



## SUMMONS

**NOTICE IS HEREBY GIVEN THAT A VIRTUAL MEETING OF THE HART  
DISTRICT COUNCIL WILL BE HELD ON  
THURSDAY 21 MAY 2020 AT 7.00 PM**

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY  
FLEET, HAMPSHIRE GU51 4AE

---

## AGENDA

**This Agenda and associated appendices is provided in electronic form only and is 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 ELECTION OF CHAIRMAN**

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

### **3 ELECTION OF VICE-CHAIRMAN**

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

### **4 MINUTES**

To confirm the Minutes of meetings of the Council held on 27 February 2020 and 30 April 2020. **Paper A and Paper B**

**\*Note:** Members are asked to email [Committee Services](#) in advance of the meeting if they have any questions on the accuracy of the Minutes.

## 5 APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members\*.

\***Note:** Members are asked to email [Committee Services](#) in advance of the meeting as soon as they become aware they will be absent.

## 6 DECLARATIONS OF INTEREST

To declare disclosable pecuniary, and any other, interests

\***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.

## 7 CHAIRMAN'S AND JOINT CHIEF EXECUTIVES ANNOUNCEMENTS

To receive any announcements from the Chairman and the Joint Chief Executive

## 8 POSTPONEMENT OF ELECTIONS

Under the Coronavirus Act 2020 (para 60) all elections are postponed until May 2021. A Councillor who would otherwise, pursuant to section 7 or 16 of the Local Government Act 1972 (Elections of Councillors), retire after the ordinary day of election in 2020 is instead to retire after the ordinary day of election in 2021; and the Councillor's term of office is extended accordingly.

Ward	Councillor	Party	Term Expires
Blackwater & Hawley	Blewett	LD	2021
Crookham East	Radley	CCH	2021
Crookham West & Ewshot	Ambler	CCH	2021
Fleet Central	Makepeace-Browne	CCH	2021
Fleet East	Wright	C	2021
Fleet West	Forster	C	2021
Hartley Wintney	Crampton	C	2021
Hook	Tomlinson	C	2021
Odiham	Kennett	C	2021
Yateley East	Cockarill	LD	2021
Yateley West	Crisp	LD	2021

**Note:** There is a vacancy at this time in Crookham West and Ewshot Ward. Para 61 of the Coronavirus Act 2020 postpones all other elections including by-elections and referenda until such time as specified in Regulations to be issued by the Secretary of State.

## 9 LEADER OF THE COUNCIL

Consent to the continuation of Councillor David Neighbour as Leader of the Council for a further three year term (see Article 2, Paragraph 2.6, of the Constitution).

The Leader of the Council to confirm the composition of Cabinet.

## 10 MEMBERSHIP OF COMMITTEES

- I. To receive nominations from the Political Group Leaders and then to appoint Councillors to serve on each of the following Committees to deal with matters which are neither reserved to the Council nor are executive functions:

(THE FIGURES ARE CALCULATED ON **PROVISIONAL** PARTY GROUPS)

<b>Committee</b>	<b>Con</b>	<b>CCH</b>	<b>Lib-Dem</b>	<b>To be allocated</b>	<b>Total</b>
<b>Audit*</b>	2	2	2	1	7
<b>Licensing</b>	4	3	3	1	11
<b>Overview &amp; Scrutiny ***</b>	4	3	3	1	11
<b>Crime and Disorder Joint Scrutiny</b>	1	1	1	0	3
<b>Five Councils Partnership Joint Committee</b>				2	2
<b>Planning**</b>	4	3	3	1	11
<b>Standards</b>	2	2	2	0	6 †
<b>Staffing</b>	2	2	2	0	6 †
<b>Appeals</b>	2	2	2	0	6

† Committee size adjusted to take proportionality implications into consideration

Notes:

\* No Members of the Cabinet will be Members of the Audit Committee.

\*\* It is Council practice 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.

\*\*\* No Members of the Cabinet will be Members of the Overview and Scrutiny Committee.

2. To confirm membership of the Standards Committee for the municipal year 2020/21
- i Six District Councillors (as above)
  - ii One Lay Person (Peter Kern)
  - iii Three Parish Members to be appointed by Hart District Association of Parish and Town Councils.

- iv To confirm the continuation of Howard Linsley and Peter Moore as Independent Persons under the Localism Act for a further three year term.

## **11 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 Committees will subsequently elect their respective Vice-Chairman at their first meeting.

**\*Note:** Article 2, Paragraph 2.6 of the Constitution states that a Councillor may not be Chairman of any committee of the Council, for more than three consecutive years without the consent of the Council.

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

The Chairman of the 2019/20 Overview and Scrutiny Committee, Councillor Crookes, will present the Committee's Annual Report. **Paper C**

## **13 DATE OF NEXT MEETING**

The next scheduled meeting of Council is 30 July 2020.

**Date of Despatch: 12 May 2020**

**COUNCIL**

**Date and Time:** Thursday, 27 February 2020 at 7.00 pm

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

**Present:**

**COUNCILLORS –**

Wheale - (Chairman)

Ambler	Davies	Oliver
Axam	Delaney	Quarterman
Bailey	Dorn	Radley
Blewett	Drage	Smith
Butler	Farmer	Tomlinson
Clarke	Forster	Wildsmith
Cockarill	Kennett	Worlock
Crampton	Kinnell	Wright
Crisp	Makepeace-Browne	
Crookes	Neighbour	

Officers Present:

Patricia Hughes	Joint Chief Executive
Daryl Phillips	Joint Chief Executive
Andrew Vallance	Head of Corporate Services
Ken Trotter	Capita
Gill Chapman	Committee Services

**60 MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting held on 30 January 2020 were confirmed and signed as a correct record.

**61 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Collings, Lamb and Southern.

**62 DECLARATIONS OF INTEREST**

No declarations were made.

**63 COUNCIL PROCEDURE RULE 12 – QUESTIONS BY THE PUBLIC**

No questions received.

## 64 COUNCIL PROCEDURE RULE 14 – QUESTIONS BY MEMBERS

No questions received.

## 65 CHAIRMANS ANNOUNCEMENTS

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

1 February Everyone Active “Active for all Afternoon” at Hart Leisure Centre  
15 February Pelly Concert Orchestra Valentine Concert, Elvetham Heath  
18 February Lions Charity Dinner, Gurkha Inn Restaurant, Fleet

## 66 CABINET MEMBERS ANNOUNCEMENTS

The Cabinet Member for Finance and Corporate Services, **Councillor Radley** reported:

Members will be delighted to learn that we have good news from both of our leisure centres.

The Frogmore Leisure Centre’s refurbishment work is going well and should complete ahead of schedule, certainly before the end of March.

January saw attendance records broken yet again with our highest ever attendance across both Leisure Centres, with 71,985 visits overall. This is an increase of 1,070 over the previous record set in March 2019. The attendance at Hart Leisure Centre was itself an individual record with 58,511 visits, an increase of 1,595 over the previous high also set in March of last year.

The Cabinet Member for Place, **Councillor Cockarill**, announced

I am delighted to confirm to Full Council that we have received the Inspector’s Report on our Local Plan and he has found the Plan to be sound. We can now move on to the final stage, which is to adopt the Local Plan, next month.

Members will know how long this process has been and I wish to put on record my thanks for all of the hard work that has been put in on this project over many years, by both our staff and by fellow and former councillors, from all parties and none. I would also like to thank the Planning Policy team at East Hants, who put in a lot of work to help get us to this point.

The Cabinet Member for Commercialisation, **Councillor Quarterman**, reported:

I have been in discussion with the Commercial Manager and the Joint Chief Executives about how best to keep members informed of progress on our commercialisation strategy, given the confidential nature of the subject. I have agreed with Councillor Crookes that the most appropriate way of doing this will be through a quarterly confidential briefing to the Overview and Scrutiny Committee, which may be attended by any members of the Council. The format will consist of a briefing paper from the Commercial Manager and myself, followed by an opportunity for Councillors to ask questions. These sessions will take place using the existing

protocols for confidentiality, and will not be minuted. The first of these briefings will take place at the next meeting of the Overview and Scrutiny Committee on Tuesday, 17 March.

## **67 JOINT CHIEF EXECUTIVES' REPORT**

The Joint Chief Executives reported that the Examiners Report on the Crookham Village Neighbourhood Plan would be considered at a special, one item agenda, Cabinet meeting after the Council meeting on 26 March.

## **68 MINUTES OF COMMITTEES**

<b>Meeting</b>	<b>Date</b>
<b>Overview and Scrutiny (draft)</b>	<b>21 January 2020</b>

No questions asked.

<b>Standards (draft)</b>	<b>20 January 2020</b>
--------------------------	------------------------

No questions asked.

### **Minute 7 - Allegations Against Councillors**

Councillor Clarke put the recommendation, seconded by Councillor Crampton

#### **RESOLVED**

That the updated Arrangements for Dealing with Allegations be adopted.

### **Minute 8 - Petitions Protocol**

Councillor Clarke put the recommendation, seconded by Councillor Crampton

#### **RESOLVED**

That the updated Petitions Protocol be approved.

<b>Cabinet (draft)</b>	<b>6 February 2020</b>
------------------------	------------------------

No questions asked.

**Minute 97 - Budget 2020/ 2021** (See item 10 below)

**Minute 98** taken after item 10 - see below.

<b>Staffing (draft)</b>	<b>11 February 2020</b>
-------------------------	-------------------------

No questions asked.

### **Minute 6 - Pay Policy Statement**

Councillor Kennett put the recommendation, seconded by Councillor Drage.

**RESOLVED**

That the Pay Policy 2020/2021 be approved.

**Minute 10 - Review of Market Supplements for Heads of Service**

Councillor Kennett put the recommendation, seconded by Councillor Neighbour.

**RESOLVED**

That the creation of 'spot pay points' for Heads of Service be approved. Subject to any job descriptions being altered.

**Planning (draft)**

**12 February 2020**

No questions asked.

**69 BUDGET 2020/2021**

Council considered the summary of Cabinet's revenue and capital budget recommendations for 2020/2021, enabling Council to calculate and approve the Council Tax requirement for 2020/21. The report also included the Head of Corporate Services' (Section 151) statutory statement to Council on the robustness of the estimates and adequacy of reserves.

Councillor Radley put the recommendation, seconded by Councillor Neighbour.

Members considered the potential pressures and loss of funding streams for next year, climate change, commercialisation, garden community and parking.

After debate a Recorded Vote was taken:

FOR the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crisp, Davies, Delaney, Drage, Kinnell, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Wildsmith (19)

AGAINST the Recommendation: Crampton, Crookes, Dorn, Farmer, Forster, Worlock, Wright (7)

ABSTENTIONS: Kennett, Tomlinson, Wheale (3)

The Recommendation was therefore CARRIED

**DECISION**

- I. That the Council Tax Base for 2020/21 be noted
  - (a) for the whole Council area as 41,105.34 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
  - (b) for dwellings in those parts of its area to which a Parish precept relates.



2. The Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish precepts) is £7,269,068
3. That the following amounts be calculated for the year 2020/21 in accordance with Sections 31 and 34 to 36 of the Act:
  - (a) £39,593,084 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
  - (b) £28,928,542 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
  - (c) £10,664,542 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B(1) of the Act).
  - (d) £259.44 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
  - (e) £3,395,474 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act
  - (f) £176.84 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
  - (g) The amounts set out for each part of the Council's area being the amounts given by adding to the amount at 3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
  - (h) The amounts set out for each part of the Council's area being the amounts given by multiplying the amounts at 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 2 That it be noted that for the year 2020/21 the Hampshire County Council, and the Police & Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings below:

3	Valuation Band	Hampshire County Council	HCC Adult Social Care	Police & Crime Commissioner for Hampshire	Hampshire Fire & Rescue
		(£)	(£)	(£)	(£)
	A(R)	652.47	62.13	117.48	38.37
	A	782.97	74.55	140.97	46.04
	B	913.46	86.98	164.47	53.71
	C	1,043.96	99.40	187.96	61.39
	D	1,174.45	111.83	211.46	69.06
	E	1,435.44	136.68	258.45	84.41
	F	1,696.43	161.53	305.44	99.75
	G	1,957.42	186.38	352.43	115.10
	H	2,348.90	223.66	422.92	138.12

That, having calculated the aggregate in each case of the amounts at 3(h) and 2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown as the amounts of Council Tax for the year 2020/21 for each of the categories of dwellings in each of the Parishes.

- 4 That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2020/21 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- 5 That the Council concluded the £5 increase in Council Tax for Hart District Council for 2020/21 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992
- 6 That the Head of Corporate Services in consultation with the Cabinet member for Finance be given delegated authority to amend the final council tax calculations in the event of approved changes from the other precepting authorities.
- 7 That the fees and charges for 2020/21 be approved.
- 8 That the budget be approved.
- 9 That the revised Capital Programme for 2019/20 to 2020/21 be approved.
- 10 That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves be noted.

## Cabinet Minutes – 6 February 2020

## **Minute 98 - Capital Strategy, Treasury Management Strategy Statement, and Asset Management Plan**

Councillor Radley put the recommendation, seconded by Councillor Neighbour.

### **RESOLVED**

- 1 The Capital Strategy be approved
- 2 The Treasury Management Strategy Statement be approved, noting the increase in the Capital Financing Requirement, the Minimum Revenue Provision statement and the increase of limits to borrowing activity
- 3 The Asset Management Plan be approved.

## **70 HOOK NEIGHBOURHOOD PLAN – BRINGING INTO LEGAL FORCE**

Following a positive referendum result for the Hook Neighbourhood Plan, Council were asked to bring the Neighbourhood Plan into legal force to form part of the statutory development plan for Hart District.

Members acknowledged the hard work and commitment that had gone into the Hook Neighbourhood Plan and congratulated everyone involved on the successful outcome.

### **DECISION**

That under Section 38A(4) of the Planning and Compulsory Purchase Act 2004 the Hook Neighbourhood Plan be 'made' (brought into legal force) to form part of the statutory Hart Development Plan with immediate effect.

## **71 OUTSIDE BODIES - FEEDBACK FROM MEMBERS**

Councillor Radley reported on a meeting of the Farnborough Airport Consultative Committee and the airspace changes.

The meeting closed at 7.55 pm

**COUNCIL**

**Date and Time:** Thursday, 30 April 2020 at 7.00 pm

**Place:** Virtually online and Council Chamber, Civic Offices, Fleet

**Present:**

**COUNCILLORS –**

Dorn - Chairman

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

Officers Present:

Daryl Phillips	Joint Chief Executive
Mark Jaggard	Head of Place
Gill Chapman	Committee Services
Helen Vincent	Committee Services

**72 SUSPENSION OF STANDING ORDERS**

Council agreed to the suspension of Standing Orders nos 9.1 and 9.2 (Chairing of the Meeting), 9.3 (Show of Hands for Voting), 22.1 (Standing to Speak) and 22.2 (Chairman Standing).

**73 CONFIRMATION OF CHAIRMAN**

Members confirmed that the Chairman for this meeting only would be Councillor Dorn.

**74 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Crisp, Harward and Wheale.

**75 DECLARATIONS OF INTEREST**

No declarations were made.

## 76 CHAIRMAN'S ANNOUNCEMENTS

The Chairman confirmed the Virtual Meeting Procedures and rules of debate as set out in the Crib.

## 77 QUESTIONS FROM MEMBERS

Under Rule 14.2 **Councillor Farmer** asked the Portfolio Holder for Place the following question:

With reference to the **Sustainability Appraisal (SA) of the Hart Local Plan (April 2020)**, published as (**Appendix 2: Sustainability Appraisal Adoption Statement**) for consideration with Recommendation B of the paper for **ADOPTION OF THE HART LOCAL PLAN (STRATEGY & SITES) 2032**.

Two amendments have recently been made to this report and we were notified of these changes on the afternoon of Friday 24<sup>th</sup> April 2020.

In section 2.5, **SA Report Addendum (March 2019)**, under the section **Appraisal of proposed modifications**, paragraphs 2.5.4 and 2.5.5 have both been deleted, originally published as follows:

### 2.5.4

*However, it was a challenge to conclude with any certainty that either change leads to implications for the sustainability baseline / achievement of sustainability objectives. With regards to housing numbers, it is only increases in housing supply that enable sustainability considerations to be attributed with any certainty, although to increase the requirement would likely lead to a review of the Plan being needed sooner, which would be a positive from a housing perspective with tensions in respect of some community and environmental objectives.*

### 2.5.5

*With regards to the deletion of the new settlement area of search, this was effectively the deletion of a process to start a DPD, and not a deletion of a new settlement allocation. The DPD process may be replaced in time with a different process, most likely the next local plan, which would be subject to its own SA with a range of reasonable alternatives 'on the table'.*

Why were these paragraphs deleted from the report that was originally published and why so late, less than a week before tonight's Full Council Meeting?

### **Councillor Cockarill responded:**

The background to the change is straightforward. It is entirely an Officer decision, using their professional judgement to seek an adjustment to the Sustainability Appraisal (SA) Adoption Statement at Appendix 2.

In the first instance, they were responding to issues raised by some Members last week. The Officers reviewed the SA and reread para 2.5.5. They concluded that the

wording used in para 2.5.5 was incorrect and indeed it could be misconstrued as to its intent and interpretation.

The Officers were also concerned that upon reflection the wording of para 2.5.5 of the SA was also directly in conflict with the Local Plan itself.

I draw your attention to the Inspector's Main Modifications in the paper attached as Appendix 1a page 56. This Modification states:

*"The Council will review the policies in this Plan within five years of adoption to assess whether they need updating. Policies will then be updated where necessary.*

*An early review (ie prior to the five year period expiring) could be triggered by:*

- *Results of annual monitoring on the effectiveness of the plan in line with the Plan's Monitoring Framework and having particular regard to the monitoring of housing delivery;*
- *Significant changes to national planning policy and/or legislation;*
- *Duty to co-operate issues, particularly addressing housing and employment needs within the Housing Market Area/ Functional Economic Area (which comprises Hart, Rushmoor and Surrey Heath administrative areas); and*
- *Any other reasons that render the Plan, or part of it, out of date.*

*The AMR will report on the issues above and whether these will trigger a review:*

*In addition, the Council has an aspiration to plan ahead for long term growth needs. This would reduce the risk of policies (particularly housing policies) becoming out of date and would provide greater certainty over the longer term. All reasonable growth options, including the potential for a new settlement, would need to be fully considered and evidenced in a future review of the Plan or a subsequent DPD.*

So, it was quite proper, even at this late stage, for the Officers to react to an issue highlighted and to seek a view from the SA consultant and ask that it be made clear that the SA had to be consistent with the Plan itself and that two irrelevant paragraphs (for the SA purposes) be removed from the SA report so that the SA avoided any conflict with the Inspector's findings and recommendations.

## **78 ADOPTION OF THE HART LOCAL PLAN (STRATEGY & SITES) 2032**

Members were asked to adopt the Hart Local Plan (Strategy & Sites) 2032 in line with the Inspector's recommendations (including the Inspector's Main Modifications).

Councillor Cockarill proposed the recommendation and Councillor Radley seconded.

Members spoke in support of the Local Plan and the hard work put in by Officers and were also comforted by the changes to the Sustainability Appraisal.

It was agreed that the Recommendation would be voted on as four separate items (paragraphs A-D). Members asked for a recorded vote.

**Recommendation A - Adopt the Hart Local Plan (Strategy & Sites) 2032 [Proposed Submission Version incorporating the Inspector's recommended Main Modifications (Appendix I to the report)].**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

As this was unanimous Recommendation A was CARRIED.

**Recommendation B - Agree the content of the updated April 2020 Sustainability Appraisal Adoption Statement (Appendix 2 to the report);**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crookes, Davies, Delaney, Dorn, Drage, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Wildsmith, Worlock,

**AGAINST** the Recommendation: None

**ABSTENTIONS:** Crampton, Farmer, Forster, Kennett, Southern, Tomlinson, Wright

Recommendation B was therefore CARRIED.

**Recommendation C - Adopt a new Policies Map for Hart that incorporates the Policies Map changes associated with adoption of the Hart Local Plan 2032;**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

Recommendation C was therefore CARRIED.

**Recommendation D - Authorise the Head of Place in consultation with the Portfolio Holder for Place to make minor alterations and corrections to the Local Plan and the updated Policies Map<sup>1</sup>**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

Recommendation was CARRIED.

All parts of the Recommendation being carried, the Decision had been agreed as follows:

---

<sup>1</sup> Any alterations agreed to be circulated to Members for their information

**DECISION**

- A. That the Hart Local Plan (Strategy & Sites) 2032 [Proposed Submission Version incorporating the Inspector's recommended Main Modifications attached at Appendix 1] be adopted.
- B. That the content of the updated April 2020 Sustainability Appraisal Adoption Statement at Appendix 2 be agreed.
- C. That a new Policies Map for Hart that incorporates the Policies Map changes associated with adoption of the Hart Local Plan 2032 be adopted.
- D. That the Head of Place, in consultation with the Portfolio Holder for Place, be authorised to make minor alterations and corrections to the Local Plan and the updated Policies Map.

The meeting closed at 7.37 pm



**COUNCIL**

**Date and Time:** Thursday, 30 April 2020 at 7.00 pm

**Place:** Virtually online and Council Chamber, Civic Offices, Fleet

**Present:**

**COUNCILLORS –**

Dorn - Chairman

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

Officers Present:

Daryl Phillips	Joint Chief Executive
Mark Jaggard	Head of Place
Gill Chapman	Committee Services
Helen Vincent	Committee Services

**72 SUSPENSION OF STANDING ORDERS**

Council agreed to the suspension of Standing Orders nos 9.1 and 9.2 (Chairing of the Meeting), 9.3 (Show of Hands for Voting), 22.1 (Standing to Speak) and 22.2 (Chairman Standing).

**73 CONFIRMATION OF CHAIRMAN**

Members confirmed that the Chairman for this meeting only would be Councillor Dorn.

**74 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Crisp, Harward and Wheale.

**75 DECLARATIONS OF INTEREST**

No declarations were made.

## 76 CHAIRMAN'S ANNOUNCEMENTS

The Chairman confirmed the Virtual Meeting Procedures and rules of debate as set out in the Crib.

## 77 QUESTIONS FROM MEMBERS

Under Rule 14.2 **Councillor Farmer** asked the Portfolio Holder for Place the following question:

With reference to the **Sustainability Appraisal (SA) of the Hart Local Plan (April 2020)**, published as (**Appendix 2: Sustainability Appraisal Adoption Statement**) for consideration with Recommendation B of the paper for **ADOPTION OF THE HART LOCAL PLAN (STRATEGY & SITES) 2032**.

Two amendments have recently been made to this report and we were notified of these changes on the afternoon of Friday 24<sup>th</sup> April 2020.

In section 2.5, **SA Report Addendum (March 2019)**, under the section **Appraisal of proposed modifications**, paragraphs 2.5.4 and 2.5.5 have both been deleted, originally published as follows:

### 2.5.4

*However, it was a challenge to conclude with any certainty that either change leads to implications for the sustainability baseline / achievement of sustainability objectives. With regards to housing numbers, it is only increases in housing supply that enable sustainability considerations to be attributed with any certainty, although to increase the requirement would likely lead to a review of the Plan being needed sooner, which would be a positive from a housing perspective with tensions in respect of some community and environmental objectives.*

### 2.5.5

*With regards to the deletion of the new settlement area of search, this was effectively the deletion of a process to start a DPD, and not a deletion of a new settlement allocation. The DPD process may be replaced in time with a different process, most likely the next local plan, which would be subject to its own SA with a range of reasonable alternatives 'on the table'.*

Why were these paragraphs deleted from the report that was originally published and why so late, less than a week before tonight's Full Council Meeting?

### **Councillor Cockarill responded:**

The background to the change is straightforward. It is entirely an Officer decision, using their professional judgement to seek an adjustment to the Sustainability Appraisal (SA) Adoption Statement at Appendix 2.

In the first instance, they were responding to issues raised by some Members last week. The Officers reviewed the SA and reread para 2.5.5. They concluded that the

wording used in para 2.5.5 was incorrect and indeed it could be misconstrued as to its intent and interpretation.

The Officers were also concerned that upon reflection the wording of para 2.5.5 of the SA was also directly in conflict with the Local Plan itself.

I draw your attention to the Inspector's Main Modifications in the paper attached as Appendix 1a page 56. This Modification states:

*"The Council will review the policies in this Plan within five years of adoption to assess whether they need updating. Policies will then be updated where necessary.*

*An early review (ie prior to the five year period expiring) could be triggered by:*

- *Results of annual monitoring on the effectiveness of the plan in line with the Plan's Monitoring Framework and having particular regard to the monitoring of housing delivery;*
- *Significant changes to national planning policy and/or legislation;*
- *Duty to co-operate issues, particularly addressing housing and employment needs within the Housing Market Area/ Functional Economic Area (which comprises Hart, Rushmoor and Surrey Heath administrative areas); and*
- *Any other reasons that render the Plan, or part of it, out of date.*

*The AMR will report on the issues above and whether these will trigger a review:*

*In addition, the Council has an aspiration to plan ahead for long term growth needs. This would reduce the risk of policies (particularly housing policies) becoming out of date and would provide greater certainty over the longer term. All reasonable growth options, including the potential for a new settlement, would need to be fully considered and evidenced in a future review of the Plan or a subsequent DPD.*

So, it was quite proper, even at this late stage, for the Officers to react to an issue highlighted and to seek a view from the SA consultant and ask that it be made clear that the SA had to be consistent with the Plan itself and that two irrelevant paragraphs (for the SA purposes) be removed from the SA report so that the SA avoided any conflict with the Inspector's findings and recommendations.

**Councillor Farmer asked as Supplementary Question:**

I thank Cllr. Cockarill for what was a comprehensive answer but given the timing of the report I do believe it was important for these deletions to be transparent and for us to understand the process by which they had taken place and for Cllr. Cockarill to further comment and clarify. Based upon his response, I assume that my understanding is therefore correct that, as Portfolio Holder for Place, he did not actually approve the deletion of these paragraphs before the report was issued?"

**Councillor Cockarill responded:**

Well thank you for the subsequent follow up. I had a conversation with officers to advise me of the issue but I did not give them a specific approval - it wasn't my place to tell them what to do, so they advised me in consultation, at that point, that that's what they were going to do.

**78 ADOPTION OF THE HART LOCAL PLAN (STRATEGY & SITES) 2032**

Members were asked to adopt the Hart Local Plan (Strategy & Sites) 2032 in line with the Inspector's recommendations (including the Inspector's Main Modifications).

Councillor Cockarill proposed the recommendation and Councillor Radley seconded.

Members spoke in support of the Local Plan and the hard work put in by Officers and were also comforted by the changes to the Sustainability Appraisal.

It was agreed that the Recommendation would be voted on as four separate items (paragraphs A-D). Members asked for a recorded vote.

**Recommendation A - Adopt the Hart Local Plan (Strategy & Sites) 2032 [Proposed Submission Version incorporating the Inspector's recommended Main Modifications (Appendix I to the report)].**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

As this was unanimous Recommendation A was CARRIED.

**Recommendation B - Agree the content of the updated April 2020 Sustainability Appraisal Adoption Statement (Appendix 2 to the report);**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crookes, Davies, Delaney, Dorn, Drage, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Wildsmith, Worlock,

**AGAINST** the Recommendation: None

**ABSTENTIONS:** Crampton, Farmer, Forster, Kennett, Southern, Tomlinson, Wright

Recommendation B was therefore CARRIED.

**Recommendation C - Adopt a new Policies Map for Hart that incorporates the Policies Map changes associated with adoption of the Hart Local Plan 2032;**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

Recommendation C was therefore CARRIED.

**Recommendation D - Authorise the Head of Place in consultation with the Portfolio Holder for Place to make minor alterations and corrections to the Local Plan and the updated Policies Map<sup>1</sup>**

**FOR** the Recommendation: Ambler, Axam, Bailey, Blewett, Butler, Clarke, Cockarill, Crampton, Crookes, Davies, Delaney, Dorn, Drage, Farmer, Forster, Kennett, Kinnell, Lamb, Makepeace-Browne, Neighbour, Oliver, Quarterman, Radley, Smith, Southern, Tomlinson, Wildsmith, Worlock, Wright

Recommendation was CARRIED.

All parts of the Recommendation being carried, the Decision had been agreed as follows:

**DECISION**

- A. That the Hart Local Plan (Strategy & Sites) 2032 [Proposed Submission Version incorporating the Inspector's recommended Main Modifications attached at Appendix 1] be adopted.
- B. That the content of the updated April 2020 Sustainability Appraisal Adoption Statement at Appendix 2 be agreed.
- C. That a new Policies Map for Hart that incorporates the Policies Map changes associated with adoption of the Hart Local Plan 2032 be adopted.
- D. That the Head of Place, in consultation with the Portfolio Holder for Place, be authorised to make minor alterations and corrections to the Local Plan and the updated Policies Map.

The meeting closed at 7.37 pm

---

<sup>1</sup> Any alterations agreed to be circulated to Members for their information

**ANNUAL COUNCIL**

**DATE OF MEETING: 21 MAY 2020**

**TITLE OF REPORT: REVIEW OF THE WORK OF OVERVIEW AND SCRUTINY COMMITTEE OVER THE PAST YEAR 2019/20**

**Report of: Chairman of the Overview & Scrutiny Committee**

**I PURPOSE OF REPORT**

**1.1** To report to Council on the work of Overview & Scrutiny Committee over the past year 2019/20.

**2 OFFICER RECOMMENDATION**

**2.1** That the report and the subsequent actions taken be noted.

**3 WHAT IS OVERVIEW AND SCRUTINY?**

**3.1** Although not a decision-making body, effective Overview and Scrutiny has enormous potential to influence and inform decisions made by both the Council and partner bodies affecting the District.

**3.2** The Committee can review and scrutinise any matters which affect the Council, its area or the residents of that area, in order to provide greater transparency and accountability in the delivery of local services.

**3.3** The following key roles were identified as areas which Overview and Scrutiny should be concerned with in Hart:

- Holding the Cabinet to account (through acting as a “critical friend”), which may include reviewing decisions taken by Cabinet, but not yet implemented, via the ‘call-in’ procedure;
- Monitoring Council performance;
- Reviewing policy;
- Developing policy; and
- Scrutinising externally issues of public concern which may affect the Council and its delivery of services.

**3.4** The Committee comprises 11 members. All Hart Councillors are eligible to sit on the Committee, except for members of the Cabinet. No Councillor can be involved in the scrutiny of a decision with which he/she has been directly involved. The Committee is chaired by a member of the main opposition party.

**3.5** An important part of the role of the Committee is through the use of Service Boards. These comprise Lead Service Portfolio Holders and a small number of Overview & Scrutiny members who are appointed to look in depth at particular issues and their recommendations, which may suggest a change in policy or service

provision. These are submitted to Overview & Scrutiny Committee for consideration and onward recommendation is appropriate.

- 3.6** This year however, it must be acknowledged that the current Service Board arrangements were not working, with Boards being cancelled essentially due to lack of Member engagement and feedback. The recommendation to next year's Committee is that it should review Service Board arrangements to enable more effective arrangements to be put in place to monitor performance and scrutinise progress against Service Plans.

## **4 REVIEW OF 2019/20 AND THE ACTIONS TAKEN**

### **4.1 Regular reports -**

Quarterly performance/budget monitoring/Risk Management /RIPA/Flooding

### **4.2 Regular annual one off reports -**

Treasury Management/ 2017/18 Outturn Position/ MTFS/ Draft Budget / Service Plans/ Corporate Risk Register/Local Government Ombudsman Annual Review Letter, Update on use of Body Worn Video.

- 4.3 Service Boards** – It had been agreed that the current Service Board arrangements were not working, with Boards being cancelled essentially due to lack of Member engagement and feedback. In July 2019 it was agreed that Heads of Service would be invited to attend meetings to update the Committee on the progress of each service.

- 4.4 Service level Agreements (SLAs)** – It had been agreed that organisations with SLAs would attend for discussion on performance against SLA.

### **4.5 Individual Items of Note**

#### **4.5.1 June 2019**

HART VOLUNTARY ACTION - Caroline Winchurch, Chief Executive Officer, Hart Voluntary Action attended for discussion on performance against SLA.

CHANGES TO HART'S RECYCLING BRING SITES - considered before Cabinet approval was sought.

FLEET PARKING SCHEME PROPOSAL - considered before Cabinet approval was sought.

FLEET TOWN COUNCIL, GURKHA SQUARE MARKET - considered before Cabinet approval was sought. *This report was not for publication and the public were therefore excluded.*

SHARED LICENSING SERVICE 2019 TO 2024: PROPOSED VISION – Members considered the proposed Vision which was supported and recommended to the Licensing Committee for consideration.

COMMERCIALISATION STRATEGY: STRAND C (DIGITALISATION) DRAFT DIGITAL STRATEGY - considered before Cabinet approval was sought.

**4.5.2 July 2019**

INCLUSION HAMPSHIRE - Cheryl Edwards, Inclusion Hampshire, attended for discussion on performance against SLA.

STATUTORY GUIDANCE ON OVERVIEW AND SCRUTINY IN LOCAL AND COMBINED AUTHORITIES - Committee members took the opportunity to clarify anything that was not clear to them from the new statutory guidance recently issued by the Government on Overview and Scrutiny in local authorities.

CIVIL PARKING ENFORCEMENT AND TRAFFIC MANAGEMENT UPDATE - considered before Cabinet approval was sought.

**4.5.3 August 2019**

FLEET PHOENIX - Charlotte Tickner, Chief Executive Officer of Fleet Phoenix, attended for discussion on performance against SLA.

HART DISTRICT COUNCIL VISION 2040 - considered before Cabinet approval was sought.

CLIMATE CHANGE RESPONSE - considered before Cabinet approval was sought.

FIVE COUNCILS CORPORATE SERVICES CONTRACTS – Members considered the current position of the Council’s contracts for corporate services. *Appendices 3 and 4 of this report were not for publication and the public were therefore excluded.*

**4.5.4 September 2019**

HART CITIZENS ADVICE - Sally Plank, Chief Executive Officer, Hart Citizens Advice, attended to present on performance against SLA for 2018-19.

SERVICE PERFORMANCE - John Elson, Head of Environment and Technical Services, attended to discuss service performance.

IMPROVING HEALTH AND WELLBEING IN HART: OUR PLAN 2019 – 2024 - considered before Cabinet approval was sought.

HART STREET CARE SERVICES - considered before Cabinet approval was sought.

REVIEW OF THE DEVELOPMENT MANAGEMENT SERVICE - Overview and Scrutiny were asked to note the intention to undertake an independent, external review of the Development Management (DM) service and to consider any particular issues that the review should focus upon.

GARDEN COMMUNITY PROGRAMME - considered before Cabinet approval was sought.



**4.5.5 October 2019**

SERVICE PERFORMANCE - The Head of Community Services, Kirsty Jenkins, attended to discuss service performance.

FLY TIPPING UPDATE - The Overview and Scrutiny Committee were provided with an update on the actual incidence of fly tipping in the District and the Council's arrangements for managing fly-tipping.

HOUSING STRATEGY - considered before Cabinet approval was sought.

**4.5.6 November 2019**

SERVICE PERFORMANCE - The Head of Corporate Services, Andrew Vallance, attended to discuss service performance.

**4.5.7 December 2019**

SERVICE PERFORMANCE - The new Head of Place, Mark Jaggard introduced his broad vision for the service.

INSURANCE: OFFER FROM THE LOCAL GOVERNMENT MUTUAL - considered before Cabinet approval was sought. *Appendices of this report were not for publication and the public were therefore excluded.*

GARDEN COMMUNITY GOVERNANCE - considered before Cabinet approval was sought.

REVIEW OF HART PARKING CHARGES - The Committee's views were sought on proposed changes to Hart's car parking charges.

**4.5.8 January 2020**

DOG FOULING PUBLIC SPACE PROTECTION ORDER - considered before Cabinet approval was sought.

CLIMATE CHANGE ACTION PLAN - considered before Cabinet approval was sought.

DRAFT BUDGET 2020/21 - considered before Cabinet approval was sought.

**4.5.9 February 2020**

SERVICE PERFORMANCE - The Head of Environment and Technical Services, John Elson, attended to discuss service performance.

LOCAL DISCRETIONARY BUSINESS RATE RELIEF SCHEME 2019/20 - considered before Cabinet approval was sought.

COMMUNITY GARDEN AT EDENBROOK COUNTRY PARK - considered before Cabinet approval was sought.

RIPA POLICY AND PROCEDURES - Members considered the RIPA Policy and procedures for approval.

FIVE COUNCILS CORPORATE SERVICES CONTRACTS - Overview and Scrutiny Committee considered the current position with regard to the contract for corporate services entered into with the Five Councils' Partnership. This report had been considered by Cabinet at its February meeting. *This report was not for publication and the public were therefore excluded.*

**4.5.10 March and April 2019**

Unfortunately the Coronavirus emergency meant that these two meetings had to be cancelled.

**Contact Details** - Ken Crookes, Chairman, Overview & Scrutiny Committee



## NOTES FOR ANNUAL MEETING OF COUNCIL – 21 MAY 2020

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

### **NB**

- 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***

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

### **1 SUSPENSION OF STANDING ORDERS**

The Joint Chief Executive and Monitoring Officer to 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 ELECTION OF CHAIRMAN**

The **Chairman** will seek nominations for Chairman of the Council for the Municipal Year 2020/2021.

**Councillor Neighbour** will nominate **Councillor Kennett**  
**Councillor Radley** will second **Councillor Kennett's** nomination

### **3 ELECTION OF VICE-CHAIRMAN**

The **Chairman** will seek nominations for Vice-Chairman of the Council for the Municipal Year 2020/2021.

**Councillor Crampton** will nominate **Councillor Ambler**  
**Councillor Neighbour** will second **Councillor Ambler's** nomination

### **4 MINUTES**

**Note: The only aspect of the Minutes that can be discussed is their accuracy**

**Chairman** to ask if he/she can sign the Minutes of the Meeting held on 27 February 2020 (CL.42-48) and 30 April 2020 (CL.49-53). (Proposer and Seconder required.)

*\*Note: Members have been asked to email [Committee Services](#) in advance of the meeting if they have any questions on the accuracy of the Minutes.*

## **5 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.*

## **6 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.*

## **7 CHAIRMAN'S AND JOINT CHIEF EXECUTIVES ANNOUNCEMENTS**

To receive any announcements from the Chairman and the Joint Chief Executive

## **8 POSTPONEMENT OF ELECTIONS**

**This item is for Information Only.**

Under the Coronavirus Act 2020 (para 60) all elections are postponed until May 2021. A Councillor who would otherwise, pursuant to section 7 or 16 of the Local Government Act 1972 (Elections of Councillors), retire after the ordinary day of election in 2020 is instead to retire after the ordinary day of election in 2021; and the Councillor's term of office is extended accordingly.

<b>Ward</b>	<b>Councillor</b>	<b>Party</b>	<b>Term Expires</b>
Blackwater & Hawley	Blewett	LD	2021
Crookham East	Radley	CCH	2021
Crookham West & Ewshot	Ambler	CCH	2021
Fleet Central	Makepeace-Browne	CCH	2021
Fleet East	Wright	C	2021
Fleet West	Forster	C	2021
Hartley Wintney	Crampton	C	2021
Hook	Tomlinson	C	2021
Odiham	Kennett	C	2021
Yateley East	Cockarill	LD	2021
Yateley West	Crisp	LD	2021

C - Conservative  
Ind - Independent

LD - Liberal Democrat

CCH - Community Campaign Hart

**Note:** There is a vacancy at this time in Crookham West and Ewshot Ward. Para 61 of the Coronavirus Act 2020 postpones all other elections including by-elections and referenda until such time as specified in Regulations to be issued by the Secretary of State.

## 9 LEADER OF THE COUNCIL

The **Chairman** will invite Council to consent to the continuation of **Councillor Neighbour** as Leader of the Council for a further three-year term (**proposer and seconder required**)

The Leader of the Council to confirm the composition of **Cabinet**.

## 10 MEMBERSHIP OF COMMITTEES

The **Chairman** will announce the Political Group nominations for the respective Committees. And will seek nominations (need a proposer and seconder) for any seats that are to be allocated.

**Audit Committee** (7 Members in total - one to be allocated)

**Note:** A Member of the Cabinet may not also be a Member of the Audit Committee.

<b>Conservative</b> <b>2</b>	<b>Lib Dem</b> <b>2</b>	<b>CCH</b> <b>2</b>	<b>To be allocated *</b>
Crookes	Blewett	Delaney	
Southern	Wildsmith	Makepeace-Browne	

**\*Councillor Radley** will nominate **Councillor Smith (Ind)**  
**Councillor Neighbour** will second **Councillor Smith's** nomination

**Licensing Committee** (11 Members in total - one to be allocated.

<b>Conservative</b> <b>4</b>	<b>Lib Dem</b> <b>3</b>	<b>CCH</b> <b>3</b>	<b>To be allocated *</b>
Farmer	Drage	Butler	
Kennett	Lamb	Clarke	
Tomlinson	Wildsmith	Delaney	
Wright			

**\*Councillor Radley** will nominate **Councillor Davies (CCH)**  
**Councillor Neighbour** will second **Councillor Davies's** nomination

**Overview & Scrutiny Committee** (11 Members in total - one to be allocated

*NB A Member of the Cabinet may not also be a Member of the Overview & Scrutiny Committee.*

<b>Conservative</b> <b>4</b>	<b>Lib Dem</b> <b>3</b>	<b>CCH</b> <b>3</b>	<b>To be allocated*</b>
Dorn	Drage	Axam	
Farmer	Lamb	Makepeace- Browne	
Worlock	Wildsmith	Davies	
Wright			

**\*Councillor Radley** will nominate **Councillor Smith** (Ind)  
**Councillor Neighbour** will second **Councillor Smith's** nomination

### Crime and Disorder Joint Scrutiny (3) – 3 Members in total

<b>Conservative</b> <b>1</b>	<b>Lib Dem</b> <b>1</b>	<b>CCH</b> <b>1</b>
Forster	Wildsmith	Axam

### Five Councils Partnership Joint Committee: 2 Members in total

<b>Conservative</b>	<b>Lib Dem</b>	<b>CCH</b>
Crookes		Radley

### Planning Committee (11 Members in total - one to be allocated)

**Note:** It is Council practice that membership of the Planning Committee will comprise at least one representative from each Ward, provided this is consistent with the rules on political balance.

<b>WARD</b>	<b>Cons</b>	<b>CCH</b>	<b>Lib Dem</b>	<b>To be allocated*</b>
Political proportionality requires	<b>4</b>	<b>3</b>	<b>3</b>	<b>1</b>
Blackwater & Hawley			Blewett	
Crookham East		Radley		
Crookham West & Ewshot		Ambler		
Fleet Central		Oliver		
Fleet East	Wheale			
Fleet West				
Hartley Wintney	Southern			
Hook	Worlock			
Odiham	Kennett			
Yateley East			Cockarill	
Yateley West			Quarterman	

**\*Councillor Radley** will nominate **Councillor Delaney** (CCH)  
**Councillor Neighbour** will second **Councillor Delaney's** nomination

### Staffing Committee - 6 Members and 3 Group Leaders)

<b>Conservative</b> <b>2</b>	<b>Lib Dem</b> <b>2</b>	<b>CCH</b> <b>2</b>
Kennett	Drage	Butler
Worlock	Wildsmith	Kinnell
Leaders:		
Crampton	Neighbour	Radley

### Standards Committee - *There is no requirement for the Standards Committee to be politically balanced.*

<b>Conservative</b> <b>2</b>	<b>Lib Dem</b> <b>2</b>	<b>CCH</b> <b>2</b>
Dorn	Bailey	Ambler
Kennett	Neighbour	Clarke

- I That membership of the Standards Committee for the municipal year 2019/20 would be as follows.
  - i 6 District Councillors (as above)
  - ii Lay Person - Peter Kern
  - iii Three Parish Members to be appointed by Hart District Association of Parish and Town Councils.
- 2 That the Chairman of the Standards Committee be elected at its first meeting.

### Appeals Panel

To form a pool of Members from which to draw a minimum of three Members to sit on any future Panel to hear grievances.

<b>Conservative</b> <b>2</b>	<b>Lib Dem</b> <b>2</b>	<b>CCH</b> <b>2</b>
Kennett	Bailey	Ambler
Southern	Quarterman	Makepeace-Browne

## II ELECTION OF CHAIRMEN OF COMMITTEES\*

*\*Note: Under the Council's Constitution the Chairman of a Committee cannot serve for more than 3 consecutive years without the consent of the Council. Therefore, if any committee is minded to nominate a Member who has served as Chairman of the respective Committee for the immediate 3 past consecutive years, this will first require Council's consent before the nomination is put to the Committee.*

**The Chairman** will, in turn for each of the following Committees, invite nominations for Chairman from the respective Committee members (nominations and seconds required).

**Note:** Only those Councillors who are members of the Committee concerned may vote.

Committee	Chairman
Audit	
Licensing	
Planning	
Overview & Scrutiny	
Staffing	

Notes:

- If there is more than one nomination in any case, voting will take place on the candidates in **alphabetical order**. If, in any case, there are three candidates, Members will be asked to vote for one candidate, and the one receiving the fewest votes will drop out. The outcome will be determined by a second vote between the two remaining candidates.*
- The Chairman of the Standards Committee will be elected at its first meeting.*

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

**The Chairman** will invite **Councillor Crookes**, Chairman of Overview & Scrutiny Committee 2019/20 to present his Annual Report.

## **13 DATE OF NEXT MEETING**

The next scheduled meeting of Council is 30 July 2020.

**Councillor Crampton** will propose (seconded required) that an additional Council be set for 25 June 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.



## NOTES FOR ANNUAL MEETING OF COUNCIL – 21 MAY 2020

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

### **NB**

- 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***

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

### **1 SUSPENSION OF STANDING ORDERS**

The Joint Chief Executive and Monitoring Officer to 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 ELECTION OF CHAIRMAN**

The **Chairman** will seek nominations for Chairman of the Council for the Municipal Year 2020/2021.

**Councillor Neighbour** will nominate **Councillor Kennett**  
**Councillor Radley** will second **Councillor Kennett's** nomination

### **3 ELECTION OF VICE-CHAIRMAN**

The **Chairman** will seek nominations for Vice-Chairman of the Council for the Municipal Year 2020/2021.

**Councillor Crampton** will nominate **Councillor Ambler**  
**Councillor Neighbour** will second **Councillor Ambler's** nomination

### **4 MINUTES**

**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.**

**The Chairman** will highlight that there is further information to be included within the draft minutes of the meeting dated 30 April 2020. Under minute Number 77 **QUESTIONS FROM MEMBERS** **Councillor Farmer** asked a supplementary question as follows:

*"I thank Cllr. Cockarill for what was a comprehensive answer but given the timing of the report I do believe it was important for these deletions to be transparent and for us to understand the process by which they had taken place and for Cllr. Cockarill to further comment and clarify. Based upon his response, I assume that my understanding is therefore correct that, as Portfolio Holder for Place, he did not actually approve the deletion of these paragraphs before the report was issued?"*

Councillor Cockarill responded:

*"Well thank you for the subsequent follow up. I had a conversation with officers to advise me of the issue but I did not give them a specific approval - it wasn't my place to tell them what to do, so they advised me in consultation, at that point, that that's what they were going to do."*

Subject to this update to the minutes **the Chairman** to ask if he can sign the Minutes of the Meeting held on 27 February 2020 (CL.42-48) and 30 April 2020 (CL.49-53). (Proposer and Secunder required.)

**5 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.*

**6 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.*

**7 CHAIRMAN’S AND JOINT CHIEF EXECUTIVES ANNOUNCEMENTS**

To receive any announcements from the Chairman and the Joint Chief Executive

**8 POSTPONEMENT OF ELECTIONS**

**This item is for Information Only.**

Under the Coronavirus Act 2020 (para 60) all elections are postponed until May 2021. A Councillor who would otherwise, pursuant to section 7 or 16 of the Local Government Act 1972 (Elections of Councillors), retire after the ordinary day of election in 2020 is instead to retire after the ordinary day of election in 2021; and the Councillor's term of office is extended accordingly.

Ward	Councillor	Party	Term Expires
Blackwater & Hawley	Blewett	LD	2021
Crookham East	Radley	CCH	2021

Crookham West & Ewshot	Ambler	CCH	2021
Fleet Central	Makepeace-Browne	CCH	2021
Fleet East	Wright	C	2021
Fleet West	Forster	C	2021
Hartley Wintney	Crampton	C	2021
Hook	Tomlinson	C	2021
Odiham	Kennett	C	2021
Yateley East	Cockarill	LD	2021
Yateley West	Crisp	LD	2021

C - Conservative  
Ind - Independent

LD - Liberal Democrat

CCH - Community Campaign Hart

**Note:** There is a vacancy at this time in Crookham West and Ewshot Ward. Para 61 of the Coronavirus Act 2020 postpones all other elections including by-elections and referenda until such time as specified in Regulations to be issued by the Secretary of State.

## 9 LEADER OF THE COUNCIL

The Chairman will invite Council to consent to the continuation of **Councillor Neighbour** as Leader of the Council for a further three-year term (**proposer and seconder required**)

The Leader of the Council to confirm the composition of **Cabinet**.

## 10 MEMBERSHIP OF COMMITTEES

The Chairman will announce the Political Group nominations for the respective Committees. And will seek nominations (need a proposer and seconder) for any seats that are to be allocated.

**Audit Committee** (7 Members in total - one to be allocated)

**Note:** A Member of the Cabinet may not also be a Member of the Audit Committee.

<b>Conservative</b> <b>2</b>	<b>Lib Dem</b> <b>2</b>	<b>CCH</b> <b>2</b>	<b>To be allocated *</b>
Crookes	Blewett	Delaney	
Southern	Wildsmith	Makepeace-Browne	

\***Councillor Radley** will nominate **Councillor Smith** (Ind)  
**Councillor Neighbour** will second **Councillor Smith's** nomination

**Licensing Committee** (11 Members in total - one to be allocated.

<b>Conservative</b> <b>4</b>	<b>Lib Dem</b> <b>3</b>	<b>CCH</b> <b>3</b>	<b>To be allocated *</b>
Farmer	Drage	Butler	
Kennett	Lamb	Clarke	
Tomlinson	Wildsmith	Delaney	

Wright			
--------	--	--	--

**\*Councillor Radley** will nominate **Councillor Davies (CCH)**  
**Councillor Neighbour** will second **Councillor Davies's** nomination

**Overview & Scrutiny Committee (11 Members in total - one to be allocated)**

NB A Member of the Cabinet may not also be a Member of the Overview & Scrutiny Committee.

<b>Conservative</b> <b>4</b>	<b>Lib Dem</b> <b>3</b>	<b>CCH</b> <b>3</b>	<b>To be allocated*</b>
Dorn	Drage	Axam	
Farmer	Lamb	Makepeace-Browne	
Worlock	Wildsmith	Davies	
Wright			

**\*Councillor Radley** will nominate **Councillor Smith (Ind)**  
**Councillor Neighbour** will second **Councillor Smith's** nomination

**Crime and Disorder Joint Scrutiny (3) – 3 Members in total**

<b>Conservative</b> <b>1</b>	<b>Lib Dem</b> <b>1</b>	<b>CCH</b> <b>1</b>
Forster	Wildsmith	Axam

**Five Councils Partnership Joint Committee: 2 Members in total**

<b>Conservative</b>	<b>Lib Dem</b>	<b>CCH</b>
Crookes		Radley

**Planning Committee (11 Members in total - one to be allocated)**

**Note:** It is Council practice that membership of the Planning Committee will comprise at least one representative from each Ward, provided this is consistent with the rules on political balance.

<b>WARD</b>	<b>Cons</b>	<b>CCH</b>	<b>Lib Dem</b>	<b>To be allocated*</b>
Political proportionality requires	<b>4</b>	<b>3</b>	<b>3</b>	<b>1</b>
Blackwater & Hawley			Blewett	
Crookham East		Radley		
Crookham West & Ewshot		Ambler		
Fleet Central		Oliver		
Fleet East	Wheale			
Fleet West				

Hartley Wintney	Southern			
Hook	Worlock			
Odiham	Kennett			
Yateley East			Cockarill	
Yateley West			Quarterman	

**\*Councillor Radley will nominate Councillor Delaney (CCH)  
Councillor Neighbour will second Councillor Delaney's nomination**

**Staffing Committee - 6 Members and 3 Group Leaders)**

<b>Conservative 2</b>	<b>Lib Dem 2</b>	<b>CCH 2</b>
Kennett	Drage	Butler
Worlock	Wildsmith	Kinnell
<i>Leaders:</i>		
Crampton	Neighbour	Radley

**Standards Committee - *There is no requirement for the Standards Committee to be politically balanced.***

<b>Conservative 2</b>	<b>Lib Dem 2</b>	<b>CCH 2</b>
Dorn	Bailey	Ambler
Kennett	Neighbour	Clarke

- I That membership of the Standards Committee for the municipal year 2019/20 would be as follows.
  - i 6 District Councillors (as above)
  - ii Lay Person - Peter Kern
  - iii Three Parish Members to be appointed by Hart District Association of Parish and Town Councils.
- 2 That the Chairman of the Standards Committee be elected at its first meeting.

**Appeals Panel**

To form a pool of Members from which to draw a minimum of three Members to sit on any future Panel to hear grievances.

<b>Conservative 2</b>	<b>Lib Dem 2</b>	<b>CCH 2</b>
Kennett	Bailey	Ambler
Southern	Quarterman	Makepeace-Browne

## 11 ELECTION OF CHAIRMEN OF COMMITTEES\*

*\*Note: Under the Council's Constitution the Chairman of a Committee cannot serve for more than 3 consecutive years without the consent of the Council. Therefore, if any committee is minded to nominate a Member who has served as Chairman of the respective Committee for the immediate 3 past consecutive years, this will first require Council's consent before the nomination is put to the Committee.*

**The Chairman** will, in turn for each of the following Committees, invite nominations for Chairman from the respective Committee members (nominations and seconds required).

**Note:** Only those Councillors who are members of the Committee concerned may vote.

Committee	Chairman
Audit	
Licensing	
Planning	
Overview & Scrutiny	
Staffing	

Notes:

- 1 If there is more than one nomination in any case, voting will take place on the candidates in **alphabetical order**. If, in any case, there are three candidates, Members will be asked to vote for one candidate, and the one receiving the fewest votes will drop out. The outcome will be determined by a second vote between the two remaining candidates.*
- 2 The Chairman of the Standards Committee will be elected at its first meeting.*

## 12 ANNUAL REPORT OF CHAIRMAN OF OVERVIEW & SCRUTINY COMMITTEE

**The Chairman** will invite **Councillor Crookes**, Chairman of Overview & Scrutiny Committee 2019/20 to present his Annual Report.

## 13 DATE OF NEXT MEETING

The next scheduled meeting of Council is 30 July 2020.

**Councillor Crampton** will propose (seconded required) that an additional Council be set for 25 June 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.