



NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING OF THE HART DISTRICT COUNCIL WILL BE HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, HARLINGTON WAY, FLEET ON WEDNESDAY, 22 MAY 2013 AT 7.00 PM

Geoff Bonner  
Chief Executive

CIVIC OFFICES, HARLINGTON WAY  
FLEET, HAMPSHIRE GU51 4AE

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## **AGENDA**

**COPIES OF THIS AGENDA ARE AVAILABLE IN  
LARGE PRINT AND BRAILLE ON REQUEST**

**1 ELECTION OF CHAIRMAN**

To elect a Chairman from among the Councillors of the District.

**2 ELECTION OF VICE-CHAIRMAN**

**3 MINUTES**

To confirm the Minutes of a meeting of the Council held on 25 April 2013. **Paper A**

**4 APOLOGIES FOR ABSENCE**

**5 DECLARATIONS OF INTEREST**

To declare disclosable pecuniary, and any other, interests

## 6 CHAIRMAN'S ANNOUNCEMENTS

## 7 MEMBERSHIP OF CABINET

The Leader to announce membership of Cabinet.

## 8 MEMBERSHIP OF COMMITTEES

I To appoint Members to serve on the following Committees:

(THE FIGURES ARE CALCULATED ON PROVISIONAL PARTY GROUPS)

<b>Committee</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>CCH</b>	<b>Independent</b>	<b>To be allocated</b>	<b>Total</b>
<b>Audit*</b>	3	2	1	0	1	7
<b>Licensing</b>	5	3	2	1	0	11
<b>Planning**</b>	8	5	4	1	0	18
<b>Staffing</b>	2	1	1	0	1	5
<b>Overview &amp; Scrutiny ***</b>	5	3	2	1	0	11
<b>Standards</b>	2	1	1	0	1	5

Notes:

\* In accordance with page B.17, paragraph 9B.02 of the Constitution, no Members of the Cabinet will be Members of the Audit Committee.

\*\* It is Council policy that membership of the Planning Committee will comprise the maximum of one representative from each Ward, provided this is consistent with the rules on political balance. However, if a Member from a particular Ward is unwilling or unable to serve, a Member from the adjoining Ward may be selected in their place.

\*\*\* A Member of the Cabinet may not also be a Member of the Overview and Scrutiny Committee.

2 To confirm membership of the Standards Committee for the municipal year 2013/ 2014. That Lay Members are Peter Kern and Mike Hirst, and the Parish Representatives are David Argent, Alistair Clark and John Keane.

3 To confirm the appointment of Peter Moore as the Independent Person, and Howard Linsley as Deputy Independent Person, under the Localism Act to work with the Monitoring Officer and Standards Committee in matters of complaints about Councillors.

## **9 ELECTION OF CHAIRMEN OF COMMITTEES**

The Chairman will take nominations for Chairmen of each of the Committees, and Members of each Committee will elect its Chairman for the forthcoming Municipal Year. The Committee will elect their Vice-Chairman at their first meeting.

## **10 ANNUAL REPORT OF CHAIRMAN OF OVERVIEW & SCRUTINY COMMITTEE**

The Chairman of the 2012/13 Overview and Scrutiny Committee, Councillor Lit, will present the Committee's Annual Report, in accordance with page B.11, paragraph 6.6 of the Constitution. **Paper B**

## **11 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

To receive any questions from members of the public submitted pursuant to Council Procedure Rule 12.

*Note: The text of any question under Council Procedure Rule 12 must be given to the **Chief Executive** not later than **Noon on Thursday, 16 May 2013**.*

## **12 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS**

To receive any questions from Members submitted pursuant to Council Procedure Rule 14.

*Note: The text of any question under Council Procedure Rule 14.3 must be given to the **Chief Executive** not later than **5.00 pm on Friday, 17 May 2013**.*

*The text of any question under Council Procedure Rule 14.4 must be submitted to the **Chief Executive** before **10.00 am on Wednesday, 22 May 2013**.*

## **13 RESOLUTION TO MAKE HART A FAIRTRADE DISTRICT**

Recommendation from Cabinet.

### **RECOMMENDATION**

That Hart become a Fairtrade District.

**Date of Despatch: 14 May 2013**

## **Annual Report of Overview & Scrutiny 2012/13**

The main key work areas for Overview and Scrutiny for 2012/13 have been pre Cabinet Scrutiny of the formula for developer's contributions in lieu of on-site affordable housing, proposals for the management of applications under the community right to bid and the community right to challenge, the Project Integra Action Plan, as well as the preparation of the budget for 2013/14.

The Committee has scrutinised the first years performance of the outsourced joint waste and streetcare and grounds maintenance contracts with Basingstoke and Deane as well as the invoicing for the garden waste service provided by Capita. It has also commented on Cabinet papers relating to;

- Treasury Management,
- Service Plans
- Parking Reviews,
- The biodiversity action plan,
- Hart's response to the Thames Water Utilities Consultation
- Edenbrook Country Park Management Plan 2013-2017.

The flooding meetings are continuing and we held our third annual review of Hart's Community Safety Partnership (CSP). This focussed on the community safety in Hart, following on from the merger last October of the officers with the CSPs from Basingstoke and Rushmoor.

With regards to the budget for 2013/14, this year it was clear that the mechanisms of funding were becoming more complex with localisation of business rates and changes in council tax. We endorsed the budgets and recommended to Cabinet giving a commitment to consider releasing funding to improve services for those affected by the building of new homes.

This year there has been more emphasis on scrutiny. To facilitate this the committee meetings had been conducted in the Council Chamber for the first time. We benefited from presentations and taking of questions by the Chief Executive and Cabinet Members.

As is usual, the Committee has been an active partner in the Council's Scrutiny Service Boards both in monitoring performance indicators and the quarterly budget outturn. We also continue to monitor the Council's use of RIPA.

Finally, I would like to put on record my appreciation and thanks to all the officers and members who gave both their time and enthusiasm to the scrutiny function over the last twelve months.

Councillor Kulwant Lit  
Chair of Overview & Scrutiny  
Hart District Council

## **COUNCIL**

**Date and Time:** Thursday, 25 April 2013 at 7.00 pm

**Place:** Council Chamber, Civic Offices, Fleet

**Present:**

## **COUNCILLORS –**

Axam - (Chairman)

Ambler	Collett (7.05 pm)	Lewis
Appleton	Crampton	Lit
Bailey	Crookes	Morris
Barrell	Evans	Neighbour
Bennison	Gani	Oliver
Billings	Glen	Parker
Blewett	Gorys	Radley JR (7.05 pm)
Burchfield	Harward (7.13 pm)	Simmons (7.25 pm)
Butler G	Kennett	Southern
Clarke	Kinnell	Wheale (7.45 pm)
Cockarill		

Officers Present:

Geoff Bonner	Chief Executive
Patricia Hughes	Corporate Director
Tony Higgins	Head of Finance
Gill Chapman	Business Support - Committee Services

## **PRAYERS**

The Chairman led a short prayer.

### **I 14 MINUTES OF PREVIOUS MEETING**

It was noted that Councillor Oliver's presence at the previous meeting had been omitted. With this amendment the Minutes of the Meeting held on 28 March 2013 were confirmed and signed as a correct record.

### **I 15 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Murphy, Ive, and Radley JE.

### **I 16 DECLARATIONS OF INTEREST**

No declarations were made.

## **117 PRESENTATION: BASINGSTOKE CANAL AUTHORITY**

Fiona Shipp and Phil Allen presented information on the work of the Basingstoke Canal Authority. The Canal had been reopened in 1991 after restoration, with further work over the last 20 years to open it up for navigation and recreation.

The Authority is the managing agent of the Canal, which is owned by Hampshire and Surrey County Councils, with funding coming from local councils for maintenance.

Conservation and recreation and travel are the highest priorities. Duties include water management, inspections, conservation and volunteer management, and licensing and fees. Many works were being done in the Hart area to improve the waterway.

Discussion centred around how to increase revenue, conservation issues, moorings, the balance between conservation and recreation, the Greywell tunnel and bats and the current problem in Dogmersfield regarding the landslip.

Members thanked Fiona and Phil for their very informative presentation, reiterating that the canal is a very important part of the Hart district.

## **118 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

No questions received.

## **119 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS**

Questions put by Councillors are detailed in Appendix A attached to these Minutes.

## **120 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had attended the following events on behalf of the Council:

- 12 April Hart District Council - Fleet Rock Choir at the Harlington Centre
- 15 April Hart District Council – Charity Dinner at WE in Fleet
- 17 April Eastleigh Civic Day, Eastleigh
- 17 April Chairman of HCC Reception - Queens Award for Voluntary Service 2013 nominees at Winchester
- 18 April Surrey and Borders Partnership NHS Staff Achievement and Recognition Awards – Epsom Downs Racecourse
- 19 April Mayor of Fareham Charity Ball, Fareham
- 21 April The Hampshire HOG – North Hants Golf Club lunch

The Vice-Chairman had attended:

- 13 April Hook Choral Society Concert, St Bede's Church Basingstoke
- 15 April Hart District Council – Charity Dinner at WE in Fleet

The Chairman thanked members for their attendance at his fundraising events in April, adding that the profit for his charities was running close to £4000 for these two events.

The Chairman also reported that, at the event on 17 April regarding the Queens Awards, he had noted that the Friends of Oakley Park were in a prime position to receive an award.

## 121 CABINET MEMBERS' ANNOUNCEMENTS

The Leader of the Council, **Councillor Crookes**, had no announcements.

The Cabinet Member for Planning, **Councillor Parker**, reported:

I am happy to give members an update on progress of the Local Plan: Core Strategy.

An Inspector has been appointed; it is Mr Kevin Ward. He has been supplied with all remaining elements of the evidence base which the council planned to supply. The Inspector has asked for some items of clarification which officers are assembling. No date has yet been set for the Examination in Public.

The Cabinet Member for Housing & Health, **Councillor Crampton**, announced:

Sentinel Housing are holding a home SWAP SHOP. Those who wish to downsize can meet those who need more space. There is to be a SWAP SHOP event in Fleet at their offices at 11 Church Road on Thursday 2<sup>nd</sup> May 3-7pm. To find out more call 0800 195 5515 from a landline or 0300 666 5515 from a mobile.

Switch Hampshire are launching a Collective Switching Scheme backed by all Hampshire Local Authorities to try to help residents save money on their energy bills. The scheme uses collective bargaining power to negotiate lower tariffs with energy companies.

From 3<sup>rd</sup> May residents will be able to register for the Switch Hampshire scheme at [www.hants.gov.uk/switch](http://www.hants.gov.uk/switch). Registration takes about 10 minutes and only requires residents to have a copy of their most recent energy bill, it is free with no obligation to switch. Registration will close on 4<sup>th</sup> June. Residents will be sent an e-mail or letter a few weeks later with information on how much they will save if they switch. They are under no obligation to switch and ask so have a 7 day cooling off period if they do decide to switch. Although they do not guarantee a saving they aim to make savings for as many people as possible. The more people who register, the greater the collective bargaining power will be and the lower the offered tariffs. The scheme covers residents who use gas or electricity or both and also those who use pre payment meters. While they encourage the use of the on line registration they can register over the phone on 01962 846828 lines are open 9am-5pm Monday to Friday.

The Cabinet Member for Leisure & Recreation, **Councillor Kinnell**, had no announcements.

The Cabinet Member for Environment, **Councillor Glen**, announced two new additions to the Project Integra team: Tara Fitzgerald had joined as Admin Officer, and Chris Noble will join on 29 April as Director.

The Cabinet Member for Community Safety, **Councillor Kennett**, announced:

I am pleased to be able to inform members that the new joint Hart / Rushmoor CCTV control room went live two day ago on Tuesday of this week, which for the record was 23<sup>rd</sup> April . Since then, the images from all of Hart's CCTV cameras are being monitored through the new combined control room which is located in the Rushmoor Council offices. Just along the corridor is a small Police office so that it is easy for officers to come and view events and liaise with their colleagues in the main police station and out on patrol.

As previously reported, the project has been completed comfortably under budget and I know you would like to join with me in thanking John Elson for all the work he has put into it. Now that the new control room is up and running successfully, the next stage will be to consider how best to upgrade our camera network.

There are many advantages and economies in the new arrangements, including better monitoring during the day as well as at night, stopping the big bills for air conditioning our own roomful of old and heat emitting equipment and also savings in capital costs and staffing costs. There will be no redundancies and Hart staff will TUPE over to Rushmoor on 1<sup>st</sup> May.

All in all, I commend this project to members as another example of how combining resources with a neighbouring authority can deliver service improvements. So that members can see this for themselves, a viewing tour or tours will be organised in the near future.

The Cabinet Member for Corporate Services, **Councillor Burchfield**, had no announcements.

The Cabinet Member for Fleet Town Centre, **Councillor Evans**, announced Fleet Town Council had held the annual Fleet residents meeting at the Harlington on Monday. The meeting was well attended and included a presentation from Fleet Future, who gave an update on their progress. Their presentation included the results of a survey from Action for Market Towns, which looked at how Fleet compares to other small towns. We are expecting our own Retail Study to have been completed by early May and will be able to use both sets of data to get a picture of how Fleet high street compares to other towns and what improvements or initiatives would be more likely to make a difference.

Fleet Future are going to draw on this information to formulate a vision, which would reflect the sort of town residents want Fleet to be in terms of high street retailers, the night-time economy, parking, leisure and transport amongst other things. This vision won't be a prescriptive plan, rather a framework within which any organisation, including the County, District and Town councils, can evaluate any proposals that come forward, such as planning applications, transport initiatives or changes of use for units in the high street. This would help ensure everyone is working towards the same goal and we have an integrated approach to improving our town.

## 122 CHIEF EXECUTIVE'S REPORT

The Chief Executive reported that the Head of Housing post was now being advertised and that the Corporate Communications Officer, Amy McCarton, had joined the staff.

## 123 MINUTES OF COMMITTEES

Meeting	Date
<b>Overview and Scrutiny</b> Councillor Appleton asked that the reason for an item being deferred be included in the Minutes.	<b>19 March</b>
<b>Audit</b> No questions asked.	<b>26 March</b>
<b>Cabinet</b>	<b>4 April</b>
<b>Minute No, 149</b> – Consultation on Possible Changes to the District Council's Electoral Cycle	

### RECOMMENDATION

- 1 That Council resolve to consult on "whole Council" elections in the September 2013 Hart News.
- 2 That the consultation consists of a table in Hart News setting out the advantages and disadvantages similar in form to this paper and a means to collect responses from the electorate.

Councillor Crookes introduced the item, stressing that the recommendation was to agree to public consultation in Hart News in September, with a view to returning to Cabinet with further recommendations in November/December. Councillor Parker seconded the resolution.

Councillor Clarke, seconded by Councillor Neighbour, moved an amendment. He explained that in his view the election cycle issue was a political one and leaving an explanation of the issues to officers was not sufficient. He proposed as an amendment:

"That the article in Hart News be accompanied by the opinion of two members, one from each side of the debate, and that these two members be given the same maximum number of words (suggested 500) to express their personal reasoning as to what residents might like to consider about the consequences of the question that they are being asked."

Councillor Crookes did not accept this amendment. After lengthy debate the amendment was put to the vote .

With 17 members for and 15 members against the amendment was CARRIED.

The amended resolution was then put to the vote and AGREED.

## **RESOLVED**

- 1 That Council resolve to consult on “whole Council” elections in the September 2013 Hart News.
- 2 That the consultation consists of a table in Hart News setting out the advantages and disadvantages similar in form to this paper and a means to collect responses from the electorate.
- 3 That the article in Hart News be accompanied by the opinion of two members, one from each side of the debate, and that these two members be given the same maximum number of words (suggested 500) to express their personal reasoning as to what residents might like to consider about the consequences of the question that they are being asked.

### **Planning Committee**

**13 March**

**Planning Application No** 12/02427/MAJOR, St Marys Park, Dilly Lane, Hartley Wintney, Hook – Application for residential development comprising 158 dwellings.

#### **Departure to Local Plan**

Since no request to debate had been received this Departure to the Local Plan was deemed to be ACCEPTED.

No questions asked.

## **124 REVIEW OF CONSTITUTION – FINANCIAL REGULATIONS AND CONTRACT STANDING ORDERS**

Council was asked to approve the revised Financial Regulations (FR's) and Contract Standing Orders (CSO's).

In answer to a question, the Head of Finance confirmed that there had been no material changes to the Financial Regulations but that the exercise had been one of clarifying and reformatting the documents in order to be more 'user friendly'. The Corporate Director confirmed that this had also been the case with the Contract Standing Orders, with the additional mention of Purchase Orders, which had not been included earlier.

Councillor Collett suggested an amendment to Page 13, FR53. to clarify that debts over £5000 would also be reported back to Cabinet. The Head of Finance agreed the clarification, and with this amendment the resolution was agreed.

## **RESOLVED**

That the revised Financial Regulations and Contract Standing Orders be approved and adopted.

## **I25 OUTSIDE BODIES – FEEDBACK FROM MEMBERS**

No reports or questions.

The meeting closed at 8.45 pm

## COUNCIL PROCEDURE RULE 14

### QUESTIONS BY MEMBERS

**Councillor Appleton** asked:

Is the Council's recording, storage and monitoring of s106 agreements, leases and other legal documentation of a satisfactory standard?

**Councillor Parker** responded:

I believe that the processes are pretty robust, but I am not complacent and will be happy to hear any suggestions for improvement.

Following the review of S106 recording particularly with regard to monitoring of contributions received and any clawback terms which included an audit of old NEHTS transport contributions under the term of office of the questioner, the process has been tightened over the past months to improve monitoring. In simple terms, S106 planning agreements that we sign and are party to are recorded on the Uniform system, the original copies of S106 agreement are stored in the Deed Room, and copies of S106 agreements are downloaded onto the web site. The commencement of development is monitored through monthly monitoring of building control starts which triggers pursuit of any outstanding obligations by the Planning Enforcement team.

The receipt of any contributions received is recorded both on Uniform and the Council's corporate finance system which is then internally monitored monthly by Officers and Capital Board. Update Reports identifying funds held for parish councils are given to the quarterly Hart Association of Town and Parish Council meetings and this includes information on commitments identified in any S106 funds collected including claw backs.

Other legal documents such as leases and title deeds are stored as originals in the deed room, and copies are held by Shared Legal for such administration as may be necessary. Documents of title to land interests are also registered at the Land Registry.

**Councillor Appleton** asked a supplementary question:

Thank you and I hope that you can provide illumination regarding two recent local issues that have concerned me. Firstly FTC have faced problems with repairs to the Ancells Farm community centre car park as HDC could not provide all of the legal documentation.

Secondly, provision of a much needed childrens' play area on Lea Green has been held up as the transfer of the land to Crookham Village Parish Council has not yet happened as HDC cannot find the required legal documentation.

Is it acceptable for a childrens' play area to be stopped by failings in HDC's legal services, and if not what are you going to do about it?

**Councillor Parker** responded:

The trouble with this sort of bland question followed by a detailed supplementary is that you are guaranteed not to get the answer on the evening.

However, I can answer the issue regarding the Ancells car park matter. I am not surprised that officers have not been able to locate documents as Hart does not have and has never had ownership of this car park; on being constructed it was in the ownership of the then supermarket operators and has been in private ownership ever since. All Hart interests were passed to Blackwater & Hawley Town Council in (from memory) 1994 or thereabouts and then passed on to Fleet Town Council three years ago.

As for the playground issue, if Cllr. Appleton lets me have the details I will get it investigated. If he had done so a week ago, we could have the answer by now.