



BOROUGH OF RUSHMOOR

To the Mayor and Members of the Council,

YOU ARE HEREBY SUMMONED to attend a Meeting of the Council to be held at the Council Offices, Farnborough on **Thursday, 25th June, 2015 at 7.00 pm** for the transaction of the business set out on the Agenda given below.

A G E N D A

1. **MINUTES**

To confirm the Minutes of the Annual Meeting of the Council held on 26th May 2015 (copy Minutes attached).

2. **MAYOR'S ANNOUNCEMENTS**

3. **RUSHMOOR COMMUNITY AWARD 2015**

The Mayor to present the Rushmoor Community Award 2015 to Mrs Joy Cross. This is in recognition of Mrs. Cross's voluntary work and fundraising carried out over many years.

4. **STANDING ORDER 8 - QUESTIONS**

To receive any questions by Members submitted in pursuance of Standing Order 8 (3).

5. **NOTICE OF MOTION**

To consider the following Notice of Motion, which has been submitted by Cr. M.J. Roberts, pursuant to Standing Order 9 (1):

"This Council supports the view of the LGA, CBI, Mayor of London, the ex-Civil Service Chief, RSLs and many concerned organisations that the proposal by Government to extend Right to Buy to Housing Associations is not only flawed but counter-productive in responding to affordable and social housing needs. It therefore seeks to convey urgently these views to Government and its local MP."

6. **RECOMMENDATION FROM THE CABINET**

Rushmoor Good Homes Charter

To receive a Report from the Cabinet (copy attached – Annex 1), which recommends the approval of a Good Homes Charter for mixed tenure dwellings. The Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) will introduce this item.

7. **QUESTIONS FOR THE CABINET**

To receive any questions by Members to Cabinet Members submitted in accordance with the Procedure Note.

8. **REPORTS OF CABINET AND COMMITTEES**

To receive and ask questions on the Reports of the following Meetings (copy reports attached):

Cabinet –	28th April, 2015
	2nd June, 2015

Committees –

Development Management	29th April, 2015
Development Management	27th May, 2015
Licensing and General Purposes	28th May, 2015

9. **REPORTS OF POLICY AND REVIEW PANELS**

To note the Reports of the following meetings of the Policy and Review Panels (copy reports attached):

Corporate Services	4th June, 2015
Leisure and Youth	8th June, 2015

A.E. COLVER
Head of Democratic and Customer Services

Council Offices
Farnborough
Hampshire GU14 7JU

Wednesday 17 June 2015

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BOROUGH OF RUSHMOOR

ANNUAL MEETING OF THE COUNCIL held at the Council Offices, Farnborough on Tuesday, 26th May, 2015 at 7.00 p.m.

THE WORSHIPFUL THE MAYOR (CR. M.J. TENNANT, B.Sc.)
THE DEPUTY MAYOR (CR. JACQUI VOSPER)

CR. MRS. D.B. BEDFORD	CR. R. HUGHES
CR. D.M.T. BELL	CR. BARBARA J. HURST, B.A., M.A.
CR. T.D. BRIDGEMAN, B.A. (Hons.)	CR. A. JACKMAN, B.Sc.
CR. SUE CARTER	CR. B. JONES, M.Sc., A.R.C.S.,
CR. M.S. CHOUDHARY, M.A.	M.N.E.I.M.M.E., C.Eng., M.I.E.T.,
CR. SOPHIA CHOUDHARY, L.L.B.	M.B.C.S., C.I.T.P.
CR. D.E. CLIFFORD, M.P.A., M.C.M.I.	CR. G.B. LYON, B.A. (Oxon)
CR. R. COOPER	CR. J.H. MARSH, C.Eng., M.I.Mech.E.
CR. LIZ CORPS, N.N.D., A.T.D.	CR. S.J. MASTERSON
a CR. A.H. CRAWFORD, J.P., B.Sc.,	CR. P.J. MOYLE
A.R.C.S., Dip.Man. (Open).	CR. K.H. MUSCHAMP
CR. P.I.C. CRERAR, B.A. (Hons.),	a CR. A.R. NEWELL
M.Arch., M.A.	CR. J.J. PREECE
CR. K. DIBBLE, M.A.F.M., B.I.F.M.	CR. M.J. ROBERTS, B.Sc., F.R.S.A.
CR. SUE DIBBLE	CR. P.F. RUST, A.I.M.E.E., M.I.S.M.
CR. R.L.G. DIBBS	CR. M.D. SMITH
a CR. JENNIFER M. EVANS, B.Sc.,	CR. M. STAPLEHURST
M.Sc.	CR. L.A. TAYLOR
CR. A.M. FERRIER	CR. P.G. TAYLOR, A.C.I.B.
CR. D.S. GLADSTONE	CR. B.A. THOMAS
CR. C.P. GRATTAN	CR. D.M. WELCH

Honorary Alderman C. Balchin J.P.
Honorary Alderman R.J. Debenham, M.B.E.
Honorary Alderman R.J. Kimber
Honorary Alderman G.J. Woolger

Apologies for absence were submitted on behalf of Crs. A.H. Crawford, Jennifer Evans and A.R. Newell.

THE MAYOR (CR. MRS. D.B. BEDFORD) IN THE CHAIR

The Meeting commenced with Prayers led by the Mayor's Chaplain, Reverend Ian Hedges.

The Mayor extended a warm welcome to all those present.

1. **ELECTION OF THE MAYOR OF THE BOROUGH -**

Nominations were invited for the election of the Mayor of the Borough for the Municipal Year 2015/16. It was MOVED by Cr. P.J. Moyle; SECONDED by Cr. Keith Dibble - That Cr. M.J. Tennant be elected Mayor of the Borough to hold office until the Annual Meeting of the Council in 2016.

RESOLVED unanimously: That Councillor **MARTIN JOHN TENNANT** be elected Mayor of the Borough to hold office until the Annual Meeting of the Council in 2016.

The Mayor then made his Declaration of Acceptance of Office in accordance with Section 83 of the Local Government Act, 1972 and took the Chair.

THE MAYOR (CR. M.J. TENNANT) IN THE CHAIR

The Mayor extended a warm welcome to all those present.

The Mayor expressed his pleasure at the honour and privilege of being elected Mayor of Rushmoor. He thanked his proposer and seconder and the Council for supporting his nomination. He then proceeded to signify the appointment of Mrs. Jill Tennant as Mayoress. He also signified the appointment of the Reverend Steve Stewart as the Mayor's Chaplain.

The Mayor looked forward to the Mayoral Year before him. He then stated that the charities he would be supporting during the year would be Hospitality Action, Mike Jackson House (Aldershot) and Radio BGWS (Gurkha Community radio service).

The Mayor concluded by thanking the Council once again for the honour conferred upon him.

2. **VOTE OF THANKS -**

It was MOVED by Cr. P.G. Taylor; SECONDED by Cr. Liz Corps and

RESOLVED: That the Council place on record its appreciation of the excellent service rendered by Cr. Mrs. D.B. Bedford and Miss. Alison Bedford as Mayor and Mayoress of the Borough during the Municipal Year 2014/15.

The Mayor then presented an illuminated scroll to Cr. Bedford, together with a past Mayor's Badge. The Mayor also presented a past Mayoress' Badge to Miss. Bedford. Several Members then spoke in tribute of the excellent service given by Cr. Bedford as Mayor of the Borough.

In response, Cr. Bedford thanked Crs. Taylor and Corps for their kind words and the Council for having elected her Mayor of the Borough.

Cr. Bedford spoke of her enjoyable Mayoral Year and said it had been an honour to have been elected as Mayor of the Borough. She paid tribute to the wonderful support she had received from her Mayoress, Miss. Alison Bedford.

Cr. Bedford spoke of the many engagements she had attended during the year, which had amounted to over 300 appointments, including visits to schools, several voluntary groups, citizenship ceremonies, Military events and sports clubs and associations. Cr. Bedford thanked all the members of her Charity Fundraising Committee who had assisted in raising funds for the nominated charities for her Mayoral Year: Parent Action Group, the Vine Day Centre and Parity for Disability. It was estimated that over £14,000 had been raised. She also thanked the Mayor's Chaplain for his assistance and guidance during the Mayoral Year and presented him with a small gift in appreciation.

3. **ELECTION OF DEPUTY MAYOR –**

The Mayor invited nominations for the election of the Deputy Mayor of the Borough. It was **MOVED** by Cr. M.D. Smith; **SECONDED** by Cr. Sue Carter - That Cr. Jacqui Vosper be elected Deputy Mayor of the Borough to hold office until the Annual Meeting of the Council in 2016.

RESOLVED unanimously: That Councillor **JACQUELINE MARY VOSPER** be elected Deputy Mayor of the Borough to hold office until the Annual Meeting of the Council in 2016.

The Mayor congratulated Cr. Jacqui Vosper and invested her with the Deputy Mayor's Badge. Cr. Vosper then made her Declaration of Acceptance of Office. She then proceeded to signify the appointment of Miss. Amanda Mullard-Hicks as Deputy Mayoress and invested her with her Badge of Office.

The Deputy Mayor thanked the Council for the confidence placed in her and she pledged her support to the Mayor and Mayoress in the coming year.

4. **MINUTES –**

It was **MOVED** by Cr. P.J. Moyle; **SECONDED** by Cr. K.H. Muschamp and

RESOLVED: That the Minutes of the Ordinary Meeting of the Council held on 23rd April, 2015 (copies having been circulated previously) be taken as read, approved and signed as a correct record.

5. **RETURNING OFFICER'S REPORT –**

The Returning Officer, Mr. J.A. Lloyd, submitted his report (as set out in the appendix to these Minutes) on the results of the Borough Council Elections held on Thursday, 7th, 2015.

The Mayor welcomed the newly elected councillors to the meeting following the elections. A special welcome was extended to returning Councillors R. Cooper and S.J. Masterson.

RESOLVED: That the report be noted.

6. **MAYOR'S COMMUNICATIONS –**

The Mayor advised the Council that she proposed to hold a number of events during her Mayoral Year. These would include a Charity Golf Day on 18th September, 2015 and a Charity Ball on 4th March, 2016.

7. **APPOINTMENT OF EXECUTIVE LEADER OF THE COUNCIL –**

It was **MOVED** by Cr. K.H. Muschamp; **SECONDED** by Cr. R.L.G. Dibbs - That Cr. P.J. Moyle be appointed Executive Leader of the Council for the Municipal Year 2015/16.

There voted **FOR:** 24; **AGAINST:** 0 and the Motion was **DECLARED CARRIED.**

8. **APPOINTMENTS 2015/16 –**

Subject to the nomination of Cr. S.J. Masterson as Vice-Chairman of the Licensing and General Purposes Committee, it was **MOVED** by Cr. P.J. Moyle and **SECONDED** by Cr. R.L.G. Dibbs that the appointments to Committees and the Policy and Review Panels for the 2015/16 Municipal Year be approved, in accordance with the allocations to achieve political balance indicated below:

(a) **COMMITTEES –**

DEVELOPMENT MANAGEMENT

Voting Members

Conservative: 7

Labour: 3

UKIP: 1

Cr. D.B. Bedford

Cr. Sue Dibble

Cr. D.M.T. Bell

Cr. R. Cooper

Cr. Jennifer Evans

Cr. P.I.C. Crerar

Cr. C.P. Grattan

Cr. D.S. Gladstone

Cr. G.B. Lyon

Cr. J.H. Marsh

Cr. B.A. Thomas

Standing Deputies

Conservative:

Labour:

Cr. S.J. Masterson

Cr. P.F. Rust

NOTE: The Cabinet Member for Environment and Service Delivery is to be an ex officio non-voting member of the Development Management Committee.

LICENSING AND GENERAL PURPOSES

Voting Members

Conservative: 8

Labour: 3

Cr. R. Cooper

Cr. Liz Corps

Cr. A.M. Ferrier

Cr. Barbara Hurst

Cr. S.J. Masterson

Cr. M.D. Smith

Cr. Jacqui Vosper

Cr. A.R. Newell

Cr. A.H. Crawford

Cr. B. Jones

Cr. L.A. Taylor

STANDARDS AND AUDIT

Voting Members

Conservative: 3

Labour: 1

UKIP: 1

Cr. A.M. Ferrier

Cr. J.H. Marsh

Cr. M.D. Smith

Cr. C.P. Grattan

Cr. D.M.T. Bell

Co-opted Members

Mr. B. Hambleton

Mr. D. Austin

(b) POLICY AND REVIEW PANELS -

BOROUGH SERVICES

Conservative: 6

Labour: 3

Cr. D.E. Clifford

Cr. A.M. Ferrier

Cr. Barbara Hurst

Cr. S.J. Masterson

Cr. A.R. Newell

Cr. D.M. Welch

Cr. T.D. Bridgeman

Cr. C.P. Grattan

Cr. M.J. Roberts

COMMUNITY

Conservative: 6

Labour: 3

Cr. M.S. Choudhary
Cr. Sophia Choudhary
Cr. R. Cooper
Cr. Liz Corps
Cr. S.J. Masterson
Cr. M.D. Smith

Cr. Jennifer Evans
Cr. M.J. Roberts
Cr. P.F. Rust

CORPORATE SERVICES

Conservative: 6

Labour: 2

UKIP: 1

Cr. D.E. Clifford
Cr. D.S. Gladstone
Cr. Barbara Hurst
Cr. G.B. Lyon
Cr. Jacqui Vosper
Cr. D.M. Welch

Cr. B. Jones
Cr. P.F. Rust

Cr. D.M.T. Bell

ENVIRONMENT

Conservative: 6

Labour: 3

Cr. M.S. Choudhary
Cr. Sophia Choudhary
Cr. D.E. Clifford
Cr. D.S. Gladstone
Cr. G.B. Lyon
Cr. D.M. Welch

Cr. Sue Dibble
Cr. J.J. Preece
Cr. L.A. Taylor

LEISURE AND YOUTH

Conservative: 6

Labour: 2

UKIP: 1

Cr. D.B. Bedford
Cr. Liz Corps
Cr. P.I.C. Crerar
Cr. J.H. Marsh
Cr. A.R. Newell
Cr. B.A. Thomas

Cr. T.D. Bridgeman
Cr. K. Dibble

Cr. M. Staplehurst

- (3) That the appointments of the Chairman and Vice-Chairman of the following Committees be approved as set out below:

Development Management

Chairman - Cr. G.B. Lyon
Vice-Chairman - Cr. B.A. Thomas

Licensing and General Purposes

Chairman - Cr. A.M. Ferrier
Vice-Chairman - Cr. S.J. Masterson

- (4) That the appointments to the Management Boards for Council Trusts for the Municipal Year 2015/16 be approved as follows, and that each Management Board be authorised to make decisions on behalf of the Council by majority vote:

The Aldershot Recreation Ground Trust

Cr. D.B. Bedford Cr. K. Dibble Cr. A.R. Newell

Standing Deputy: Cr. M.J. Roberts

King George's Field, Farnborough Trust

Cr. R.L.G. Dibbs Cr. B. Jones Cr. P.G. Taylor

Standing Deputy: Cr. L.A. Taylor

The Alfred Henry Goode Will Trust

Cr. A.H. Crawford Cr. R.L.G. Dibbs Cr. P.J. Moyle

Standing Deputy: Cr. M.J. Roberts

There voted FOR: 31; AGAINST: 0 and the Motion was **DECLARED CARRIED.**

The Meeting closed at 7.55 p.m.

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ANNUAL COUNCIL MEETING – 26TH MAY, 2015

RUSHMOOR BOROUGH COUNCIL ELECTION RESULTS – 7TH MAY, 2015
REPORT OF THE RETURNING OFFICER

ALDERSHOT PARK

No. of Electors	No. of Ballots Completed	Percentage
5417	3078	56.8%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
COURTNEY	Peter	840
MATTHEWS	Frances Jeannette	1065
NEWELL	Adrian Robert	1153

Candidate Elected
ADRIAN ROBERT NEWELL

CHERRYWOOD

No. of Electors	No. of Ballots Completed	Percentage
5285	2908	55%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
AUSTRIDGE	Simon Amir	791
<i>JONES</i>	<i>Barry</i>	<i>1050</i>
MAKUNURA	Martha Mara	804
MURPHY	Shaun Patrick Joseph	251

Candidate Elected
BARRY JONES

COVE & SOUTHWOOD

No. of Electors
5494

No. of Ballots Completed
3630

Percentage
66%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
ANDREWS	Clive William Dempster	543
MASTERSON	Stephen John	1992
PARSONS	Jennifer Claire	813
WARNE	Vincent Peter	269

Candidate Elected
STEPHEN JOHN MASTERSON

EMPRESS

No. of Electors
4555

No. of Ballots Completed
3112

Percentage
68.3%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
COLLINS	Philip Arthur	405
LYON	<i>Gareth Benjamin</i>	1904
OHKUBO	Julia Ann	265
WALLACE	Donna	518

Candidate Elected
GARETH BENJAMIN LYON

FERNHILL

No. of Electors
5430

No. of Ballots Completed
3439

Percentage
63.2%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
AMOS	Leonard Matthew John	498
COULE	Martin Anthony	189
FRASER-FLEMING	Charles Dennis	261
MARSH	<i>John Henry</i>	1686
WALKER	William Anthony	800

Candidates Elected
JOHN HENRY MARSH

KNELLWOOD

No. of Electors	No. of Ballots Completed	Percentage
5664	4083	72%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
BELL	Rosemary Anne	590
<i>DIBBS</i>	<i>Roland Leslie Geoffrey</i>	2367
LEWRY	Amy Hannah	465
TOOTILL	William John	645

Candidate Elected
ROLAND LESLIE GEOFFREY DIBBS

MANOR PARK

No. of Electors	No. of Ballots Completed	Percentage
5828	3700	63.5%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
<i>CRERAR</i>	<i>Peter Ian Charles</i>	1805
POOLE	Edmund John	744
SWADDLING	Dominique Jamie Alexandra	1129

Candidate Elected
PETER IAN CHARLES CRERAR

NORTH TOWN

No. of Electors	No. of Ballots Completed	Percentage
4911	2937	59.8%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
DAWSON	Lee Brendan	911
DE LECQ LE GRESLEY	Adam	586
<i>DIBBLE</i>	<i>Susan Anne</i>	1423

Candidate Elected
SUSAN ANNE DIBBLE

ROWHILL

No. of Electors	No. of Ballots Completed	Percentage
5278	3458	65.5%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
BETSWORTH	Kevin	936
CHOUDHARY	<i>Mohammad Salim</i>	1443
CLARK	Jill	708
HOWELL	Peta Martine	348

Candidate Elected
MOHAMMAD SALIM CHOUDHARY

ST JOHN'S

No. of Electors	No. of Ballots Completed	Percentage
5242	3450	65.8%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
HARDING	Christopher John	844
HAYWARD	Peter Stuart	507
HURST	<i>Barbara Joan</i>	1870
STEPHENSON	David Michael	216

Candidate Elected
BARBARA JOAN HURST

ST MARK'S

No. of Electors	No. of Ballots Completed	Percentage
5235	3246	62%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CORPS	<i>Elizabeth Anne</i>	1619
HEWITT	Carl	404
KOHER CHOWDHURY	Abul	663
SOUTHON	Colin Frederick	536

Candidate Elected
ELIZABETH ANNE CORPS

WELLINGTON

No. of Electors
2962

No. of Ballots Completed
1352

Percentage
45.6%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
CHOUHARY	Attika Salim	600
EVANS	<i>Jennifer Mary</i>	645
WAYNEREID	Kelebogile Michelle A	86

Candidate Elected
JENNIFER MARY EVANS

WEST HEATH

No. of Electors
5150

No. of Ballots Completed
3444

Percentage
66.9%

RESULT OF POLL

Surname	Other Names	Total No. of Votes
BELL	<i>David Martin Thomas</i>	1334
COOPER	Rodney	1199
CORNWELL	Derek Roy	1101
GARDNER	Janet	490
MARSHALL	Paula Samantha	246
MURPHY	Josephine Patricia	319
SIMPSON	Trevor Mark	417
SMITH	Stephen Benjamin	1173
THOMPSON	Philip Geoffrey	273

Candidates Elected
DAVID MARTIN THOMAS BELL (until May 2019)
RODNEY COOPER (until May 2018)

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COUNCIL MEETING – 25TH JUNE 2015

AGENDA ITEM NO. 6

RUSHMOOR GOOD HOMES CHARTER

A Report from a meeting of the Cabinet.

1 Introduction

1.1 This report seeks Council's approval of the Rushmoor Good Homes Charter.

2 Background

2.1 The concept of the Rushmoor Good Homes Charter was developed by Councillors Lyon and Clifford, following their experiences as ward councillors of the Concept House development at the Clockhouse in Farnborough.

2.2 This site, comprising a mixture of social and private housing, had experienced many issues around common parts, parking, provision of services etc following its development by Fairview Homes. The ward councillors inevitably became involved in the resolution of these matters and learnt first-hand of some of the difficulties residents encountered.

2.3 As a result, they, together with a local resident residing in Concept House, developed the Rushmoor Good Homes Charter for mixed tenure dwellings.

3 The Rushmoor Good Homes Charter

3.1 The Charter (attached at Appendix 1) sets out what the Council would expect from developers of mixed tenure homes, by way of good practice and our planning requirements. It endeavours to ensure that residents purchasing in such developments are fully aware of the arrangements surrounding the management of the collective property, and have a say in the future management arrangements.

3.2 The Charter has been subject of consideration by Cabinet who approved an earlier draft for consultation with the local development industry. Following consultation, the Charter has been amended and signed off by the Environment Portfolio Holder, in consultation with the Leader.

3.3 In accordance with the Council's constitution, it now requires approval by the full Council.

- 3.4 It is anticipated that once agreed, the Charter will set standards for mixed tenure dwelling both in this Borough and potentially more widely. It will be published on the Council's website and drawn to developers' attention through the planning process.

4 Recommendation

- 4.1 The Council is recommended to approve the Rushmoor Good Homes Charter for mixed tenure dwellings as set out in the Appendix to this report.

R.L.G. DIBBS
CABINET MEMBER FOR ENVIRONMENT
AND SERVICE DELIVERY

RUSHMOOR GOOD HOMES CHARTER FOR MIXED TENURE DWELLINGS

In Rushmoor, we believe homebuilders should aspire to provide good quality homes to our residents. As such, the Council has the following expectations of good practice and requirements for new developments.

Good practice we expect in this Borough

1. Residents buying properties need impartial advice, to ensure they are not mis-sold. As such, developers should make clear that residents have free selection of conveyancing solicitors and make them aware of independent local solicitors
2. All residents should be provided with a free copy of the Lease, services charges and details of the Resident Management Company (RMC). Leases should make specific mention of the RMC and formally acknowledge their role in supporting residents. The RMC should be a Party to the Lease, ie Three Party Leases should be used.
3. Large developments (over 100 dwellings) should include a bespoke RMC strategy that includes protocols for working with all stakeholders, including housing associations.
4. To help familiarise residents, the developers should provide clear information on the bodies, obligations and practicalities of living in a mixed tenure dwelling. This would include local contact details of independent sources of advice, including contact details for local RMCs.
5. RMC Articles must require that an Annual General Meeting (AGM) is held annually, with clear and encouraged opportunities for residents to participate as soon as is possible.
6. All dwelling owners should be entitled to be members of the RMC on completion of purchase. This will be a condition of sale and stated in the bespoke RMC strategy or the RMC Articles of Association.
7. Residents should be represented on the RMC from the outset or at the least not later than the first AGM and a clear plan should be included for transition to full resident control.
8. Managing agents will be selected competitively and local managing agents will be given a fair opportunity to tender. All managing agents will be members of ARMA or RICS and the ARMA Management Agency Agreement will be used. Within 2 years of first occupancy, the managing agent arrangements should be reviewed by residents.
9. At project handover, the RMC will be formally issued with operational and maintenance / as built documentation in both electronic and paper format.

Requirements which will be reflected in our planning rules

10. Clear parking policy on unallocated spaces, including disabled and visitor parking. Shared disabled / visitor car park spaces will be discouraged.
11. Travel plans must be reviewed 2 years after first occupancy, in consultation with residents. Timescales for completion of such plans should take into account occupation levels and not terminate until 2 years after full occupancy.
12. Waste management will be clearly addressed and described in the final planning submission, including allocation of bin storage. This equally applies to cycle storage / mobility scooter housing and provision for electric car charging points.

CABINET

Tuesday, 28th April, 2015 at 4.30 p.m.
at the Council Offices, Farnborough

Councillor P.J. Moyle (Leader)
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and
Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)
Councillor R. Hughes (Health and Housing Portfolio)
Councillor A. Jackman (Concessions and Community Support Portfolio)
Councillor P.G. Taylor (Corporate Services Portfolio)

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **12th May, 2015**.

1. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 31st March, 2015 were confirmed and signed by the Chairman.

2. **ALDERSHOT INTERACTIVE WAYFINDING AND DIGITAL ADVERTISING –**
(Environment and Service Delivery)

The Cabinet considered the Head of Community's Report No. COMM1509, which sought approval to extend the concept of digital advertising to locations in the Borough, such as bus shelters, roads, car parks and civic buildings.

The Cabinet was reminded it had previously approved the principle of installing interactive wayfinding in Aldershot as part of the Activation Aldershot scheme. It was now proposed to add digital advertising to the wayfinding initiative. This would provide the potential for the Council to generate income and would also provide advertising opportunities for local businesses as well as for Council services and events. It was confirmed that the proposed wayfinding kiosks would be fully interactive with touch screen technology allowing the public to access the Council's website, directional maps and other information. A digital advertising screen would be displayed on the reverse of the kiosk. The provision of the wayfinding initiative would be funded, as part of the Activation Aldershot scheme, up to £200,000 and indicative additional costs for the digital advertising element would be in the region of £18,000. It was confirmed that this additional cost would be met from capital savings in the Activation Aldershot budget. It was expected that advertising income to the Council would be in the region of £67,000 per annum.

The Cabinet was supportive of this initiative and felt that the kiosks should be used to advertise Council events and other opportunities, such as volunteering. It was also hoped that further kiosks could be established across Aldershot and Farnborough in due course.

The Cabinet RESOLVED that

- (i) the principle of pursuing further digital advertising opportunities be approved;
- (ii) the addition, within existing budgets, of digital advertising to the Activation Aldershot wayfinding project be approved; and
- (iii) the Head of Community be authorised to make applications for the necessary advertising contents.

3. FARNBOROUGH AIRPORT COMMUNITY ENVIRONMENTAL FUND –
(Environment and Service Delivery)

The Cabinet considered the Head of Community's Report No. COMM1508, which sought approval to award grants from the Farnborough Airport Community Environmental Fund to assist local projects.

The Cabinet Member for Environment and Service Delivery had considered three applications and had recommended that funding should be awarded to all three projects.

The Cabinet RESOLVED that grants be awarded from the Farnborough Airport Community Environmental Fund to the following organisations:

The Community Matters Partnership	£7,750
1st Gear Trials	£6,650
Hampshire and Isle of Wight Wildlife Trust	£4,800

4. BASINGSTOKE CANAL PARTNERSHIP – REVISED MEMORANDUM OF AGREEMENT –
(Leisure and Youth)

The Cabinet considered the Head of Community's Report No. COMM1507, which sought authority to approve updates to the existing Memorandum of Agreement, signed in 2008, following a number of changes to the operation of the Basingstoke Canal Authority, particularly in terms of personnel and structure.

Members were informed that officers from the partner authorities, the Basingstoke Canal Society and Natural England had been involved in the development of the revised Memorandum as part of the Joint Advisory Group. It was reported that the former Service Plan would be replaced by separate

Operations and Recreation Management Plans. One of the objectives of the review was to allow the management team to maximise income and funding opportunities. It was confirmed that the proposed changes would have no additional financial implications for the Council, as it was proposed that partners' contributions should not be amended.

The Cabinet was supportive of the changes and considered that this was likely to improve the operation of the Basingstoke Canal Partnership. It was noted that the Basingstoke Canal was a valued leisure facility within the Rushmoor area.

The Cabinet RESOLVED that the revised Memorandum of Agreement, as set out in the Head of Community's Report No. COMM1507, be approved.

5. **GROUP LITIGATION ORDER – VAT RECOVERY –**
(Corporate Services)

The Cabinet considered the Solicitor to the Council's Report No. LEG1509, which confirmed the action taken by the Solicitor to the Council, in consultation with the Cabinet Member for Corporate Services, to join a Group Litigation Order to be issued against the Royal Mail in an attempt to recover VAT charged on franking services to the Council. Rushmoor's share of the cost of the action would be approximately £15,000 and the Council stood to recover up to £270,000 if the proceedings were successful.

The Cabinet RESOLVED that the action taken, as set out in the Solicitor to the Council's Report No. LEG1509, be noted and endorsed.

The Meeting closed at 5.40 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

CABINET

Tuesday, 2nd June, 2015 at 4.30 p.m.
at the Council Offices, Farnborough

Councillor P.J. Moyle (Leader)
Councillor K.H. Muschamp (Deputy Leader and Business, Safety and Regulation Portfolio)

Councillor Sue Carter (Leisure and Youth Portfolio)
Councillor R.L.G. Dibbs (Environment and Service Delivery Portfolio)
Councillor R. Hughes (Health and Housing Portfolio)
Councillor A. Jackman (Concessions and Community Support Portfolio)
Councillor P.G. Taylor (Corporate Services Portfolio)

The Cabinet considered the following matters at the above-mentioned meeting. All executive decisions of the Cabinet shall become effective, subject to the call-in procedure, from **16th June, 2015**.

6. **MINUTES –**

The Minutes of the meeting of the Cabinet held on 28th April, 2015 were confirmed and signed by the Chairman.

7. **GENERAL FUND PROVISIONAL OUTTURN REPORT 2014/15 –** (Leader of the Council/Corporate Services)

The Cabinet considered the Head of Financial Services' Report No. FIN1511, which set out the provisional outturn position on the General Fund (revenue and capital) for 2014/15, subject to audit. The Report set out the General Fund Revenue Summary and Revenue Balances, with the principal individual variations between the current approved estimates and actual expenditure.

The Cabinet was advised that, in its original budget for 2014/15, the Council had set a savings figure of £500,000 to be achieved through reductions in service costs and income generation, in addition to £300,000 of expected staff turnover savings. A significant proportion of these savings had been achieved during the first half of 2014/15 and the efficiencies identified had been built into the Council's revised budget, which was set out in Appendix A to the Report. The revised budget figure had been further adjusted to reflect any subsequent virements, supplementary estimates and use of the service improvement fund, to form the current approved budget, with estimated year-end balances of £1.58 million.

The provisional outturn showed an improvement in the Council's financial position, with a net underspend of approximately £308,000 against the current approved budget and £112,000 compared with the last budget

monitoring position. A list of the principal variations between the provisional outturn position and the current approved budget was set out in Appendix B to the Report. The effect of the net underspend was to increase revenue balances to approximately £1.89 million, which fell within the range of balances set out in the Medium Term Financial Strategy (£1 million - £2 million).

It was noted that, included in the variations identified, were a number of underspent budget items where specific conditions had prevented the expenditure being made during 2014/15 but where the work was still required and would be carried out during 2015/16. In accordance with Financial Regulations, the Directors' Management Board had recommended approval for these items, totalling approximately £322,000, to be carried forward for spending in 2015/16. The Cabinet was advised that £172,000 of the carry forward items related to expenditure that was directly funded by external grants. The grants would be set aside to meet this future expenditure. This left around £150,000, which would be set aside from General Fund balances in 2014/15 in order to meet the expenditure now planned for 2015/16.

The Report set out details of financial risks to the Council which had been identified to date. It was hoped that the announcement of a second 2015 Budget, to be held on 8th July, 2015, would provide more clarity over future funding for local government, as would the outcome of the review of Business Rates. As part of the outturn process, and in line with proper accounting practices, all outstanding potential liabilities would be reviewed to ensure that the appropriate level of reserves was held against the risks that the Council faced.

Appendix C of the Report set out the Capital Outturn Summary and showed a total net underspend of £3,410,000 against the current approved budget. This underspend was due mainly to the re-scheduling of work on a number of projects with a consequent slippage of expenditure of £3,342,000 into 2015/16. After accounting for this slippage, the Capital Programme had underspent by around £68,000. The most significant variations in expenditure were listed in Appendix D to the Report.

The Cabinet NOTED the General Fund provisional outturn for 2014/15 and the level of reserves and balances; and

RESOLVED that the approach to reserves, as set out in the Head of Financial Services' Report No. FIN1511, be approved.

8. **TREASURY MANAGEMENT OPERATIONS 2014/15 –** (Corporate Services)

The Cabinet received the Head of Financial Services' Report No. FIN1510, which set out the main treasury management activities during 2014/15 and provided an update on the current economic conditions affecting treasury management decisions. The Report set out the actual prudential indicators relating to capital financing and treasury activities for 2014/15 and

compared these to the indicators set in the Annual Treasury Management Strategy for the year, which had been approved by the Council in February, 2014.

The Cabinet was advised that, since April 2013, the Council had received treasury advice from Arlingclose Limited, which was an independent treasury advisory company that provided specialist treasury support to 25% of UK local authorities. It was noted that, with the exception of pooled funds, all investment activity was carried out in-house by the Council's treasury team, with support from Arlingclose Limited.

The Report also set out information on the economic background over the previous year, borrowing activity, investment activity, treasury management indicators, budgeted income and outturn and an update on the Council's Icelandic investments.

The 2014/15 municipal year had proved to be another challenging period for treasury management. The Council's treasury team had concentrated on the security of investments while still having regard to the returns available. Revision of the Treasury Management Strategy had enabled the Council to further diversify its investment portfolio and benefit from alternative investments during 2014/15. Despite low interest rates and the lack of suitable counterparties with whom to invest, investment income had outperformed the budget by approximately £300,000 and had contributed £699,000 to the Council's General Fund during 2014/15.

It was confirmed that all treasury management activity during 2014/15 had been carried out in accordance with the Annual Treasury Management Strategy and had complied with the treasury and prudential indicators, which were set out in the Report, and with the Treasury Management Code of Practice.

The Cabinet NOTED the Head of Financial Services' Report No. FIN1510 and the treasury management activities which had been carried out during 2014/15.

9. **CORPORATE STRATEGY AND CORPORATE PLAN 2014/15 – QUARTER 4 AND END OF YEAR MONITORING REPORT –**
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1502, which gave an update on performance management monitoring information against the Corporate Plan for the fourth quarter and end of the 2014/15 financial year.

The Chief Executive gave Members an update on strategic and performance management data on many areas, including community safety, education and skills, economic data and homelessness. Members also heard about key project and service measures under the themes of leadership, prosperity, place, people and communities and good value services. In respect

of key projects and service measures, it was noted that 80.3% were on target, 19.7% were unlikely to achieve the action or indicator and none had been unable to achieve elements of the target.

The Chief Executive gave a summary of key projects and an explanation of why some of the projects were not on target set and also covered the remedial action being put in place, where appropriate.

The Cabinet NOTED the Directors' Management Board Report No. DMB1502 and the performance made against the Corporate Plan in the fourth and final quarter of the 2014/15 municipal year.

10. **RUSHMOOR CORPORATE PLAN 2015/16 –**
(Leader of the Council)

The Cabinet received the Directors' Management Board's Report No. DMB1503, which introduced the Council's draft Corporate Plan for 2015/16.

Members were informed that, as has been the case in recent years, the development of the Plan had taken into account the need to respond to the continued economic pressures and uncertainty that local government faced. The draft Plan was circulated to Members and the Chief Executive explained that it was set out as in previous years. It was further proposed that the monitoring of the Plan would take place by way of quarterly monitoring reports, as was the case currently.

The Cabinet welcomed the draft Plan and expressed a commitment to continue to monitor the Council's performance in this way as a matter of best practice, even though the statutory requirement to do this had now been removed.

The Cabinet RESOLVED that the approach to Corporate Planning and performance monitoring for 2015/16 and the priorities, as set out in the draft Corporate Plan (public version), be endorsed.

11. **BUSINESS RATES – LOCALISED TRANSITIONAL RELIEF POLICY 2015/16 AND 2016/17 –**
(Concessions and Community Support)

The Cabinet considered the Corporate Director's Report No. CD1501, which set out a proposed local scheme for the allocation of transitional relief in the financial years 2015/16 and 2016/17.

It was explained to Members that the current, national Transitional Relief Scheme had been introduced in 2010 to help ratepayers facing higher bills as a result of the 2010 revaluation. The Scheme had ended on 31st March, 2015, which had coincided with the anticipated 2015 revaluation. As the Cabinet had been previously informed, however, this revaluation has been put back to 2017 and this meant that a small number of ratepayers would have faced a sharp increase to their full rates bill from 1st April, 2015. In

recognition of this, the Government had agreed to extend the Transitional Relief Scheme to March, 2017 but, instead of changing the legislation to cover these two years only, the Government had advised local authorities to adopt a local scheme and use discretionary relief powers that were already held. The Government had undertaken to reimburse any reliefs paid under such a local scheme.

Members were informed that, in the Borough, eight customers could qualify for this relief totalling £3,500 and that, due to the Government's commitment to reimburse this, there would be no financial implications for the Council.

The Cabinet RESOLVED that

- (i) A local Transitional Relief Scheme for the years 2015/16 and 2016/17, as set out in the Corporate Director's Report No. CD1501 and appendix, be established; and
- (ii) the responsibility to award any relief due be delegated to the Head of Financial Services.

12. **ALDERSHOT TOWN CENTRE SHOP FRONT IMPROVEMENT SCHEME –**
(Environment and Service Delivery)

The Cabinet considered the Corporate Director's Report No. CD1502, which set out the applications received in respect of the Aldershot Town Centre Shop Front Improvement Scheme and made recommendations on the allocation of grants. Members were reminded that this was an initiative that aimed to stimulate the improvement of shop fronts and building facades and support the economic vitality and attractiveness of the area.

It was explained that the closing date had been 18th May, 2015 and that a total of 36 applications had been received. These had been evaluated by officers, in consultation with the Cabinet Member for Environment and Service Delivery and recommendations for the allocation of grant funding were attached to the Report at Appendix 1. It was noted that some were recommended for approval as applied for, others where further details should be sought before consideration and some for which refusal was recommended. Furthermore, it had been agreed that, where applications had been received from a number of premises in close proximity, it would be beneficial for a single, coherent scheme to be devised and, where this was the case, officers would work with applicants to try to deliver this.

The Cabinet RESOLVED that

- (i) the recommendations for the allocation of grant funding, totalling £43,530.37, as set out in Table 1 of Appendix 1 of the Corporate Director's Report No. CD1502, be approved;

- (ii) the recommendations for the allocation of funding, subject to further details, as set out in Table 2 of Appendix 1, be approved;
- (iii) applications requiring further details be determined by the Cabinet Member for Environment and Service Delivery, in consultation with the Corporate Director, subject to the applications continuing to meet the Scheme's criteria and the total budget not being exceeded; and
- (iv) a composite project for Grosvenor Road/Upper Union Street and Station Road be developed, in conjunction with the applicants.

13. **CONSULTATION ON THE DRAFT RUSHMOOR LOCAL PLAN –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1521, which sought approval for a period of consultation on the draft Rushmoor Local Plan, during June and July 2015. A copy of the latest draft of the Plan had been circulated to Members and the process by which this document had been produced was explained in the Report. Members heard that, following changes to the planning system, the Council had agreed, in October 2014, to prepare a comprehensive Local Plan for the Borough covering the period to 2032. It was confirmed that this document would:

- Reflect new national policy and guidance published since the Core Strategy was adopted
- Reflect the work of the Enterprise M3 Local Enterprise Partnership on future economic growth
- Be supported by an evidence base, including, where relevant, on a joint basis with other relevant local authorities, under the Duty to Cooperate

In producing this draft, strategic cross boundary issues had been explored, particularly around housing need and provision. Members discussed issues, mainly around housing need, and were very supportive of the work carried out to date by the Planning team.

The Cabinet RESOLVED that

- (i) the draft Local Plan, as set out in Annex A to the Head of Planning's Report No. PLN1521 and the changes to the Policies Map, as set out in Annex B, be approved for public consultation; and

- (ii) the Head of Planning, in consultation with the Cabinet Member for Environment and Service Delivery, be authorised to make any necessary minor amendments to the Local Plan, Policies Map and supporting documentation, prior to the commencement of the public consultation.

14. **BASINGSTOKE AND DEANE LOCAL PLAN CONSULTATION –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1524, which sought agreement to submit comments on the Mid-Examination Basingstoke and Deane Local Plan consultation, with regard to its potential impact on the Borough.

The Cabinet was advised that, during the consultation on the pre-submission version of Basingstoke and Deane's Local Plan in June 2014, Rushmoor, on behalf of the Hart, Rushmoor and Surrey Heath Housing Market Area (HMA), had submitted a response that had raised soundness issues in relation to housing delivery. The response had suggested that the housing target should be amended to reflect an accurate figure of housing need, to avoid the potential risk of any under delivery needing to be provided within the Hart, Rushmoor and Surrey Heath Housing Market Area. Members were informed that this issue had been addressed in the Mid-Examination Local Plan and the housing requirement figure had been increased. For this reason, it was now proposed that the Council's objection should be withdrawn.

The Cabinet RESOLVED that, in light of the proposed modifications set out within the Mid-Examination Local Plan consultation, the objection to the Basingstoke and Deane Borough Council Local Plan, made previously by Rushmoor Borough Council, be withdrawn.

15. **DEVELOPMENT AFFECTING PUBLIC HOUSES SUPPLEMENTARY PLANNING DOCUMENT –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1522, which set out the Development Affecting Public Houses Supplementary Planning Document for approval. Members were informed that public consultation had taken place between February and March, 2015 and this had attracted twelve representations. The draft document had been amended to take account of these representations and the main changes were summarised in Annex 2 to the Report. The Cabinet was now being asked to adopt this document, which provided a standard, consistent approach to demonstrating that there was no long-term need for a public house that was the subject of a planning application for a change of use, outside of permitted development rights.

The Cabinet RESOLVED that, to supplement the existing Core Strategy and Rushmoor Local Plan, the Development Affecting Public Houses Supplementary Planning Document 2015 be adopted.

16. **FARNBOROUGH CIVIC QUARTER MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT –**
(Environment and Service Delivery)

The Cabinet considered the Head of Planning's Report No. PLN1523, which set out the Farnborough Civic Quarter Masterplan Supplementary Planning Document for approval. Members were informed that public consultation had taken place between February and March, 2015. This had attracted 130 representations and the comments received were set out in Annex 2 to the Report. The draft document had been amended to take account of these representations and the key changes were summarised as:

- To include an option within the Masterplan which retained the Elles Hall Building
- To retain a water feature within the green space and add detail about the design of this space
- To strengthen reference to cycling and walking routes and include a plan explicitly illustrating these new and improved routes
- To strengthen reference to the continuity of services including the library, leisure centre and community space.

The Cabinet RESOLVED that, to supplement the existing Core Strategy policies, the Farnborough Civic Quarter Masterplan Supplementary Planning Document 2015 be adopted.

17. **APPOINTMENTS –**
(All)

(1) **Community Cohesion Task and Finish Group**

The Cabinet RESOLVED that the following appointments be made to the Community Cohesion Task and Finish Group for the 2015/16 Municipal Year, on the basis of eight Members including the Leader of the Council and seven Members (4 Conservative: 2 Labour: 1 UKIP):-

Leader of the Council -	Cr. P.J. Moyle
Conservative Group -	Crs. M.S. Choudhary, R. Hughes, J.H. Marsh and K.H. Muschamp
Labour Group -	Crs. A.H. Crawford and B. Jones
UKIP Group -	Cr. D.M.T. Bell

(2) **Future Contracts Member Working Group**

The Cabinet RESOLVED that the following appointments be made to the Future Contracts Member Working Group for the 2015/16 Municipal Year, on the basis of six Members including the Cabinet Member for Environment and Service Delivery, the Chairman of the Environment Policy and Review Panel and four Members (2 Conservative: 1 Labour: 1 UKIP):

Cabinet Member for
Environment and Service Delivery - Cr. R.L.G. Dibbs

Chairman of Environment
Policy and Review Panel - Cr. D.E. Clifford

Conservative Group - Crs. J.H. Marsh and A.
Jackman

Labour Group - Cr. C.P. Grattan

UKIP Group - Cr. M. Staplehurst

Standing Deputy:

Labour Group - Cr. K. Dibble

(3) **Hackney Carriage Fares Review Task and Finish Group**

The Cabinet RESOLVED that the following appointments be made to the Hackney Carriage Fares Review Task and Finish Group for the 2015/16 Municipal Year, on the basis of five Members including the Cabinet Member for Business, Safety and Regulation, the Chairman of the Licensing and General Purposes Committee and three Members (1 Conservative: 1 Labour: 1 UKIP):

Cabinet Member for Business,
Safety and Regulation - Cr. K.H. Muschamp

Chairman of Licensing and
General Purposes Committee - Cr. A.M. Ferrier

Conservative Group - Cr. M.J. Tennant

Labour Group - Cr. L.A. Taylor

UKIP Group - Cr. M. Staplehurst

(4) **Member Development Working Group**

The Cabinet RESOLVED that the following appointments be made to the Member Development Working Group for the 2015/16 Municipal Year, on the basis of seven Members including the Cabinet Member for Corporate Services, one Cabinet Member, the Chairman of the Corporate Services Policy and Review Panel and four Members (1 Conservative: 2 Labour: 1 UKIP):

Cabinet Member for Corporate Services -	Cr. P.G. Taylor
Cabinet Member -	Cr. R.L.G. Dibbs
Chairman of Corporate Services Policy and Review Panel -	Cr. Jacqui Vosper
Conservative Group -	Cr. D.S. Gladstone
Labour Group -	Crs. B. Jones and L.A. Taylor
UKIP Group -	Cr. D.M.T. Bell

18. **EXCLUSION OF THE PUBLIC –**

RESOLVED: That, taking into account the public interest test, the public be excluded from the meeting during the discussion of the under mentioned items to avoid the disclosure of exempt information within the paragraph of Schedule 12A to the Local Government Act, 1972 indicated against the items:

Report Para.Nos.	Schedule 12A Para. No.	Category
19 and 20	3	Information relating to financial or business affairs

**THE FOLLOWING ITEMS WERE CONSIDERED
IN THE ABSENCE OF THE PUBLIC**

19. **ACQUISITION OF SANG PROVISION –**
(Environment and Service Delivery/Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1510, which sought approval for the purchase of the freehold interest in land at Ball Hill, Cody Technology Park, Farnborough, to be used for Suitable Alternative Greenspace (SANG) provision.

Members heard how the acquisition would enable the delivery of around 500 new homes. Natural England had visited the site and had considered that it was suitable for use as a SANG. It was confirmed that land suitable for SANG provision within the Borough was difficult to find, so it was hard to compare its value. The Council's professional valuer had, however, recommended the agreed purchase price and this was, therefore, considered to be best value. An application for funding for this scheme had been made to the Enterprise M3 Local Enterprise Partnership (LEP) for an interest-free loan, to be paid back over five years.

The Cabinet discussed the proposal and agreed that the purchase was necessary to allow potential residential developments to proceed, which was particularly relevant to delivering town centre regeneration and enabling future housing provision across the Borough.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - purchase the land at Ball Hill on the terms stated in the Solicitor to the Council's Exempt Report No. LEG 1510;
 - negotiate the terms of the loan funding agreement with the LEP on the terms stated in the Report;
 - procure the set up works for the SANG;
 - subject to compliance with contract standing orders, enter into an agreement with the Blackwater Valley Countryside Service for the improvement works to the SANG and for the ongoing management of the SANG on behalf of the Council;
 - make a planning application to both Rushmoor and Hart Councils for change of use of the land to permit it to be used for SANG provision;
 - negotiate and enter into any related legal arrangements, including the terms and charging mechanisms, to enable the SANG land to be made available to developers to assist in housing provision;
- (ii) the Head of Planning be authorised to determine the level of the SANG charge per unit, following determination of the set up costs and in perpetuity maintenance and to make any necessary changes to the arrangement of the allocation of this SANG land, following consultation with the Cabinet Member for Environment and Service Delivery; and

- (iii) in the event of the Enterprise M3 LEP funding not being available within the required timescale, the Head of Financial Services be authorised to use Council finance to fund the acquisition and delivery of the scheme, subject to there being evidence that the scheme would be self-funding and deliver a reasonable rate of return on the use of Council capital.

20. **ACQUISITION OF SITE FOR COUNCIL DEPOT –**
(Environment and Service Delivery/Corporate Services)

The Cabinet considered the Solicitor to the Council's Exempt Report No. LEG1511, which sought approval for the purchase of the leasehold interests in Plot Nos. 5 and 6 Farnborough Industrial Estate, Invincible Road, Farnborough, to provide a Council depot in connection with the waste collection and street cleansing services.

Members heard how, for a number of years, the Council's waste collection and street cleansing service had operated from a depot in Doman Road, Camberley. This depot was owned by Surrey Heath Borough Council and, with no formal arrangement in place and with Surrey Heath's use of the depot likely to intensify, the need to secure a suitable site for a Rushmoor depot was becoming a priority for the Council. It was reported that both of these plots were currently unoccupied and that it would be necessary to procure both plots to provide a site of sufficient size. Both purchase prices were recommended by the Council's professional valuer and were, therefore, considered to be best value.

The Cabinet RESOLVED that

- (i) the Solicitor to the Council be authorised to:
 - purchase Plot Nos. 5 and 6 Farnborough Industrial Park on the terms stated in the Solicitor to the Council's Exempt Report No. LEG 1511;
 - apply for planning permission for change of use of the land to a depot facility;
 - subject to consultation with the Cabinet Member for Corporate Services and to securing best value, increase the offer for the purchase of the lease of Plot No. 5, on the terms stated in the Report;
 - take any other related actions or enter into any related contracts or agreements to secure the provision of a depot on the site of Plot Nos. 5 and 6; and

- (ii) the Head of Community and Environmental Services be authorised to procure the demolition, construction and site layout works and to apply for the necessary environmental permits and consents.

The Meeting closed at 5.50 p.m.

CR. P.J. MOYLE
LEADER OF THE COUNCIL

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 29th April, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

Cr. G.B. Lyon (Chairman)
Cr. B.A. Thomas (Vice-Chairman)

a	Cr. A.M.J. Chainey	Cr. R.L.G. Dibbs	Cr. C.P. Grattan
a	Cr. P.I.C. Crerar	Cr. Jennifer Evans	Cr. J.H. Marsh
	Cr. Sue Dibble	Cr. D. Gladstone	Cr. P.F. Rust

* Cr. Barbara Hurst

Apologies for absence were submitted on behalf of Crs. A.M.J. Chainey and P.I.C. Crerar.

*Cr. Barbara Hurst attended as standing deputy in place of Cr. A.M.J. Chainey.

21. DECLARATIONS OF INTEREST –

Having regard to the Members' Code of Conduct, the following declaration of interest was made. Those Members with a disclosable pecuniary interest left the meeting during the debate on the relevant agenda items:

Member	Application No. and Address	Interest	Reason
Cr. Barbara Hurst	15/00118/FULPP (The Imperial Arms, No. 12 Farnborough Street, Farnborough)	Prejudicial	Association with a Member of the Planning Group of The Farnborough Society. who also leads the Farnborough Street Residents' Association.

22. MINUTES –

The Minutes of the Meeting held on 1st April, 2015 were approved and signed by the Chairman.

23. **TOWN AND COUNTRY PLANNING ACT, 1990 (AS AMENDED) -
TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT
PROCEDURE) ORDER, 1995 -
DEVELOPMENT APPLICATIONS GENERALLY –**

RESOLVED: That

(i) permission be given for the following application set out in Appendix “A” attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

* 15/00117/REVPP (ASDA, Westmead, Farnborough);

(ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council’s Scheme of Delegation, more particularly specified in Section “D” of the Head of Planning’s Report No. PLN1518, be noted;

(iii) the following application be determined by the Head of Planning, in consultation with the Chairman:

* 15/00118/FULPP (Imperial Arms, No. 12 Farnborough Street, Farnborough);

(iv) the current position with regard to the following applications be noted pending consideration at a future meeting:

15/00068/LBC2PP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

15/00069/REMPP (Gun Hill House and Water Tower, Gun Hill, Aldershot)

15/00176/FULPP (Proposed Extension to Princes Mead, Westmead, Farnborough)

15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Aldershot).

* The Head of Planning’s Report No. PLN1518 in respect of these applications was amended at the meeting.

24. **REPRESENTATIONS BY THE PUBLIC –**

In accordance with the guidelines for public participation at meetings, the following representations were made to the Committee and were duly considered before a decision was reached:

Application No.	Address	Representation	In support of or against the application
15/00117/REVPP	(ASDA, Westmead Farnborough)	Mr. M. Bedlow-Hartshorn	Against
		Mr. R. Parkes	In support
15/00118/FULPP	The Imperial Arms, No. 12 Farnborough Street, Farnborough	Ms. L. Parker	Against

25. **APPLICATION NO. 15/00118/FULPP – IMPERIAL ARMS, NO. 12 FARNBOROUGH STREET, FARNBOROUGH –**

The Committee considered the Head of Planning's Report No. PLN1518 (as amended at the meeting) regarding the demolition of the link/male toilets and the change of use of the former public house to provide two dwellings (one three-bedroom and one two-bedroom), together with the erection of one pair of semi-detached, three bedroom dwellings with associated access, car parking and car ports at the Imperial Arms, No. 12 Farnborough Street, Farnborough. Before considering the application in detail, the Committee received a representation in accordance with the scheme of public representation against the application from Ms. L. Parker.

The Committee noted that the recommendation was to grant the application, subject to the completion of a satisfactory agreement under Section 106 of the Town and Country Planning Act, 1990.

RESOLVED: That

- (i) subject to the completion of a satisfactory agreement under Section 106 of the Town and Country Planning Act, 1990 by 14th May, 2015 to secure financial contributions towards Special Protection Area mitigation and open space, the Head of Planning, in consultation with the Chairman, be authorised to grant planning permission, as set out in the Head of Planning's Report No. PLN1518 (as amended); however
- (ii) in the event that a satisfactory Section 106 agreement is not completed by 14th May, 2015, the Head of Planning, in consultation with the Chairman, be authorised to refuse planning permission on the grounds that the proposal
 - (a) fails to make provision for open space, contrary to the provisions of Policy CP12 of the Rushmoor Core Strategy and saved Policy OR4 of the Rushmoor Local Plan Review 1996 – 2011; and

- (b) fails to provide mitigation for the impact of the development on the Thames Basin Heaths Special Protection Area, in accordance with the Council's Thames Basin Heaths Special Protection Area Interim Avoidance and Mitigation Strategy, contrary to Policy CP13 of the Rushmoor Core Strategy.

26. APPLICATION NO. 15/00215/EDC – THE OLD MINT, POUND ROAD, ALDERSHOT –

The Committee considered the Head of Planning's Report No. PLN1518 (as amended at the meeting) regarding an application for a Certificate of Lawfulness in respect of the existing use of The Old Mint, Pound Road, Aldershot as two self-contained flats. The Committee noted that the application for a Certificate of Lawfulness had been formally withdrawn by the applicant and that it was now the applicant's intention to submit a retrospective planning application for the use of the building as flats.

The Committee then considered Part B of the revised recommendation, which was to issue an enforcement notice to require the cessation of the unauthorised material change of use of the land.

RESOLVED: That an Enforcement Notice be served to require the cessation of the unauthorised material change of use of the land as two self-contained flats; within a period of three months for compliance for the reasons set out in the Head of Planning's Report No. PLN1518 (as amended).

27. PLANNING (DEVELOPMENT MANAGEMENT) SUMMARY REPORT FOR THE QUARTER JANUARY – MARCH, 2015 AND FOR THE FINANCIAL YEAR 2014/15 –

The Committee received the Head of Planning's Report No. PLN1519 which provided an update on the position with respect to Performance Indicators for the Development Management Section of Planning for the period 1st January, 2015 to 31st March, 2015 and summary figures for the financial year 2014/15.

RESOLVED: That the Head of Planning's Report No. PLN1519 be noted.

28. APPEALS PROGRESS REPORT –

The Committee received the Head of Planning's Report No. PLN1520 concerning the following appeal decision:

Application No.	Description	Decision
14/00211/FUL	An appeal against the Council's decision to refuse planning permission for the redevelopment of land at No. 235 Ash Road, Aldershot to provide a restaurant, hot food takeaway and drive through facility, as well as the creation of a new vehicular access from Ash Road, 38 car parking spaces, cycle parking and associated landscaping. The appeal had been dealt with by way of a hearing.	Allowed

RESOLVED: That the Head of Planning's Report No. PLN1520 be noted.

The Meeting closed at 8.20 p.m.

G.B. LYON
CHAIRMAN

**DEVELOPMENT MANAGEMENT COMMITTEE
29TH APRIL 2015**

APPENDIX "A"

Application No. & Date Valid: **15/00117/REVPP** **23rd February 2015**

Proposal: Variation of Condition 25 of planning permission RSH/5684 to allow one delivery to be made to Asda service yard on Sundays and Bank Holidays between the hours of 09:00 and 1700 on Sundays and Bank Holidays at **ASDA Westmead Farnborough Hampshire**

Applicant: Asda Stores Ltd

Conditions: 1 The deliveries to the rear service yard hereby permitted on Sundays and Bank Holidays shall be discontinued on or before the end of a period of six months from the date of this permission unless the Local Planning Authority shall have previously permitted their continuation for a further period.

Reason - In the interests of residential amenity.

2 With the exception of the single delivery permitted by this planning permission or those permitted by planning permission 14/00298/FUL, no lorries shall enter or leave the site for the purpose of loading or unloading except between the hours of 0700 and 2200 Monday to Saturday and not at all on Sundays or Bank Holidays.

Reason - In the interests of residential amenity.

3 There shall be no use of the rear service yard on Sundays or Bank Holidays except in connection with the deliveries hereby approved.

Reason - In the interests of residential amenity.

4 The deliveries hereby permitted shall not be commenced until a detailed Service Yard Management Plan has been submitted to, and approved in writing by, the Local Planning Authority. The deliveries shall be carried out, in accordance with the details so approved.

Reason - To ensure satisfactory external appearance.*

DEVELOPMENT MANAGEMENT COMMITTEE

Meeting held on Wednesday, 27th May, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

Cr. G.B. Lyon (Chairman)
Cr. B.A. Thomas (Vice-Chairman)

Cr. D.B. Bedford	Cr. P.I.C. Crerar	Cr. D. Gladstone
Cr. D.M.T. Bell	Cr. Sue Dibble	Cr. C.P. Grattan
Cr. R. Cooper	a Cr. Jennifer Evans	Cr. J.H. Marsh

* Cr. P.F. Rust

Non-Voting Member

Cr. R.L.G. Dibbs (Cabinet Member for Service and Delivery) (ex officio)

An apology for absence was submitted on behalf of Cr. Jennifer Evans.

*Cr. P.F. Rust attended as standing deputy in place of Cr. Jennifer Evans.

29. DECLARATIONS OF INTEREST –

Having regard to the Members' Code of Conduct, the following declarations of interest were made. Those Members with a disclosable pecuniary interest left the meeting during the debate on the relevant agenda items:

Member	Application No. and Address	Interest	Reason
Cr. D. Gladstone	15/00280/FULPP and 15/00281/ADVPP (No. 36 Woburn Avenue, Farnborough)	Personal and Prejudicial	Speaker on this item is known to him.
Cr. G.B. Lyon	15/00280/FULPP and 15/00281/ADVPP (No. 36 Woburn Avenue, Farnborough)	Personal and Prejudicial	Parents in law live nearby.

30. **MINUTES –**

The Minutes of the Meeting held on 29th April, 2015 were approved and signed by the Chairman with a request that the wording on Minute No. 81 (Declarations of Interest) be amended to read ‘association with a member of the Planning Group of The Farnborough Society who leads The Farnborough Street Resident’s Association’.

31. **TOWN AND COUNTRY PLANNING ACT, 1990 (AS AMENDED) -
TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT
PROCEDURE) ORDER, 1995 -
DEVELOPMENT APPLICATIONS GENERALLY –**

RESOLVED: That

- (i) permission be given for the following applications set out in Appendix “A” attached hereto, subject to the conditions, restrictions and prohibitions (if any) mentioned therein:

- * 15/00280/FULPP (No. 36 Woburn Avenue, Farnborough)
- 15/00281/ADVPP (No. 36 Woburn Avenue, Farnborough)
- * 15/00328/NMA (Tragordon, No. 21 York Crescent, Aldershot);

- (ii) the applications dealt with by the Head of Planning, where necessary in consultation with the Chairman, in accordance with the Council’s Scheme of Delegation, more particularly specified in Section “D” of the Head of Planning’s Report No. PLN1525, be noted; and

- (iii) the current position with regard to the following applications be noted pending consideration at a future meeting:

- 15/00068/LBC2PP (Gun Hill House and Water Tower, Gun Hill, Aldershot)
- 15/00069/REMPP (Gun Hill House and Water Tower, Gun Hill, Aldershot)
- 15/00176/FULPP (Proposed Extension to Princes Mead, Westmead, Farnborough)
- 15/00194/FULPP (Site of the former Christmas Lodge, Evelyn Avenue, Aldershot)
- 15/00326/COU (Nos. 28 – 50 Kingsmead, Farnborough).

- * The Head of Planning’s Report No. PLN1525 in respect of these applications was amended at the meeting.

32. **REPRESENTATIONS BY THE PUBLIC –**

In accordance with the guidelines for public participation at meetings, the following representation was made to the Committee and was duly considered before a decision was reached:

Application No.	Address	Representation	In support of or against the application
15/00280/FULPP	(No. 36 Woburn Avenue, Farnborough)	Mr. R. Connor	Against

33. **ENFORCEMENT AND POSSIBLE UNAUTHORISED DEVELOPMENT – NO. 14 CHURCH CIRCLE, FARNBOROUGH –**

The Committee received the Head of Planning's Report No. PLN1526 regarding the unauthorised installation of UPVC windows at No. 14 Church Circle, Farnborough. It was reported that the site was located on the north west side of Church Circle and within the South Farnborough Conversation area. In May, 2014, a complaint had been received that UPVC windows had been installed in the main building without the necessary planning permission. UPVC windows had also been installed in the extension which was in breach of Condition No. 2 of the planning permission for the extension. Visits to the site had confirmed this. The Committee was asked to note that outstanding matters relating to conditions imposed on this permission were being dealt with separately.

An objection had been received from the Council's Conservation Officer and, following contact with the owner and the site's agent about the breach of planning control, an e-mail had been sent to the agent/owner setting out available options and seeking a response as to the actions that would need to be taken to resolve the issue. In the absence of a response, the Council had advised that a report would be made to Committee. In response the agent had advised that he was waiting for a detailed survey report from his surveyor prior to meeting with the Council again to discuss how to resolve the issue.

RESOLVED: That an Enforcement Notice be served to require the replacement of the unauthorised UPVC windows with timber sliding sash windows with a period of six months for compliance for the following reason:

that the replacement windows, by reason of their inappropriate design and use of materials, detracts from the visual appearance of the building and thereby harms the overall character and appearance of the South Farnborough Conservation Area, contrary to the objectives of Policy CP2 of the Rushmoor Core Strategy, saved Local Plan Policies ENV34 and ENV36, the National Planning Policy Framework and Planning (Listed Buildings and Conservation Areas) Act, 1990.

34. **TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2015 –**

The Committee received the Head of Planning's Report No. PLN1527 which outlined the Town and Country Planning (General Permitted Development) (England) Order, 2015 which came into force on 15th April, 2015. The Committee was informed that the Order consolidated recent legislative change and implemented further changes referred to in recent Ministerial statements.

It was explained that one significant change to permitted development rights was that the time limited period to carry out larger domestic rear extensions under permitted development (Class A) had been extended until 30th May, 2019. Other changes related to change of use of properties which were outlined in full in the Report. However, it was highlighted that most new rights would be subject to a prior approval process which would allow the Council some capacity to intervene on specific matters. This would require the person wishing to use the permitted development rights to first submit relevant details to the Council and to obtain prior approval of those details before the work could proceed as permitted development.

Other new areas included in the permitted development rights were also fully outlined in the Report and included areas relating to solar voltaic installations on roofs of non-domestic buildings and the modification of shop loading bays.

RESOLVED: That the Head of Planning's Report No. PLN1527 be noted.

35. **APPEALS PROGRESS REPORT –**

The Committee received the Head of Planning's Report No. PLN1528 concerning the following appeal decision:

Application No.	Description	Decision
14/00706/FULPP	An appeal against the Council's decision to refuse planning permission for the demolition of a public house/restaurant building and the erection of one five-storey and one six-storey building to provide 25 one-bedroom and 37 two-bedroom flats, a community/arts/food and drink facility, public plazas and parking at the lower ground floor level, with revised access arrangements and associated highways and improved pedestrian access works at The Ham and Blackbird, No. 281 Farnborough Road, Farnborough.	Allowed

RESOLVED: That the Head of Planning's Report No. PLN1528 be noted.

The Meeting closed at 7.55 p.m.

G.B. LYON
CHAIRMAN

**DEVELOPMENT MANAGEMENT COMMITTEE
27TH MAY 2015**

APPENDIX "A"

Application No. & Date Valid: **15/00280/FULPP** **21st April 2015**

Proposal: Installation of an automated teller machine with relating advertisement surround to a shop front at **36 Woburn Avenue Farnborough Hampshire**

Applicant: Cardtronics UK Ltd, Trading As CASHZONE

Conditions: 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason - As required by Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 The permission hereby granted shall be carried out in accordance with the following approved drawings -

Reason - To ensure the development is implemented in accordance with the permission granted

3 The automatic telling machine hereby permitted shall only be operational, and any integral panels on the machine illuminated, during the hours of 07:00 to 22:00, Mondays to Sundays.

Reason: - In the interests of residential amenity.

Application No. & Date Valid: **15/00281/ADVPP** **21st April 2015**

Proposal: Display of a non illuminated advertisement relating to and surrounding proposed ATM at **36 Woburn Avenue Farnborough Hampshire**

Applicant: Cardtronics UK Ltd, Trading As CASHZONE

Conditions: 1 The permission hereby granted shall be carried out in accordance with the following approved drawings -

Reason - To ensure the development is implemented in accordance with the permission granted

Application No. & Date Valid: 15/00328/NMA

1st May 2015

Proposal: Non-Material Amendment : Revised on-site parking layout to that approved with planning permission 12/00286/FUL dated 13th April 2012 at **Tragordon 21 York Crescent Aldershot Hampshire**

Applicant: Mr S Sandhu

Conditions: 1 The garage permitted by planning permission 12/00286/FUL dated 13th April 2012 to be built and the external parking spaces shown on the approved amended plans (MB Design Services Drawing No.1635-20c) shall be kept available at all times for parking purposes and shall not be used at any time for the parking/storage of boats, caravans or trailers.

Reason - For the avoidance of doubt and to ensure the provision and retention of adequate off-street parking within the development.

LICENSING AND GENERAL PURPOSES COMMITTEE

Meeting held on Thursday, 28th May, 2015 at the Council Offices,
Farnborough at 7.00 p.m.

Voting Members

Cr. A.M. Ferrier (Chairman)
Cr. S.J. Masterson (Vice-Chairman)

Cr. R. Cooper	Cr. Barbara Hurst	Cr. M.D. Smith
Cr. Liz Corps	Cr. B. Jones	Cr. L.A. Taylor
a Cr. A.H. Crawford	Cr. A.R. Newell	Cr. Jacqui Vosper

An apology for absence was received on behalf of Cr. A.H. Crawford.

36. MINUTES –

The Minutes of the Meeting held on 30th March, 2015 were approved and signed by the Chairman.

37. 2015/16 ANNUAL AUDIT FEE LETTER –

The Committee welcomed to the meeting Mr. Alan Gregory from Ernst & Young who was attending the meeting to present the Company's annual audit fee letter, which confirmed the audit and certification work proposed for the 2015/16 financial year and the indicative fee for that work.

Mr. Gregory explained that the indicative audit fee was £49,838 plus £8,652 for the certification of the housing benefit subsidy claim and reflected the risk-based approach to audit planning set out in the National Audit Office's Code of Audit Practice for the audit of public bodies, applying from 2015/16 audits. The audit fee covered: the audit of the financial statements; the value for money conclusion; and, the whole of government accounts. It was noted that the fee was based on a risk-based approach and had been set by the Audit Commission in 2012 and had been reduced by 25% following the further tendering of contracts in March, 2014. The letter set out the assumptions on which the 2015/16 fee would be based and the fee would be reviewed and updated as necessary within the parameters of the contract.

Mr. Gregory advised Members that the audit plan would be issued in March, 2016 and would communicate any significant financial statement risks identified, planned audit procedures to respond to any risks and any changes in the fee. It would also set out the significant risks identified in relation to the value for money conclusion.

RESOLVED: That the 2015/16 annual audit fee letter from Ernst & Young be noted.

38. TREASURY MANAGEMENT OPERATIONS IN 2014/15 –

The Committee received the Head of Financial Services' Report No. FIN1510 which set out the main treasury management activities during 2014/15 and provided an update on the current economic conditions affecting treasury management decisions. The Report also set out the actual prudential indicators relating to capital financing and compared these to the indicators that had been set in the Annual Treasury Management Strategy for the year and approved by the Council in February, 2014.

Members were advised that 2014/15 had proved to be another challenging year for treasury management. The Council's treasury team had concentrated on the security of investment while still having regard to the returns available. Revision of the Treasury Management Strategy had enabled the Council to further diversify its investment portfolio and benefit from alternative investments during 2014/15. It was noted that, despite low interest rates and the lack of suitable counterparties with whom to invest, investment income had outperformed the original budget by around £300,000 and had contributed £699,000 to the Council's General Fund during 2014/15. Members were also advised that all treasury management activities during 2014/15 had been carried out in accordance with the Annual Treasury Management Strategy and had complied with the agreed treasury and prudential indicators and with the Treasury Management Code of Practice.

RESOLVED: That the Head of Financial Services' Report No. FIN1510 be noted.

39. FINANCIAL STATEMENTS 2014/15 – CHANGES IN ACCOUNTING ESTIMATES AND THE APPLICATION OF NEW ACCOUNTING POLICIES –

The Committee considered the Head of Financial Services' Report No. FIN1512, which sought approval for changes in the estimation methods and the application of amended accounting policies to be used in the preparation of the Council's Financial Statements for 2014/15.

The Council's auditors (Ernst & Young) had identified as good practice the consideration of the assumptions made and methods used in the preparation of the Council's financial statements. The Council's accounts for 2014/15 contained estimated figures that were based on assumptions made by the Council about the future or that were otherwise uncertain. The determination of an accounting estimate could be simple or complex depending on the nature of the item. In more complex estimates there might be a high degree of specialist knowledge and judgement required. These estimates were made taking into account historical experience, current trends and other relevant factors. However, because balances could not be determined with certainty and actual results could be materially different from the assumptions made. The Council was required to disclose areas of estimation uncertainty where there was a significant risk of a material adjustment within the following financial year and these areas were identified in the Report, which also showed the effects if actual

results differed from the assumptions made.

The Committee was advised that the area in the Council's Balance Sheet at 31st March, 2015 where there was major uncertainty and where changes to existing estimation methods were required, was in relation to the cost of retirement benefits. As part of the terms and conditions of employment of officers, the Council made contributions towards the cost of post-employment benefits. Whilst the benefits (pensions) were not actually payable until employees retired, the Council had a commitment to make the payments. This figure was disclosed at the time that employees earned their future entitlement.

The Council's future pension liability had been assessed by an independent firm of actuaries (Aon Hewitt Ltd) using various financial assumptions (rate of inflation, salary increases, duration of liabilities) and mortality assumptions (longevity of current and future pensioners). The Report set out the principal assumptions used by the actuary for 2015 in calculating the Council's future pension liability and the implications of the changes in assumptions. The calculation of pension liabilities involved projecting future cash flows from the fund for many years into the future. This meant that the assumptions used could have a material impact upon the balance sheet position. The impact of changes on the net pensions was also set out in the Report. It was recognised that the Council minimised this risk by taking into account historical experience, current trends and other relevant factors in arriving at estimates which it believed reflected the most likely and accurate position.

In respect of the application of new accounting policies, the Committee was advised that there were no other amendments recommended to any of the accounting policies, which had previously been approved by the Committee.

RESOLVED: That

- (i) the Head of Financial Services' Report No. FIN1512 be noted; and
- (ii) the change in estimation methods outlined in the Report be approved.

40. **FINANCIAL STATEMENTS – DE-CLUTTERING OF THE ACCOUNTS –**

The Committee considered the Head of Financial Services' Report No. FIN1513 which sought approval for the approach to be taken in respect of the rationalisation of the number of disclosures in the Council's financial statements for 2014/15 onwards.

It was noted that the majority of the existing disclosures were requirements that had been laid down in the Accounting Code of Practice, although, there was scope under the new 'de-cluttering' agenda to rationalise what information was included in the statements. The Committee was advised that representatives of Financial Services had met with Ernst & Young to consider options available for de-cluttering the accounts. These were: the presentation of accounting policies; removal of duplication; materiality; reducing

the length of disclosures; and, ensuring consistency. It was felt that, to ensure consistency, the Council should retain the accounting policies in one section rather than present policies with relevant notes. However, disclosure notes would be reviewed for duplication and text would be removed where it was repeated. It was suggested that it would be appropriate to establish a de-minimus level, below which amounts might not require disclosure. It was recommended that a level of 1% (£611,200 based on the balance sheet as at 31st March 2014) would be appropriate. It was further suggested that the length of some of the disclosures could be reduced by grouping similar items together. A simple flowchart approach would be adopted to ensure consistency in determining which notes should be disclosed.

The Committee discussed the recommendations in the Report and approved the suggestions made. The Committee expressed thanks to the Financial Services team for excellent service.

RESOLVED: That the proposed methodology for reviewing the content of the Council's Statement of Accounts, as set out in the Head of Financial Services' Report No. FIN1513, be approved.

41. **APPOINTMENTS –**

(1) **Outside Bodies –**

RESOLVED: That the appointment of representatives to outside bodies for the 2015/16 Municipal Year, as set out in Appendix 1 (attached herewith), be approved.

(2) **Appointments and Appeals Panel –**

RESOLVED: That the following Members be appointed to serve on the Appointments and Appeals Panel for the 2015/16 Municipal Year (1 Conservative: 1 Labour: 1 UKIP and a representative of the Cabinet):

Conservative Group -	Cr. A.M. Ferrier with Cr. S.J. Masterson as Standing Deputy.
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Labour Group -	Cr. P.F. Rust with Cr. B. Jones as Standing Deputy.
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UKIP Group -	Cr. D.M.T. Bell
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Cabinet Member for Corporate Services -	Cr. P.G. Taylor
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(3) **Elections Group –**

RESOLVED: That the following Members be appointed to serve on the Elections Group for the 2015/16 Municipal Year:

Cabinet Member for Concessions and Community Support –
Cr. A. Jackman

Chairman of the Licensing and General Purposes Committee –
Cr. A.M. Ferrier

Chairman of the Borough Services Policy and Review Panel –
Cr. Barbara Hurst

Conservative Group - Cr. S.J. Masterson

Labour Group - Crs. K. Dibble and B. Jones

UKIP Group - Cr. D.M.T. Bell

(4) **Licensing Sub-Committee –**

RESOLVED: That the following Members be appointed to serve on the Licensing Sub-Committee for the 2015/16 Municipal Year (3 Conservative: 2 Labour):

Conservative Group - Crs. A.M. Ferrier, M.D. Smith and Jacqui Vosper

Labour Group - Crs. B. Jones and L.A. Taylor

(5) **Licensing Sub-Committee (Alcohol and Entertainments) –**

RESOLVED: That:

(i) the Licensing Sub-Committee (Alcohol and Entertainments) be re-established until the first meeting of the Licensing and General Purposes Committee of the 2016/17 Municipal Year, comprising any three trained members of the Licensing and General Purposes Committee; and

(ii) the Head of Democratic Services be authorised to make appointments to the Licensing Sub-Committee (Alcohol and Entertainments) in accordance with the provisions agreed by the Committee at its meeting on 21st May, 2009.

(6) **Local Plan Members Group –**

During a discussion on the Group, it was agreed that the membership should be increased to include an additional representative of the Labour Group.

RESOLVED: That the following Members be appointed to serve on the Local Plan Members Group for the Municipal Year 2015/16 on the basis of eight Members (5 Conservative: 2 Labour: 1 UKIP):

Leader of the Council -	Cr. P.J. Moyle
Cabinet Member for Environment and Service Delivery -	Cr. R.L.G. Dibbs
Chairman of the Development Management Committee -	Cr. G.B. Lyon
Conservative Group -	Crs. D.E. Clifford and Barbara Hurst
Labour Group -	Crs. M.J. Roberts and C.P. Grattan
UKIP Group -	Cr. D.M.T. Bell

The Meeting closed at 7.45 p.m.

A.M. FERRIER
CHAIRMAN

**LICENSING AND GENERAL PURPOSES COMMITTEE
28TH MAY, 2015**

REPRESENTATION ON OUTSIDE BODIES 2015/16

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
Age Concern, Farnborough	Crs. Liz Corps, L.A. Taylor and Jacqui Vosper
Age Concern, Aldershot	No representation required at the present time.
Aldershot & Farnborough Festival of Music & Art	Crs. D.M.T. Bell, Jennifer Evans and K.H. Muschamp
Aldershot Military Museum Strategic Local Agreement Meeting	Crs. Mrs. D.B. Bedford and A.M. Ferrier
Aldershot Regeneration Partnership Limited	Cabinet Member with responsibility for regeneration and economic development (Cr. P.J. Moyle) and the Chief Executive (Mr. J.A. Lloyd)
Aldershot Town Centre Business and Retailers Group	Cabinet Member with responsibility for regeneration and economic development (Cr. P.J. Moyle) and Crs. M.S. Choudhary, A.H. Crawford and M.J. Roberts
Basingstoke Canal Joint Management Committee	Crs. J.H. Marsh and L.A. Taylor
Blackbushe Airport Consultative Committee	Cr. Liz Corps with Cr. D.E. Clifford as Standing Deputy

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
Blackwater Valley Advisory Committee for Public Transport	Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) and Cr. B. Jones with Crs. Barbara Hurst and M.J. Roberts as Standing Deputies
Blackwater Valley Countryside Partnership	Crs. L.A. Taylor and P.G. Taylor with Crs. C.P. Grattan and Barbara Hurst as Standing Deputies
Brickfield Country Park, Friends of	Three Manor Park Ward Members (Crs. P.I.C. Crerar, R. Hughes and B.A. Thomas)
Council for the Protection of Rural England (Hart & Rushmoor Group)	Cr. P.G. Taylor
Cove Brook Greenway Group	Crs. R. Cooper and G.B. Lyon
Enterprise M3 Joint Leaders Board	Leader of the Council (Cr. P.J. Moyle)
Farnborough Aerodrome Consultative Committee	The Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) and Cr. P.G. Taylor (as a representative of an adjoining ward) with Cr. Barbara Hurst as Standing Deputy
Farnborough Community Centre Executive Committee	Crs. Sue Carter and B. Jones
Farnborough and Cove War Memorial Hospital Trust Limited	Cr. R.L.G. Dibbs

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
457 Farnborough Squadron	Cr. J.H. Marsh
Farnham Quarry Liaison Group	Cr. M.J. Roberts with Crs. A.R. Newell and T.D. Bridgeman as Standing Deputies
First Wessex Housing Association – Annual General Meeting	The Cabinet Member for Health and Housing (Cr. R. Hughes)
Hampshire and Isle of Wight Local Government Association	Leader of the Council (Cr. P.J. Moyle) and Cr. R.L.G. Dibbs with the Cabinet Member for Corporate Services (Cr. P.G. Taylor) as Standing Deputy
Hampshire Buildings Preservation Trust Limited	Crs. D.S. Gladstone and G.B. Lyon
Hampshire Police and Crime Panel	Cabinet Member for Business, Safety and Regulation (Cr. K.H. Muschamp) and Cr. K. Dibble (in his own right as invited by the County Council for political balance)
Local Government Association - General Assembly	Leader of the Council (Cr. P.J. Moyle)
North Hampshire Area Road Safety Council	Cr. S.J. Masterson with Cr. A.M. Ferrier as Standing Deputy
North Hampshire Community Safety Partnership	Cabinet Member for Business, Safety and Regulation (Cr. K.H. Muschamp)

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
Joint Scrutiny Committee (Hart/Basingstoke/Rushmoor) North Hampshire Community Safety Partnership	Chairman of the Borough Services Policy and Review Panel, Vice-Chairman of the Policy and Review Panel and Cr. A.H. Crawford with Crs. B. Jones and S.J. Masterson as Standing Deputies
Parity for Disability	Cr. Barbara Hurst with Cr. Sue Carter as Standing Deputy
PATROL (formerly National Parking Adjudication Services)	Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs)
Project Integra Strategic Board	Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) with Cr. A. Jackman as Standing Deputy
Royal British Legion (Farnborough Branch) Remembrance Day Arrangements	Cr. D.B. Bedford
Rushmoor Access Group	No representation required at the present time – under review.
Rushmoor Citizens' Advice Bureaux Trustee Board	Crs. Barbara Hurst and P.F. Rust
Rushmoor In Bloom Forum	Crs. Mrs. D.B. Bedford, M.S. Choudhary, Jennifer Evans, C.P. Grattan and R. Hughes

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
Rushmoor Local Strategic Partnership	Cr. P.J. Moyle Cr. R.L.G. Dibbs as Standing Deputy
Rushmoor Mediation Management Committee	Crs. C.P. Grattan, R. Hughes and P.G. Taylor
Rushmoor Sports Forum	Crs. Mrs. D.B. Bedford and Sue Carter
Rushmoor Swimming Association	Crs. G.B. Lyon and D.M. Welch
Rushmoor Voluntary Services Board	Cr. K.H. Muschamp
Rushmoor Youth Forum	Crs. D.M.T. Bell, G.B. Lyon and L.A. Taylor
Samuel Cody Community Campus Management Committee	Three Cherrywood Ward Members (Crs. C.P. Grattan, B. Jones and L.A. Taylor)
South East Employers – Full Meeting	Cabinet Member for Corporate Services (Cr. P.G. Taylor) with Cr. K. H. Muschamp as Standing Deputy
South East Employers – Local Democracy and Accountability Network	Crs. A.M. Ferrier and P.F. Rust
South East England Councils (SEEC) All Member Meeting	Cr. R.L.G. Dibbs
Southwood Golf Club Committee	Cr. D.S. Gladstone
Step by Step Board of Management	Cr. Mrs. D.B. Bedford

NAME OF ORGANISATION	REPRESENTATIVE(S) 2015/16
Thames Water Utilities Local Liaison Group	Cabinet Member for Environment and Service Delivery (Cr. R.L.G. Dibbs) with the Chairman of the Environment Policy and Review Panel (Cr. D.E. Clifford) as Standing Deputy
West End Centre Management Committee	Crs. K.H. Muschamp and B.A. Thomas

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CORPORATE SERVICES POLICY AND REVIEW PANEL

Meeting held on Thursday, 4th June, 2015 at the Council Offices, Farnborough at 7.00 p.m.

Voting Members

Cr. Jacqui Vosper (Chairman)
Cr. D.S. Gladstone (Vice-Chairman)

Cr. D.M.T. Bell
Cr. D.E. Clifford
Cr. Barbara Hurst

Cr. B. Jones

Cr. G.B. Lyon
Cr. P.F. Rust
Cr. D.M. Welch

42. APPOINTMENT OF CHAIRMAN –

RESOLVED: That Cr. Jacqui Vosper be appointed Chairman for the 2015/16 Municipal Year.

43. APPOINTMENT OF VICE CHAIRMAN –

RESOLVED: That Cr. D.S. Gladstone be appointed Vice-Chairman for the 2015/16 Municipal Year.

44. MINUTES –

The Minutes of the meeting held on 19th March, 2015 were approved and signed by the Chairman.

45. AREAS OF RESPONSIBILITY OF THE PANEL AND WORK PROGRAMME –

The Panel received a short presentation from Corporate Director, Mr. David Quirk, that reminded Members of the Corporate Services portfolio. It was reported that the Corporate Services Panel's responsibilities covered the provision, planning and management of all issues within the Council's internal administration relating to areas such as financial administration, internal management, personnel and property. Other responsibilities included support for Members, the Mayoralty, civic ceremonial and civil emergency arrangements, as well as corporate planning.

It was highlighted that Members of the Panel could put forward suggestions for the work programme, which would be considered at the mid-cycle meetings.

Members asked for the budget information for the areas in which they were responsible for scrutinising, at the beginning of each Municipal Year. It

was suggested that this information would assist Members of the Panel in prioritising the work programme and making their decisions.

The Panel **AGREED** that all Members of the Panel would all be invited to the following mid-cycle meeting in order to receive and discuss the information requested.

The Panel **NOTED** the presentation and the priorities for the work programme for 2015/16.

46. **APPOINTMENT TO GROUPS –**

(1) **Mid-Cycle Group –**

RESOLVED: That the Chairman, Vice-Chairman and Crs. D.M.T Bell and B. Jones be appointed to the Mid-Cycle Group for the 2015/16 Municipal Year.

(2) **Customer Services Member Review Working Group –**

RESOLVED: That the Chairman and Crs. D.M.T. Bell, A.H. Crawford, D.S. Gladstone, B. Jones, G.B. Lyon and P.F. Rust be appointed to the Customer Services Working Group for the 2015/16 Municipal Year.

(3) **Communications Task and Finish Group –**

RESOLVED: That the Chairman and Crs. A.H. Crawford, Barbara Hurst, B. Jones and G.B. Lyon be appointed to the Communications Task and Finish Group for the 2015/16 Municipal Year.

(4) **Budget Working Group –**

The Panel was informed that a review of the Budget Working Group was underway. It was noted that recommendations had previously been made by the Group to involve the Cabinet in the work and a report was being prepared for a future Cabinet meeting.

The Panel supported the review and **AGREED** to recommend the Cabinet to appoint the previous Members of the Working Group to the new Group, alongside the appropriate Cabinet Members.

47. **CHANNEL SHIFT PROGRESS UPDATE & DEMONSTRATION –**

The Panel welcomed Corporate Director, Mr. Ian Harrison, to the meeting who introduced Mr. Nick Harding, Head of IT and Facilities, Mr. Seamus McAlister, IT Change Manager, Mr. James Duggin, Contracts Manager, and Mr. Philip Roberts, System Administrator.

Mr. Harrison reminded the Panel of the importance of channel shift and the six principles that were being followed. Members were informed that

progress had been made since the previous update and a number of services within the Council had started to carry out their business in a different way. The programme of current and future work was shared, which encouraged a discussion on payment shift; this was described as a mature aspect of the project, an example of success being the number of Council Tax payments made by direct debit, which had increased every year since 2012. It was noted that direct debit payments carried the lowest possible transaction costs.

Reference was made to the Council's webpage that displayed details on how residents could pay their council tax bill. The demonstration showed the Panel that most references to 'cash' as a payment option had been removed from key communications. The website offered a number of other channels, such as the facility to set up direct debits online, a 24 hour payment line and information on other locations in the Borough where residents could make a payment to the Council. Members noted that, while a number of new channels had become available, no older channels had been removed. This indicated to the Panel that people were shifting their own behaviours, as opposed to being forced to channel shift due to a payment method no longer being offered.

The Panel was then shown the Customer Service Unit's service platform that is used to ensure a customer sees the right member of staff, the system then prints out a ticket for the customer and logs the queries received by the reception desk. Another demonstration included the self-service platform that was in the process of being trialled before going live. This facility would enable customers to set up their own account and access council tax and rubbish collection information as well as arranging a bulky waste collection. The self-service platform would be available to residents 24/7 and be accessible on mobile or tablet devices as well as computers. The Panel showed an interest in trialling the service themselves.

During a previous update, Members had received an explanation of the bulky waste processes followed at the time. Collections could only be arranged over the phone and the processes were administratively heavy and involved a lot of paper being passed between a number of different people. The new booking system required customers to answer a number of questions on the items to be collected. This enabled the system to calculate the total cost of the collection, it was also noted that any residents receiving welfare benefits would also receive a discount on the overall cost. Once a collection date had been chosen, customers would receive a confirmation of booking email. The booking could then be accessed by the contractors through tablet devices. This would allow them to record and confirm collections and report any issues.

The final demonstration involved showing how the Civil Enforcement Officers (CEOs) were able to use mobile devices to carry out their work. The system allowed them to use their devices to search a vehicle registration number, access permit information and, via a wireless connection, print a penalty charge notice. Residents would then have the opportunity to pay their charge online. It was noted that this example of channel shift reduced the

amount CEOs had to carry round with them and enabled information to be sent to the Council Offices instantly; staff were adapting to the new system well.

To conclude, Mr. Harrison confirmed that the removal of old systems and the replacement of the improved systems had been a success. It was also noted that future work was underway.

The Panel **NOTED** the presentation.

The meeting closed at 9.16 pm.

JACQUI M. VOSPER
CHAIRMAN

LEISURE AND YOUTH POLICY AND REVIEW PANEL

Meeting held on Monday, 8th June, 2015 at the Aldershot Town Football Club, Aldershot at 7.00 p.m.

Voting Members

Cr. Liz Corps (Chairman)
Cr. Mrs. D.B. Bedford (Vice-Chairman)

Cr. T.D. Bridgeman	Cr. J.H. Marsh	Cr. A.R. Newell
a Cr. P.I.C. Crerar		Cr. M. Staplehurst
Cr. K. Dibble		Cr. B.A. Thomas

An apology for absence was submitted on behalf of Cr. P.I. C. Crerar.

48. APPOINTMENT OF CHAIRMAN –

RESOLVED: That Cr. Liz Corps be appointed Chairman of the Panel for the 2015/16 Municipal Year.

49. APPOINTMENT OF VICE-CHAIRMAN –

RESOLVED: That Cr. Mrs D.B. Bedford be appointed as Vice-Chairman of the Panel for the 2015/16 Municipal Year.

50. MINUTES –

The Minutes of the Meeting held on 16th March, 2015 were agreed as a correct record.

51. APPOINTMENTS TO PANEL GROUPS –

(1) It was **AGREED** that the membership of the Mid-Cycle meeting for the Municipal Year 2015/16 would be as follows, the Chairman (Cr. Liz Corps), the Vice-Chairman (Cr. Mrs D.B. Bedford), Cr. T.D. Bridgeman and Cr. M. Staplehurst.

(2) It was **AGREED** that the membership of the Aldershot Lido Task and Finish Group for the Municipal Year 2015/16 would be as follows, the Chairman (Cr. Liz Corps) and Crs. D.E. Clifford, A.H. Crawford, A.R. Newell, M. Roberts and B.A. Thomas, with attendance by the Cabinet Member for Leisure and Youth (Cr. Sue Carter) as required.

52. **ALDERSHOT TOWN FOOTBALL CLUB –**

The Panel took a tour of the facility, led by Mr. Bob Green, Club Secretary, before receiving a presentation from Aldershot Town Football Club (ATFC) Chairman, Mr. Shahid Azeem.

Mr. Azeem advised that the current owners had brought the Club in August 2013, but that he had been associated with the Club, as a non-executive member, prior to the acquisition. The aims of the owners included seeking to ensure that football remained in the town and that the Club was kept at the heart of the community. It was noted that the owners had managed to exit administration two years ahead of schedule; within eleven months all the debts inherited from the previous administration had been cleared. The Club endeavoured to live within its means and had made a small profit of around £3,000 in the first year.

The Panel noted the working arrangements with Chelsea Football Club U21's and were advised that realistically the existing arrangements wouldn't last forever, but it was hoped that they would continue for the next 2-3 years. Links with the Military had also been strengthened and the Club had a good relationship with the Garrison Commander.

It was advised that the results on the pitch had been a little disappointing the previous season, but this would hopefully be addressed by the appointment of new manager, Barry Smith, previously of clubs such as Celtic and Dundee United. Mr. Smith had plans to move to Aldershot with his family soon.

Mr. Azeem explained the Club's place in the community and how this particular role had to be respected and understood. It was advised that thousands of residents in the area perceived ATFC as "their Club" and it was important to maintain this perception through work within the community. The Club achieved this in a number of ways through the provision of coaching and training for young people in the area which, in turn, allowed young people to follow their dreams, support for local charities and facilitation of social inclusion and cohesion. It was advised that the players also got involved in the community through visits to schools, hospitals and charities acting as role models for the community.

The Panel were updated on the arrangements of the Youth Academy. Mr. Kevin Knight, of Knights Group Training, who ran the Academy, advised that the Academy sat in its own right, based at ATFC. It currently had 42, 16-19 year olds in full time education from the local area training and 16 part time players. The Academy took youngsters from the age of nine and in total, there were about 120 members at present. The emphasis of the Academy was to breed home-grown talent to move up into the first team when they came of age. It was noted that the new manager, Barry Smith, had a remit to only sign players from within an hour's car journey of the stadium. It was also noted that a player from a neighbouring Academy had joined the ATFC first team to help develop his game further for the future.

Mr. Azeem reported on the aspirations of ATFC and the need for a plan for the future and continued community engagement and inclusion. It was important to the Club that visitors felt welcomed and that the Club was an ambassador for the town. It was noted that sponsors of the Club were all local firms, including Bridges, Reade Signs and Elm Ltd, (sponsors of the new community stand). Sponsorship equated to one third of the Club's turnover and was vital to the continuation of ATFC, as funding from the Football Association (FA) was only in the region of £60,000 per season.

The Club had a mission statement which stated a number of aims and achievements, these included:

- Providing community football to the young, disabled and disadvantaged
- 200 free tickets for young people, per game
- Under 11's free to all games
- Helping the local authority to enhance neighbourhood facilities
- Being proactive in helping local businesses
- Partnership building with a diverse range of stakeholders
- Inspiring the young to grow responsibly
- Increase growth directly and indirectly in the regional economy.

It was noted that through developing interest in the younger generation the Club was creating future paying supporters. Some work was being carried out to target the younger generation by developing a kids' match programme written by their peer group, email promotions for free gifts etc. and acknowledgement of birthdays and Christmas.

It was advised that the Club's work in the community had been recognised locally and nationally. Locally the Club had been awarded the "Hampshire Inspire Community 2014 Business Award" for work in the community, particularly due to projects like "Seats for Soldiers", work with The Source young people's charity, links with Sahara UK and the Nepalese, working with First Wessex to support troubled families, providing roles for the long term unemployed and supporting apprenticeships. The Club had also been awarded the "National League Respect Award". This award had been given for projects such as a trip taken to Nepal with the youth team in February 2015 and their involvement with the 1st World War commemorations, where the Club had hosted a "Truce Game" at the stadium, at which a number of German officials and Sir Bobby Charlton had been present.

Mr. Azeem reported that the Recreation Ground was one of the last remaining traditional football grounds in the country bringing many advantages. The character, history and openness of the Recreation Ground had been a reason why Chelsea had chosen ATFC for their U21's. However, there were also downsides, particularly around compliance to the FA's standards. It was advised that in recent years the Club had spent in excess of £1.5 million updating the facilities, but significantly more investment would

be required to maintain safety standards. This was not sustainable in the Club's current financial position. A strategic plan would be developed over the summer period and a first draft proposal would be ready in the early autumn of 2015, for presentation to the Council. It was noted that the Club would seek support, help and advice in the preparation of the plan from the Council.

In response to a query regarding women's football it was noted that the women's team had left the club some years ago to manage themselves with some support from the ATFC. This had proved unsustainable and the team would be moving back to the Club, where ATFC would endeavour to raise their profile and provide them with more hands on support in the future.

The Panel discussed the relationship with the supporters and were advised that quarterly meetings were held with the fans. These meetings had helped identify skill sets within the fan base which could benefit the Club.

It was advised that the Club employed only four full time members of staff. The rest of the work was done on a part time basis and by volunteers.

The Chairman thanked Mr. Azeem and the other Directors and staff for their hospitality and informative presentation.

53. **WORK PROGRAMME –**

The Panel **NOTED** the current work programme, in particular the proposed item on the Hampshire County Council Youth Consultation for the next meeting. This would be discussed further at the next mid-cycle meeting.

The meeting closed at 9.11 p.m.

CR. LIZ CORPS
CHAIRMAN
