

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### LEISURE AND COMMUNITY SCRUTINY PANEL

**Date:** Tuesday, 28 February 2023

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor D G Foot (Chairman)

Councillor Mrs L E Clubley (Vice-Chairman)

Councillors Mrs S M Bayford  
R Bird  
M J Ford, JP  
Mrs K K Trott  
Miss T G Harper

**Deputies:** Ms C Bainbridge  
Mrs P M Bryant



**1. Apologies for Absence**

**2. Minutes** (Pages 5 - 8)

To confirm as a correct record the Minutes of the Leisure and Community Scrutiny Panel meeting held on the 07 June 2022.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive and declarations of interest from Members in accordance with the Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. 50th Anniversary of the Borough of Fareham** (Pages 9 - 18)

To receive a report and supporting presentation from the Director of Leisure and Community on the proposals for the 50<sup>th</sup> Anniversary of the Borough of Fareham.

**7. Citizen Advice Fareham - Service Level Agreement** (Pages 19 - 28)

To receive a report asking the Executive to review the existing Service Level Agreement (SLA) between Fareham Borough Council and Citizen Advice Fareham.

**8. Executive Business** (Pages 29 - 30)

To consider any items of business dealt with by the Executive since the last meeting of the Panel, that falls under the remit of Leisure and Community Portfolio. This will include any decisions taken by individual Members during the same time period.

**(1) Community Fund Application - Titchfield Community Association** (Pages 31 - 34)

**(2) Play and Recreational Facilities Improvement Programme** (Pages 35 - 36)

**(3) Asset of Community Value Application** (Pages 37 - 40)

**(4) Community Fund Application - Warsash Tennis Club** (Pages 41 - 44)

**(5) Wheatsheaf Public House as an Asset of Community Value** (Pages 45 - 48)

**(6) Community Fund Application - Burrridge Sports and Social Club** (Pages 49 - 52)

## **9. Leisure and Community Scrutiny Panel Priorities**

To provide an opportunity for Members to consider the Scrutiny Panel priorities for Leisure and Community.



P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
21 February 2023

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



# FAREHAM

## BOROUGH COUNCIL

### Minutes of the Leisure and Community Scrutiny Panel (to be confirmed at the next meeting)

**Date:** Tuesday, 7 June 2022

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** D G Foot (Chairman)

**Councillor** Mrs L E Clubley (Vice-Chairman)

**Councillors:** R Bird, Mrs K K Trott, Miss T G Harper and Mrs P M Bryant  
(deputising for M J Ford, JP)

**Also  
Present:**



**1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors M Ford and Mrs S Bayford.

**2. MINUTES**

RESOLVED that the Minutes of the Leisure and Community Scrutiny Panel meeting held on the 11 January 2022 be signed and confirmed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements made by the Chairman.

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

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. LEISURE AND COMMUNITY PORTFOLIO OVERVIEW**

The Panel received a presentation from the Executive Member for Leisure and Community, Councillor Mrs S Walker providing an overview of the Leisure and Community Portfolio. A copy of the presentation is appended to these Minutes.

The Director of Leisure and Community introduced the item to the Panel and began by highlighting the purpose of the Leisure and Community Scrutiny Panel to Members. This included highlighting the areas of responsibility which sit within the Leisure and Community Portfolio and explaining the scrutiny role of the Panel.

Councillor Mrs Walker then delivered the remainder of the presentation to the Panel explaining in detail what is provided within the Leisure and Community Portfolio that she, as Executive Member, is responsible for. She began by highlighting to the Panel that the only statutory provision that the Council is required to provide is allotments.

The presentation went on to discuss Community Buildings, Leisure Centres and an overview of the play areas throughout the Borough including the destination play areas at Holly Hill, Daedalus and Abbey Meadows. Councillor Mrs Walker expressed delight at the recent installation of a wheelchair swing at the Holly Hill play area and hoped that more inclusive equipment will be installed at more sites across the Borough.

Also highlighted within the presentation were the many events that the Leisure and Community Team had organised across the Borough. In particular Councillor Mrs Walker praised the team for the recent Queens Platinum

Jubilee celebrations at Portchester Castle. The Beacon Lighting saw in excess of 5000 people in attendance which is testament to the hard work of the Leisure and Community Team.

Members of the Panel asked questions for clarification throughout the presentation. Namely questions were asked about the ongoing challenges with moving forward the Cams Alders Vision. This has been an item of discussion for the Panel for some time and Members requested an update. The Director of Leisure and Community reassured the Panel that a great deal of discussions had been taking place and it is hoped that an update would be brought to the Panel within this calendar year.

Lastly, Members expressed disappointment that the sand pit would not feature within the programme of events for the Town Centre this summer. Officers explained that although the sand pit was very popular last year and had attracted many visitors to Fareham Town Centre, the challenges faced with logistics and funding had meant that the Council wasn't able to provide the facility this year. It is hoped that the proposed programme of events will be as popular, and officers will investigate securing the sand pit for future years.

RESOLVED that the Leisure and Community Scrutiny Panel note the contents of the presentation.

## **7. EXECUTIVE BUSINESS**

### **(1) Community Fund Application - Dinky Tinkers**

No comments were received.

### **(2) The Queen's Platinum Jubilee Proposals**

No comments were received.

### **(3) Grant Money for Carbon Reduction Initiatives at Community Centres**

No comments were received.

### **(4) Community Fund Application - Funtley Village Society**

No comments were received.

## **8. LEISURE AND COMMUNITY SCRUTINY PANEL PRIORITIES**

The Panel considered the Scrutiny Priorities for the Leisure and Community Scrutiny Panel.

The Director for Leisure and Community addressed the Panel to highlight the priority areas that had been identified in the last municipal year and talk through some of the topics which the Panel can expect to be brought by way of pre-scrutiny within this municipal year.

The Chairman asked Members if they had any topics which they wished to brought to a future meeting.

The Panel agreed that they wish to invite the Hampshire Cultural Trust to a future meeting in order to ask questions about the Westbury Manor Museum. Members expressed interest in footfall for both the café and the museum, including details on the impact the Covid-19 Pandemic has had on attendance to both the café and the museum and what is being done to encourage people to visit the venue. Members would also like to know about the volunteer provision as it is believed there have been challenges with staffing. It was agreed that officers would compose a scoping report in consultation with the Chairman to invite the Hampshire Cultural Trust to a future meeting of the Panel.

Members of the Panel also asked if some information could be provided through an agenda item on the grant money that has been made available to Community Centres to reduce their carbon footprint. Specifically, Members asked for information on what this money had been spent on and what other measures the Centres are introducing to reduce their impact on the environment. The Director of Leisure and Community advised that officers would investigate this as an item to be brought to a future meeting of the Panel.

RESOLVED that the Panel considered the Scrutiny Priorities for the Leisure and Community Scrutiny Panel.

(The meeting started at 6.00 pm  
and ended at 7.00 pm).



# FAREHAM

## BOROUGH COUNCIL

### **Report to Leisure and Community Scrutiny Panel**

**Date:** 28 February 2023

**Report of:** Director of Leisure and Community

**Subject:** 50<sup>th</sup> Anniversary of the Fareham Borough.

#### **SUMMARY**

Following changes to local government arrangements specified in the Local Government Act 1972, Fareham was established as a Borough on 01 April 1974. The inaugural annual meeting of Fareham Borough Council was held at 11am on Tuesday 09 April 1974.

In 2024 it will be 50 years since the Borough of Fareham was established. This significant anniversary provides an opportunity to celebrate the occasion with a series of activities throughout the year.

The purpose of this Executive report is to outline proposals to celebrate the 50<sup>th</sup> anniversary of Fareham becoming a Borough.

#### **RECOMMENDATION**

It is RECOMMENDED that the Leisure and Community Scrutiny Panel: -

- a) note the contents of the Executive report attached at Appendix 1 and the supporting presentation; and
- b) consider any comments to pass to the Executive for consideration at their meeting on the 06 March 2023.



# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 06 March 2023

<b>Portfolio:</b>	Leisure and Community
<b>Subject:</b>	<b>50<sup>th</sup> Anniversary of the Borough of Fareham</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priorities:</b>	Leisure Opportunities for Health and Fun

**Purpose:**

To outline proposals to celebrate the 50<sup>th</sup> anniversary of the Borough of Fareham.

**Executive summary:**

Following changes to local government arrangements specified in the Local Government Act 1972, Fareham was established as a Borough on 1 April 1974. The inaugural annual meeting of Fareham Borough Council was held at 11am on Tuesday 9 April 1974. At that meeting the Charter of Incorporation of the Borough was presented to the Mayor by the Lord Lieutenant of Hampshire, at that time The Right Hon The Earl of Malmesbury.

The Captain of HMS Collingwood presented the Mayor with the Civic Mace which was made by Royal Navy engineers based at Collingwood.

In 2024 it will be 50 years since the Borough of Fareham was established. This significant anniversary provides an opportunity to celebrate the occasion with a series of activities throughout the year.

**Recommendation/Recommended Options:**

It is recommended that the Executive agrees:

- (a) the plan to celebrate the 50<sup>th</sup> anniversary of Fareham being established as a Borough; and
- (b) officers' proposals to reallocate some of the existing communications budget to support these activities.

**Reason:**

To provide a series of activities that will allow residents and businesses to join the Council in marking the 50<sup>th</sup> anniversary of Fareham being established as a Borough.

**Cost of proposals:**

The cost of providing these activities amounts to £19,135 and can be met from existing budgets.

**Appendices:**                    **A: Fareham 50<sup>th</sup> anniversary flag design**

**Background papers:**   **None**

**Reference papers:**

# FAREHAM

## BOROUGH COUNCIL

### Executive Briefing Paper

<b>Date:</b>	06 March 2023
<b>Subject:</b>	50 <sup>th</sup> Anniversary of the Borough of Fareham
<b>Briefing by:</b>	Director of Leisure and Community
<b>Portfolio:</b>	Leisure and Community

#### INTRODUCTION

1. The purpose of this report is to outline proposals to celebrate the 50<sup>th</sup> anniversary of Fareham becoming a Borough.

#### BACKGROUND

2. Following changes to local government arrangements specified in the Local Government Act 1972, Fareham was established as a Borough on 1 April 1974.
3. The inaugural annual meeting of Fareham Borough Council was held at 11am on Tuesday 9 April 1974. At that meeting the Charter of Incorporation of the Borough was presented to the Mayor by the Lord Lieutenant of Hampshire, at that time The Right Hon The Earl of Malmesbury. The Captain of HMS Collingwood presented the Mayor with the Civic Mace.

#### PROPOSALS

4. Officers have outlined the following proposals for how the Borough can mark this significant anniversary with its residents. Some proposals have no additional costs attributed to them as they can be undertaken in-house. Where there is a requirement for funding, this is illustrated within the report.

#### SPECIAL ANNIVERSARY FBC LOGO

5. In 2024 it will be 50 years since the Borough of Fareham was established. This significant anniversary provides an opportunity to celebrate with a series of activities throughout the year.
6. A new FBC logo referencing the 50<sup>th</sup> anniversary (see Appendix A) would be created for use throughout the year on all publicity, events, campaigns and publications. It would also be used on the Council's website and social media channels.
7. It is proposed that a flag is designed featuring the new logo as shown at appendix A to

be flown from the flag poles in the town centre throughout the anniversary year.

### **LAUNCH AT CHRISTMAS LIGHT SWITCH-ON EVENT**

8. Each November the Christmas Lights switch-on event attracts a huge crowd into the town centre and the 2022 event was the busiest yet. It is therefore proposed to take advantage of the popularity of this event to officially announce the campaign to mark the 50<sup>th</sup> anniversary celebrations at the Christmas light switch-on event in November 2023.
9. As part of the launch, it is proposed to engage the public by asking them to share their memories and photographs from the last 50 years across Fareham so that an online gallery of images and memories can be collated ready for a 'go-live' date of 9 April 2024.
10. It is proposed to include a promotional 'Breadcrumb' trail at the event to engage Fareham town centre shops and businesses.
11. Publicity for the Christmas Lights event would include a new 50<sup>th</sup> anniversary logo.

### **BUILDING AWARENESS**

12. Following the Christmas Lights switch-on event it is proposed to conduct a sustained campaign through press releases, Fareham Today and social media, encouraging residents and businesses to share photographs which can be added to an online gallery.
13. It is proposed to create a new page on the website outlining the background to Fareham being established as a Borough in 1974 and featuring photographs of the first Mayor, the Mace and the Charter of Incorporation.
14. Liaison with organisers of known community events across the Borough will raise awareness of the 50<sup>th</sup> anniversary logo and they will be invited to apply for community funding to cover the costs of including the special logo in their event branding.
15. It is proposed to request that the April 2024 meeting of the Council is held on 9 April so that the anniversary can be acknowledged as an agenda item.
16. The Council offices will be decorated with new temporary signage from the beginning of April 2024 for the duration of the anniversary year. These will be primarily peel on, peel off graphics to avoid damaging the new paintwork and include:
  - (a) An updated 'Welcome' sign for Reception
  - (b) Peel-on/peel-off stickers with new logo affixed to the images in Reception that showcase some of the achievements from the Council's corporate strategy.
17. All publicity produced throughout the year would incorporate the new 50<sup>th</sup> anniversary logo.

## PROMOTING THROUGH REGULAR EVENTS

18. There are a number of regular events held throughout the year and, where possible, it is proposed to incorporate the 50<sup>th</sup> anniversary of the Borough on any publicity.
19. The Leisure and Community team has a giant deck chair for photo opportunities which could be rebranded.
20. A new category for our annual virtual Fareham in Bloom campaign can be created with a 50<sup>th</sup> anniversary theme.
21. Inclusion of a special feature in the popular Bygone Fareham 2024 event to feature vehicles that are 50 years old.
22. Replace Thumbs up Friday with the 'Borough's Birthday Event'. The event would feature a giant sandpit for the duration of the summer in 2024.

## NEW INITIATIVES AND ITEMS REQUIRING ADDITIONAL BUDGET

23. A number of events are proposed which, if approved, the Council will offer sponsorship packages to try to attract external funding.
24. Work with the new operators of Fareham Live to host a paid for event. Fifty paying guests would be among the first to view the new theatre and its facilities and enjoy a tour, some form of entertainment from a local theatre group and afternoon tea.
25. Work with local artists/photographers to create an exhibition, at a venue to be confirmed, with a 50<sup>th</sup> anniversary theme.
26. The 'Live Love Local' banners erected in the town centre and districts across the Borough in 2021 are due to be either taken down or replaced in 2023. It is proposed to update the banners for the Christmas Lights switch-on event with a refreshed design, remove the EU logo and replace with the new 50<sup>th</sup> anniversary logo.

## COST BREAKDOWN

27. The following table outlines the approximate projected costs for all proposals detailed within this report that would require funding:

Description	Cost
Additional costs for Xmas Lights switch on	£300
Temporary graphics in Reception	£300
Design and print new flags	£600
Rebrand giant deckchair	£250
Additional funding for Borough's Birthday Event – cost of sandpit	£8,000
Themed exhibition at a venue to be confirmed	£3,000

Update Live Love Local banners	£6,685
<b>Total</b>	<b>£19,135</b>

## CONCLUSION

28. The Council wishes to recognise the significance of 2024 being exactly 50 years since Fareham was designated as a Borough.
29. As outlined within the report, a series of proposals have been suggested that will allow residents and businesses to join the Council in marking this milestone in the history of the Borough.

## Enquiries:

For further information on this report please contact Jan Lasnon, Communications Manager, on 01329 824302.



Appendix A



**FAREHAM  
BOROUGH**

**1974-2024**



# FAREHAM

## BOROUGH COUNCIL

### Report to Leisure and Community Scrutiny Panel

**Date** 28 February 2023

**Report of:** Director of Leisure and Community

**Subject:** Citizen Advice Fareham – Service Level Agreement

#### SUMMARY

The Executive will be asked to review the existing Service Level Agreement (SLA) between Fareham Borough Council and Citizen Advice Fareham, and to agree a new 3 year SLA and funding arrangements commencing the 1 April 2023.

#### RECOMMENDATION

It is RECOMMENDED that the Leisure and Community Scrutiny Panel:-

- a) note the contents of the Executive report attached at Appendix 1; and
- b) pass any comments to the Executive for consideration at their meeting on the 06 March 2023.

**Appendices:** Appendix 1 – Citizen Advice Fareham – Service Level Agreement

#### Enquiries:

For further information on this report please contact Emma Watts (Tel: 01329 824440)



# FAREHAM

## BOROUGH COUNCIL

### Report to the Executive for Decision 06 March 2023

<b>Portfolio:</b>	Leisure and Community
<b>Subject:</b>	Citizens Advice Fareham - Service Level Agreement
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priorities:</b>	Strong, safe, inclusive and healthy communities

**Purpose:**

To review the existing Service Level Agreement (SLA) between Fareham Borough Council and Citizens Advice Fareham, and to propose a new 3-year SLA and funding arrangements commencing on 1 April 2023.

**Executive summary:**

Fareham Borough Council provides funding to Citizens Advice Fareham who help to provide free, impartial, and independent advice, information and guidance to Fareham residents.

This report reviews the work carried out by Citizens Advice Fareham and proposes the Council enters into a new 3-year Service Level Agreement with Citizens Advice Fareham.

**Recommendation/Recommended Option:**

The Executive is recommended to approve a new 3-year Service Level Agreement and funding arrangements with Citizen Advice Fareham commencing on 1 April 2023.

**Reason:**

To enable residents of the Borough to access free, impartial, independent advice, guidance and information on a range of issues.

**Cost of proposals:**

The cost of this proposal is £135,000 per year.

# FAREHAM

## BOROUGH COUNCIL

### Executive Briefing Paper

<b>Date:</b>	06 March 2023
<b>Subject:</b>	Citizens Advice Fareham – Service Level Agreement
<b>Briefing by:</b>	Director of Leisure and Community
<b>Portfolio:</b>	Leisure and Community

#### INTRODUCTION

1. This report reviews the current 1-year Service Level Agreement between Fareham Borough Council and Citizens Advice Fareham.
2. This report also proposes continued support for a further 3 years with an increase in the grant funding the Council provides to help towards the rise in core service costs and, to enable Citizens Advice Fareham to continue to help meet the needs of Fareham residents.

#### BACKGROUND

3. Citizens Advice Fareham is an independent charity which offers free, impartial and independent advice, information and guidance to Fareham residents.
4. The core service is provided from the Citizens Advice offices located on the first floor of Fareham Library and is currently open 4 days a week, with some outreach sessions being provided across the Borough, as well as home-visit appointments.
5. The organisation has a Board of Trustees responsible for its own overall policy and decision making. The Fareham service is delivered by four paid members of staff and a team of fifty volunteers.
6. The current 1-year Service Level Agreement ends on 31 March 2023. During this period, Citizens Advice Fareham have received a grant allocation of £120,000 from the Council.

#### CURRENT TRENDS AND ISSUES

7. The quarterly strategic monitoring meetings between the Executive Member for Leisure and Community, the Director of Leisure and Community and Citizen Advice Fareham enable a productive on-going dialogue regarding the issues facing Fareham Borough residents.

## Appendix 1

8. Issues in the categories of benefits and tax credits, housing and debt continue to remain the most frequently requested advice and assistance.
9. Since 1 April 2022, 27% of clients are new to the service with a further 48% being existing clients but with new issues, leaving 25% of clients who are returning with the same issue which often takes several months to resolve due to many stages being involved. This is a rise in new clients from the previous year, which saw 23% of clients who were new to the service, 37% existing clients with new issues and 40% returning with the same issue.

### **LOCAL NEEDS AND DEMAND**

10. Citizens Advice Fareham has helped more than 2,801 residents with over 8,982 issues during the period of 3 January to 31 December 2022.
11. These figures have increased since 2021/22, in which they helped 1,727 residents with over 4,900 issues.
  - On average 60 residents are seen each week by an advisor
  - To date, advice provided regarding money issues is by far the highest with 22.7% of advice provided in relation to benefits and tax credits
  - 12% of advice given is debt advice
  - 10.5% is regarding housing matters
  - Closely followed by 5.2% of residents needing assistance with accessing charitable support and food banks.
  - 80 home visits and 848 outreach contacts have taken place between January 2022 and December 2022. The outreach locations are linked to the community food pantries which are Hampshire Food Revolution (Fareham North-West), Woody's Food Pantry (Portchester), Waypoint Hub (Western Wards) and Fareham Food Bank as well as an outreach session located at Stubbington Library.
12. The service has witnessed a significant increase in demand in the aftermath of Covid-19 and in response to the current Cost of Living crisis. The inability to address this rise in demand means that clients will be waiting longer before they are able to see an advisor to help resolve their issues. This is already apparent post Covid.

### **COUNCIL SUPPORT**

13. Citizen Advice Fareham has held a Service Level Agreement with the Council since 1987. The current 1-year agreement is monitored on a quarterly basis by the Executive Member for Leisure and Community and the Director of Leisure and Community with representatives from Citizen Advice Fareham present. This monitoring ensures that this charitable organisation is challenged to keep its service as cost-effective as possible and encouraged to identify external funding opportunities to increase the support it is able to offer to Fareham's residents.
14. The funding that the Council provides is used to fund the 'core elements' of providing the service - salaries and infrastructure i.e. rent, office costs and governance to

## Appendix 1

provide an impartial and independent service of generalist advice, information, support and representation to an accredited level and to Citizens Advice standards. Any project funding that Citizen Advice Fareham secures, they use to fund specific projects that bolster and complement the core service.

### SERVICE LEVEL AGREEMENT GOING FORWARD

15. In light of the current inflation figures and the cost-of-living crisis. Citizens Advice Fareham has reviewed its financial position and has advised officers that they can no longer continue to deliver a service in 2023/24 that opens 4 days a week, as is currently the position under the grant agreement with the same grant allocation of £120,000.
16. Citizens Advice have set out options for the service that they could deliver if the grant funding was to remain the same and if it were to increase. These options and the proposal presented by the Council are set out in the table marked Confidential Appendix A.

### PROPOSED FINANCIAL SUPPORT

17. To enable Citizens Advice Fareham to continue to respond to the increase in demand for local help and support from Fareham residents and to manage the requests for support during these difficult financial times, the Executive is asked to consider increasing the grant that it provides to Citizens Advice Fareham.
18. The request for an increase is for a 3-year period only, to enable Citizens Advice Fareham to provide support for residents in the aftermath of the Covid 19 pandemic and during the current Cost of Living Crisis. Following this 3-year period, the increased level of Core Grant will not be available or offered as part of any subsequent Service Level Agreement.

The table below sets out the proposed increase -

Grant year	Core Grant Allocation	Proposed increase	Total grant award
2023/2024	£120,000	£15,000	£135,000
2024/2025	£120,000	£15,000	£135,000
2025/2026	£120,000	£15,000	£135,000

19. The funding of the increased amount for the 3 year period can be met from grant that is being held by the council to support Fareham residents so there will be no impact on the overall cost to the council. The use of the grant will be reviewed during each year of the 3-year Service Level Agreement.

### CONCLUSION

20. Citizens Advice Fareham continues to offer an accessible, well-used, professional and independent service to Fareham residents.
21. This report recommends that a new Service Level Agreement is approved for a further



## Appendix 1

3 years and the grant funding allocation is increased to £135,000 per annum for the duration of the new Service level Agreement from 1 April 2023 to 31 March 2026. This increase is to help the service meet the increase in demand it faces in the current Cost of Living crisis and following the aftermath of Covid-19.

### **Enquiries:**

For further information on this report please contact Emma Watts, Leisure and Community Manager. Ext. 4440 or Claire Benfield, Leisure and Community Officer.



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted



# FAREHAM

## BOROUGH COUNCIL

### **Report to Leisure and Community Scrutiny Panel**

**Date:** 28 February 2023  
**Report of:** Director of Leisure and Community  
**Subject:** EXECUTIVE BUSINESS

#### **SUMMARY**

One of the key functions of this Scrutiny Panel is to hold the Executive Portfolio Holder and Senior Officers to account in the delivery of the service and the Improvement Actions identified in the Council's Corporate Priorities and Corporate Vision.

Members are therefore invited to consider the items of business which fall under the remit of the Leisure and Community portfolio and have been dealt with by the Executive since the last meeting of the Panel. This also includes any decisions taken by individual Executive Members.

The relevant notices for decisions taken are attached for consideration.

#### **RECOMMENDATION**

It is recommended that Members consider the items of Business discharged by the Executive since the last meeting of the Panel and make any comments or raise any questions for clarification.



# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2384

### Record of Decision by Executive Portfolio for Leisure and Community Tuesday, 27 September 2022

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Community Fund Application - Titchfield Community Association</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Leisure Opportunities for Health and Fun

#### **Purpose:**

This report presents an application for funding under the Council's Community Funding Programme.

An application for Community Funding has been received from Titchfield Community Association for £3,845 from the Community Fund towards their project to refurbish the kitchen in Titchfield Community Centre's Garage Hall.

The Garage Hall is a well-used venue, frequently hired for auctions, weddings, parties and ballroom dancing events, all of which demand use of the adjoining kitchen facilities. The existing kitchen cupboards and flooring were installed over 30 years ago and are no longer fit for purpose. In addition, the need for updates to the wiring in the kitchen has been identified, to meet modern health and safety standards.

Titchfield Community Association has identified that the full cost of the project will be £7,686.31, made up of £2,310.90 for the kitchen units, £396 for the removal and supply of the flooring, £2,460 for the fitting of the flooring, units and tiling, and £2,519.41 for the upgrade to the electrics. The Association is requesting £3,845 towards the project, with the remainder being met from their reserves.

The Association plans to carry out these works during the October half-term, due to the lower demand for the facilities at this time.

As of the close of January 2022, the organisation listed £125,065 in their accounts, with a Reserve Target of £95,000 to equal a minimum of 6 months' running costs together with the cost of redundancies. Of the £30,065 remaining, the Association has existing commitments towards a replacement boiler (£6,000), legal fees for the Association's Lease renewal (£3,000) and a full review of the Community Centre's electrics, the final amount for which is still being determined.

Both Ward Councillors, Councillor Mrs Hockley and Councillor Harper, are fully supportive of this application.

**Options Considered:**

It is recommended that this application be approved.

**Decision:**

RESOLVED that the application be approved.

**Reason:**

This application meets the Community Fund criteria for financial support for community capital projects.

**Confirmed as a true record:**

Councillor Mrs S Walker (Executive Member for Leisure and Community)  
Tuesday, 27 September 2022



<TRAILER\_SECTION>

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# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2388

### Record of Decision by Executive

Monday, 7 November 2022

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Play and Recreational Facilities Improvement Programme</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Leisure opportunities for health and fun

#### **Purpose:**

To agree a five-year improvement programme for the Council's existing play recreational facilities in the Borough.

The investment in play areas and recreational facilities over the last 10 years has been both valued by elected members and well received with residents. This has been supported by a responsive inspection and maintenance service that has ensured facilities are kept safe and operational.

To continue to provide and maintain a good standard of play and recreational provision, and to ensure these existing facilities remain safe, attractive and accessible to all children and young people across the Borough, a review of the current arrangements has been undertaken.

#### **Options Considered:**

In presenting this item, the Executive Member for Leisure and Community corrected paragraph 16 of the report which refers to defibrillators being part of the lifesaving rescue aids. This reference should be removed as defibrillators are not part of this scheme.

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

As recommendation.

**Decision:**

RESOLVED that the Executive approves:

- (a) the five-year play and recreational improvement programme as detailed in the report; and
- (b) a budget allocation of up to £950,000 from the open spaces maintenance reserve.

**Reason:**

To agree a five year improvement programme for the Council's existing play and recreational facilities in the Borough.

**Confirmed as a true record:**

Councillor SDT Woodward (Executive Leader)

Monday, 7 November 2022

# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2410

### Record of Officer Delegated Decision

Wednesday, 1 February 2023

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Asset of Community Value Nomination - Wheatsheaf Public House</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Strong, Safe, Inclusive and Healthy Communities

#### Purpose:

To assess the nomination to register the Wheatsheaf Public House as an Asset of Community Value.

Following its nomination by the Portsmouth and South-East Hampshire branch of CAMRA, the Wheatsheaf Public House (PH) was originally listed as an Asset of Community Value (ACV) in June 2016. Under the Localism Act, an Asset of Community Value will only remain listed for a maximum term of five years.

On 12 December 2022, Portsmouth and South-East Hampshire CAMRA and the current freeholder of the Wheatsheaf PH were notified that the Wheatsheaf PH was due to be removed from the Fareham Borough Council Register as an ACV as the listing expired.

Fareham Borough Council received an ACV nomination form from Portsmouth and South-East Hampshire CAMRA to re-list the Wheatsheaf PH on 19 December 2022.

There is a strict set of legal conditions that any nomination needs to demonstrate for an asset to qualify as an ACV. If it qualifies, the Council must register The Wheatsheaf Public House by the deadline of 12 February 2023 (8 weeks from the receipt of nomination).

This ACV nomination needs to be treated as a wholly new application and assessed against current evidence. It cannot rely on having been previously listed as an ACV to evidence that it meets the criteria.

This report outlines the evidence submitted as part of the nomination and assesses whether it meets the legal criteria to be listed as an ACV.

#### Options Considered:

The Director of Leisure and Community considered the contents of the report.

**Decision:**

RESOLVED that the Wheatsheaf Public House is registered as an Asset of Community Value and added to the Fareham Borough Council register of Assets of Community Value.

**Reason:**

The nomination form submitted by Portsmouth and South-East Hampshire CAMRA meets the required criteria for listing.

**Confirmed as a true record:**

Director of Leisure and Community (L Ansell)  
Wednesday, 1 February 2023

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# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2398

### Record of Decision by Executive Portfolio for Leisure and Community Tuesday, 13 December 2022

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Community Fund Application - Warsash Tennis Club</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Leisure Opportunities for Health and Fun

#### **Purpose:**

This report presents an application for funding under the Council's Community Funding Programme.

An application for funding has been received from Warsash Tennis Club for £4,999 from the Community Fund towards their project to replace the traditional halogen floodlights for tennis courts 3 and 4 with more energy efficient LED lighting.

Warsash Tennis Club is a popular organisation based at Osborne Road Recreation Ground, Warsash. It has four tennis courts which it leases from the Council and has 230 members to date. In addition to providing a venue at which members and non-members alike can practice their skills and members can take part in matches, it holds popular coaching events for local children. The Club is very community focussed, making its coaches and facilities available to the neighbouring Hook with Warsash Church of England Primary School and local scout troops as well as providing a Holiday Activities and Food scheme for local children in receipt of Free School Meals.

In 2020 the Club chose to replace 4 of its 8 old halogen floodlights with LED lighting, to reduce both energy bills and the impact of the energy usage on the planet. Having seen the improvement that this work has made, notably an 80 percent reduction in energy usage, the Club is now eager to replace the 4 remaining older floodlights with LEDs.

The Planning Department has recently notified the Club that no planning permission is required for this project.

The work has been quoted at £10,464 for supply and installation. To date, the Club has requested £3,000 from the Hampshire County Councillors Fund and plans to contribute £2,465 from the Club's reserves. The Club is requesting £4,999 from the Community Fund towards this project.

The last full accounts available for the Club, from February 2021, lists total funds of £30,307. Of this, £11,880 is allocated to the 'court maintenance and replacement fund' which saves towards costly court resurfacing.

Both Ward Councillors, Councillor Ford and Councillor Burgess, are in support of this application. Councillor Burgess has declared a conflict of interest as she is a member and coach of the Club.

**Options Considered:**

It is recommended that this application be approved.

**Decision:**

RESOLVED that this application be approved.

**Reason:**

This application meets the Community Fund criteria for financial support for community capital projects.

**Confirmed as a true record:**

Executive Member for Leisure and Community (Councillor Mrs S Walker)  
Tuesday, 13 December 2022

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# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2410

### Record of Officer Delegated Decision

Wednesday, 1 February 2023

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Asset of Community Value Nomination - Wheatsheaf Public House</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Strong, Safe, Inclusive and Healthy Communities

#### Purpose:

To assess the nomination to register the Wheatsheaf Public House as an Asset of Community Value.

Following its nomination by the Portsmouth and South-East Hampshire branch of CAMRA, the Wheatsheaf Public House (PH) was originally listed as an Asset of Community Value (ACV) in June 2016. Under the Localism Act, an Asset of Community Value will only remain listed for a maximum term of five years.

On 12 December 2022, Portsmouth and South-East Hampshire CAMRA and the current freeholder of the Wheatsheaf PH were notified that the Wheatsheaf PH was due to be removed from the Fareham Borough Council Register as an ACV as the listing expired.

Fareham Borough Council received an ACV nomination form from Portsmouth and South-East Hampshire CAMRA to re-list the Wheatsheaf PH on 19 December 2022.

There is a strict set of legal conditions that any nomination needs to demonstrate for an asset to qualify as an ACV. If it qualifies, the Council must register The Wheatsheaf Public House by the deadline of 12 February 2023 (8 weeks from the receipt of nomination).

This ACV nomination needs to be treated as a wholly new application and assessed against current evidence. It cannot rely on having been previously listed as an ACV to evidence that it meets the criteria.

This report outlines the evidence submitted as part of the nomination and assesses whether it meets the legal criteria to be listed as an ACV.

#### Options Considered:

The Director of Leisure and Community considered the contents of the report.

**Decision:**

RESOLVED that the Wheatsheaf Public House is registered as an Asset of Community Value and added to the Fareham Borough Council register of Assets of Community Value.

**Reason:**

The nomination form submitted by Portsmouth and South-East Hampshire CAMRA meets the required criteria for listing.

**Confirmed as a true record:**

Director of Leisure and Community (L Ansell)  
Wednesday, 1 February 2023

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# FAREHAM

## BOROUGH COUNCIL

2022/23  
Decision No.  
2403

### Record of Decision by Executive Portfolio for Leisure and Community

Friday, 20 January 2023

<b>Portfolio</b>	Leisure and Community
<b>Subject:</b>	<b>Community Fund Application - Burr ridge Sports and Social Club</b>
<b>Report of:</b>	Director of Leisure and Community
<b>Corporate Priority:</b>	Leisure Opportunities for Health and Fun

#### **Purpose:**

This report presents an application for funding under the Council's Community Funding Programme.

An application for Community Funding has been received from Burr ridge Sports and Social Club for £4,999 from the Community Fund towards their project to renovate the Gents' toilets of their Clubhouse off the Botley Road in Burr ridge.

The Clubhouse is owned by the Burr ridge Sports and Social Club and as a result they are fully responsible for its upkeep.

The Club is a thriving organisation, providing a base for Burr ridge Cricket Club, Burr ridge Association Football Club and Cobbetts Boules Club. The Clubhouse provides a venue for the members of each of these Clubs, 305 in total, in addition to being widely used by competing teams and spectators, alongside external bookings by the community for meetings, drama rehearsals, band practice, charity events and birthday parties when the neighbouring Village Hall and Scout Hut are unable to accommodate hirers.

Over the last two years, the Club has carried out extensive renovations, including the installation of double glazing and LED lighting, the redecoration of the changing rooms and ladies' toilets, in addition to progressing with security improvements.

The existing gents' toilets are worn and no longer fit for purpose. The Club has identified that the cost of the project will be £11,982 and are requesting a contribution of £4,999 from the Community Fund towards these improvements. The remainder of the funds required can be met from the Club's reserves.

As of the close of November 2022, the organisation listed £20,572.92 in their accounts, with expenditure for the previous year of £24,150.71.

Both Ward Councillors, Councillor Woodward and Councillor Burton, are fully supportive of this request.

**Options Considered:**

The Executive Member for Leisure and Community considered the contents of the report.

**Decision:**

RESOLVED that this application be approved.

**Reason:**

This application meets the Community Fund criteria for financial support for community capital projects.

**Confirmed as a true record:**

Friday, 20 January 2023

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