham

10th September 2014 (13.00-19.00) – Gosport Discovery Centre

11th September 2014 (13.00-19.00) – Hill Head Sailing Club, Fareham

18th September 2014 (13.00-19.00) – Warsash Sailing Club, Fareham

It was AGREED that the Panel:-

- (a) thank the representatives from Eastern Solent Coastal Partnership for their informative presentation and report;
- (b) support the Strategy's preferred options as detailed in Appendix 1 attached to the report subject to the amendment outline above; and
- (c) approve the public consultation process due to commence in September 2014, as detailed in paragraphs 15 to 18 of the report.

## **8. PLANNING AND DEVELOPMENT POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME - 2014/15**

The Panel considered a report by the Director of Planning and Development which reviewed the Panel's Work Programme for 2014/15.

It was noted that an item related to the Public Transport Review had been added to the agenda for 4 November 2014. The Chairman further proposed that following the establishment of the Public Transport Review Member Working Group at this meeting, an item to update members on progress be added to the Panel's work programme for the meeting on 2 September 2014.

The Chairman also referred members to Appendix C to the report, the list of items scheduled on the Planning and Development Executive Portfolio Work Programme 2014/15 and invited members to suggest items for consideration by the Panel which they felt could assist in the process of policy development.

In reply to an enquiry regarding current membership of the Fareham Design Members' Working Group, the Director of Planning and Development undertook to provide members with the details via the Members Newsletter.

A question was also raised as to when the item on flooding- related matters would be added into the main programme. The Director of Planning and Development advised the Panel that the Eastern Solent Coastal Partnership will be working with Fareham Borough Council on flooding related matters. The Director proposed that in the first instance he enters into dialogue with the Coastal Partnership Manager and colleagues responsible for emergency planning arrangements on this issue to determine when the necessary details/information would be available to present to members. Following consultation with the Chairman, an item could then be added to the work programme at an appropriate time.

It was AGREED that:-

- (a) subject to the addition of an item on Public Transport Review - Update to the meeting on 2 September 2014, the Panel's Work programme for 2014/15, (attached as Appendix A to the report), be approved;
- (b) that the outcomes from matters considered at the Panel meeting on 4 March 2014 be noted, and
- (c) that the Planning and Development Executive Portfolio work programme for 2014/15, attached as Appendix C to the report be noted.

(The meeting started at 6.00 pm  
and ended at 7.22 pm).



# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Thursday, 10 July 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor Mrs S M Bayford (Chairman)

Councillor Miss T G Harper (Vice-Chairman)

**Councillors:** J M Englefield, J V Bryant, D M Whittingham, D J Norris and  
D C S Swanbrow

**Also**

**Present:** Councillor L Keeble, Executive Member for Streetscene (item  
10)



**1. APOLOGIES FOR ABSENCE**

There were no apologies of absence.

**2. MINUTES**

It was AGREED that the minutes of the meeting of the Streetscene Policy Development and Review Panel held on 6 March 2014 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman addressed the Panel to provide an update on the impact that the industrial action had on the Streetscene Services. She informed the Panel that services such as refuse collection and grass cutting had seen a small disruption and that plans were in place to complete the outstanding work as quickly as possible.

She passed her thanks to the Streetscene department for all of their hardwork today in ensuring that they kept services running as normal as possible.

**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. REVIEW OF WORK PROGRAMME 2014/15**

The Panel considered a report by the Director of Environmental Services which reviewed the current Work Programme 2014/15.

The Director of Environmental Services addressed the Panel to explain that a report on separate recycling collection would need to be added to the Work Programme for the October meeting. This is as a result of the European Revised Waste Framework Directive which requires authorities to have segregated kerbside recycling collection by 1 January 2015.

The Director of Environmental Services explained to the Panel that there are excluding criteria to the legislation which means that not all authorities will need to introduce separate recycling collections, and that he is confident that Fareham Borough Council will be able demonstrate that it meets the following two exclusion criteria;

1) The high quality of the end product that the Project Integra Material Recovery Facilities are currently producing; and

2) It would not be environmentally and economically practical, due to the severe increase in capital costs, additional running costs and employee costs.

It was AGREED that the content of the report be noted.

## **7. PRESENTATION ON STREETSCENE SERVICES AND KEY ACHIEVEMENTS**

The Panel received a presentation from the Director of Environmental Services and Managers within the Streetscene Department which gave an overview of the services provided by the department. The presentation was broken down into a number of sections:

Introduction

Refuse and Recycling

Operations

Parks and Open Spaces

Transport Management

Each section was presented by an appropriate Manager who outlined all of the services provided under their section, the achievements made in 2013/14 and the key objectives for 2014/15, and then took questions from members on each section.

Councillor Swanbrow passed on his congratulations to the Horticultural Development Officer for his Wild Meadow in Allotment Road as part of the Going Wild Project.

It was AGREED that the Director of Environmental Services and Managers be thanked for their presentation.

## **8. REVIEW OF CORPORATE CLEANING CONTRACT**

The Panel received a report by the Director of Environmental Services on a review of the Corporate Cleaning Contract that was awarded to Fountains Environmental Limited (now OCS) on 10 January 2011.

Members were informed of several performance issues that have arisen with the contract, which included the cleaning of the pavement in West Street, the cleaning of public conveniences and the cleaning of communal areas in Council properties, and outlined the steps that have been taken to address them. The Panel were also updated on the improvements that are scheduled for 2014/15, which include, window cleaning, cleaning of bin stores and improvements to communal areas in housing blocks.

It was AGREED that the Panel notes the content of the report.

## **9. EXCLUSION OF THE PUBLIC AND PRESS**

It was AGREED that in accordance with Section 100A(4) of the Local Government Act 1972, the public and representatives of the Press be excluded from the remainder of the meeting as the Panel considered it was not in the public interest to consider the matter in public on the grounds that it

involved the disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A of the Act.

**10. ANNUAL REPORT ON TRADE WASTE**

The Panel received a report by the Director of Environmental Services on the Annual Report on Trade Waste.

At the invitation of the Chairman, the Director of Streetscene addressed the Panel on this item.

It was AGREED that the content of the report be noted.

(The meeting started at 6.00 pm  
and ended at 7.13 pm).