



Notice is hereby given that a **MEETING** of the **COUNCIL OF THE BOROUGH OF GOSPORT** will be held in the **TOWN HALL, GOSPORT** on **WEDNESDAY** the **TENTH DAY** of **JULY 2013** at **5.15PM** AND **ALL MEMBERS OF THE COUNCIL ARE HEREBY SUMMONED TO ATTEND TO CONSIDER AND RESOLVE THE FOLLOWING BUSINESS –**

1. To receive apologies from Members for their inability to attend the Meeting.

2. Award of Honorary Freeman

To award the Freedom of the Borough to Honorary Alderman Graham Hewitt and to present Honorary Freeman Graham Hewitt with his illuminated Commemorative Scroll and robe.

3. To confirm the Minutes of the Annual and Adjourned Annual Meetings of the Council held on 15 and 16 May 2013 (copies herewith).

4. To consider any Mayor's Communications.

5. To receive Deputations in accordance with Standing Order No 3.5 and to answer Public Questions pursuant to Standing Order No 3.6, such questions to be answered orally during a time not exceeding 15 minutes.

(NOTE: Standing Order No 3.5 requires that notice of a Deputation should be received by the Borough Solicitor NOT LATER THAN 12 O'CLOCK NOON ON MONDAY, 8 JULY 2013 and likewise Standing Order No 3.6 requires that notice of a Public Question should be received by the Borough Solicitor NOT LATER THAN 12 O'CLOCK NOON ON MONDAY, 8 JULY 2013).

6. Questions (if any) pursuant to Standing Order No 3.4.

(NOTE: Members are reminded that Standing Order No 3.4 requires that Notice of Question pursuant to that Standing Order must be received by the Borough Solicitor NOT LATER THAN 12 O'CLOCK NOON ON TUESDAY, 9 JULY 2013)

7. To receive the following Part II minutes of the Boards of the Council:

- Community Board: 16th May and 10 June 2013
- Economic Development Board 16th May and 19 June 2013
- Policy and Organisation Board: 16th May and 26 June 2013

IAN LYCETT

TOWN HALL
GOSPORT

2 July 2013

FIRE PRECAUTIONS

(To be read from the Chair if members of the public are present)

In the event of the fire alarm being activated, please leave the Council Chamber and Public Gallery immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.

MEMBERS ARE REQUESTED TO NOTE THAT:

(1) IF THE COUNCIL WISHES TO CONTINUE ITS BUSINESS BEYOND 9.30PM THEN THE MAYOR MUST MOVE SUCH A PROPOSITION IN ACCORDANCE WITH STANDING ORDER 4.11.18

(2) MOBILE PHONES SHOULD BE SWITCHED OFF FOR THE DURATION OF THE MEETING

THE ADJOURNED ANNUAL MEETING of the **COUNCIL OF THE BOROUGH OF GOSPORT** was held in the Council Chamber at the **TOWN HALL, GOSPORT** on **THURSDAY**, the **SIXTEENTH** day of **MAY 2013** at **5.00PM**.

Attendance:

The Mayor (Councillor Beavis) (P) (in the Chair);

Councillors Allen (P), Ms Ballard (P), Burgess (P), Carter C K, Carter C R (P), Chegwyn (P), Mrs Cully (P), Dickson (P), Ms Diffey (P), Edgar (P), Farr (P), Forder (P), Foster-Reed, Geddes (P), Gill (P), Hazel (P), Henshaw, Mrs Hook (P), Hook (P), Hylands (P), Jacobs (P), Jessop (P), Kimber (P), Lane (P), Langdon (P), Mrs Morgan, Murphy (P), Philpott (P), Ronayne (P), Scard (P), Mrs Searle (P), Mrs Wright (P) and Wright (P).

Also in attendance: Honorary Aldermen Foster and O'Neill.

APOLOGIES

Apologies for inability to attend the meeting were submitted on behalf of Councillor Mrs Morgan, Carter CK and Honorary Alderman Train.

ONE MINUTE'S SILENCE

In order to express their sympathy regarding the death of former Councillor Kay Keith, Members of the Council stood in silent tribute for one minute.

MINUTES

COUNCIL RESOLVED: That the Minutes of the Extraordinary meeting of the Council held on 27 March 2013 and the Ordinary meeting of the Council held on 27 March 2013 be confirmed and signed.

MAYOR'S COMMUNICATIONS

(A) MAYOR MAKING CEREMONY

The Mayor thanked those Members of the Council who had attended yesterday's Mayor Making Ceremony and stated that it had proved to be a memorable day for him.

ELECTION OF DEPUTY MAYOR

Councillor Hook proposed and Councillor Burgess seconded the Motion that Councillor Wayne Lee Ronayne be elected Deputy Mayor of the Borough of Gosport for the Municipal Year ending May 2014.

COUNCIL RESOLVED: That Councillor Wayne Lee Ronayne be elected Deputy Mayor of the Borough of Gosport for the Municipal Year ending May 2014.

The Deputy Mayor made the Statutory Declaration of Acceptance of Office and returned thanks for his election.

REVIEW OF COUNCIL BOARDS AND COMMITTEES AND DETERMINATION OF ALLOCATION OF SEATS

The Borough Solicitor had submitted a report to Members of the Council in connection with the above.

The report advised the Council that Notices had been received from three Political Groups. The report went on to state that Section 15 of the Local Government and Housing Act 1989 had been applied; requiring the Council to review the allocation of seats and when making the allocation of seats to Political Groups allocations to be made to give effect so far as reasonably practicable to the four guiding principles outlined in the report. The Council had five Boards, one Standards and Governance Committee and one Overview and Scrutiny Committee; there were 76 seats to be allocated in accordance with the proportionality rules.

RECOMMENDED: That the Council approve:

- (i) the allocation of seats on the Boards and Committee as set out in paragraph 3.1 of the report;

MOTION: That the recommendations contained in the Borough Solicitor's report be approved and adopted.

The Motion was accordingly put to the meeting and duly RESOLVED.

APPOINTMENT OF CHAIRMAN OF POLICY AND ORGANISATION BOARD

COUNCIL RESOLVED: That Councillor Hook be appointed Chairman of the Policy and Organisation Board for the 2013/2014 Municipal Year.

APPOINTMENT OF BOARDS, NOMINATED DEPUTIES FOR THE REGULATORY AND LICENSING BOARDS, OVERVIEW AND SCRUTINY COMMITTEE AND STANDARDS AND GOVERNANCE COMMITTEE AND PANELS AND OUTSIDE BODIES

Members considered a provisional list (a copy of which is attached hereto as Appendix "C1") of appointments to vacancies listed above for the Municipal Year 2013/14.

COUNCIL RESOLVED: That the provisional list of appointments to vacancies listed above for the Municipal Year 2013/2014 as amended be approved and adopted.

SELECTION OF NEW BOARD AND COMMITTEE MEMBERS

It was agreed that Members elect their respective Chairmen and Vice-Chairmen of the Board and Committee Members within the Council Chamber and the Council meeting was adjourned to enable each Board and Committee to do so.

The Council meeting adjourned at 17.15pm

The Council meeting reconvened at 17.25pm and ended at 17.30pm

APPENDIX C1

BOARD/COMMITTEE MEMBERSHIP FOR 2013/2014 MUNICIPAL YEAR

POLICY & ORGANISATION BOARD

Councillor Burgess (Vice Chairman)
Councillor Carter, C R
Councillor Chegwyn
Councillor Forder
Councillor Hook (Chairman)
Councillor Lane
Councillor Langdon
Councillor Philpott
Councillor Ronayne
Councillor Wright

COMMUNITY BOARD

Councillor Burgess (Chairman)
Councillor Carter, C K
Councillor Mrs Cully
Councillor Edgar
Councillor Foster-Reed
Councillor Henshaw
Councillor Mrs Hook
Councillor Hylands
Councillor Kimber (Vice Chairman)
Councillor Mrs Morgan
Councillor Murphy
Councillor Mrs Wright

ECONOMIC DEVELOPMENT BOARD

Councillor Allen
Councillor Chegwyn
Councillor Edgar
Councillor Forder (Vice Chairman)
Councillor Mrs Hook
Councillor Lane
Councillor Langdon
Councillor Philpott (Chairman)
Councillor Ronayne
Councillor Mrs Searle

LICENSING BOARD

Councillor Allen (Chairman)
Councillor Ms Ballard
Councillor Carter, C K
Councillor Dickson
Councillor Ms Diffey
Councillor Hazel
Councillor Jacobs
Councillor Mrs Morgan (Chairman)
Councillor Murphy
Councillor Scard
Councillor Mrs Searle
Councillor Mrs Wright

OVERVIEW & SCRUTINY COMMITTEE

Councillor Allen
Councillor Mrs Cully (Chairman)
Councillor Farr (Vice Chairman)
Councillor Foster-Reed
Councillor Geddes
Councillor Gill
Councillor Hylands
Councillor Jacobs
Councillor Jessop
Councillor Mrs Morgan
Councillor Kimber
Councillor Scard

STANDARDS & GOVERNANCE COMMITTEE

Councillor Burgess (Vice Chairman)
Councillor Chegwyn
Councillor Dickson
Councillor Forder
Councillor Henshaw
Councillor Jacobs
Councillor Scard (Chairman)
Councillor Wright

REGULATORY BOARD

Councillor Ms Ballard
Councillor Carter, C R
Councillor Ms Diffey
Councillor Farr
Councillor Geddes
Councillor Gill
Councillor Hazel
Councillor Mrs Hook (Vice Chairman)
Councillor Jessop
Councillor Langdon
Councillor Ronayne (Chairman)
Councillor Wright

***The Mayor (Councillor Beavis) & Chairman of the Policy & Organisation Board (Councillor Hook) are ex-officio Members of all Boards unless named in the membership of the respective Board.**

REGULATORY BOARD

PROVISIONAL NOMINATED DEPUTIES FOR 2013/2014 MUNICIPAL YEAR

Conservative Group

Councillor Allen
Councillor Beavis
Councillor Burgess
Councillor Carter, C K
Councillor Dickson
Councillor Edgar
Councillor Forder
Councillor Henshaw
Councillor Hook
Councillor Jacobs
Councillor Kimber
Councillor Lane
Councillor Mrs Morgan
Councillor Murphy
Councillor Philpott
Councillor Scard

Labour Group

Councillor Mrs Cully
Councillor Mrs Searle
Councillor Mrs Wright

Liberal Democrat Group

Councillor Chegwyn
Councillor Hylands
Councillor Foster-Reed

LICENSING BOARD

PROVISIONAL NOMINATED DEPUTIES FOR 2013/2014 MUNICIPAL YEAR

Conservative Group

Councillor Beavis
Councillor Burgess
Councillor Carter, C R
Councillor Edgar
Councillor Forder
Councillor Geddes

Conservative Group (contd)

Councillor Gill
Councillor Henshaw
Councillor Mrs Hook
Councillor Hook
Councillor Jessop
Councillor Kimber
Councillor Lane
Councillor Langdon
Councillor Philpott
Councillor Ronayne

Labour Group

Councillor Mrs Cully
Councillor Farr
Councillor Mrs Searle

Liberal Democrat Group

Councillor Chegwyn
Councillor Foster-Reed

**PROVISIONAL PANEL & OUTSIDE BODIES MEMBERSHIP FOR THE
2013/2014 MUNICIPAL YEAR**

POLICY AND ORGANISATION BOARD

OTHER PANELS & OUTSIDE BODIES

CCTV PARTNERSHIP PANEL

Councillor Jessop

CUSTOMER COMPLAINTS PANEL

Panels to comprise 3 members to be selected from:

Councillors Allen, Ms Ballard, Forder, Langdon, Ronayne and Wright

GOSPORT ROYAN TWINNING FORUM

Deputy Mayor (Councillor Ronayne) and Councillors Carter, C R, Dickson and Philpott

LOCAL JOINT STAFF COMMITTEE

Councillors Burgess, Carter C R, Chegwyn , Hook and Wright

AGE CONCERN (HANTS)

Councillor Forder and Farr

N.B. Councillor Forder was elected as representative.

CITIZENS ADVICE BUREAU

The Mayor (Councillor Beavis)

GOSPORT BOROUGH EDUCATIONAL TRUST

Councillors Edgar & Forder and Borough Treasurer

GOSPORT SOCIETY

The Mayor (Councillor Beavis) (ex-officio) and Councillor Scard

GOSPORT VOLUNTARY ACTION

Councillors Mrs Cully, Forder, Mrs Hook and Hylands

HANTS & IOW LOCAL GOVERNMENT ASSOCIATION

Councillors Lane & Langdon

HANTS SENATE

Councillor Lane

HM SUBMARINE AFFRAY ADMINISTRATIVE COMMITTEE

The Mayor (Councillor Beavis) and Councillors Burgess & Ronayne

LOCAL GOVERNMENT ASSOCIATION

Councillor Hook

LOCAL GOVERNMENT ASSOCIATION – COASTAL ISSUES SPECIAL INTEREST GROUP (SIG)

Councillor Kimber

LOCAL GOVERNMENT ASSOCIATION – FOURTH OPTION SPECIAL INTEREST GROUP (SIG)

Councillor Lane

LOCAL GOVERNMENT ASSOCIATION –

(a) Urban Commission

Councillors Burgess & Lane

RELATE

Councillor Mrs Hook

ST VINCENT CORPORATION GOVERNOR

Councillor Forder

SOUTH EAST EMPLOYERS

Councillor Carter, C R

SURESTART

Councillor Mrs Morgan

COMMUNITY BOARD

OTHER PANELS & OUTSIDE BODIES

ALLOTMENTS STAKEHOLDERS CONSULTATIVE GROUP

Councillors Allen, Mrs Cully, Dickson and Hylands

COASTAL PANEL

Councillors Burgess, Mrs Cully, Hylands and Kimber

GOSPORT COMMUNITY SAFETY PARTNERSHIP STRATEGIC BOARD

Councillor Beavis (Standing Deputy: Mrs J Petty, Head of Corporate Policy and Community Safety)

GOSPORT OVERVIEW AND SCRUTINY COMMUNITY SAFETY PANEL

Councillors Geddes, Hazel, Henshaw, Hylands and Mrs Searle

HAMPSHIRE POLICE AND CRIME PANEL

Appointed Member: Councillor Hook
(Deputy Member: Councillor Burgess)

AGAMEMNON HOUSING SOCIETY LIMITED

Councillor Geddes

AIR TRAINING CORPS – 1098 (GOSPORT) SQUADRON COMMITTEE

Councillor Carter, C K

ALVERSTOKE TRUST

Honorary Alderman Hayward until February 2017 and Surgeon Captain T Hall until September 2015.

BRIDGEMARY, ROWNER AND WOODCOT COMMUNITY ASSOCIATION

Councillor Geddes

BRUNE PARK COMMUNITY MANAGEMENT COMMITTEE

Councillor Hazel

FAREHAM AND GOSPORT MIND

Councillor Mrs Wright

FAREHAM AND GOSPORT CLINICAL COMMISSIONING GROUP

Councillor Allen (Standing Deputy: Councillor Edgar)

GOD'S PORT HOUSING SOCIETY

The Mayor (Councillor Beavis)

GOSPORT AVIATION SOCIETY

Councillor Ronayne

GOSPORT BOROUGH FOOTBALL CLUB

Councillor Jacobs

GOSPORT COMMUNITY ASSOCIATION – MANAGEMENT COMMITTEE

Councillor Carter, C R

GOSPORT/FAREHAM JOINT ENVIRONMENTAL HEALTH PANEL

Councillor Burgess

GOSPORT HEALTH & WELL BEING PARTNERSHIP

Councillors Allen & Edgar

MRS HAMPER FUND CHARITY

Mr Munro and Mr Hamilton appointed until July 2016.

SOUTH HAMPSHIRE ROAD SAFETY COUNCIL

Councillor Scard

HEDCA GENERAL MANAGEMENT COMMITTEE

Councillor Mrs Hook

HOMESTART – GOSPORT & FAREHAM MANAGEMENT COMMITTEE

Councillor Jacobs

JOINT AUTHORITIES GYPSIES & TRAVELLERS PANEL

Councillors Langdon, Mrs Searle and vacancy

LEE-ON-THE-SOLENT COMMUNITY ASSOCIATION

Councillor Burgess

PORTCHESTER CREMATORIUM JOINT COMMITTEE

Councillors Edgar and Wright
(Standing Deputy: Councillor Carter, C R)

**PORTSMOUTH CITY COUNCIL HEALTH OVERVIEW AND SCRUTINY
PANEL**

Councillor Edgar

**PORTSMOUTH & GOSPORT JOINT BOARD (appointed until 31
December 2014)**

Councillors Burgess, Chegwyn, Edgar, Hook, Ronayne and Mrs Searle

PORTSMOUTH WATER CUSTOMER FORUM

Councillor Kimber

PROJECT INTEGRA STRATEGIC BOARD

Councillor Kimber (Standing Deputy: Councillor Burgess)

SOLENT SEA RESCUE ORGANISATION

Councillor Ronayne

STANDING CONFERENCE ON COASTLINE PROBLEMS

Councillor Kimber

ECONOMIC DEVELOPMENT BOARD

OTHER PANELS & OUTSIDE BODIES

GOSPORT MUSEUM JOINT MANAGEMENT COMMITTEE

Councillors Farr, Mrs Hook & Kimber

ENTERPRISE FIRST

Councillor Edgar

HCC TRANSPORT FOR SOUTH HAMPSHIRE JOINT COMMITTEE

Councillor Langdon and Mr D Duckett, Transport and Traffic Liaison Officer

PARTNERSHIP FOR URBAN SOUTH HAMPSHIRE (PUSH) JOINT COMMITTEE

Councillor Hook
(Standing Deputy: Councillor Lane)

PARTNERSHIP FOR URBAN SOUTH HAMPSHIRE (PUSH) JOINT OVERVIEW AND SCRUTINY COMMITTEE

Councillor Forder

ROWNER COMMUNITY TRUST

Councillor Jessop

ROYAL NAVY SUBMARINE MUSEUM

Councillor Ronayne

TOURISM SOUTH EAST

Councillor Philpott

REGULATORY BOARD

OTHER PANELS & OUTSIDE BODIES

GOSPORT/FAREHAM JOINT BUILDING CONTROL PANEL

Councillor Ronayne

GBC 'Champions'

<i>Champion</i>	Name
Youth (appointed by Youth Council)	Councillor Mrs Maggie Morgan
Heritage	Councillor Alan Scard
Compact	Councillor Wayne Ronayne
Procurement	Councillor Stephen Philpott
Efficiency	Councillor Mark Hook
Community Safety	Councillor John Beavis
Older Persons Champion (appointed by the Gosport Older People's Forum)	Councillor Robert Forder
Armed Forces	Councillor Derek Kimber

THE ANNUAL MEETING of the **COUNCIL OF THE BOROUGH OF GOSPORT**
was held in the Ballroom of the **THORNGATE HALLS, BURY ROAD,**
GOSPORT on **WEDNESDAY**, the **FIFTEENTH** day of **MAY 2013** at **11.00AM.**

Attendance:

The Mayor (Dickson) (P) (in the Chair);

Councillors Allen (P), Ms Ballard (P), Beavis (P), Burgess (P), Carter C K, Carter CR (P), Chegwyn, Mrs Cully (P), Dickson (P), Ms Diffey, Edgar (P), Farr (P), Forder (P), Foster-Reed, Geddes, Gill (P), Hazel, Henshaw, Mrs Hook (P), Hook (P), Hylands, Jacobs (P), Jessop (P), Kimber (P), Lane (P), Langdon, Mrs Morgan (P), Murphy, Philpott (P), Ronayne (P), Scard (P), Mrs Searle, Mrs Wright (P) and Wright (P).

Also in attendance: Honorary Aldermen Mrs Bailey, Flory, Foster, Hayward, Hewitt, Lucas, Miles, O'Neill, and Mrs Snaith-Tempia.

APOLOGIES

Apologies for inability to attend the meeting were submitted on behalf of Councillors Ballard, Chegwyn, Hylands, Langdon, Murphy, Mrs Searle, Honorary Alderman Train and Mrs Leyland.

ELECTION OF MAYOR

PROPOSED BY COUNCILLOR HOOK
SECONDED BY COUNCILLOR BURGESS

That Councillor John William Beavis MBE be elected Mayor of the Borough of Gosport for the Municipal Year ending May 2014.

CARRIED UNANIMOUSLY

The Retiring Mayor thereupon vacated the Chair, which was taken by the newly elected Mayor, who made the statutory Declaration of Acceptance of Office.

REPLY BY HIS WORSHIP THE MAYOR

The new Mayor replied to the Council's resolution and returned thanks for his election.

THANKS TO RETIRING MAYOR AND MAYORESS

PROPOSED BY COUNCILLOR BURGESS

SECONDED BY COUNCILLOR RONAYNE

That the best thanks of the Council be accorded to Councillor Richard James Dickson and Roberta Irvine for their services as Mayor and Mayoress respectively during the past Municipal Year.

CARRIED UNANIMOUSLY

GOSPORT CITIZEN OF THE YEAR AND YOUTH AWARDS

The Mayor awarded a Citizen of the Year Certificate and medallion to Mr Gary Francis for his eminent services to the Borough. The Mayor also awarded a Youth Award Certificate and voucher to Rebecca Kay.

ADJOURNMENT OF COUNCIL

PROPOSED BY THE MAYOR
SECONDED BY COUNCILLOR BURGESS

That the Council do now adjourn until 5.00pm on Thursday, 16 May 2013 at the Town Hall, Gosport.

CARRIED

The meeting ended at 12.30pm

A MEETING OF THE COMMUNITY BOARD

WAS HELD ON 16 MAY 2013

The Mayor (Councillor Beavis) (ex-officio) (P), Chairman of the Policy and Organisation Board (Councillor Hook) (ex-officio) (P); Burgess (P), Carter C K, Mrs Cully (P), Edgar (P), Foster-Reed, Henshaw, Mrs Hook (P), Hylands (P), Kimber (P), Mrs Morgan , Murphy (P) and Mrs Wright (P).

1. APOLOGIES

Apologies for inability to attend the meeting were submitted on behalf of Councillors Carter CK, Henshaw and Mrs Morgan.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DEPUTATIONS

There were no deputations

4. PUBLIC QUESTIONS

There were no public questions.

PART II

5. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Burgess be appointed as Chairman of the Community Board for the Municipal Year 2013-2014.

6. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Kimber be appointed as Vice-Chairman of the Community Board for the Municipal Year 2013-2014.

CHAIRMAN

A MEETING OF THE COMMUNITY BOARD

WAS HELD 10 JUNE 2013
Subject to Approval

PART II

12. ENVIRONMENTAL HEALTH (COMMERCIAL) SERVICE PLAN 2013/2014

Councillors Hylands and Edgar declared interests in this item, but remained in the meeting room throughout its discussion.

Consideration was given to a report by the Community and Customer Services Manager which advised Members of the requirement of the Food Standards Agency and the Health and Safety Executive respectively that the work undertaken in the fields of Food Safety and Health and Safety at Work by and on behalf of the Council are adequately resourced and formally endorsed by the Council. The report identified the work programme of the Environmental Health (Commercial) Team for the year 2013/2014 in relation to these services to meet the above requirement and to satisfy those agencies that adequate arrangements are in place at Gosport Borough Council.

Members queried whether the Council had enough resources to fulfil their statutory requirements due to resources and staff reductions.

It was explained that for 2013/14 joint working with Fareham Borough Council meant that the use of outside contractors was not necessary and that the partnership working had shown significant improvement and efficiency whilst delivering the same quality of service.

Further to a question from a Member, it was advised that ongoing help was provided by Environmental Health to ensure Food Safety Standards were met within the Borough.

It was confirmed that all premises were inspected on a risk basis and that premises could not be re-rated for a period of three months until satisfactory proof had been demonstrated that the defects shown had been dealt with efficiently.

Members were advised that if a premise showed a significant risk which could potentially have a harmful impact to members of the public then the premises would be closed with immediate effect.

RESOLVED: That the Food Safety Service Plan 2013/14, as set out at Appendix A and Appendix B (the Health & Safety Service Plan 2013/14) of the report of the Community and Customer Services Manager, be approved.

13. ENVIRONMENTAL HEALTH ENFORCEMENT POLICY

Councillors Hylands and Edgar declared interests in this item, but remained in the meeting room throughout its discussion.

Consideration was given to a report by the Community and Customer Services

Community Board
10 June 2013

Manager which presented to the Board an Environmental Health Enforcement Policy.

Members noted the proactive hard work and dedication provided by the Licensing Team (Russell Bray and Clive Tizard) to ensure all issues within the Borough were addressed.

Further to a question from a Member, it was advised that Street Scene addressed any issues that took place outside of the premises and that issues brought to the attention of Environmental Health would be addressed using proactive encouragement and liaison with the owner in respect of litter, noise disturbances and general cleanliness.

RESOLVED: That the Environmental Health Policy as contained in the report of the Community and Customer Services Manager be approved.

14 ANY OTHER BUSINESS

There was none.

The meeting ended at 6:30p.m.

CHAIRMAN

**A MEETING OF THE ECONOMIC DEVELOPMENT BOARD
WAS HELD ON 16 MAY 2013**

The Mayor (Councillor Beavis) (ex-officio) (P), Chairman of the Policy and Organisation Board (Councillor Hook) (ex-officio) (P); Councillors Allen (P), Chegwyn (P), Edgar (P), Forder (P), Mrs Hook (P), Lane (P), Langdon (P), Philpott (P) Ronayne (P) and Mrs Searle (P).

1. APOLOGIES

There were no apologies for inability to attend the meeting.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DEPUTATIONS

There were no deputations.

4. PUBLIC QUESTIONS

There were no public questions.

PART II

5. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Philpott be appointed as Chairman of the Economic Development Board for the Municipal Year 2013-14.

6. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Forder be appointed as Vice-Chairman of the Economic Development Board for the Municipal Year 2013-14.

CHAIRMAN

A MEETING OF THE ECONOMIC DEVELOPMENT BOARD

WAS HELD ON 19 JUNE 2013

Subject to approval

PART II

12. DRAFT DESIGN GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Consideration was given to a report of the Borough Solicitor and Deputy Chief Executive which asked the Board to consider a draft of the Design Guidance Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

Members were advised that there were no updates to the report.

A Member drew attention to Appendix A, Page 12 of the report to which it was suggested that the font should be enlarged.

Further to a question from a Member it was confirmed that the document would support and strengthen the decision making processes of future developments proposed within the Borough and that the document would provide a comprehensive guidance to Planning Officers, Developers and Members of the Regulatory Board.

Members were advised that a copy of the Gosport Townscape document was available to view in the Members room.

RESOLVED: That the draft Design Guidance Supplementary Planning Document, as set out in Appendix A of the report, be agreed for consultation purposes.

13. DRAFT PARKING: SUPPLEMENTARY PLANNING DOCUMENT

Consideration was given to a report of the Borough Solicitor and Deputy Chief Executive which asked the Board to consider the draft of the Parking: Supplementary Planning Document (SPD) for consultation purposes in order to ascertain the views of the local community and relevant organisations.

Members were advised that there were no updates to the report and that the Parking Supplementary Planning Document was in conjunction with the Design Guidance Supplementary Planning Document.

Further to a question from a Member, it was confirmed that the 2002 Standards had changed and that the planning policy documents had been deleted.

It was further advised that the new standards reflected the minimum requirements for car parking access and design rather than the maximum as previously required.

Members were advised that the document emphasised the importance of providing adequate parking and appropriate design layout to new developments. It was also confirmed that if evidence showed a development did not meet the parking needs of the surrounding area and that no capacity was available for on street parking, applications may be refused at the planning consultation stage.

RESOLVED: That the draft Parking Supplementary Planning Document, as set out in Appendix A of the report, be approved for consultation purposes.

14. TOWN CENTRE STREETSCAPE IMPROVEMENTS

Councillor Hook and Councillor Mrs Hook declared a non pecuniary interest in this item and remained in the meeting room throughout its discussion.

Consideration was given to a report of the Chief Executive which advised Members of a successful £85,000 funding bid submitted to the Partnership for Urban South Hampshire (PUSH) to support streetscape and signage improvements in Gosport Town Centre.

Members were advised that an update to the report recommended that Members endorse the programme of proposed works detailed at Paragraph 2.1 of the report.

Members were further advised that match funding had been identified from the Wayfinding Scheme, Hampshire County Council and the DCLG funding for the Town Centre.

It was confirmed that the proposed works to the Town Centre included the removal of redundant signage, and improved awareness to business premises displaying pointing signs indicating minutes of walking distances.

Further to a question from a Member, it was suggested that further consultation was required with the contractor to discuss the details and costs of the refurbishment to the lamp post columns.

RESOLVED: That:

- a) the report be noted; and
- b) the programme of proposed works detailed at Paragraph 2.1 of the report be endorsed.

The meeting concluded at 19:00 pm

CHAIRMAN

**A MEETING OF THE POLICY AND ORGANISATION BOARD
WAS HELD ON 16 MAY 2013**

The Mayor (Councillor Beavis) (ex-officio) (P); Councillors Allen (P), Burgess (P), Chegwyn (P), Carter CR (P), Hook (Chairman) (P), Lane (P), Langdon (P), Philpott (P), Ronayne (P) and Wright (P).

1. APOLOGIES

There were none.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. DEPUTATIONS

There were no deputations.

4. PUBLIC QUESTIONS

There were no public questions.

PART II

5. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Burgess be appointed Vice-Chairman of the Policy and Organisation Board for the Municipal Year 2013-14.

CHAIRMAN

**A MEETING OF THE POLICY AND ORGANISATION BOARD
WAS HELD ON 26 JUNE 2013**

PART II

12. GOSPORT VOLUNTARY ACTION

Consideration was given to a presentation by David Miles, Chief Executive of Gosport Voluntary Action (GVA) updating the Board on the Business Plan for 2013-16. (A copy of the presentation is attached to these minutes as Appendix A).

Members acknowledged the contribution that GVA made and the work that has been involved to assist the Voluntary Sector and residents of Gosport.

Further to a question from a Member, it was confirmed that the figures for the number of volunteers placed in the volunteer centre (167) to the number of unemployed volunteers (68) were separate accounts.

Members were advised that the GVA newsletter was distributed to 300 organisations and that an alternative method to communicate the newsletter, perhaps using email was being investigated however, it was acknowledged that some groups do not have the benefit of IT access and that some people have less understanding of computers.

Mr Miles was thanked for his comprehensive presentation.

13. MEDIUM TERM FINANCIAL STRATEGY AND CAPITAL STRATEGY

Consideration was given to a report by the Borough Treasurer which asked Members to consider the updated Medium Term Financial and Capital Strategies.

Members were advised that the spending review had been announced today although the exact expenditure plans for 2015/16 were currently unknown and that more amendments to the strategy may be necessary as the finalised figures become clearer.

RESOLVED: That the Medium Term Financial Strategy and Capital Strategy, as contained in the report of the Borough Treasurer, be approved.

14. GOSFEST (GOSPORT COMMUNITY FESTIVAL)

Councillor Chegwyn declared a pecuniary interest in this item and left the meeting room and took no part in discussion or the voting thereon.

Policy and Organisation Board
26 June 2013

Consideration was given to a report of the Chief Executive which advised Members of a request for assistance from Gosport Festivals Limited who were organising a music event for the period 23rd August – 26th August 2013.

Members were advised that Mr Cobb, Director of Gosport Festivals Limited had approached Gosport Borough Council to ask for the hiring fee and the reinstatement deposit at Walpole Park be waived.

Members were advised that Gosport Festivals Limited had indicated that any reinstatement works that were required after the event would be carried out and that a contract agreement would be in place detailing the responsibility of the reinstatement works.

It was further advised that Gosport Festival Limited were a new company formed to continue the annual event and believes that the event will attract a large footfall. It was also confirmed that Gosport Festival Limited, hoped that they would not seek support funding at next years annual event.

RESOLVED: That:

- a) the waiving of the hiring fee and requirement for a reinstatement deposit for Walpole Park for the period Monday 19th August 2013 to Wednesday 26th August inclusive be approved; and
- b) the Council enter into a licence agreement with Gosport Festivals Limited on terms agreed by the Chief Executive in consultation with the Borough Solicitor.

15 ANY OTHER BUSINESS

STAFF REMUNERATION

Consideration was given to a report proposing the Board to grant a 1% increase to staff salaries from 1st April 2013.

Members were advised that due to National negotiations Council staff had not received a pay rise in the last three years.

It was further advised that although staffing at the Town Hall had been reduced considerably, services had been maintained and capital projects delivered.

Members supported the report unanimously and praised the efforts of staff and commented on how everyone was continuing to work so hard.

RESOLVED: That an increase of 1% to all staff salaries from 1st April 2013 be approved.

The meeting ended at 7.07pm

CHAIRMAN