

**Minutes of a Meeting of the Executive  
held at Surrey Heath House on 25  
January 2022**

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+ Cllr Alan McClafferty (Chairman)

+ Cllr Colin Dougan	- Cllr David Mansfield
+ Cllr Shaun Garrett	+ Cllr Adrian Page
+ Cllr Rebecca Jennings-Evans	- Cllr Robin Perry

+ Present  
- Apologies for absence presented

In Attendance: Cllr Graham Alleway, Cllr Rodney Bates, Cllr Paul Deach, Cllr Edward Hawkins, Cllr Sashi Mylvaganam, Cllr Graham Tapper, Cllr Pat Tedder, Cllr Victoria Wheeler, Cllr Helen Whitcroft and Cllr Valerie White

**83/E Minutes**

The open and exempt minutes of the meeting held on 7 December 2021 were confirmed and signed by the Chairman.

**84/E Questions by Members**

In response to a question from Councillor Adrian Page concerning the increases to labour and material costs, the Leader indicated that a review would be undertaken on projects included in the Capital Programme.

**85/E Revenue Grants 2022- 2024**

The Executive considered a report detailing recommendations for revenue grant payments to voluntary organisations for the period 1 April 2022 to 31 March 2023, and the three organisations identified for ring-fenced funding for the period from April 2023 to 31 March 2024. Members were reminded that the 3 ring-fenced organisations were Citizens Advice Surrey Heath, Blackwater Valley Countryside Partnership and the Basingstoke Canal Authority.

It was reported that, since the preparation of the report, conversations had taken place with Voluntary Support North Surrey to resolve an outstanding question and it was now proposed to award the organisation a grant of £30,000.

The Executive was advised that the budget preparations for 2022/23 had indicated that the Council would be unable to sustain the same level of funding as in previous years and would not be able to support any new organisations. Furthermore, the Council would be unable confirm the continuation of funding for non-ringfenced organisations beyond 1 April 2023. It was proposed to use the Containment Outbreak Management Fund, which would enable the Council to continue to support the existing organisations for the 2022/23 financial year and those that were ring-fenced for the 2023-24 financial year.

Members recognised a need to further understand the impact of the Council removing the funding to the organisations. It was therefore agreed that a report would be considered by October 2022, examining the impact of not funding each of the organisations and the potential impact on the Council, plus whether services could be delivered in another way.

**RESOLVED that**

**(i) the following Revenue Grants for 2022/23 be awarded to:**

- a. Surrey Heath Citizens Advice (CASH) – £80,000.**
- b. Surrey Heath Age Concern - £10,000.**
- c. Camberley Central Job Club - £6,000**
- d. Catalyst Support - £1,500.**
- e. The Hope Hub - £31,500.**
- f. VSNS-Time to Talk - £10,000.**
- g. Basingstoke Canal Authority - £10,000.**
- h. Blackwater Valley Countryside Partnership - £10,000.**
- i. Surrey Heath Sports Council - £3,000.**
- j. Voluntary Support North Surrey - £30,000;**

**(ii) the other in-kind benefits provided to organisations be noted;**

**(iii) all grants be subject to Service Level Agreements;**

**(iv) No Revenue Grants to be awarded to: Windlesham Field of Remembrance, The Women's Institute Bagshot, RASASC (Rape and Sexual Abuse Support Centre) Guildford, the Mustard Seed Trust, Farnborough, Home-Start Surrey Heath, Lightwater Connected and Surrey Heath Arts Council;**

**(v) the funds available within the Containment Outbreak Management Fund be utilised to meet the Revenue Grant Costs as detailed above 1) A to J for the period of 2022-23 at a maximum total cost of £192,500;**

**(vi) the available funds from the Containment Outbreak Management Fund be utilised to meet the Revenue Grant costs of the 3 ringfenced organisations which consist of: Citizen's Advice Surrey Heath, £80,000, Basingstoke Canal Authority, and Blackwater Valley Countryside Partnership, both at £10,000 giving an additional allocated amount of £100,000 to meet revenue costs for the year, 2023-2024, and throughout the remainder of this year for the work to continue to identify the funding necessary to retain support for all other organisations; and**

**(i) a further report be considered by October 2022 examining the impact of the lack of funding on each of the organisations and the potential impact on the Council, or whether services could be delivered in another way.**

Note 1: In accordance with the Members' Code of Conduct, Councillor Rebecca Jennings-Evans declared a non-pecuniary interest as she was a Council representative on Surrey Heath Sports Council.

Note 2: It was noted for the record that

- (i) Councillor Rodney Bates declared that his sister worked for Catalyst Support and he indicated that he would not comment on that decision;
- (ii) Councillor Shaun Garrett declared that he volunteered for Surrey Heath Age Concern; and
- (iii) Councillor Alan McClafferty declared that his wife was the Chairman of Surrey Heath Age Concern.

#### **86/E Surrey Heath Community Grants Review**

The Executive considered a report setting out the recommendations proposed by the Community Support Working Group following a review of the Council's community grants.

Members were advised that, in relation to the Ward Councillor Grant Scheme, from April 2022 any funds not spent at the end of the financial year would not be carried forward into the next year. It was agreed that an up-to-date statement of unspent funds would be circulated to all councillors.

**RESOLVED that the Community Support Working Group's recommendations relating to the Council's Community Grant Schemes, as set-out in Annex A to the agenda report, be agreed.**

#### **87/E Review of Parking Fees and Charges**

The Executive considered a report reviewing car parking fees and charges for the Council's off-street car parks. The report made a series of recommendations in relation to permits, season tickets, and transferring the costs of RingGo convenience charges to the service user, along with specific proposals for changes to tariffs.

It was reported that tariffs for the Camberley Town Centre car parks not been increased since 2014; furthermore, the out of town Pay & Display tariffs had not been amended since 2009. At present, only the Camberley Town Centre car parks provided a surplus and the income from Pay & Display car parking charges was insufficient each year to meet the operational costs of providing those car parks. This review aimed to get closer to a point where the out of town car parks could break even.

Members discussed the proposed increases to the tariffs for Camberley Town Centre car parks, which related to Main Square car park and Knoll Road car park, and indicated a degree of support for increasing the tariffs. The proposals included the removal of the temporary free parking at Knoll Road introduced during the High Street redevelopment works. The Executive noted suggestions that future

reviews look at phasing out the separate Sunday rate and introducing options for differential charging in car parks. Having heard suggestions that the town centre car parks should include a period of free parking, Members were reminded that free parking was available at on-street parking bays within the town, for up to 30 minute periods.

The proposed changes to tariffs for the borough's out of town car parks were reviewed. In relation to Bagshot car park, Burrell Road car park (Frimley), Chobham car park, and Watchetts Road, it was proposed to retain a free first hour of parking and introduce a new tariff for 2 hours parking. Existing tariffs would be increased and weekend charges introduced.

It was advised that no changes were proposed to weekday Yorktown car park tariffs as its current charges were broadly in line with proposals for the other borough-wide pay and display car parks. Also, unlike the other out of town car parks, this one did not provide any free parking period. The proposed increases to Surrey Heath House charges were also noted.

Members raised concerns that removing the second hour of free parking at Chobham car park could affect the use of the adjacent SANG. It was suggested that reducing the free parking period at this car park, which provided the only parking for the SANG, could encourage dog walkers to use Chobham Common, where parking was free, instead, thereby countering the purpose of the SANG. References were also made to the impact that reducing the period of free parking would have on use of this car park by a nearby school. In response to specific concerns raised, the Portfolio Holder undertook to confirm whether any SANG money had been used for the maintenance of Chobham car park.

The report proposed to introduce charges at Wharf Road car park, Frimley Green, with free parking for stays for up to one hour. This was intended to encourage greater turnover of spaces and deter all day parking, as the car park was currently oversubscribed with lots of commuter parking, whilst providing additional income to ensure the car park contributed to its maintenance and capital investment. Concerns were expressed that the introduction of charges could affect the use of local amenities, increase parking on residential roads by employees, and impact the parking at the doctor's surgery and the library.

In relation to Deepcut Car Park, the Council had further explored the cost-benefit to residents of introducing a residents permits at Deepcut car park and, although no changes were proposed at the current time, it was agreed that the position would be reviewed should circumstances change.

**RESOLVED that**

- (i) car parking tariff changes, as set out in Annex 1 to the agenda report, be agreed to come into effect as soon as the statutory Traffic Regulatory Order process is complete and after review and consideration of any feedback received;**
- (ii) pay and display parking tariffs be introduced at Wharf Road car park, Frimley Green once the statutory Traffic Regulatory Order**

**process is complete and after review and consideration of any feedback received;**

**(iii) the temporary NHS/Carers permit be extended until 1 May 2022;**

**(iv) the RingGo convenience fees be passed on to the customer;**

**(v) Parking Services investigate incentives to encourage greater use of zero emission vehicles;**

**(vi) charging for the first two hours of parking in Knoll Road car park be reinstated as the public realm works in the High Street have now been completed. This will follow a statutory 3 week notice process, coming into effect on Monday 27 February 2022;**

**(vii) the Parking Subsidy Season Ticket for low paid workers permit be retained as part of the revised tariffs; and**

**(viii) the position in respect of Deepcut Car Park be reviewed should circumstances change.**

#### **88/E Surrey Heath Physical Activity Strategy**

The Executive considered a draft Physical Activity Strategy. The vision of the strategy was to create an environment where all Surrey Heath residents, regardless of age, background or circumstances, had the opportunity to participate in physical activity in a way that worked for them.

Members were advised that physical activity levels played a key role in the health and wellbeing of the community and could have positive impacts on wider agendas such as community safety and the climate emergency. In line with regional and national partners, officers were bringing forward a physical activity strategy that highlighted priority areas for the next five years where the Council would concentrate its efforts.

**RESOLVED that the physical activity strategy for Surrey Heath, entitled “Moving Forward”, as set out at Annex A to the agenda report, be formally adopted for the 2022-2027 period.**

#### **89/E COVID-19 Additional Relief Fund**

The Executive was informed that Government had introduced a number of new measures to support business as a result of the ongoing pandemic. This follows the significant support provided through business grants and rate reliefs in 2020 and 2021.

The COVID-19 Additional Relief Fund (CARF) had been announced in March 2021, but details had been delayed until December 2021 due to the legislative process. Government guidance had been received on 30 December 2021 for COVID-19 Additional Relief Fund (CARF) scheme rules. Approval was sought for

the authority to be delegated to agree a discretionary local scheme that would be drawn up based on the emerging Government guidelines.

**RESOLVED that authority be delegated to the Strategic Director Finance & Customer Services after consultation with the Finance Portfolio Holder to approve the Business Rates COVID-19 Additional Relief Fund policy, scheme rules and authorise the award of the relief.**

Chairman