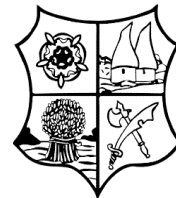


ALTON Town Council



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

Town Clerk: Leah Coney

Town Hall
Market Square
Alton
Hampshire
GU34 1HD

8th June 2023

Dear Councillor

You are hereby summoned to a meeting of the **FULL COUNCIL** on **Wednesday 14th June 2023 at 7.00pm** in the Council Chamber at the Town Hall, when the under mentioned business will be transacted.

Yours faithfully

LConey

Leah Coney
Town Clerk

To: All Town Councillors

Councillor Ben Hamlin
Councillor Matthew Bayliss
Councillor John Chubb
Councillor Mark Boyce-Churn
Councillor Annette Eyre
Councillor Don Hammond
Councillor Graham Hill
Councillor Matthew Kellermann
Councillor Nick O'Brien
Councillor Barbara Tansey
Councillor Janice Treacher
Councillor Ellie Waple
Councillor Jonathan Waugh

ALTON TOWN COUNCIL – WEDNESDAY 14TH JUNE 2023
TOWN HALL, MARKET SQUARE, ALTON – AGENDA

In advance of the commencement of the meeting Members will be asked to observe a minute's silence as a mark of respect for former Councillor Paul Crossley, who passed away last month.

- 1 Apologies for absence
- 2 Town Mayor's announcements
- 3 Minutes of the last meeting held on the 26th April and 17th May 2023
- 4 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
- 5 Questions to the Council. Members of the public are invited to make representations.
- 6 Planning Application 60102 FUL Land adjacent to Westbrook House, 17 Howards Lane, Holybourne, Alton
- 7 Planning Application 60072 FUL Edgar Hall, Anstey Lane, Alton, GU34 2NB
- 8 Committee structure
- 9 Council meeting Calendar (updated)
- 10 Recreational Facilities improvements Anstey Park
- 11 Farnborough Noise Group's response to Farnborough Airport's PIR report
- 12 District Councillor Report – Cllr Steve Hunt
- 13 County Councillor Report – Cllr Andrew Joy
- 14 Capital Expenditure:
 - a) Assembly Rooms Drainage
 - b) Mayoral Regalia.

**ALTON TOWN COUNCIL
FULL COUNCIL – 14th JUNE 2023**

REPORTS BY THE TOWN CLERK

ITEM 6 PLANNING APPLICATION 60102

FOR DECISION

Proposal: Four new detached houses with attached garages and associated new access drive.
Site Address: Land adjacent to Westbrook House, 17 Howards Lane, Holybourne, Alton
Case No: 60102

Members are invited to consider planning application 60102

https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_EHANT_DCAPR_254232

The site forms part of the current grounds of Westbrook House. It is a rectangular parcel of land located to the north of the house and is distinctively separate from it. The proposed site extends to an area of 0.55ha and contains a number of trees of varying condition and quality. The site lies within Holybourne Conservation Area (CA)

The proposal is for the creation of an additional four 5/6-bedroom detached houses, set out across three floors. Access to the properties is via the existing entrance from Howards Lane which currently serves a single existing dwelling. Each property is proposed to have a garage to the side of each. Access is proposed to be off the existing driveway to Westbrook House and as such there will be no new access to Howards Lane, nor an alteration to the street frontage which results in minimal impact on the existing street scene.

Howards Lane is an unclassified adopted highway with no footways and covered by a 30mph speed limit.

The proposals may be considered of modest architectural merit with all of the proposed properties set out with a single design. There is no clear indication that the designs enhance the character of the local area and as such may be considered not in compliance with ANP 2 Policy DE2. In addition, within the conservation area at Holybourne, the development must seek to blend in with surroundings, be sensitive and imaginative and build upon the character, existing style, details and materials found within the conservation area. Members are encouraged to review the drawings to determine if the design does indeed conform to this requirement.

There are several new build properties in the surrounding area as highlighted in the design and access statement which have been built over the last 15 years utilising the very spacious plot sizes to create a mixture of property types and styles. There is no single “vernacular” design; indeed a number of houses have very contemporary styling using modern materials.

In viewing responses to date there has been no comment from the Conservation Officer.

In reviewing the application, officers can confirm that to the best of their knowledge, with the exception of policy DE2, the application appears to comply with the relevant policies within the Alton Neighbourhood Plan.

However, it is noted that HCC Highways have lodged a holding objection relating to the details of the waste and recycling collection and the EHDC Tree Officer has raised an objection on the grounds of lack of an Arboriculturally Method Statement or Tree Protection Plan

Additionally, EHDC drainage have lodged an objection stating that the development should connect to the public foul sewer where this is available, however, concern has been raised by local residents that the public foul sewer, understood to be a 4inch pipe, may not have the capacity to support additional properties and this should be drawn to the attention of the case officer.

RECOMMENDATION: Members are requested to consider their response to this application.

ITEM 7 PLANNING APPLICATION 60072 – EDGAR HALL

FOR DECISION

Proposal: Single storey front extension with proposed covered area
Site Address: Edgar Hall, Anstey Lane, Alton, GU34 2NB
Case No: 60072

Edgar Hall is situated within the curtilage of Anstey Park. The building is now owned by Alton Town Council have been handed to the Council as part of a lease surrender agreement with St John Ambulance, who previously owned the building. The land upon which the building sits has been in Town Council ownership since 1974.

Following the lease surrender, the Town Council undertook an expression of interest process ran by ATC in September/October 2022; the Full Council in November 2022 resolving that the Dementia Friendly Alton and Men's Shed joint bid was their preferred option for the tenancy going forward.

Dementia-Friendly Alton and Alton Men's Shed have been in occupation of the building under a licence to occupy since 1st April 2023 pending the finalising of the lease agreement with a collaborative agreement between both groups to share the cost of the lease together to maximise the use and potential for this property, whilst complementing each other's service

A plan is enclosed in Members bundles but the complete set of documents can be found at:

https://planningpublicaccess.easthants.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=_EHANT_DCAPR_254068

The following are not material considerations in respect of the planning application but are provided for Members information.

- 1) Landowner consent for this application was granted by the planning committee on the 8th March (minute 215.2.1) in advance of the application being submitted to EHDC to satisfy the certificate B requirement.
- 2) The applicant, Dementia Friends have also been awarded a community grant of £8,000 by ATC on the 25th January 2023 towards the initial fit out of the building and a National Lottery grant of £228,527 towards the project, with a district CIL bid c£250,000 pending decision next month.

The proposed design is felt to be in keeping with the existing building and does not represent an overdevelopment of the site. There is minimal impact on the existing street scene and the only neighbour affected by the application is the adjacent building owned by the Air Cadets which sits on land owned by Alton Town Council. The access to their building is not negatively affected by the proposal. In reviewing the application, officers can confirm that to the best of their knowledge, the application appears to comply with the relevant policies within the Alton Neighbourhood Plan.

This is tabled for Members consideration and has been referred to Full Council by the Town Clerk given the building is owned by the Town Council and therefore is not appropriate to be a delegated response.

The application consists of:

- a) Proposed extension to form large meeting area
- b) Conversion of garage area to meeting room with new staircase to storage area over.
- c) Conversion of existing meeting room into workshop for Mens shed.
- d) Internal alterations to provide a more user-friendly disabled toilet facility
- e) Proposed new covered seating and entrance area.

The layout of the existing brick-built structure will remain unaltered, with the new brick and glazed extension erected to the front of the building as shown, on an area previously used as an access area for the ambulances to enter the garages. Permission is also being sought for the proposed covered seating / entrance area. The remodelling of the existing building will provide amended toilet layouts, a new workshop with roller shutter door for the “Mens Shed” and the converted garage and new extension will provide additional space for the Dementia Friendly Alton group to meet.

RECOMMENDATION: Members are requested to consider their response to this application.

ITEM 8 COMMITTEE STRUCTURE.

FOR DECISION

Under the current council structure, all decision-making business goes through Full Council, with the exception of the Planning and Transport Committee and Staffing Committee.

Two other sub-committees had been retained by the previous council - Allotments and Climate Change.

At a workshop session on the 24th May, Council indicated that the allotment sub-committee could be dissolved and replaced with an Allotment Champion; Councillor Bayliss indicated an interest in this role.

With a number of councillors expressing an interest in being involved in Climate Change matters, it is proposed to retain this as a committee rather than appoint a single councillor to be a Climate Change Champion. Councillor Tansey has indicated an interest in Chairing this Committee. *(Please note whilst this was previously a “Sub-Committee” as it no longer reports to a committee (previously Policy and Resources), it should therefore have the designation of a Committee)*

Three returning councillors indicated they would be willing to serve on the staffing committee which officers concur would help ensure continuity in the staff appraisal regime. *(As per Climate Change, please note whilst this was previously a “Sub-Committee” as it no longer reports to a committee (previously Policy and Resources), it should therefore have the designation of a Committee)*

At the same workshop session Members considered the current meeting regime for the Planning and Transport Committee. The view was expressed that the committee was extremely important and as such should be retained, but the value of the committee was in its ability to have councillors consider major and contentious applications where there is a public interest which requires a dedicated committee to consider the Council’s response. However, Members felt there was little value in the committee meeting every four weeks for the sake of it and an agile committee which can be convened on an as needed basis, had greater value, being more responsive as and when applications come forward. All householder applications and non-contentious full applications would continue to sit within the delegated authority of the Town Clerk to respond on behalf of the Council as per the regime put in place under the previous council with all committee members having the opportunity to comment on the live applications through the circulation of the planning list once every four weeks, before a response is returned on their behalf.

Following the Councillor workshop session on the 24th May and the subsequent request from the Town Clerk for Members to confirm their preferences, Members are requested to approve the following appointments as follows:

Planning Committee (10 min)

Councillor John Chubb

Councillor Mark Boyce-Churn
Councillor Annette Eyre
Councillor Don Hammond
Councillor Graham Hill
Councillor Matthew Kellermann
Councillor Nick O'Brien
Councillor Barbara Tansey
Councillor Janice Treacher
Councillor Ellie Waple
Councillor Jonathan Waugh

As per the meeting on the 24th May and the subsequent correspondence to councillors on the 31st May, it is proposed to remove the planning committee meetings from the calendar on the basis of it being an agile committee and will be convened by the Committee Chair on Wednesday evenings as needed, ideally with 2 weeks' notice.

No councillor has expressed an interest in advance of the meeting of Chairing Planning and Transport Committee, so Members are invited to make a suitable appointment from those present. It is indicated below where a councillor has expressed an interest in chairing other committees

Climate Change Committee (3min)

Councillor Barbara Tansey (Chair)
Councillor Matthew Kellermann
Councillor Don Hammond

Staffing Committee (3min)

Councillor Matthew Bayliss (Chair)
Councillor Graham Hill
Councillor Annette Eyre

In addition, the workshop session on 24th May considered the role of "Champions" who would be a point of contact for officers to discuss specified areas of council business. Whilst the role comes with no executive authority, its purpose is to identify councillors who have a particular interest or skill set in a particular area for which the Council has a remit and are happy to lead discussion on their respective subject matter at Full Council meetings as appropriate. A small number of roles have been identified thus far and Members are invited to consider the appointment of the "Champions" as detailed below. The named Councillors have either put themselves forward for the role or agreed to be appointed to the position.

Champions

Allotments – Councillor Bayliss
Neighbourhood Plan – Councillor Chubb
Community Events - Councillor Tansey
Open Spaces (inc Recreational and Sports Facilities) – Councillor Kellermann
Local Cycling and walking Infrastructure Plan (LCWIP) – Councillor Tansey

RECOMMENDATION: Members are requested to approve:

- 1) The appointments to the Planning and Transport Committee, Climate Change and Staffing Committee
- 2) To appoint a Chair for each of these Committees
- 3) To appoint the "Champions" as listed.

ITEM 9 COUNCIL CALENDAR

FOR DECISION

Included in Members bundles is an amended meeting calendar, reflecting the proposed "agile" nature of the Planning and Transport Committee

RECOMMENDATION: Members are requested to approve the amended calendar as tabled

ITEM 10 RECREATION FACILITY IMPROVEMENTS ANSTEY PARK

FOR DECISION

Proposer: Councillor Kellermann

Seconded: Councillor Eyre

Members are requested to consider the current provision of teen facilities on the southern side of Anstey Park adjacent to the Multi Use Games Area (MUGA) which is used for tennis and netball. The MUGA was refurbished in 2018 and as part of the project a ball games area with a wall and basketball hoop was created to the side of the main facility. This area is very popular with teenagers playing basketball, although the space is quite small.

The floodlights for the area are currently Halogen and it was a desire of the previous Council to upgrade the lights to more energy efficient LED lighting.

The existing skatepark facility on the site is over 20 years old and is coming end of life. Repairs were undertaken with a grant from Cllr Bradford and the local Rotary Club in 2019 and additional repairs to cracks were carried out in 2022.

Councillor Kellermann has proposed a review of the current provision, with a view to the formulation of a proposal in due course to improve the offering in this area. In the short term it is proposed to install an additional basketball hoop ready for this summer to help alleviate the overcrowding issue around the existing hoop and also to paint over the existing graffiti on the ball wall.

The previous Council had indicated a desire to create a "street artscape" or mural, on the ball wall, but a suitable artist had not been identified. The newly created Alton Arts Festival organisers have indicated that they would be keen to develop a concept with a local artist and would welcome involvement of local young people, who may have previously "tagged" the wall or have an interest in street art, as a project for 2024 as part of the inaugural Alton Arts Festival next summer.

Enclosed in Members bundles are a number of options for additional basketball hoops together with details of the comparative size of basketball courts compared to netball courts.

RECOMMENDATION: Members are requested to approve:

- 1) The installation of an additional basketball hoop at the Anstey Park MUGA.
- 2) The whitewashing of the ball wall (with grey paint to match the breeze blocks) to cover over the graffiti.
- 3) The creation of a Task and Finish Group, led by Councillor Kellermann to look at the development of a project plan for improvements to the teen facilities around the MUGA. This would include the creation of a basketball court/extension of the existing court or installation of additional markings on the current netball court for basketball, a replacement of the existing skatepark facility, the creation of a mural/street art project for the ball wall and upgrading of the flood lighting to LED. Any resulting project plan to be brought back to Full Council at the appropriate time for consideration.

ITEM 11 FARNBOROUGH NOISE GROUP'S RESPONSE TO FARNBOROUGH AIRPORT'S PIR REPORT

FOR DECISION.

Proposer: Councillor Tansey
Seconder: Councillor O'Brien.

Enclosed in Members bundles is a copy of the 2-page summary and a 20-page more detailed review from Farnborough Noise Group, originally circulated by the Town Clerk on the 31st May, along with the documents provided by Farnborough Airport as part of the Airspace Change Post Implementation Review.

Councillor Tansey has invited Jenny Griffiths from ACAN to come and provide a short introduction to Members on this item.

RECOMMENDATION: Members are requested to support Farnborough Noise Group's response to Farnborough Airport's PIR report.

ITEM 14 CAPITAL EXPENDITURE

FOR DECISION

A) Assembly Rooms Drainage

Back in March 2023 the Council received a report of an overflowing fowl sewer at the Assembly Rooms; an initial visit and drain clean was carried out, with a follow up visit to trace the blockage later that month. Officers subsequently commissioned a CCTV survey accompanied by a tanker to empty the blockage in early April and the resulting report is tabled for Members consideration with a quotation from the surveyor (received mid-May) to undertake repairs works at a cost of £8,705.

B) Mayoral Regalia

At the Full Council meeting in April, Members requested this item be deferred pending further exploration, as there was a concern that the cost for the replacement regalia was high at £3,291.49 to replace the current chain with a new set of lozenges (stock item) requesting that officers go back to the company who made the original mayoral regalia to obtain a price for just one additional row of lozenges to replace the existing. The manufacturers confirmed that this would be possible to create an additional 21 links (as per the image in Members bundles) with a new velvet backing at a cost of £3,659.91 but due to the bespoke nature (reproducing the original design) there would also be a part charge which represents a contribution towards the manufacturing appliances needed to make the additional links at a cost of £2,432.00

A number of Members indicated at a briefing session on the 24th of May that they felt the wooden boards at the rear of the chamber were sufficient record of the persons appointed to the Mayoral role and therefore updating the regalia was an unnecessary expense. This is therefore reflected in the motion, below.

RECOMMENDATION: Members are requested to approve:

- a) The appointment of Metro-Rod to undertake the repair works to the sewerage system at the Assembly Rooms at a cost of £8,705.
- b) That no updates be made to the Mayoral Regalia