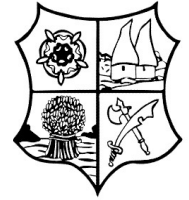


ALTON Town Council



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

Town Clerk: Leah Coney

Town Hall
Market Square
Alton
Hampshire
GU34 1HD

3rd November 2022

Dear Councillor

You are hereby summoned to a meeting of the **FULL COUNCIL** on **Wednesday 9th November at the Town Hall, Market Square, Alton GU34 1HD at 7.00pm** when the under mentioned business will be transacted.

Yours faithfully

LConey

Leah Coney
Town Clerk

To: All Town Councillors

Councillor Matthew Bayliss
Councillor Ginny Boxall
Councillor Suzie Burns
Councillor Paul Crossley
Councillor Sharon Cullen
Councillor Amanda Durley
Councillor Graham Hill
Councillor Pam Jones
Councillor Lewis Jones
Councillor Christopher Lawrence
Councillor Annie Lancaster
Councillor Richard Platt
Councillor Graham Titterington

ALTON TOWN COUNCIL – WEDNESDAY 9th NOVEMBER 2022
ALTON TOWN HALL – AGENDA

- 1 Apologies for absence
- 2 Town Mayor's announcements
- 3 Leader's announcements
- 4 Minutes of the last meeting held on the 28th September 2022
- 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 when the meeting discusses and votes on the matter
- 6 Questions to the Council. Members of the public are invited to make representations
- 7 Cycle Alton - Safe Cycle Scheme
- 8 Expressions of Interest – Edgar Hall (Former St John Ambulance Building.)
- 9 Statement of Accounts to 30th September 2022, internal audit Q2 and Year end 2021/22 conclusion of audit.
- 10 Youth Project - updated report
- 11 Alton and District Community Resilience Fund Update
- 12 De-politicising the Town Council
- 13 To receive a report from and ask questions of the District Council & County Councillors
- 14 Committee Vacancy – Community Committee
- 15 To receive the minutes from the following Committees: -
 - Open Spaces – 28th September
 - Community Committee – 26th October
 - Planning & Transport – 12th October
 - Policy and Resources – 19th October

**ALTON TOWN COUNCIL
FULL COUNCIL – 9th NOVEMBER 2022**

REPORTS BY THE TOWN CLERK

ITEM 6 QUESTIONS TO THE COUNCIL

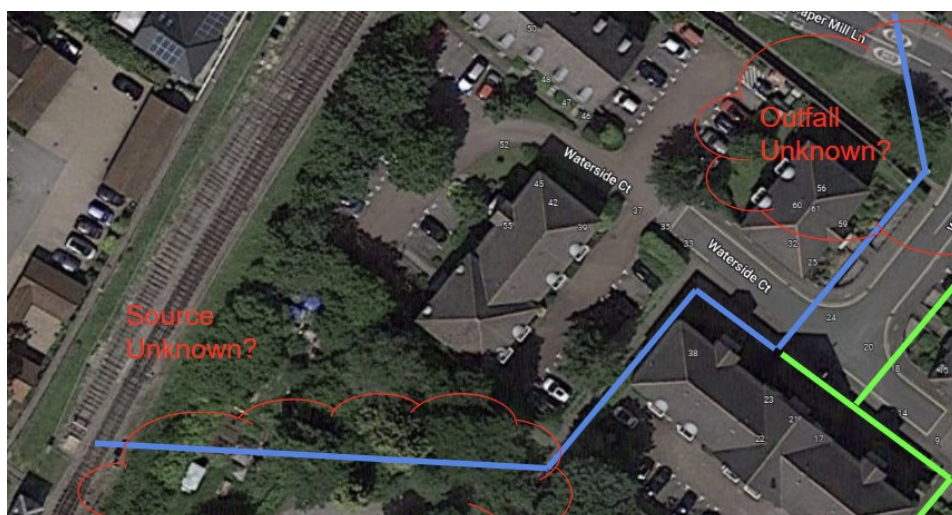
The following submission has been received in advance of the meeting for Members consideration.

I have some questions and concerns that I would like adding to the agenda of and addressing at the 9th November meeting please.

- 1. I am concerned about the lack of flow through the southern side of the waterside court development as shown by the green line on the image below. The blue line is a stream which appears to flow with no issues. I have observed dead fish and young aquatic wildlife stuck in the lack of and stagnant water around the estate, something needs to be done before this becomes a health hazard issue. What are the available options to resolve this?*
- 2. I am also concerned that there is no or very low flow into the pond, with all the construction work going on upstream would it be reasonable to enquire what control measures the home builders have put in place to protect the water quality and ecology downstream of their operations. Can I request that records of this are made available to the public?*
- 3. There has been considerable development in and around Alton over recent years, what arrangements are in place with the local water authorities (Thames Water, South East Water, Southern Water) with regards to abstraction rates from our local rivers? Have the homebuilders considered the impact of many thousand new homes will have on local ecology and has any part of the money made gone to preserving or restoring the environment that they have disrupted as a consequence of their developments?*
- 4. Can ATC provide some clarity around the upstream and downstream arrangements of the river flowing into and out of the pond? Are there any maps or diagrams available that show the river path(s) which can be used to indicate exactly where any sampling has been taken? This information should be made available to the public and will enable more informed conversations moving forward.*

Thanks,

*Kind regards,
Ryan Doran*





ITEM 7 CYCLE ATLON – SAFER CYCLE SCHEME

FOR DECISION

At the last Planning and Transport Committee meeting in October, the Committee received a presentation from Chris Chappel of Cycle Alton on the subject of Safer Cycling Routes. The Committee resolved to approve a motion to be tabled at Full Council that Hampshire County Council begins the process to implement the Safe Cycling Proposals. Enclosed in Members bundles is an updated power point presentation covering the scheme.

RECOMMENDATIONS: Members are invited to approve a motion to request that Hampshire County Council begins the process to implement the Safe Cycling Proposals

ITEM 8 EXPRESSIONS OF INTEREST – EDGAR HALL

FOR DECISION

Following the transfer of the building to ATC the expression of interest form was published in September with a closing date of the 26th October. An open day was held on Saturday 9th October with several interested parties in attendance to look at the facility and discuss with the Town Clerk any questions in respect of the potential uses of the building and the options for tenure and type of occupancy.

Included within Members bundles is a summary spreadsheet alongside the proposals from each organisation and Members are requested to assess the submissions to ascertain which to progress. Please note any expressions of interest form which include personal details for applicants are not in the public domain and have been labelled confidential for data protection purposes.

One submission was received for a disposal of the site through an option agreement for potential housing development; however, this was received outside of the time frame and did not adhere to the request that the site be used for community benefit and has therefore been omitted.

Applicants were advised that the following criteria and weightings are to be applied in the evaluation of the application.

- 1) Applications where the proposed tenant can demonstrate a community benefit to the people of Alton will score well for that section of the evaluation.
- 2) Applications where the proposed tenant is prepared to take a full repairing lease will score highly for that section of the evaluation
- 3) Applications where the level of rent offered for the building satisfies the “best consideration” criteria will score highly for that section of the evaluation.

Evaluation Criteria Breakdown	Means of Evaluation
Community Benefit	30 %
Type of tenure	30 %
Rent offered	40 %

Applicants were requested to submit their constitution and audited accounts alongside the application.

At the Policy and Resources Meeting on the 19th October, the committee requested the Town Clerk consider the potential option to relocate the Town Hall staff into the building, if a disposal of the Town Hall were an option. As a result, a valuation of the Town Hall was booked and undertaken last week but the report is not due back until 11th November, although the valuer has expressed an opinion that in the current economic climate, sales of commercial property have dipped and therefore this may not be the right time to consider a disposal. Therefore, at this time any potential use of the Edgar Hall building by the Town Council has not been considered as part of the evaluation process.

RECOMMENDATION: Members are requested to undertake their evaluation of the expressions of interest to approve their preferred option to take forward.

ITEM 9 STATEMENT OF ACCOUNTS TO 30TH SEPTEMBER 2022

FOR DECISION

These accounts were approved by Policy and Resources Committee on the 19th October, if there are any questions arising, please submit these to the Clerk in advance of Full Council to ensure answers are available at the meeting.

Balance Sheet as at 30th September 2022

The balance sheet is presented for sign off by the Chairman of the Council and the RFO (Responsible Financial Officer, Mrs Leah Coney – Town Clerk).

Income & Expenditure

Attached is the Income and Expenditure Report for the second quarter of 2022/23 financial year; this illustrates the Operating Income and Expenditure for the council to 30th September 2022 against the budget set by the Council.

Please note cost centre 201 is showing as a significant overspend under 4141 Grounds Maintenance. This was due to the floodlights at the Football Club which have been reimbursed by Alton FC and the two projects funded through CIL (Rugby posts and playground surfacing). For October onward a new code 4199 Projects has been added to this cost centre and those items moved to make clear the expenditure as separate entries to the day-to-day maintenance at the park.

Bank Reconciliation Statement as at 30th September 2022

The Bank Reconciliation Statements are as presented with a closing balance of £494,691.29 (Unity), £954,741.81 (CCLA) and £21.00 (Petty cash). This requires signing off on behalf of the council that the figures presented reconcile with the original bank statement which will be given to the Chairman on the night.

Payments over £500

The attached report includes all payments over £500, issued between 1st July 2022 and 30th September 2022 in respect of invoices and grant cheques.

External Audit Report

The Conclusion of External Audit for year end 2021/2022 is included in Members bundles.

RECOMMENDATION: Members are requested to confirm their approval of:

- 1) The balance sheet dated 30th September 2022
- 2) The Income and Expenditure account to 30th September 2022
- 3) The bank reconciliations for the Unity Account and the CCLA Deposit Account
- 4) The Payments over £500 covering 1st July 2022 to 30th September 2022
- 5) The Conclusion of External Audit Report 2021/22

ITEM 10 YOUTH REPORT

FOR INFORMATION

The report submitted by Dom Clarke at the King's Arms Alton, is included in Members bundles and is tabled for information. In addition, a report on the recent Young Carers Conference is also included.

RECOMMENDATION: This report is for noting only.

ITEM 11 ALTON AND DISTRICT COMMUNITY RESILIENCE FUND FOR INFORMATION

The Alton & District Community Resilience Fund Panel has now had 137 applications for support since the launch of the fund back in July 2020; this includes requests for support from 40 families temporarily settling in the area from outside of the UK.

For the Ukrainian families the Fund has provided £13,500 of Sainsbury's vouchers, along with 18 laptops and tablet which have been collected, refurbished with keyboard overlays, before being given to those in need. As the balance of the fund has fallen below the £4,000 benchmark, this funding has now ceased.

The fund has received a total of £42,500 of donations and has spent £40,500 so there is approximately £2,000 remaining which the Panel hope to distribute by the end of the calendar year, at which point the Fund will close.

Some of the members of the Resilience Fund Panel have expressed an interest in continuing to work of the Fund into 2023. The new group of charities is yet to be confirmed but will follow the same ethos as the current fund. The Town Council have offered officer support with the initial administrative set up of the project should it proceed.

RECOMMENDATION: This report is for information only

ITEM 12 DE-POLITICISING THE TOWN COUNCIL

FOR DECISION

Enclosed in Members bundles is a briefing paper prepared by Councillor Bayliss in respect of this item.

RECOMMENDATION: Members are requested to approve a Task and Finish Group to (i) consider the following three questions and (ii) report back and propose any resolutions the Group considers appropriate to the Full Council meeting on 1 February 2023.

Questions for the Task and Finish Group:

1. Should the Town Council be de-politicised?
2. If so, what changes can and should be made, and what steps can and should be taken, in order to de-politicise the Town Council?
3. What steps (if any) can and should the Town Council take to encourage candidates to stand for election to the Town Council without being affiliated to a political party? For example, is there a mechanism to provide some financial support with election expenses?

ITEM 13 COMMITTEE AND OUTSIDE BODY VACANCIES

FOR DECISION

Following the co-option appointment of Councillor Annie Lancaster to Eastbrooke Ward in September, she has subsequently requested to join the Community Committee which currently has a vacancy.

RECOMMENDATION: Members are requested to consider:

- 1) The approval of the appointment of Councillor Lancaster to the Community Committee