



SUMMONS

NOTICE IS HEREBY GIVEN THAT A 'VIRTUAL' MEETING OF
HART DISTRICT COUNCIL WILL TAKE PLACE ON
THURSDAY 30 JULY 2020 AT 7.00 PM

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

This meeting is being administered under the provisioning of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 The provision made in this regulation applies notwithstanding any prohibition or other restriction contained in the standing orders or any other rules of the Council governing the meeting and any such prohibition or restriction has no effect.

This Agenda and associated appendices are provided in electronic form only and are published at <https://www.hart.gov.uk/council-meetings>

1. SUSPENSION OF STANDING ORDERS

The Chairman to seek Council agreement to suspend Standing Orders, 9.3 (Show of Hands for Voting), 22.1 (Standing to Speak) and 22.2 (Chairman Standing).

2. MINUTES OF PREVIOUS MEETING

To confirm the Minutes of the Council Meeting held on 25 June 2020. **Paper A**

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

To declare disclosable pecuniary, and any other interests.

5. 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 Friday, 24 July 2020.***

6. 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 Monday, 27 June 2020.***

*The text of any question under Council Procedure Rule 14.4 must be submitted to the **Chief Executive before 10.00 am on Thursday, 30 July 2020.***

7. CHAIRMAN'S ANNOUNCEMENTS

8. CABINET MEMBERS' ANNOUNCEMENTS

9. CHIEF EXECUTIVE'S REPORT

10. MINUTES OF MEETINGS

The Minutes of the following Committees, which met on the dates shown, are submitted. In accordance with Council Procedure Rule 14.1,

Members are allowed to put questions at Council without Notice in respect of any matters in the Minutes to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.

Meeting	Date	Page Numbers	Decision
Overview & Scrutiny	16 June 2020	1-3	
Cabinet (draft)	2 July 2020	1-7	
Planning (draft)	8 July 2020	1-4	
Overview & Scrutiny (draft)	14 July 2020	4-6	

10. DATE OF NEXT MEETING

The next scheduled meeting of Council is 24th September 2020.

Date of Despatch: 21 July 2020

COUNCIL

Date and Time: Thursday, 25 June at 7.00 pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS –

Kennett - (Chairman)

Ambler	Delaney	Quarterman
Axam	Dorn	Radley
Bailey (7.05pm)	Drage	Smith
Blewett	Farmer	Southern
Butler	Forster	Tomlinson
Clarke	Kinnell	Wildsmith
Cockarill	Lamb	Worlock
Crampton	Makepeace-Browne	Wright
Crookes	Neighbour	
Davies	Oliver	

Officers Present:

Daryl Phillips	Joint Chief Executive
Helen Vincent	Committee Services
Celia Wood	Committee Services

14 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 21 May 2020 were confirmed and signed as a correct record.

15 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Harward and Councillor Crisp.

16 DECLARATIONS OF INTEREST

None received.

17 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

Questions from the public are detailed in Appendix 1.

18 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

Questions from Councillors are detailed in Appendix 2.

19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed nominations for local charities from Fleet East, Fleet West and Fleet Central Wards. A decision as to which charities the Chairman will adopt this year will be announced at the next meeting of Council in July.

20 CABINET MEMBERS' ANNOUNCEMENTS

Councillor Neighbour announced how proud he is to be a member of Hart District Council and praised the efforts of Officers during the COVID-19 pandemic. He has been so impressed with staff commitment and empathy during these trying times and thanked everyone for their hard work.

Councillor Radley reiterated Councillor Neighbour's remarks and wanted to recognise the efforts made by Officers during this crisis and the efforts made by all Members across the board. He hoped Hart's resilience would continue as long as is needed.

Councillor Ambler stated that the COVID-19 situation has the effect of forcing progress on the digital strategy in respect of mobile working. He highlighted the efforts of officers, almost overnight, getting everyone set up for home working with all staff quickly adapting to this new way of working whilst many were at the same time having to cope with different work outside of their regular role. Throughout the lockdown period there has been constant and careful monitoring of the effectiveness of Hart District Council's systems and working practices which will lead to recommendations in the future helping to shape the ongoing strategy.

Councillor Bailey thanked Officers at Hart for the hard work in helping the homeless and rough sleepers in the community and praised the efforts to find permanent housing solutions. He praised the Council's work in supporting Hart's most at risk residents. The number of referrals through The Hub has reduced significantly but a plan is already in place to remobilise the service if there is a second wave.

Councillor Crookes commented on Councillor Bailey's announcement by praising the efforts of the Housing Team with their great response for a homeless case in Odiham.

Councillor Cockarill had no specific announcement but wanted to thank Officers for all their hard work.

Councillor Kinnell had no announcement but wanted to praise the work of the Council.

Councillor Oliver advised Councillors that all waste services are up and running and wanted to thank residents for being patient and showing their gratitude. He wanted to thank all Waste Operatives and Serco for their continued efforts.

Councillor Forster asked for clarification on Councillor Oliver's announcement. He asked if bulk deliveries, delivery of new bins, glass crates and new submissions for garden waste collections were also up and running? Councillor Oliver responded

that the services were up and running but with respect to Green waste collections there was no capacity to take on new subscribers at this time.

Councillor Smith expressed concerns over reduced capacity of booking slots at HWRC. Councillor Oliver stated that a complaint has been logged with HCC with regard to the booking system and not releasing available slots.

Councillor Quarterman had no specific announcement but praised the efforts of all the Officers at Hart and was in the process of agreeing a postponed update for the Commercialisation Strategy at the next Overview & Scrutiny Committee meeting on 14 July 2020.

21 CHIEF EXECUTIVE'S REPORT

The Joint Chief Executive had nothing substantive to report.

22 MINUTES OF COMMITTEES

There are no minutes of any Council meetings.

23 APPOINTMENT OF SECTION 151 OFFICER

It was agreed to that Ms Emma Foy be appointed as the Officer responsible for the administration of the Council's finances under Section 151 of the Local Government Act 1972

24 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

Councillor Dorn updated Members on the Armed Forces Covenant.

Councillor Radley asked if there will be an opportunity for discussions to be had about potential closure of access for the public to army training land. Councillor Dorn responded that there hasn't been the opportunity to discuss this at present.

Councillor Makepeace-Browne announced that the Basingstoke Canal Committee have not met yet and the July meeting will now be in November therefore she had nothing to report.

The meeting closed at 7.54pm

Appendix I

COUNCIL PROCEDURE RULE 12

QUESTIONS BY THE PUBLIC

A question had been received from Mr John Crossley.

Mr Crossley asked:

- 1 What plans does the Council have to develop the cycle route from Central Fleet to the train station?

Councillor Oliver responded:

As part of our Covid-19 recovery plan for the High Street we are discussing with HCC better lane layout and signage, including advance stop lines at junctions. We would also like to widen the lane from the poorly surfaced and gully riddled current route.

We do not have the funding at the moment and will be working with HCC who have the executive power on the cycle lane. It is likely that this cycle way will form part of the bid to DfT from HCC in September as a key route to encourage cycling in the district.

Mr Crossley asked a supplementary question.

- 2 The Government are encouraging Councils to find more sustainable means of travel to work and to encourage cycling and walking. What are the Councils detailed plans to improve routes throughout the Hart area?

Councillor Oliver responded:

As part of the Green Grid, we will be applying for funding to pay for ways to link up towns and villages with cycle paths and walkways in the district. Detailed plans of this project will be forwarded along with our climate change objectives.

QUESTIONS FROM MEMBERS

a) **Councillor Crampton** asked:

Parking Enforcement was suspended mid-March and we would like to thank all the officers and staff in the Environment and Technical department for all their hard work during this pandemic. We are aware that enforcement was redeployed to other duties such as supporting the vulnerable with food and essential medicines. Now enforcement is beginning to restart, when will parking charges be reintroduced across our Council owned car parks?

Council Oliver to respond:

Thank you Cllr Crampton and I will pass on your personal thanks to the team. On parking, a paper has been published and will be debated at Cabinet next week. Its recommendation is to reintroduce charges from the 1st August. This will allow a month of trading for all retail/hospitality businesses on our high streets and hopefully encourage shoppers to return. To further increase the feeling of safety for returning visitors we have also been able to negotiate a change to our telephone parking service (Mi Permit) that removes the 20p transaction charge on all ticket purchases below £1.60. If a visitor signs up for this service, they can park without touching our ticketing machines for our standard published tariffs at no additional cost. I hope you would agree that this is a significant improvement from other authorities who have continued to charge and obliged use of their touch ticketing machines through lockdown such as Basingstoke and Deane Borough Council

Councillor Crampton asked a supplementary question:

Would it not be better to wait for the long-awaited parking review to start charging again?

Councillor Oliver responded:

We have benchmarked HDC alongside other Councils. As this is an important source of income to HDC we will be re-engaging with Parish Councils where there is 30mins free parking.

b) **Councillor Crookes** asked:

Who now owns The Swan pub in North Warnborough?

Councillor Radley to respond:

It is currently owned by a PO box in the British Virgin Islands.

Councillor Crookes asked a supplementary question:

When do we expect the process to be completed and when will we take ownership to tidy up and for the restoration? Do you have any ideas on timescale?

Councillor Radley responded:

Contractors are due on site to assess the damage and secure the building. On receipt of a favourable quote, we will engage the work. We hope to close the legal matters imminently and the way forward will be the subject of a report to Cabinet in August.

c) **Councillor Crookes** asked:

Hart Leisure Centre has been, since it first opened, a hugely successful asset for the district, especially for the health of residents. When will it re-open?

Councillor Radley responded:

Across England leisure centres (swimming pools and gyms) are awaiting the Government's announcement as to when they can reopen. It is not a decision for Hart District Council to make. However, we have already been working with Everyone Active to look at practical solutions so as to prepare the Leisure Centres for re-opening while allowing for social distancing once the government mandated restrictions are lifted.

d) **Councillor Crookes** asked:

How and why did the Council decide to use Capita to process the COVID Business Grants?

Councillor Radley responded:

The decision to have Capita process the COVID Business Grants was in effect made by the previous Conservative administration when in 2015 it awarded the outsourcing of the Revenues & Benefits service to Capita.

Previously in the 2008 contract Cllr. Stuart Bailey had made strenuous efforts to ensure that Revenue & Benefits staff remained on-site. Unfortunately, when renegotiating the contract in 2015 the previous Conservative administration did not see the benefit of keeping staff on site and so we lost both the personal contacts and more importantly the means to access the data held by Capita relating to the businesses that pay Business Rates. Without this data available to us we had no choice but to engage the only organisation which had access to this data, namely Capita.

I believe the previous administration made an error in handing over data to another organisation without ensuring the business to business APIs were available to have us harvest the data too. We could have then acted proactively to assist local businesses and lessen their stress.

e) **Councillor Forster** asked:

On the subject of Coronavirus support business grants for local Hart businesses, we're all pleased that Hart has now delivered over £12m of the first phase of £14.1m support allocated by government to Hart.

Officers worked incredibly hard, so we'd like to praise the finance team and those involved, especially after it was realised that Capita had apparently allocated insufficient resource during the initial few weeks to be able to process properly applications and queries.

A number of businesses have complained to councillors that communication from Hart and Capita was really bad. Initial automated email replies said they'd get a response to queries within 10 days, but many had to wait weeks and weeks with no reply to repeated pleas for help.

These delays caused a great deal of anxiety and hardship for some businesses, owners, and staff.

What did Hart do to address the issues?

Councillor Radley responded:

I was at a virtual meeting only yesterday, along with Cllr. Crookes, in which we and the other Council's engaged in our shared services contract, were reporting similar concerns to those expressed by all of us at Hart over the length of time many businesses were waiting for an update. In terms of lessons to learn from this particular aspect of the COVID response it is not to underestimate the importance of good communications.

Cllr. Forster will know from my previous answer that we had no direct access to the data which would have helped us to guide businesses. Hart officers, particularly in the Audit Team went above and beyond in trying to help businesses access the information they required to discover where they had stumbled in making their applications. However, they were dependent upon the availability of the Revenues & Benefits team at Capita who were themselves working flat out to pay those grants which they were in a position to pay. It would seem to be the case that Capita favoured putting effort into paying those grants which they could pay as quickly as possible over communicating with businesses who had less clear-cut applications.

Certainly, when we come to review our COVID response this will be one of the aspects which I would personally wish to see explored. Although paying as many businesses as possible as quickly as possible, versus prioritising those who had perceived issues with their application is a subjective call to make.

f) **Councillor Dorn** asked:

Why have Planning Committee meetings not been restarted when virtual meetings were quickly permitted by government and neighbouring local authorities maintained a democratic approach to the process by holding them remotely as early as 30th April (Surrey Heath)

Councillor Oliver responded:

Planning committees have not been abandoned or stopped. The next is already published to be held on the 8th July. A communication on how public speaking will be handled is to be sent out shortly.

Meetings have not been held as no planning applications that have required the committee to meet have been ready. This is in part due to the requirement of staff to visit sites and post notices. We have amended these working practices to enable as many planning applications to be determined as soon as possible.

There has been much misinformation placed in the public domain. It is true Officers drafted such COVID contingency plans in April and discussed these with Members including Councillor Southern. The Planning Committee, however, is the only body that can change the scheme of delegation but it has not yet met. So, no alternative COVID scheme of delegation is operating. Furthermore, no application that would otherwise have been considered by Planning Committee has been determined under the potential COVID19 scheme either, and the position will not change unless the Planning Committee gives its direct consent.

Councillor Dorn asked a supplementary question:

He thanked the Planning Team for all their hard work and flexibility. However, he felt it was undemocratic for the Planning Team to make an emergency decision which without keeping Members informed.

Councillor Oliver responded:

Contingency plans were in place, but nothing had been acted on. When decisions are made, they are published. Apologies were made if a member of the public felt they have been misled.

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 16 June 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Davies, Dorn, Drage, Farmer, Lamb, Makepeace-Browne, Smith, Wright, Wildsmith, Worlock (Chairman)

In Attendance: Crampton, Radley, Forster

Officers:

Daryl Phillips	Joint Chief Executive
Patricia Hughes	Joint Chief Executive
Helen Vincent	Committee Services
Celia Wood	Committee Services

1 SUSPENSION OF STANDING ORDERS

Members agreed to the suspension of Standing Orders nos 9.3 (Show of Hands for Voting), 22.1 (Standing to Speak) and 22.2 (Chairman Standing).

2 ELECTION OF VICE CHAIRMAN

Councillor Smith was elected Vice-Chairman

3 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 18 February 2020 were confirmed as a correct record.

4 APOLOGIES FOR ABSENCE

None received.

5 CHAIRMANS ANNOUNCEMENT

Councillor Worlock thanked Councillor Crookes for his hard work as Chairman of the Overview & Scrutiny Committee last year and welcomed all new Members.

6 DECLARATIONS OF INTEREST

Councillor Farmer declared he is the Chairman for the Swimming Club based at Hart Leisure Centre and Councillor Wildsmith declared he is the Treasurer for the Aid Relief Group.

7 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

8 COUNCIL RESPONSE TO COVID-19 AND NEXT STEPS

This report provides an overview of the Council's work to support the district during the outbreak of Coronavirus (COVID-19) and also provided details on the Council's emerging recovery plan to support the district in the coming months.

This report only represents an initial, high level assessment of the current position. It is a 'holding' report. The situation is still live, the pandemic is still ongoing (albeit apparently decreasing in intensity), and more work was required to give a more informed assessment of the implications for the Council. Furthermore, informed reports particularly on the financial implications and the Recovery Plan will be prepared for consideration in due course.

NB. Appendix 2 is Confidential.

Members discussed the speed and effectiveness of response by Hart District Council and decisions made, in particular, point 5.7 on the report in relation to Business Grants. Particular issues associated with the distribution of the Grant were discussed including the lack of any business rate infrastructure and flexibility in service delivery following the outsourcing of the business rate function, the need to use the current service provider to distribute the Grant, the lack of communication from the supplier, and the frustration that this all caused to businesses who could not make contact with the supplier.

Members also discussed section 5.6 of the report and Hart's quick response to emergency discharge from hospitals. Members asked if we can improve our responses if there is a second peak and it was confirmed that a staff survey has been carried out regarding business continuity.

Members discussed the financial impact of the pandemic on the service delivery and how staff resources had been dispersed across the Council. It was agreed that a more informed report would be prepared for a later meeting of the Committee to consider the longer-term implications of the pandemic and its impact upon Council resources going forward.

Members were advised that Hart were guided by the LRF (Local Resilience Forum) who's objectives and goals are very similar to the rest of the County. Recovery is community assessed and there is a Community Impact Assessment Survey coming out shortly.

Hart will come out of the response phase and into recovery phase as guided by the LRF. Hart's recovery will continue in shadow until a decision is made when to move fully into the recovery phase.

The Chairman reiterated that when the response phase closes and Hart enters the recovery phase this will be subject to further scrutiny and Members will have the chance to further assess the decisions made during this emergency situation.

DECISION

Appendix 1 – Recovery Plan was agreed.

Appendix 2 – Members noted that it was intended that a more detailed Financial Report would be prepared for the Committee to be considered in August once finalised by the Council's Finance Team

9 MEMBER WORKSHOP

The O&S Work Programme for the coming year 2020/2021 was discussed and considered.

DECISION

The Committee Members agreed to assist Cabinet and help with their ambitions, initiatives and policies being discussed going forward.

Cabinet suggested assistance with:

- Becoming more efficient with budgets and the challenges they bring.
- Digitalise initiatives.
- Reorganisation of development control and planning, focusing in particular on CIL.
- The way in which we deliver CCTV, its benefits to our community, safety and costs involved.
- Fleet Town Centre Regeneration which is important to our residents.
- To go back a couple of years and look at old work programmes to ensure nothing has been forgotten.

Next Meeting due: 14 July 2020.

The meeting closed at 9.33pm.

CABINET

Date and Time: Thursday, 2 July 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Bailey, Cockarill, Kinnell, Neighbour (Chairman), Oliver, Quarterman, Radley

In attendance:

Councillors Crampton, Dorn, Farmer, Forster, Smith.

Officers:

Patricia Hughes	Joint Chief Executive
John Elson	Head of Environmental and Technical Services
Adam Green	Countryside Manager
Helen Vincent	Committee Services
Celia Wood	Committee Services
Caroline Winchurch	Hart Voluntary Action

1 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 5 March 2020 were confirmed and signed as a correct record.

2 APOLOGIES FOR ABSENCE

None received.

3 CHAIRMAN'S ANNOUNCEMENTS

There will be a change in the order of Agenda and Item 10 will now be Item 7.

4 DECLARATIONS OF INTEREST

Cllr Ambler declared a non-pecuniary interest in the Crookham Village Neighbourhood Plan as he was a member of Crookham Village Parish Council and Crookham War Memorial Hall Trust.

5 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

The Chairman invited Julia Ambler representing Crookham Village Parish Council to speak on Item 6.

6 CROOKHAM VILLAGE NEIGHBOURHOOD PLAN: EXAMINER'S REPORT AND DECISION TO PROCEED TO REFERENDUM

To seek agreement for the Crookham Village Parish Neighbourhood Plan to proceed to referendum at the next available opportunity. This would mean the Plan attracts 'significant weight' for decision-making purposes, despite Neighbourhood Plan referenda being postponed until May 2021.

Appendix 1 – Examiners Report
Appendix 2 – Decision Statement

Julia Ambler the Vice-Chairman of the Neighbourhood Plan Steering Group for Crookham Village Parish Council, spoke briefly in support of the Crookham Village Neighbourhood Plan. She commended the plan to Cabinet for approval and confirms that all queries raised by both the Inspector and Hart District Council had been dealt with in an equitable manner. She also thanked all the members of the Steering Group for their invaluable help in preparing the plan on behalf of Crookham Village Parish Council, in particular Peter Kenaghan, Kerry ten Kate and David Jackson.

DECISION

Members supported the recommendation to proceed action to a referendum on 6 May 2021. This was approved.

7 NOMINATIONS TO OUTSIDE BODIES 2020/2021

That the list of nominations to Hart's approved list of Outside Bodies, as set out in Appendix 1, be approved.

Members discussed:

- HARAHA (Hampshire Alliance for Rural Affordable Housing) is no longer in existence.
- Military Community Covenant to be represented by Councillor Dorn and Councillor Clarke in reserve.

DECISION

Committee approved the Outside Bodies noting that a full report of responses will be brought forward to the next Council Meeting.

8 COUNCIL RESPONSE TO COVID-19 AND NEXT STEPS

To receive a report from the Joint Chief Executive which provides an overview of the Council's work to support the district during the outbreak of Coronavirus (COVID-19) and also provides the council's emerging recovery plan to support the district in the coming months as peak infection passes. The report includes a list of Executive decision and includes a high-level assessment of the emerging financial impacts on the council budget.

Members discussed ensuring we capture the lessons learnt from the current COVID-19 pandemic, to help inform future decision making should there be a second peak

Members were advised a mid-term review was underway, whilst recognising that we are still in response phase, with recovery running in parallel. Local Outbreak Control is a statutory requirement of Hampshire County Council with whom we are working closely as we (and in particular our Environmental Health staff) have a key role to play. The Hampshire Local Outbreak Plan is published on the HCC website .

Members asked whether data down to postcode level would be available for members of the public. It was confirmed that information would not be made available at this detail and that Hampshire County Council would control this data.

Members were keen to exploit opportunities within Hart's workstream for Community Recovery and were advised that the Covid-19 survey provided the Council the ability to collate these and formulate a plan to help embed them.

It was discussed that the Covid-19 Survey feedback didn't give enough opportunities for residents to give feedback on what they would have liked to see. It was assured that there are a range of free text boxes available for comments.

Members referenced the Secretary of State's announcement (made earlier in the day) regarding additional funding for lost income, fees and charges from Car Parking and Leisure Centres that are run by local Councils.

Members asked how Emergency Decisions were recorded, for audit purposes and were advised all such decisions formed part on an on-line Emergency Decision Log.

They also sought reassurance that the weekly meetings with Group Leaders was an effective mechanism for consultation on emergency decisions and the process enabled healthy debate.

DECISION

Members supported and approved the report.

9 REINSTATEMENT OF CAR CHARGES

To seek approval to reinstate car park charges in Harts car parks with effect from 1 August 2020 and to discuss changes to be made to off street parking tariffs before January 2021.

Members discussed the impact of the £300K income loss to Hart and that by comparison to adjacent local authorities, Hart had taken a very generous approach.

They also discussed how the council would review the impact of the car parking charges on use and how, having established a contactless system to enable payment, residents could be encouraged to return reassured they would not need to touch payment machines – with no charge to use this service, for car parking charges under £1.60, to the public.

Members discussed the recovery phase and the appetite for local Parishes to be part of discussions regarding changes to car parking tariffs.

It was acknowledged that the Council would want to reduce bureaucracy and costs to the public purse and only serve one parking notice (with the commensurate costs associated with signage and machine re-programming). Parishes would be encouraged to give a final view on whether they wished to seek any changes, to allow those that do want changes, to move forward.

DECISION

It was agreed to reinstate car park charges in all Hart off street car parks from 1 August 2020 and that no changes will be made to off street parking tariffs before January 2021.

10 COMMUNITY GARDEN AT EDENBROOK COUNTRY PARK

To seek Cabinet support for the delivery of a Community Garden initiative at Edenbrook Country Park and to release capital funding of £120,000 from the Hartland Park Development.

Members discussed:

- HVA, Hart District Council, and Hart Allotments Association to work together as one unit and to look after the administration. Management will be down to volunteers from the joint organisations and various Charitable Groups.
- Officers explained that the draft scheme and site plans are of a high standard Good quality fencing would be used including a 6ft chain link, reinforced with a substantial hedgerow forming a secure barrier.
- CCTV to prevent anti-social behaviour was confirmed as included in the fund breakdown and similarly, it was confirmed the cycle pump tracks and kneel rails along with a skate park had been risk assessed and that footpaths would be wheelchair friendly.

- HVA confirmed they had sufficient volunteers who would be happy to start the project and help with this new community garden.

DECISION

Members agreed to release the £120,00 funding.

11 SERVICE PLANS

The Autumn Service Plans had been reworked for Spring to include the impact of COVID-19. Members considered the draft Service Plans for 2020/2021.

Members noted that:

- The review of the Civic Regeneration in Fleet be included.
- Additional statutory obligations were required due to Covid-19
- Requirement for safe home visits and provisions in place for contractor's safety and the safety of our own staff when visiting disabled and vulnerable recipients meant that visits had been paused during lockdown.
- Delegation of Community Protection Orders to Housing Association was missing and to be added.

DECISION

The revised Service Plans were approved and agreed.

12 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered and updated.

- To include negotiations for the Harlington Lease.
- LGA peer review to be noted as TBA

The meeting closed at 9.29pm

HART REPRESENTATIVES ON OUTSIDE BODIES 2020/21

Outside Bodies are external organisations that have invited Hart to nominate a representative to participate in meetings etc.

Outside Bodies	No. of Representatives	Nominee(s)
Basingstoke Canal Joint Management Committee	2 Councillors (normally taken from Wards that include the line of the Canal)	1. Makepeace-Browne 2. Ambler
Blackbushe Airport Consultative Committee	2 Councillors 1 Reserve	1. Crisp 2. Harward Reserve: Quarterman
Blackbushe Metals Liaison Panel	2 Councillors	1. Crisp 2. Harward
Blackwater Valley Advisory Committee for Public Transport	2 Councillors 1 Reserve Councillor	1. Oliver 2. Quarterman Reserve: Radley
Blackwater Valley Recreation & Countryside Management Committee	2 Councillors (1xCabinet Member)	1. Kinnell 2. Neighbour
Citizens Advice Hart	1 Councillor (1xCabinet Member)	Bailey
Crookham Almshouse Charity (Trustee)	1 Councillor	Butler
District Councils Network	1 Councillor (Leader)	Neighbour
District Health and Wellbeing Forum	1 Councillor	Bailey
Enterprise M3 Leaders Board	1 Councillor (Leader)	Neighbour
Farnborough Aerodrome Consultative Committee (FACC)	2 Councillors 1 Reserve Councillor	1. Radley 2. Axam Reserve: Ambler
Fleet Business Improvement District	1 Councillor	Oliver
Fleet Pond Society	1 Councillor 1 Reserve Councillor	1. Wheale Reserve: Wright
Hampshire Partnership	1 Councillor, 1 Reserve (Leader & Deputy Leader)	1. Neighbour Reserve: Radley
Hampshire Police and Crime Panel	1 Councillor	Radley
Hart Voluntary Action	1 Councillor (1x Cabinet Member)	Bailey
Inclusion Hampshire	1 Councillor	Bailey
LGA General Assembly (Annual Event)	1 Councillor (Leader or Deputy Leader)	Neighbour Reserve: Radley

Local Government Association HIOW	1 Councillor (Leader) 1 Reserve	Radley Reserve: Oliver
Military Community Covenant	1 Councillor 1 Reserve	Dorn Reserve: Clarke
North East Hampshire CPRE	1 Councillor (Observer)	Clarke
North Hampshire Road Safety Council	1 Councillor 1 Reserve	Oliver Reserve: Wheale
Project Integra Strategy Board	1 Councillor 1 Reserve Councillor (2xCabinet Members)	Oliver Reserve: Neighbour
Safer North Hampshire Community Safety Partnership	1 Cabinet Member	Radley
South East England Councils (SEEC)	1 Councillor (Leader & Deputy Leader)	Neighbour Reserve: Radley
Thames Basin Heaths – Joint Strategic Partnership	1 Councillor 1 Reserve Councillor	Radley Reserve: Cockarill
Thames Basin Heaths – Strategic Access Management and Monitoring Project Board	1 Councillor 1 Reserve Councillor	Radley Reserve: Cockarill
The Vine Day Centre	2 Councillors	Bailey
Vivid Housing Association	1 Councillor (Observer)	1. Bailey 2. Head of Community Services

PLANNING COMMITTEE

Date and Time: Wednesday, 08 July 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Ambler, Cockarill, Delaney, Dorn, Oliver (Chairman), Quarterman, Radley, Southern, Worlock

Officers:

Mark Jaggard	Head of Place
Emma Whittaker	Planning Manager
Emma Foy	Head of Corporate Services
Aimee Harris	Planning Officer
Emma Bethell	Legal Team Leader
Martina Duffin	Committee Services Manager
Celia Wood	Committee Services Officer

1. SUSPENSION OF STANDING ORDERS

Members agreed to the suspension of Standing Orders, 9.3 (show of Hands for Voting), 22.1 (Standing to Speak) and 22.2 (Chairman Standing).

2. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 11 March 2020 were confirmed and signed as a correct record.

3 APOLOGIES FOR ABSENCE

Cllr Wheale.
Cllr Blewett was unable to join via Teams.
Cllr Kennett substituted by Cllr Dorn.

4. CHAIRMAN'S ANNOUNCEMENTS

Cllr Oliver gave a background to the request for volunteers for the Working party to be discussed under Item 10.

Meeting paused for technical issue with live streaming at 19:09 restarted 19:17

5 DECLARATIONS OF INTEREST

None declared.

6. PLANNING (ACTION) SUB-COMMITTEE

The minutes of the Planning (Action) Sub-Committee held on the 4th May 2020 were signed and confirmed as a correct record.

Councillor Southern noted that in his opinion the “Covid-Scheme of Delegation” should not be actioned.

7. ELECTION OF VICE-CHAIRMAN

Cllr Quarterman elected as Vice-Chairman for 2020/2021.

8. PLANNING (ENFORCEMENT) SUB-COMMITTEE

A decision was made to reappoint last year’s sub-committee members: Cllrs Blewett, Delaney, Southern and Worlock, with Cllr Quarterman as Reserve.

9. PLANNING (MAJOR SITES) SUB-COMMITTEE

A decision was made to reappoint last year’s sub-committee members: Cllrs Ambler, Cockarill, Wheale and Worlock.

10. PLANNING COMMITTEE WORKING PARTY

Members are invited to join a Working Party for a Development Management Review – all Members will get an invite to the Working Party Planning Committee. Noted that Cllrs Ambler, Cockarill, Dorn and Southern have requested to be included.

11. QEB TRANSPORT STEERING GROUP

Appointed:
Cllr Oliver (Portfolio Holder for Environment and Technical Services)
Cllr Ambler from Church Crookham East Ward
Cllr Radley from Church Crookham West Ward

12. DEVELOPMENT APPLICATIONS

Members accepted updates and considered the planning report from the Head of Place.

Meeting closed at 9.13pm

**HART DISTRICT COUNCIL
DEVELOPMENT APPLICATIONS**

Decision/Recommendations – 08 July 2020

Item No: I01

20/01035/TPO

Land Adjacent To 11 Shaftesbury Mount Blackwater Camberley GU17 9JR

T1 -Turkey Oak (*Quercus cerris*) - Crown lift smaller secondary branches to give 5m clearance above ground level. T2 - Beech (*Fagus sylvatica*) - Reduce secondary growth back to source to give 3m clearance to property. Crown lift removing smaller secondary growth back to source to give 5m clearance over ground level. T4 - Oak (*Quercus robur*) - Reduce canopy 1-1.5m over garden of 11 Shaftesbury Mount using suitable pruning points to maintain a natural looking canopy outline. Remove two pendulous branches over verge and one along fence line to improve lower light levels. Pruning cuts will not exceed 100mm.

A short presentation was given by Officers setting out that this application had been brought to Planning Committee because the trees are Council owned. It was also noted that the Council operates a maintenance programme for all of its trees and that in this case the request for works to the protected trees was to increase light to the adjoining occupiers dwelling rather than for safety reasons.

DECISION – GRANT

The work(s) shall be carried out as set out in the Planning Papers.

Item No: I02

20/00142/HOU -Jasmin Cottage Church Street Crondall Farnham GU10 5QQ

Erection of a two-storey rear extension with a glazed link (amended version), minor internal alterations, replacement of the two ground floor UPVC framed windows with timber framed windows and removing this cement render on west elevation to reveal the original timber frame, replastering the panels in between in a lime plaster.

Item No: I03

20/00143/LBC - Jasmin Cottage Church Street Crondall Farnham GU10 5QQ

Erection of a two-storey rear extension with a glazed link (amended version), minor internal alterations, replacement of the two ground floor UPVC framed windows with timber framed windows and removing this cement render on west elevation to reveal the original timber frame, replastering the panels in between in a lime plaster. Mr and Mrs Rupert and Marista Fitzhugh

Both applications were presented together although Members of the Planning Committee voted separately on each application.

NOTE: Mr Fitzhugh (applicant) spoke in relation to item 102 (20/00142/HOU)
Officers presented the application setting out the significance of the building and that it was recently listed. Members of the Committee were advised that details of the listing report setting out the reasons why the building was listed were appended to the Officer reports. Members were also advised of the significance of the Conservation Area. The Committee were reminded of the relevant Legislative, National and Local Plan policy tests that they needed to apply when assessing the applications especially in relation to “harm” and weighing the harm against public benefits.

Councillors debated whether the proposal was harmful to the significance of the listed building and Conservation Area noting that the glazed link would still allow some visibility of the timber frame on the Eastern elevation. It was acknowledged that there would be some harm caused. Councillors considered that the removal of the single storey rear extension would be a benefit as would the removal of the cement render on the front (street) elevation.

Councillors noted that the internal works along with the extension would improve the living conditions of the occupiers.
Councillors weighed the harm caused by the benefits of the scheme in reaching their conclusions.

Item 102 20/00142/HOU:

The Committee voted in relation to the Officer recommendation and this failed.

Item 103 - 20/00143/LBC

The Committee voted in relation to the Officer recommendation and this failed.

DECISION

A motion to GRANT planning permission subject to conditions followed by a motion to GRANT listed building consent subject to conditions.

Item 102 - 20/00142/HOU

DECISION – GRANT

Subject to appropriate conditions to be agreed by the Head of Place following consultation with the Ward Councillors and the Chairman of the Planning Committee.

Item 103 - 20/00143/LBC

DECISION - GRANT

Subject to appropriate conditions to be agreed by the Head of Place following consultation with the Ward Councillors and the Chairman of the Planning Committee.

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday, 14 July 2020 at 7pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS

Axam, Davies, Dorn, Farmer, Makepeace-Browne, Smith, Wright, Wildsmith, Worlock (Chairman)

In Attendance: Oliver, Cockarill, Quarterman, Crookes

Officers:

Mark Jaggard	Head of Place Services
Daniel Hawes	Planning Policy Manager
Glyn Lloyd	Commercialisation Manager
Emma Whittaker	Planning Services Manager
Martina Duffin	Committee Services
Helen Vincent	Committee Services

10 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 16 June 2020 were confirmed as a correct record.

11 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Lamb.

12 DECLARATIONS OF INTEREST

None received.

13 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

14 REGULATION OF INVESTIGATORY POWERS ACT (RIPA) – ANNUAL REVIEW OF USEAGE

The Monitoring Officer to confirm that there was no use of RIPA powers during 2019/2020.

DECISION

Overview and Scrutiny noted the report.

15 COMMUNITY INFRASTRUCTURE LEVY (CIL)

To consider the case for introducing a Community Infrastructure Levy (CIL).

Mark Jaggard, Head of Place Services, and Daniel Hawes, Planning Policy & Economic Development Manager attended to present the report which set out the case for Council to undertake the process to set and implement CIL. The Committee would see the draft charging schedule and work schedule going forward.

Members discussed the report and sought clarification on a number of points. The questions were in relation to:

- The process and project plan for setting and implementing CIL;
- How CIL would work for small, medium and strategic sites, and how the balance between CIL and S106 legal agreements could work;
- How CIL is calculated, and what is included in the floorspace; and
- How the income from CIL would be collected, prioritised and spent on infrastructure.

DECISION

The Committee welcomed the report agreed to recommend to Cabinet that officers undertake the processes to implement the Community Infrastructure Levy.

The Committee asked to see and consider the draft Community Infrastructure Levy Charging Schedule before it is consulted upon. .

Members thanked Daniel Hawes and Mark Jaggard for their informative and well-presented report.

16 COMMERCIALISATION STRATEGY– REVIEW OF ASSETS-BASED PROCUREMENT PROCESS

To review the processes for the procurement of assets-based investment.

Glyn Lloyd, Commercialisation Manager, attended to present a review of the purchase process adopted as part of the Commercialisation strategy. The stages were explained with key milestones for decision making highlighted. The Committee discussed and requested clarity on the financial analysis process which was explained. The Commercialisation Manager further confirmed this analysis approach was approved by the S151 officer.

DECISION

Members expressed this report was a good example of a Commercialisation Strategy and the database framework was complimented.

17 PLANNING DEVELOPMENT MANAGEMENT PEER REVIEW AND ACTION PLAN

To receive a Peer Review report on the Council's Planning Development Management service.

Emma Whittaker, Planning Services Manager and Mark Jaggard, Head of Place, attended to discuss the Development Management Peer Review and the Council's draft Action Plan. Officers recommended the establishment of Member Working Group to assist in the consideration of the next steps in relation to the Peer Review outcomes and the draft Action Plan.

Emma Whittaker presented the report and the draft Action Plan. The draft Action Plan was written prior to the Covid-19 lockdown and will now be reviewed, which will also allow the opportunity to pick up on any issues flowing from the Planning White Paper due soon. Members discussed a number of the matters raised in the Peer Review and the 48 recommendations. These will be picked up in detail with the Member Working Party.

DECISION

A Member Working Group was welcomed and the Committee selected four members Councillor Farmer, Councillor Makepeace-Browne, Councillor Smith and Councillor Wildsmith.

Members asked to receive an updated Action Plan at the November meeting of the Overview & Scrutiny Committee.

18 OVERVIEW & SCRUTINY WORK PROGRAMME

The Overview and Scrutiny Work Programme was considered and amended as follows:

1. To review the Commercialisation Strategy again before the end of this year.
2. To add Car Parking Charges pre COVID-19 to the programme for January 2021
3. To add the Waste Management Contract to the plan for January 2021.
4. To welcome Heads of Service to attend meetings relative to related topics.

Next Meeting due: 18 August 2020.

The meeting closed at 8.49pm.



NOTES FOR MEETING OF COUNCIL – 30 July 2020

This meeting will take place via Microsoft Teams. Members have received an invitation to the meeting and should join the meeting via their Hart email calendar. Please be prepared to join the meeting at **6.45 pm**.

Councillor conduct during remote access meetings

- a) During remote access meetings all councillors must address the Chairman as usual.
- b) There are no changes to the rules of debate.
- c) If more than one councillor indicates a wish to speak, the Chairman will ask one to speak and may determine the order in which the others may speak.
- d) Other councillors should remain silent and mute microphones whilst the Chairman or other councillor is speaking.
- e) When the Chairman intervenes during a debate, any councillor speaking at the time should stop and the meeting become silent.
- f) If a councillor persistently disregards the ruling of the Chairman by improper behaviour, that councillor's microphone may be switched off or that councillor asked to leave the meeting.
- g) There is no change to the existing Procedure Rules in term of general disturbance and the meeting may be adjourned at the discretion of the Mayor/Chairman.

NB Notes

- 1) *Microphones should be muted except when speaking*
- 2) *If your Video is struggling, please switch off the camera and reply on Audio instead*
- 3) *Please make sure that phones are **silent***
- 4) *Do **not** use the 'Chat' function other than to attract the Chairman's attention. It must not otherwise be used for communication between Members or Officers.*

Voting

Voting will be decided by a simple majority of those councillors who have a right to vote and are in attendance at the time the question was put. The Chairman will take the vote by either:

- a) the affirmation of the meeting if there is no dissent; or
- b) the Chairman requesting a roll call of all voting members, who will be asked individually to confirm how they wish to vote. Unless a recorded vote is requested the names of Councillors who voted will not be retained.

The meeting itself will start at 7pm with a roll call by the Committee Manager.

1. SUSPENSION OF STANDING ORDERS

The Chairman will seek Council consent to suspend Standing Orders numbers:

19.3 (Show of hands for voting)

22.1 (Standing to Speak)

22.2 (Chairman standing)

2. MINUTES OR PREVIOUS MEETING

The Chairman will ask Members to confirm the minutes of the previous meeting.

***Note:** The **only** aspect of the Minutes that can be discussed is their accuracy. Members have been asked to email Committee Services in advance of the meeting if they have any questions on the accuracy of the Minutes.*

3. APOLOGIES FOR ABSENCE

The Chairman will ask the Council Manager if any apologies have been received.

***Note:** Members have been asked to email Committee Services in advance of the meeting as soon as they become aware they will be absent.*

4. DECLARATIONS OF INTEREST

The Chairman will ask if any Members have any disclosable pecuniary, or any other, interests to declare in any of the items on the agenda, they should declare them at this point.

***Note:** Members are asked to email Committee Services in advance of the meeting as soon as they are aware they may have a Disclosable Pecuniary Interest, and any other interests they may have with respect to matters which are to be considered at this meeting.*

5. COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

None received.

6. COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

Councillor Southern will ask the following:

1. *We, as Councillors, are finding it difficult to do our job without easy access to all officers by telephone and email. With modern technology, all officers working from home clearly have telephones and access to the Council's systems. The current system of contact through a single source, such as elections@hart.gov.uk or any other method merely puts another stage into the process. As this was a temporary measure when Covid19 arose and, although many officers are taking well-deserved leave, when are Councillors going to have direct access to officers in the normal way?*

2. *With Covid19 clearly diminishing in Hart, when are the officers going to re-occupy the Council offices? The existing arrangement of work stations gives nearly all officers about two metres of space in each direction and the offices are large enough to enable all this to happen.*
3. *Zoom and Teams meetings are adequate, but unsatisfactory in many ways. Networking and other communications outside the meetings are being stifled. When are all Council meetings going to be run in the Council chamber as they were before Covid19 occurred?*

The Chairman has used his discretion under Rule 14.2 (Urgent Business) to allow the following question from Councillor Forster to be put to Council:

"Covid-19 has accelerated high street decline. Footfall is down 50%, online shopping is at 30% and many high street businesses will close. There is an urgent need for change. Fleet BID have published a public statement that trialling pedestrianisation allows space for events and activities to take place to increase footfall. What are Hart District Council's plans to revive the high street by increasing footfall and how does this scheme form part of that?"

7. CHAIRMAN'S ANNOUNCEMENTS

8. CABINET MEMBERS' ANNOUNCEMENTS

Chairman will ask Cabinet Member whether they have any announcements of importance to the Council.

The Leader of the Council, Councillor Neighbour
 The Cabinet Member for Finance and Corporate Services, Councillor Radley
 The Cabinet Member for Digital, Councillor Ambler
 The Cabinet Member for Community, Councillor Bailey
 The Cabinet Member for Place, Councillor Cockarill
 The Cabinet Member for Regulatory, Councillor Kinnell
 The Cabinet Member for Environment, Councillor Oliver
 The Cabinet Member for Commercialisation, Councillor Quarterman

9. CHIEF EXECUTIVE'S ANNOUNCEMENTS

10. MINUTES OF COMMITTEES

Note: *Members are allowed to put questions at Council without notice in respect of any matters in the Minutes to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.*

Meeting	Date	Page Nos	Decision
Overview & Scrutiny	16 June 2020	1-3	
Cabinet (draft)	2 July 2020	1-7	
Planning (draft)	8 July 2020	1-4	
Overview & Scrutiny (draft)	14 July 2020	4-6	

11. NOTICE OF MOTION – The Temporary Pedestrianisation of Fleet Road, Fleet

The Chairman has used his discretion to allow the following Motion associated with matters of urgency to be put to Council.

A. The following Motion to Council has been moved by Cllr Cockarill:

To ask full Council to endorse the proposal to temporarily pedestrianise the retail core of Fleet Road, Fleet in order to assist the businesses in the recovery phase of the Covid-19 crisis. The pedestrianisation would provide greater space for social distancing, and also allow activities to take place in the road space to attract people to Fleet and spend more while they are in Fleet.

- a) Members endorse the proposals to temporarily pedestrianise the retail core of Fleet Road, Fleet from its junction of with Church Road to the junction with Victoria Road / Upper Street;
- b) Members endorse the temporary blocking off of Upper Street at its junction with Clarence Road for traffic management purposes;
- c) Members endorse the working up and implementation of the Place Making elements of the scheme (Phase 3 works); and
- d) Members endorse the improvements to the cycle lanes between the retail core of Fleet Road and Fleet Railway Station.

12. Exclusion of Press and Public

The Chairman has used his discretion to allow the following Motion associated with matters of urgency (agenda item 13) to be put to Council.

To consider whether the press and public should be excluded during the consideration of the following items because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items, there would be disclosure to them of exempt categories of information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972, and indicated against each item and, in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

13 NOTICE OF MOTION Everyone Active: Leisure Centres

The Chairman has used his discretion to allow a Motion associated with a matter of urgency to be put by Cllr Radley to Council

DATE OF NEXT MEETING

The next scheduled meeting of Council is 24 September 2020.

NOTES:

Rules of Council:

When the Chairman asks, members must stop speaking at the time, and the Chairman may mute the microphone.

RULES OF DEBATE

No speeches until motion seconded

1. No speeches may be made after the mover has moved a proposal and explained the purpose of it until the motion has been seconded.

Secunder's speech

2. When seconding a motion or amendment, the Member may reserve their speech until later in the debate.

Content and length of speeches

3. No speech may exceed three minutes without the permission of the Chairman.

When a Member may speak again

4. A Member who has spoken on a motion may not speak again whilst it is the subject of debate, except:

1. to speak once on an amendment moved by another Member
2. to move a further amendment if the motion has been amended

5. If the first speech was on an amendment moved by another Member, to speak on the main issue (whether or not the amendment on which they spoke was carried)

1. in exercise of a right of reply
2. on a point of order
3. by way of personal explanation
4. by way of a point of information.

Amendments to motions

6. An amendment to a motion must be relevant to the motion, **may not have the effect of being a direct negative to the motion itself**, and will either be:

1. to refer the matter to an appropriate body or individual for consideration or reconsideration
2. to leave out words
3. to leave out words and insert or add others
4. to insert or add words

7. Only one amendment may be moved and discussed at any one time. No further amendment may be moved until the amendment under discussion has been disposed of.

8. If an amendment is not carried, other amendments to the original motion may be moved.

9. If an amendment is carried, the motion as amended takes the place of the original motion. This becomes the substantive motion to which any further amendments may be moved.

Right of reply

10. The mover of a motion has a right to reply at the end of the debate on the motion, immediately before it is put to the vote.

11. If an amendment is moved, the mover of the original motion has the right of reply at the close of the debate on the amendment but may not otherwise speak on it.

12. The mover of the amendment has no right of reply to the debate on his or her amendment.

Point of order

13. A Member may raise a point of order at any time whilst the specific item of business is under discussion. A point of order may only relate to an alleged breach of the Rules or the law. The Member must indicate the rule or law and the way in which he considers it has been broken.

Personal explanation

14. A Member may make a personal explanation at any time. A personal explanation may only relate to some material part of an earlier speech by the Member in the debate which may appear to have been misunderstood. The procedure should not be used as a way to continue or expand the Members' original speech but should focus solely on clarifying any misunderstanding.

Point of information

15. A Member may raise a point of information during another Members' speech. It is within the absolute discretion of the Chairman to decide to accept the information. It is also within the discretion of the speaker to accept or decline the information. During the raising of this point of information the time allowed to the speaker will be extended to include the point of information.

COUNCIL

Date and Time: Thursday, 30 July at 7.00pm

Place: Council Chamber, Civic Offices, Fleet

Present:

COUNCILLORS:

Kennett - (Chairman)

Ambler	Davies	Oliver
Axam	Delaney	Quarterman
Bailey (7.27pm)	Dorn	Radley
Blewett	Drage	Smith
Butler	Farmer	Southern
Clarke	Forster	Tomlinson
Cockarill	Kinnell	Wheale (7.46pm)
Crampton	Lamb	Wildsmith
Crisp	Makepeace-Browne	Worlock
Crookes	Neighbour	

Officers Present:

Daryl Phillips	Joint Chief Executive
Mark Jaggard	Head of Place
Martina Duffin	Committee Services
Celia Wood	Committee Services

Absent: Wright, Harward

25 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 25 June 2020 were confirmed and signed as a correct record.

26 APOLOGIES FOR ABSENCE

None received.

27 DECLARATIONS OF INTEREST

Cllr Farmer – declared an interest in the Motion proposed at Agenda Item 13 (Everyone Active: Leisure Centres), through his interests with the Hart Swimming Club and also Membership of Hart Leisure Centre but he has agreed with the Monitoring Officer that the interests are not prejudicial.

Cllr Crampton – declared a non-prejudicial interest in the Motion at Agenda item 13 (Everyone Active: Leisure Centres) through her membership of the Hart Leisure Centre.

Cllr Forster - declared in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to his role as a Hampshire County Councillor, he too had agreed with the Monitoring Officer that the interests are not prejudicial.

Cllr Oliver - declared a non-prejudicial interest in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to being a member of the Fleet BID Board.

Cllr Crookes - declared a non-prejudicial interest in the Motion at Agenda item 11 (the temporary pedestrianisation of Fleet Road) due to being a member of a local cycling group.

Cllr Wildsmith—declared a non-prejudicial interest in the Motion at Agenda item 13 through having a Hart Leisure Centre membership for his daughter.

27 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC

None received.

28 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

Questions from Members are detailed in **Appendix 1**.

29 CHAIRMAN’S ANNOUNCEMENTS

No announcement from the Chairman.

30 CABINET MEMBERS’ ANNOUNCEMENTS

The Leader of the Council, **Councillor Neighbour** – Members may well have heard that the Government will be providing a White Paper on Local Government re-organisation in September. This appears to be aimed at further unitarisation and an expansion of the combined Authority System. They have asked for expressions of interest over the summer. I have been in communication with the Leader of the County Council as well as the other Hampshire Districts. Our collective view is that the current arrangement works and that this would be a distraction during the current public health crisis.

The Cabinet Member for Finance and Corporate Services, **Councillor Radley** - Members will be aware later in this meeting we will be discussing the motion which I am bringing forward to adjust our budget in order to allow both Leisure Centres in the district to open tomorrow. While I regret that this item shall need to be discussed in confidential session due to the inevitable need to discuss the financial affairs of a third party organisation and because we touch upon contractual negotiations, I do hope that all members will support the council's efforts to get these important facilities open again.

Cabinet Member for Digital, **Councillor Ambler** - You all received an email from me last with information about the rollout of the new Committee Services software Modern.gov. Thank you to all the members who responded but there

are still quite a number who we haven't heard from. Please could you respond to Steven Bennett as soon as possible with confirmation as to whether you have access to a portable device and information about that device.

The reason that we are asking the question is, that the new software is in the process of being rolled out and we need to ensure that all Councillors are going to have a suitable device to run the software on.

This will streamline the work of Committee Services and improve members access to documents needed for meetings, as well as other exciting new features. Eventually, we will return to the council chamber for meetings, which is why it's essential that all members have access to a suitable mobile device.

We plan to start phased member training on the application from September and are keen to sign up 'early adopters' for the program so again, please can you contact Steven if you are happy to be included in this first phase for training.

The Cabinet Member for Community, **Councillor Bailey** – No announcement.

The Cabinet Member for Place, **Councillor Cockarill** – No announcement.

The Cabinet Member for Regulatory, **Councillor Kinnell** – No announcement.

The Cabinet Member for Environment, **Councillor Oliver** - New subscriptions for our Green Waste service will be accepted from the 3rd August. All Hart controlled waste and recycling services are now back in full operation. The Green Waste service can now be extended to new or re-joining residents as volumes being collected are starting to approach pre-pandemic levels and we can be confident of providing a reliable service to our current subscribers.

The Cabinet Member for Commercialisation, **Councillor Quarterman** – No announcement.

31 CHIEF EXECUTIVE'S REPORT

The Joint Chief Executive had nothing substantive to report.

32 MINUTES OF COMMITTEE MEETINGS

No questions on any of the meetings were raised.

33 ITEM 11: NOTICE OF MOTION – The Temporary pedestrianisation of Fleet Road, Fleet:

Cllr Cockarill moved the following Motion and it was seconded by Cllr Neighbour:

“To ask full Council to endorse the proposal to temporarily pedestrianise the retail core of Fleet Road, Fleet in order to assist the businesses in the recovery phase of the Covid-19 crisis. The pedestrianisation would provide greater space for social distancing, and also allow activities to take place in

the road space to attract people to Fleet and spend more while they are in Fleet.

- a) Members endorse the proposals to temporarily pedestrianise the retail core of Fleet Road, Fleet from its junction of with Church Road to the junction with Victoria Road/Upper Street;*
- b) Members endorse the temporary blocking off of Upper Street at its junction with Clarence Road for traffic management purposes;*
- c) Members endorse the working up and implementation of the Place Making elements of the Scheme (Phase 3 works); and*
- d) Members endorse the improvements to the cycle lanes between the retail core of Fleet Road and Fleet Railway Station.”*

Cllr Crookes requested that the Motion should be split a)-c) with d) debated separately.

Cllr Cockarill agreed this could be done.

Cllr Oliver requested an Amendment to the Motion that to secure the installation of entry and exit traffic loops (volume and speed) during week 1 of the traffic diversion for Church Road, Albert Street, Clarence Road and Connaught Road to determine future mitigation actions.

Cllr Makepeace-Browne seconded the Amendment.

Members debated the Amendment and following a Recorded Vote **(Appendix 2)** the Amendment to the Motion was carried.

Members debated a)-c) of the substantive Motion as amended. The issues raised were:

Members sought reassurance that if the Scheme goes ahead the traffic impact will be actively monitored and any indication that the scheme requires changes will be evidenced and taken to Hampshire County Council to make improvements or remove.

It was generally acknowledged that the High street is in decline and Members discussed if this is a viable temporary measure to help businesses by creating more space and the feeling of a safe environment for visitors or cause greater disruption to businesses and residents.

Members discussed the importance of regular and careful monitoring with both retailers and residents to encourage feedback.

Following a Recorded Vote **(Appendix 3)** the Motion as Amended was carried.

Members then debated d) of the Motion: Member to endorse the improvements to the cycle lanes between the retail core of Fleet Road and Fleet Railway Station.

Members sought clarification on the background and were informed that the improvements form part of the Local Enterprise Partnership funding of the Green Grid to widen the route to make it safer for cyclists and pedestrians.

The need for local (cycling) groups to be consulted as part of the improvements to the cycle lanes was communicated to Officers working on the Project.

Following a Vote, the Motion was carried.

DECISION

Council agreed to endorse the proposal to temporarily pedestrianise the retail core of Fleet Road, Fleet in order to assist the businesses in the recovery phase of the Covid-19 crisis as agreed in the Motion as amended.

34 EXCLUSION OF THE PRESS AND PUBLIC

Council agreed to exclude the press and public from the meeting during item 13 (**Notice of Motion Everyone Active: Leisure Centres**) on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description was likely to be disclosed: Category 3 Information relating to the financial or business affairs of any particular person (including those of the Council).

35 ITEM 13: NOTICE OF MOTION Everyone Active: Leisure Centres.

The discussion on the Motion took place with the press and public excluded from the meeting

DECISION

Following a Vote, the Motion was carried.

Next meeting 24th September 2020

The meeting closed at 21.59 pm

Appendix 1: Questions from Members

Cllr Southern asked:

We, as Councillors, are finding it difficult to do our job without easy access to all officers by telephone and email. With modern technology, all officers working from home clearly have telephones and access to the Council's systems. The current system of contact through a single source, such as elections@hart.gov.uk or any other method merely puts another stage into the process. As this was a temporary measure when Covid19 arose and, although many officers are taking well-deserved leave, when are Councillors going to have direct access to officers in the normal way?

Cllr Neighbour responded:

Many members have welcomed the more organised co-ordination of the councillor enquiries approach which have resulted in speedier and more effective Officer response. It is certainly an arrangement that has been supported by all three Group Leaders.

What has been enlightening has been to learn of the extent and depth of member enquires but more importantly, it has also demonstrated why there is a need to manage member engagement to ensure that officers are not overloaded with more than simply service requests.

One of the main strengths of the arrangement has been the ability to monitor response times and to ensure that enquires do not get missed. However, nothing within the arrangement seeks to restrict access to either Heads of Service or specific case officers, such as planning or environmental health officers.

All officers are still responding to specific case work and can be contacted by both email and telephone in the usual way. However, members must appreciate that if they chose to go direct to an individual case officer then that approach is not directly monitored and it cannot be guaranteed that you'll get the same level of response rate that you would otherwise get going through the councillor enquiry route.

We think that overall the arrangement is a success but it will be kept under review in the same way that it has recently been review and adjusted.

Cllr Southern asked:

With Covid19 clearly diminishing in Hart, when are the officers going to re-occupy the Council offices? The existing arrangement of work stations gives nearly all officers about two metres of space in each direction and the offices are large enough to enable all this to happen.

Cllr Radley responded

The first point to highlight is that unlike many Councils Hart has opened its Reception and is effectively providing a full suite of services. Service delivery to our residents is being maintained. Site visits, subject to social distancing, have recommenced and all key officers can be contacted by both email and

telephone in the usual way. The need to return to the Office is not one that is driven by any service delivery requirement.

The Officer Leadership Team is working on future plans for the office and the working environment because suitable work stations are not in place to accommodate intensive reoccupation. One also has to question the value of people travelling to office just to do all the things which can equally be done well from home. People will come into the office where scheduled face to face meetings are going to be productive but that will not be every day of the working week. This is not because of the need for social distancing (that will pass) but because we have now experienced the efficiencies of working from home.

This is not because of the need for social distancing (that will pass) but because we have now experienced the efficiencies of working from home.

Cllr Southern asked

Zoom and Teams meetings are adequate, but unsatisfactory in many ways. Networking and other communications outside the meetings are being stifled. When are all Council meetings going to be run in the Council chamber as they were before Covid19 occurred?

Cllr Neighbour responded

At this point in time we are not in a position to return to pre-COVID 19 arrangements and we are at the very limits of our current technological abilities in delivering the current arrangements. I personally would welcome a return to the 'cut and thrust' of face-to-face Council meetings but it will require carefully planning to ensure that everyone feels that it is right thing to do. Officers are already working on ideas to give us some options because the implementation of the new [modern.gov](https://www.modern.gov) Committee process extends to giving us a better and more sophisticated platform to develop our audio visual arrangements with a realistic opportunity to explore the potential of hybrid meetings. This may be something that we could look to assess later this autumn.

Appendix 2:

Recorded Vote:

Item 11 – Fleet Road Pedestrianisation (Amendment)

COUNCILLORS	Vote	COUNCILLORS	Vote
AMBLER	For	HARWARD	
AXAM	For	KENNETT	Abstain
BAILEY	Against	KINNELL	Against
BLEWETT	Against	LAMB	Against
BUTLER	For	MAKEPEACE- BROWNE	For
CLARKE	For		
COCKARILL	Abstain	NEIGHBOUR	Against
		OLIVER	For
CRAMPTON	For	QUARTERMAN	Against
CRISP	Against	RADLEY J E	For
CROOKES	Abstain	SMITH	Abstain
DAVIES	For	SOUTHERN	For
DELANEY	For	TOMLINSON	Abstain
DORN	Abstain	WHEALE	For
DRAGE	Against	WILDSMITH	Against
FARMER	Abstain	WORLOCK	Against
FORSTER	Against	WRIGHT	

For: 12

Against: 11

Abstain: 7

Motion carried

Appendix 3:

Recorded Vote:

Item 11 – Fleet Road Pedestrianisation

COUNCILLORS	Vote	COUNCILLORS	Vote
AMBLER	Against	HARWARD	
AXAM	For	KENNETT	For
BAILEY	For	KINNELL	For
BLEWETT	For	LAMB	For
BUTLER	For	MAKEPEACE-	Against
CLARKE	Against	BROWNE	
COCKARILL	For	NEIGHBOUR	For
		OLIVER	For
CRAMPTON	Against	QUARTERMAN	For
CRISP	For	RADLEY J E	Against
CROOKES	Abstain	SMITH	For
DAVIES	Against	SOUTHERN	Against
DELANEY	Against	TOMLINSON	Against
DORN	Against	WHEALE	For
DRAGE	For	WILDSMITH	For
FARMER	Against	WORLOCK	Against
FORSTER	Abstain	WRIGHT	

For: 16

Against: 12

Abstain: 2

Motion carried