

**Minutes of a Meeting of the Executive
held at Council Chamber, Surrey Heath
House, Knoll Road, Camberley, GU15
3HD on 17 July 2018**

+ Cllr Moira Gibson (Chairman)

+ Cllr Richard Brooks	+ Cllr Craig Fennell
+ Cllr Mrs Vivienne Chapman	+ Cllr Josephine Hawkins
+ Cllr Paul Deach	+ Cllr Alan McClafferty
+ Cllr Colin Dougan	- Cllr Charlotte Morley

+ Present

- Apologies for absence presented

In Attendance: Cllr Rodney Bates, Cllr Bill Chapman, Cllr Rebecca Jennings-Evans, Cllr Katia Malcaus Cooper, Cllr David Mansfield, Cllr Chris Pitt, Cllr Joanne Potter, Cllr Valerie White and Cllr John Winterton

11/E Minutes

The open and exempt minutes of the meeting held on 19 June 2018 were confirmed and signed by the Chairman.

12/E Introduction of Parking Charges at Frimley Lodge Park

The Executive considered a report proposing the introduction of parking charges at Frimley Lodge Park. The report outlined the reasons for introducing a charge, which principally concerned addressing the poor state of the park's car park and future maintenance of the park. The Council's Section 151 Officer also provided the wider context of the Council's financial position and the anticipated budget position in the coming years.

Conservative estimates based on recent studies showed that approximately 100,000 cars parked in Frimley Lodge Park car park per year. The current parking facilities were considered to be of a poor standard and often did not provide adequate capacity, which led to dangerous parking at peak times.

The cost to resurface and re-line the current car park and install pay and display machines was expected to be in the region of £200,000. It was estimated that parking tariffs could generate additional income of up to £90k per annum, based upon current visitor levels.

The Executive considered the proposal and reviewed the costs outlined in the report. Queries were raised about whether the estimated £90k income, based on current figures, was achievable as introducing charges could result in a reduction of use of the car park, although it was advised that this was a conservative estimate. It was also felt that the proportion of the income which was proposed to be re-invested in the facilities should be better defined.

The proposed repairs to the surface of the car park were discussed and it was emphasised that any resurfacing must be in keeping with the surroundings of the park.

Members agreed that a consultation with stakeholders and an Equality Impact Assessment would need to be undertaken before any decision to introduce charges could be made. Furthermore, it was felt that greater details were needed on the variable parking rates, the practicalities of implementing the charges, and the impact of the proposals on Blue Badge Holders.

Concerns were raised that introducing parking charges at the park would negatively affect parking on surrounding roads. It was also felt that introducing these charges did not support the healthy living agenda.

The Executive discussed whether the proposals should be deferred or refused and agreed by a majority not to introduce charges at Frimley Lodge Park.

RESOLVED that parking charges at Frimley Lodge Park would not be introduced.

13/E Car Parking Tariff Review

The Executive agreed to defer a report requesting the increase of car parking tariffs to enable the matter to be further considered by the Full Council. This would enable the opportunity to further consider a number of aspects of the report, conduct any necessary consultation, and carry out an Equality Impact Assessment on the proposals.

RESOLVED to defer the item for discussion by Full Council.

14/E Draft Windlesham Neighbourhood Plan 2018-2028 - Examination

The Executive received a report seeking authority to submit the Windlesham Neighbourhood Plan for public examination.

The Neighbourhood Plan had been submitted to Windlesham Parish Council, which had arranged for its statutory publication on 6 April 2018. In accordance with regulations, the opportunity had been provided for interested persons to make representations on the draft Neighbourhood Development Plan. A number of objections to the Plan had been made, which were noted by the Executive.

It was advised that this Council was now required to appoint an examiner who would conduct an investigation into the contents of the Plan and, in due course, would make recommendations to the Council to consider prior to a referendum being conducted in the area affected by the proposed Plan.

Members recognised the efforts undertaken by the volunteers on the Neighbourhood Plan Steering Group and thanked them for their hard work.

RESOLVED that

- (i) **the Windlesham Neighbourhood Plan be submitted to an independent and qualified Examiner; and**
- (ii) **an examination be conducted into the representations duly made and the compliance with statutory requirements.**

15/E Economic Development Strategy Update 2018

The Executive considered an updated Economic Development Strategy.

The updated Strategy documented the statistical information demonstrating the borough's growth. It also further solidified the Council's commitment to delivery of economic growth support to business and making the borough a prosperous place to live, work and visit.

Members noted the borough's economic profile, including factors such as the Gross Value Added, which had risen from c. £2.5bn to £3.3bn since the previous reporting period, and that the number of registered businesses in the borough had increased by 500 during this period. The population demographics were also noted.

The Action Plan had been updated to reflect any changes to dates, funding gained and new developments proposed since the last publication. As with the previous Action Plan, some actions would be the direct responsibility of the Council's Economic Development Team, including business engagement, Open For Business, and the Kevin Cantlon Shop Front Improvements Scheme, whilst other actions, including the Town Centre improvements works and transport and connectivity improvements, would be delivered by others and supported by the Team.

RESOLVED to approve the updated Economic Development Strategy.

Note: In accordance with the Members' Code of Conduct, Cllr Paul Deach declared a pecuniary interest as he worked for Collectively Camberley and left the room during the consideration of the item.

16/E Requests for Carry Forward of Unspent Budget from 2017/18 to 2018/19

The Executive considered a report seeking authority to carry forward unspent budget from 2017/18 to 2018/19, in line with financial regulations.

Carry forwards fell into two categories:

- (i) Those which arose from budget underspends in the previous year, which were a result of works being deferred into the current year.
- (ii) Those which arose from the receipt of Government Grants which were received too late in the year to be spent.

The carry forwards would result in £872,243 being charged against general fund reserves in 2018/19.

RESOLVED to agree the budget carry forwards for 2018/19 totalling £872,243, as set out at Annexes A and B of the agenda report.

17/E Review of the Corporate Capital Programme 2017/18

The Executive received a report detailing the capital outturn for 2017/18 and requesting approval for any carry forward of budgets into the 2018/19 Capital Programme. Actual capital expenditure during 2017/18 had been £4.174 m.

RECOMMENDED to Full Council that

- (i) the carry forward budget provision of £8.4million from 2017/18 into 2018/19 be approved; and**
- (ii) the revised 2018/19 Capital Programme of £16.984 million be noted.**

18/E Exclusion of Press and Public

In accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) and Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Act as set out below:

Minute	Paragraph(s)
11/E (part)	3
19/E	3
20/E	3

Note: Minute 19/E is a summary of matters considered in Part II of the agenda, the minutes of which it is considered should remain confidential at the present time.

19/E Grounds Maintenance Contract

The Executive made decisions regarding the awarding of a Grounds Maintenance Contract from 1 February 2019 for an initial five year period with an option for a further two year extension at the end of this period.

20/E Review of Exempt Items

The Executive reviewed the reports which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

RESOLVED that the decision be made public after the award of the contract, but the information contained at minute 19/E, the associated agenda report and tendering documentation remain exempt for the present time.

Chairman