

# FAREHAM

BOROUGH COUNCIL

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

(to be confirmed at the next meeting)

**Date:** Tuesday, 3 September 2013

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

J V Bryant (Chairman)

T J Howard (Vice-Chairman)

**Councillors:** Miss T G Harper, Mrs K K Trott (deputising for J S Forrest) and N J Walker

**Also Present:** Councillor K D Evans (Executive Member for Strategic Planning and Environment)



## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor J S Forrest, A Mandry and P W Whittle, JP.

## **2. MINUTES**

It was AGREED that the minutes of the meeting of the Strategic Planning and Environment Policy Development and Review Panel held on 16 July 2013 be confirmed and signed as a correct record.

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman updated members on matters relating to the Panel's work programme for 2013/14 as follows:-

"Panel Members will note reference in the minutes of the last Panel meeting held on 16 July 2013 to the proposed addition to the Panel work programme of sessions for Hampshire County Council representatives for services relating to both Highways & Transportation and Education to attend a future Panel meeting or meetings to provide information on how their activities impact on Fareham Borough, following Panel consideration of a briefing scoping report.

I can now advise members that the Director of Planning & Environment has had subsequent dialogue with officers at Hampshire County Council in relation to this request, and the following arrangements are now proposed.

In relation to HCC Highways & Transportation matters, it is proposed that an item be added to the work programme for the Panel meeting on 5 November 2013 for HCC representatives to address the Panel on this matter, and give an overview of HCC transport strategy and proposals as they affect the Borough.

In relation to HCC Education matters, it is proposed that an all Member Briefing be held at 4.30 – 5.30 pm on 5 November 2013, preceding the next Panel meeting, for HCC representatives to advise all Members on HCC education strategy and proposals as they affect the Borough. It is anticipated that the scope of the presentation to be provided by HCC on education matters will extend wider than the remit of the Strategic Planning & Environment portfolio and hence will potentially be of wider interest to all Panel members." (Minute 7 below refers).

## **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. DRAFT PORTCHESTER (CASTLE STREET) CONSERVATION AREA APPRAISAL AND MANAGEMENT STRATEGY

The Panel considered a report by the Director of Planning and Environment which invited member's comments on the draft Conservation Area appraisal and Management Strategy for Portchester (Castle Street) (copy of the report circulated with the agenda). The Council's Conservation Officer also made a presentation to illustrate various points made in the document particularly with regard to landscape setting and views.

It was reported that a few minor amendments needed to be made to the document, prior to the period of public consultation, including the addition of photographs. Members were referred to paragraphs 5 and 6 of the report and requested to note the specific key changes to the appraisal document.

The Panel discussed at length the list of opportunities for enhancement shown in paragraph 22.1 of the draft document and considered and commented on each item in turn. The most significant comments related to the following matters:-

**Item 1** Waterside Lane Car Park – Amend the wording under the heading Method to read - "*Explore funding opportunities including inclusion in the Council's Environmental Improvement Programme and matched funding*". The Director of Planning and Environment also suggested widening dialogue with officers in parking services and building services.

**Item 2** Gunpowder Store –The Director of Planning and Environment proposed to have dialogue with the Council's Streetscene Department to investigate whether they could provide any assistance.

**Item 6** Overhead wires – It was suggested that the wording be expanded to read – "*Removal of overhead wires from the open space east of the castle **and** areas elsewhere*".

**Item 8** Review of signage and street furniture – Reference was made to a comment in the report regarding the inappropriate picnic benches located on top of the outer earthworks in the north of the castle setting. Consequently, it was suggested that comments be sought on the design and location of these picnic benches as part of the consultation process.

Councillor Walker suggested that although it would seem not to be directly relevant, there is an on-going problem with parking, particularly along Castle Street, which does have an impact on the Conservation Area. The Director of Planning and Environment suggested that officers liaise with colleagues in Parking Services with the aim of enabling the parking issues to be referenced in the Council's traffic management programme. Further, it was suggested that officers review wording of the document to see if there is an opportunity to include a reference to addressing the need for parking provision and the effects of such provision on the character of the area. Any comments on traffic

issues received as part of the consultation process would help to inform the traffic management approach for the area.

Details were provided of the proposals for public consultation over the 4 week period in October/November 2013, which included provision of manned display area in a local venue possibly the foyer of Portchester Library. Councillor Walker suggested that the foyer area of Portchester Community Centre may be a more suitable venue. It was agreed that officers investigate the possibility of using the Community Centre for consultation purposes.

Members were reminded that following public consultation, the comments received will be analysed and a report prepared for the Executive setting out the responses, together with any appropriate recommended changes to the draft Strategy prior to its adoption. The Director of Planning and Environment confirmed that members would be kept updated on the outcome of the public consultation exercise and recommended changes.

It was AGREED that

- (a) officers be thanked for arranging the visit to Portchester (Castle Street) Conservation Area on 19 August 2013 which had been informative when considering the report; and
- (b) the information contained in the report and presented at the meeting be noted.

## **7. STRATEGIC PLANNING AND ENVIRONMENT POLICY AND DEVELOPMENT REVIEW PANEL WORK PROGRAMME**

The Panel considered a report by the Director of Planning and the Environment regarding the Work Programme for 2013/14. Members were referred to the proposals contained in Chairman's Announcements (see minute 3 above), regarding the attendance of Hampshire County Council representatives for services relating to both Highways & Transportation and Education at a future Panel meeting to provide information on how their activities impact on Fareham Borough.

It was AGREED that:-

- (a) in relation to HCC Highways & Transportation matters, an item be added to the work programme for the Panel meeting on 5 November 2013 for HCC representatives to address the Panel on this matter, and give an overview of HCC transport strategy and proposals as they affect the Borough; and
- (b) in relation to HCC Education matters, arrangements be made for an all Member Briefing to be held at 4.30 – 5.30 pm on 5 November 2013, preceding the next Panel meeting, for HCC representatives to advise all members on HCC education strategy and proposals as they affect the Borough.

(The meeting started at 6.00 pm  
and ended at 7.26 pm).