

**Minutes of a Meeting of the Executive
held at Council Chamber, Surrey Heath
House, Knoll Road, Camberley, GU15
3HD on 19 March 2019**

+ Cllr Richard Brooks (Chairman)

+ Cllr Mrs Vivienne Chapman	+ Cllr Josephine Hawkins
+ Cllr Paul Deach	+ Cllr Charlotte Morley
+ Cllr Craig Fennell	+ Cllr Adrian Page

+ Present

In Attendance: Cllr Chris Pitt and Cllr Valerie White

88/E Minutes

The open and exempt minutes of the meeting held on 25 February 2019 were confirmed and signed by the Chairman.

89/E Annual Plan 2019/2020

The Annual Plan included an overview of the vision and priorities from the Five-Year Strategy and stated the outputs and success measures which would be delivered in 2019/20 for each of the key priorities. These priorities were presented under the headings of Place, Prosperity, People and Performance.

The Executive reviewed the document and agreed to add additional references to the borough's villages in the foreword and the People and Prosperity sections of the Plan. The wording would be finalised by the Executive Head of Transformation in consultation with the Leader.

RESOLVED that that Annual Plan 2019/20, as set out at Annex A to the agenda, be agreed subject to the addition of references to the villages in the foreword, People, and Prosperity sections, with the wording to be agreed by the Executive Head of Transformation in consultation with the Leader.

90/E Community Fund Grants

The Executive considered 4 applications for grants from the Council's Community Fund Grant Scheme. Members considered each application, the recommendation and the rationale.

Members were informed that the Bagshot and Crawley Rise Tennis Club had requested a grant of £25,000 to construct a 5th all weather tarmac tennis court. It had been proposed that a grant in the region of £8,000 be awarded for this project. However, the Executive felt that further information and clarification was required in respect of this application; it was therefore agreed to defer and delegate any decision to award a grant to the Executive Head of Transformation, in consultation

with the Portfolio Holder for Support & Safeguarding, pending receipt of this information.

RESOLVED that

- (i) subject to the conditions set out in the agenda report, the following grants be awarded from the Council's Community Fund Grant Scheme:**
 - a. £6,500 to Citizens Advice Surrey Heath for relocation costs;**
 - b. £3,000 to Bisley Village Hall to replace 3 windows;**
 - c. £2,232 to Heatherside Community Centre to replace kitchen doors, sink and taps; and**

- (ii) a decision on awarding a grant to Bagshot and Crawley Rise Tennis Club to construct a 5th all weather tarmac tennis court be deferred and delegated to the Executive Head of Transformation, in consultation with the Portfolio Holder for Support & Safeguarding, pending further clarification and information on the application.**

91/E Parking Places Order Amendment No 1: Creation of St Georges Road Resident Permit Holders Only car park.

The Executive considered a report seeking the amendment of the Surrey Heath Borough Off-Street Parking Places Order 2018 to create a residents' only off-street car park in St Georges Road service area, to be known as St Georges Road Resident Permit Holders Only car park.

St Georges Road service area was situated behind properties 11 to 27 High Street, Camberley and was owned by Surrey Heath Borough Council, with access to the car park controlled by a rising bollard operated by E & J Ground Rents, Winchester.

Members were reminded that, as a result of the High Street improvement works scheduled to begin later that year, there would be no residents' parking on the High Street between its junction with Pembroke Broadway and its junction with St Georges Road and Obelisk Way. This would remove convenient on-street parking for a small number of on-street resident permit holders who lived in this section of the High Street.

St Georges Road service area currently had no parking restrictions and was being used as a car park without the permission of the Council. In order to control the use of this service area it would be necessary to implement a parking places order and restrict the use to resident permit holders.

It was therefore proposed to introduce parking restrictions on St Georges Road service area to create St Georges Road Residents Permit Car Park, with permits available at a cost of £100 per annum; this fee was consistent with residents' parking fees in Council car parks. Qualifying residences would be the residential

properties in the High Street located between its junctions with Pembroke Broadway and its junctions with St Georges Road / Obelisk Way. The initial offer would be to qualifying residences with an existing on-street High Street parking permit.

All affected residents would be advised of the loss of their ability to apply for an on-street residents parking permit prior to the publication of the Notice of Proposal and given priority to apply for a residents' permit for St Georges Road Residents Permit Only car park.

RESOLVED that

- (i) a parking places order in St Georges Road car park for resident permit holders only and to charge £100 per permit be introduced;**
- (ii) the Borough of Surrey Heath (Off-Street Parking Places) Order 2018 be amended to include St Georges Road car park; and**
- (iii) the Executive Head of Business in consultation with the Portfolio Holder for Business be authorised to consider any objections arising from the public consultation.**

92/E Update to the Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document

The Executive was reminded that in November 2018 it had agreed that the draft Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document (2018) be subject to a six week consultation.

Members were informed that, following this consultation, agreement was now sought to adopt the Thames Basin Heath SPA Avoidance Strategy as a Supplementary Planning Document (SPD). The main changes made to the SPD as a result of the consultation were noted.

The SPD would provide additional guidance to policies in the Surrey Heath Core Strategy and Development Management Policies Development Plan Document adopted in 2012. The SPD also set out the approach that the Council would take to avoiding harm to the Special Protection Area as a result of new housing development.

RESOLVED that the Thames Basin Heaths Special Protection Area Avoidance Strategy, as set out at Annex 1 to the agenda report, be adopted as a Supplementary Planning Document in accordance with Regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

93/E Council Finances as at 31 December 2018

The Executive received the third quarter monitoring report against the approved budget, which provided an update on the Revenue, Treasury and Capital budget position as at 31 December 2018. At this stage in the year, the year-end outturn position could be forecasted with more accuracy. Members were advised that it was forecast that spending would be under budget at the end of the financial year.

Members were informed that, following the receipt of extra funding from the Department of Communities and Local Government, an addition to the capital programme relating to renovation grants of £55,910 was requested.

Further to the additional funding, approval was sought for the addition of £16k to the capital programme for the purchase of a multi-purpose vehicle for use by the Council's enforcement team.

RESOLVED to note the report.

RECOMMENDED to Full Council the additions to the 2018/19 capital programme and revenue budget, as set out in the report.

94/E Write Off of Irrecoverable Bad Debts

The Executive considered a report seeking authority to write-off irrecoverable revenues bad debts over £1,500. It was advised that all of the debts had been subject to the relevant recovery action and tracing enquiries had been undertaken.

RESOLVED that bad debts totalling £67,288.41 in respect of Council Tax and £350,354.48 in respect of Non-Domestic Rates be approved for write off.

95/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:

<u>Minute</u>	<u>Paragraph(s)</u>
88/E (part)	3
96/E	1

96/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 annex to the agenda report associated with minute 94/E remain exempt.

Chairman