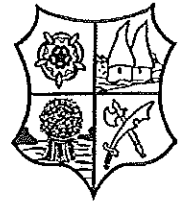


ALTON Town Council



Telephone (01420) 83986
www.alton.gov.uk
info@alton.gov.uk

Town Hall
Market Square
Alton
Hampshire
GU34 1HD

Town Clerk: Leah Coney

23rd January 2020

Dear Councillor

You are hereby summoned to a meeting of the **FULL COUNCIL** in the Town Hall, Market Square, Alton on **Wednesday 5th February at 7:00pm** when the under mentioned business will be transacted.

There will be a public networking café will at 6:30pm when Councillors will be available to chat with residents over items of interest.

Yours faithfully

Leah Coney
Town Clerk

To: All Town Councillors

Councillor Matthew Bayliss
Councillor Ginny Boxall
Councillor Pam Bradford
Councillor Suzie Burns
Councillor Gideon Cristofoli
Councillor Paul Crossley
Councillor Sharon Cullen
Councillor Amanda Durley
Councillor Graham Hill
Councillor Pam Jones
Councillor Christopher Lawrence
Councillor Richard Platt
Councillor Graham Titterington

ALTON TOWN COUNCIL – WEDNESDAY 5th FEBRUARY 2020
TOWN HALL, MARKET SQUARE, ALTON
AGENDA

- 1 Apologies for absence
- 2 Town Mayor's announcements
- 3 Leader's announcements
- 4 Minutes of the last meeting held on 30th October 2019
- 5 Declaration of Interest and Requests for Dispensations - Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter
- 6 Questions to the Council. Members of the public are invited to make representations
- 7 Community Grants for ratifications
- 8 Budget and Precept request 2020/21 for ratification
- 9 Climate Change Strategy and Action Plan
- 10 Approval of purchase of a Verti-drainer
- 11 Amendment to Committee Terms of Reference
- 12 Enhance East Hampshire – Governance Structure
- 13 Youth Project - updated report presented by Jen Hammersley
- 14 Appointment to Alton United Charities
- 15 To receive a report from and ask questions of the District and County Council representatives
- 16 To receive the minutes from the following Committees: - previously published
Planning and Transport 6th November 2019, 4th December 2019, 8th January 2020

**ALTON TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING HELD ON
WEDNESDAY 30th OCTOBER 2019 AT 7.00PM**

Present: Councillor

**Graham Titterington
Ginny Boxall
Pam Bradford
Suzie Burns
Gideon Cristofoli
Sharon Cullen
Amanda Durley
Graham Hill
Pam Jones
Christopher Lawrence
Richard Platt**

Town Mayor

In attendance:

**Leah Coney
Patricia Harris
County Councillor Andrew Joy
Lisa Hilan – The Kings Arms
2 Members of the public**

**Town Clerk
Finance & Admin Manager**

148 Apologies for Absence

Apologies were received from Councillor Matthew Bayliss. Councillor Paul Crossley was absent.

149 Town Mayor's Announcements

The Town Mayor made the following announcements:

1. Please turn off or silence mobile phones
2. A hearing loop is in operation and please turn devices to the "T" position

150 Leader's Announcements

The Leader made the following announcements:

1. Pleased to announce that works starts on the new skate park at Jubilee Playing Fields on Monday, 11th November and the last day for use will be Sunday, 10th November. Work is expected to take 12 weeks but will be weather dependant. There is an exhibition of decorated scooters and skateboards undertaken by local schools currently on show in one of the empty units in Westbrook Walk where there is also a copy of the plan for the new park.
2. The council is still awaiting a date to meet with Hampshire Highways on a number of issues regarding Alton and which hopefully County Councillor Andrew Joy can update the council on under Agenda item 15 this evening.

151 Minutes of Last Meetings

The Minutes of the meeting held on 10th July and the Extra-ordinary Meeting held on 2nd October were approved and signed by the Chair.

152 Declarations of Interest and Requests for Dispensations

None were declared.

153 Questions to the Council from Members of the Public

Michael Gray speaking on behalf of the Ackender Road Residents Association wished to provide an update to the council on the petition that is currently being undertaken in support of local residents wishing to see an extension of the 20 mph speed limit. With the assistance of Nancy Clarke there were now over 600 signatures and almost without exception residents were in favour. The petition is to be presented to Hampshire County Council next week at a meeting of the Council and they wished it to be recorded that they are 100% behind Alton Town Council in trying to secure agreement to a 20 mph scheme to cover the whole of the town.

Councillor Graham Titterington took the opportunity to extend the council's thanks to the Ackender Road Residents Association for undertaking this and for their support of the council in trying to secure such a scheme across the town.

County Councillor Andrew Joy added that whilst personally sympathetic to the proposal felt he had to advise that it would be "quite a challenge" both in terms of the Department of Transport's current guidance and HCC current policy in that 20 mph zones/limits are contrary to policy; adding that it is difficult to see how such a scheme could be implemented.

154 Updated Financial Regulations for Ratification

The Draft Financial Regulations circulated to Members in their bundles for the Policy and Resources Committee meeting held on 16th October were approved without alteration (Minute 129 refers).

On the proposal of Councillor Pam Jones, seconded by Councillor Graham Hill it was

RESOLVED**To approve the new Financial Regulations****155 Youth Project – updated report by Lisa Hillan**

Included in Member's bundles the updated report presented by Lisa Hillan of The Kings Arms Project was tabled and the opportunity taken to ask questions. The Lease between the Council and The Kings Arms becomes effective on 1st November 2019, but an official opening date cannot yet be confirmed as internal alterations and refurbishment works need to be carried out. The Committee extended their thanks to the Kings Arms project team for the positive and constructive report received.

NOTED

156 Climate Change Emergency

Members received the report on the Climate Change Emergency with all commending the Town Clerk on the comprehensive report presented in pulling together the council's strategy and action plan. Councillors were pleased that Alton could be an exemplar and agreed that whilst the strategy was excellent, the council would be judged on "*what we do; not what we say and that it is the delivery of agreed actions which will create and influence changes in behaviour*". Members also agreed that whilst at local level excellent progress can be made it was still incumbent on Town & Parish Councils to continue to lobby central government.

On the proposal of Councillor Ginny Boxall, seconded by Councillor Suzie Burns it was

RESOLVED

1. Approve the motion as presented
2. Use £2,000 from Council Reserves to pay for Expert Energy to undertake a green audit of the Town Council's Estate which will be used to inform the Action Plan for the emerging strategy.

157 Appointment to Alton United Charities

Alton Town Council, under the constitution of the Alton United Charities are required to appoint its representative to become a Trustee. Due to an administrative error, this appointment remains outstanding. The Leader also advised that the position of Treasurer had also become vacant as the current holder of that position is retiring after some twenty years. However, with no councillor coming forward to take up either position it was agreed that the Town Council would advertise for the two positions.

On the proposal of Councillor Pam Jones, seconded by Councillor Graham Titterington it was

RESOLVED

To advertise two positions:

- (i) to become a Trustee of Alton United Charities
- (ii) to serve as the Honorary Treasurer

158 Speed Indicator Devices

Members received an update on the purchase of the Speed Indicator Devices which have been ordered following the successful application for grant funding from S106 Developers Contributions.

NOTED**159 Affordable Housing Waiver**

This item was tabled at the request of Councillor Ginny Boxall to apply to the Lord Mayor Treloar Hospital development and a copy of an application for waiver was included in supplementary bundles. A lengthy discussion took place with councillors determining that they were not able to make a decision on the appropriateness of whether to apply for an

Affordable Housing Waiver and were unanimous in their view they would defer any decision until such time that a briefing from the housing officer at EHDC had been undertaken to allow councillors to gain a better understanding of what this meant in terms of protecting the 19 homes which would be affected by such a waiver.

On the proposal of Councillor Graham Hill seconded by Councillor Pam Jones it was

RESOLVED

- (i) To **DEFER** the application for a DPA waiver for the Treloar Hospital site.
- (ii) Requested that the Town Clerk write to the District Housing Officer and extend an invitation to undertake a full briefing to councillors on the subject of Affordable Housing Waivers.

160 **External Auditors Report**

The External Audit report from PKF Littlejohn had been received with nil comment and was included in Members bundles.

On the proposal of Councillor Pam Jones, seconded by Councillor Amanda Durley it was

RESOLVED

To approve the conclusion of the External Audit for 2018/19.

161 **Non-Financial Risk Assessments (for Ratification)**

The Policy & Resources Committee held on 16th October approved the Non-Financial Risk Assessments (Minute 127 refers) and a further opportunity to inspect all of the Non-Financial Risk Assessment Files had been extended to all Members.

On the proposal of Councillor Graham Hill, seconded by Councillor Suzie Burns it was

RESOLVED

To ratify the Non-Financial Risk Assessments for 2019/20.

162 **To receive a report from and ask questions of the District and County Council Representatives**

There was no report on behalf of the District Council as there was no agreed protocol in place to ensure that a non dual councillor i.e. District Councillor only and not a Town & District Council presents the report. The Town Clerk was requested to write to District Councillors Dolan, Hunt and Langley requesting that they agree who will present a District Council report to Full Council and that this should be submitted in a timely manner so that it is included with the Agenda papers circulated in advance of the meeting.

County Councillor Andrew Joy provided the following report:

- Brexit Contingency Planning by County – currently the plans are “off the table” given the delay with Brexit and that the plans have been paused pending the General Election and determination of Brexit by 31st January 2020.

- Reminded everyone that with the General Election taking place on 12th December there would be 5 weeks of purder which meant that public statements “will be a challenge”.
- HCC had planned to go out to public consultation on the future of a library provision in the knowledge that the current model needed to change. This has now been postponed pending the General Election
- Highways – Knights Brown had issued a statement re the Butts Bridge works today. There had been a number of delays to the works due to anomalies being discovered with uncharted and unmapped utilities; variances in road foundations which were again unknown and foundations to the bridge itself. He believed that Knights Brown were well on top of the issues and that most of the work will be done by the end of November.
- Advised that the feasibility stage for the Anstey Road/Anstey Lane junction had been completed and that works should commence in late Spring early Summer of 2020.
- Other highway matters affecting Alton i.e. Pertuis Avenue with the A339 junction are all on hold currently as County struggle with funding cuts and cuts in resources.

The Chairman thanked Councillor Joy for his informative report allowing Members to ask questions.

- It was imperative that a meeting between the Town Council and Highways took place to allow further discussions and updates to be provided on the every growing list of highways issues that the town is currently experiencing and this includes the Town Council’s desire to introduce a town wide 20 mph speed limit which is viewed as high priority
- Requested information on who funded the Brexit contingency works referred to earlier in the councillor’s report. Was this Central Government funded or local taxpayers. In response Councillor Joy advised HCC had spent £450,000 of which £300,000 had been reimbursed.
- Emergency Planning such as the Brexit Contingency Planning was pan Hampshire and not just the council i.e. all emergency services included, plus the army – who funded what and how was this paid for
- Did Hampshire County Council provide Independent Living for young adults in their own home independent of their parents as it appears that Alton has no such provision. Councillor Joy believed there was such provision but would seek further information for councillors at the next meeting of the full Council.

163 **To receive the Minutes from the following Committees**

The Minutes of the following committees were received and noted without comment:

Planning & Transport – 14th August; 11th September and 9th October

Policy & Resources – 31st July and 9th October

Open Spaces – 24th July

Community - 4th September

NOTED

The meeting finished at 8.34 p.m.

**ALTON TOWN COUNCIL
FULL COUNCIL – 5th FEBRUARY 2020**

REPORTS BY THE TOWN CLERK

ITEM 7 – COMMUNITY GRANTS 2020/21

FOR DECISION

At the Policy and Resources Committee Meeting on the 22nd January 2020 Members approved the Community Grants for 2019/20. In accordance with Financial Regulations, all grants over £10,000 must be ratified by Full Council, however the Committee have requested that all grants awarded be presented for ratification; they are as follows:

Holybourne Village Hall: £1,000 plus officer resource to assist with external grant sourcing.	
Hampshire Cultural Trust Curtis Museum	£1,000.
HART Wildlife Rescue: Officer resource to assist with external grant sourcing.	
Bushy Leaze	£10,000
Alton Community Association	£8,000
Alton Climate Action and Network	£5,000
Home Start Hampshire	£5,000

RECOMMENDATION: Members are requested to ratify the grant awards detailed above.

ITEM 8 – BUDGET AND PRECEPT REQUEST 2020/21

FOR DECISION

Members bundles for last week's Policy and Resources Committee contained the proposed budget and precept request for 2020/21. Also included within the spreadsheet was the mid-year revised budget for 2019/20, a supplementary explanations sheet and a copy of the current balance sheet. (Please refer to last week's papers as these have not been reproduced for this evenings meeting)

The mid-year budget reflects a number of adjustments between cost codes within the approved budget which are required to accurately reflect the likely actuals for each cost code for the remainder of the year and to assist with for future budgeting in accordance with Financial Regulation 4.2)

Following approval by Policy and Resources Committee the unaltered proposed budget and precept is hereby presented for approval.

RECOMMENDATION: Members are requested to:

- (i) Approve the budget and precept request for 2020/21.
- (ii) Approve the revised budget for 2019/20 to enable the appropriate virements to be actioned.

ITEM 9 CLIMATE CHANGE STRATEGY AND ACTION PLAN FOR DECISION

Following the approval of the Climate Change motion at the October Full Council Meeting, the draft Strategy and Action Plan has been circulated to Members in their bundles for the Both documents have been reviewed by the Climate Change Task and Progress Group on the 23rd January chaired by Cllr Boxall working with Cllr Cristofoli and Cllr Burns, ACAN and Energy Alton and are now tabled for approval.

RECOMMENDATION: Members are requested to approve the Alton Town Council

ITEM 10 VERTI-DRAINER

FOR DECISION

Members will be aware that frequent cancellations of football and rugby games continue to be an issue both at Anstey Park, but more particularly at Jubilee Playing Fields due to the wet underground conditions and pooling of water on the pitches because of the heavy rain of late. In 2019, the Town Council received a small grant from Hampshire Playing Fields to allow an Initial Report to be produced under the FA Pitch Improvement Programme at Jubilee. This report supported the need for a drainage improvement programme to be instigated which included the use of a Verti-drain machine, decompaction operations, fertiliser applications, in season weekly maintenance and end of season renovations.

In April 2019 Officers applied to the Football Foundation at the FAs invitation, for grant Funding towards a verti-drainer and as part of this process three quotes were obtained for potentially suitable machines. Due to several changes in the grant funding process, there was a not insignificant delay in the application process which resulted in a new application being submitted at the end of 2019. Alton Town Council were advised on 9th January 2020 that funding had been approved and a Grant Award of £19,400.40 given towards the Charter House Verti Drain 7521 machine (representing 72% of project cost). The remaining cost of £7545 to be met from the budgeted cost code for grounds equipment for 2019/20.

From correspondence with other local councils, there is a strong indication that we may be able to hire out the machine on a daily rate in the region of £500 (tbc) so that over time the cost of the machine to the council may be mitigated.

RECOMMENDATION: Members are requested to approve the purchase of a Charter House Verti-Drain 7521 machine at a cost of £26,945, of which £7,545 to be paid by ATC with the remainder funded by the Football Foundation.

ITEM 11 AMENDMENTS TO COMMITTEE TERMS OF REFERENCE

FOR DECISION

Members are requested to consider an amendment to the committee terms of reference for the Planning and Transport Committee which currently permits up to 7 Members. In view of the frequency of meetings and commitments of Members, it is requested to extend membership to 8 councillors to ensure good representation at all meetings, without recourse to substitute councillors.

RECOMMENDATION: Members are requested to approve the amendment and appoint 1 additional councillor to the Planning and Transport Committee

ITEM 12 ENHANCE EAST HAMPSHIRE

FOR DECISION

Enclosed in Members bundles is the proposed governance structure for the Enhance East Hampshire scheme together with notes from a recent officers meeting. In advance of organising the first Strategy Group Meeting with Councillors from across the local government tiers, Members are requested to approve the structure as presented.

RECOMMENDATION: Members are requested to approve the governance structure.

ITEM 13 YOUTH PROJECT

FOR INFORMATION

The updated briefing paper on the Youth Project for Alton is enclosed within supplementary bundles. Jen Hammersley will be attending the meeting to answer any questions on the current work being carried out by the King's Arms and progress on the Youth Hub.

RECOMMENDATION: Members are requested to note the briefing paper as tabled.

ITEM 14 APPOINTMENT TO ALTON UNITED CHARITIES

FOR DECISION

Following the last meeting, the Town Clerk placed adverts across local media channels to try and encourage potential trustees to Alton United Charities to come forward. This was undertaken in December and repeated in January. Members may recall that the constitution of the charity requires that appointments are made by Alton Town Council but need not necessarily be councillors.

As in many almshouse charity schemes where local councils are involved, certain nomination responsibilities fall to that council. In this instance the Scheme states "*Para 8 (1) The nominated trustees must be appointed by Alton Town Council.*" However, at "*Para 8 (5)*" it is stated "*The person appointed need not be a member of the Council.*"

To date no one has come forward to fill the vacant post and Members are requested to make efforts to help with recruitment through their wards.

RECOMMENDATION: Members are requested to promote the vacancy across their wards. A copy of the advertisement will be forwarded to Members by the Town Clerk.