

7 MARCH 2014

**NEW FOREST DISTRICT COUNCIL**

**GENERAL PURPOSES AND LICENSING COMMITTEE**

Minutes of a meeting of the General Purposes and Licensing Committee held at Appletree Court, Lyndhurst on Friday, 7 March 2014.

p Cllr G C Beck (Chairman)  
p Cllr W H Dow (Vice-Chairman)

**Councillors:**

p Mrs S V Beeton  
ap S J Clarke  
p J D Heron  
p A N G Kilgour  
p Mrs A E McEvoy  
ap Mrs M McLean  
ap J Penwarden

**Councillors:**

p L R Puttock  
p R F Scrivens  
p S S Wade  
p Mrs C V Ward  
p P R Woods  
p Mrs P A Wyeth

**Officers Attending:**

D Yates, Mrs R Rutins, Ms M Stephens and S Stone, and for part of the meeting, Mrs M Sandhu.

**Also in attendance:**

Mr A Pope

**29. MINUTES.**

**RESOLVED:**

That the minutes of the meeting held on 10 January 2014 be signed by the Chairman as a correct record.

**30. DECLARATIONS OF INTEREST.**

No declarations of interest were made by members in connection with an agenda item.

**31. PUBLIC PARTICIPATION.**

Mr Pope for Minute No. 33.

**32. HEALTH AND LEISURE CENTRE INSTRUCTORS' PAY, TERMS AND CONDITIONS (REPORT A).**

The Committee considered proposed changes to the pay, terms and conditions for instructors in health and leisure centres.

The proposed changes affected 248 instructors covering two broad categories. Of these 74% of staff would stay on the same, or see an increase in, their pay. 26% would see a decrease. The proposals also included protecting existing terms and conditions for a six month period, changes to annual leave entitlement and changes to sick pay.

The Committee noted that extensive consultation had been undertaken with members, employee side and affected staff.

The proposals had been considered and supported by the Industrial Relations Committee (IRC) on 6 March.

***RECOMMENDED:***

***That the proposed changes to the Pay, Terms and Conditions for Health & Leisure Centre Instructors, detailed in section 4 of Report A to the Committee, be agreed and implemented from 1 May 2014.***

Action: Manjit Sandhu

**33. REVIEW OF POLLING DISTRICTS AND POLLING PLACES (REPORT B).**

Mr A Pope addressed the Committee on the proposals to close the polling station at St George's Centre, Calshot. Whilst he appreciated that turnout at the polling station had been low, he did not believe this overrode residents' democratic right to vote. The proposals would mean that voters would have a 30 minute walk to the proposed alternative polling station at Jubilee Hall. He felt this was unreasonable. Residents he had spoken to had indicated that they were unhappy with the change. Mr Pope questioned the method and extent of consultation with residents as most were unaware of the proposal. Mr Pope said that the Council should work to invigorate and stimulate the sense of community in Calshot. He requested that the polling station be retained.

It was pointed out that the proposals did not take away individuals' democratic right to vote. The proposal included an alternative venue for a polling station and electors also had the opportunity to vote by post.

The Committee considered the recommendations of the Polling Districts and Polling Places Working Party, which had followed consideration of responses received to the review. Most responses related to the polling stations which were little used and which had been highlighted for review.

St George's Centre, Calshot, had been identified for review due to the difficulties experienced in making bookings, gaining access to, and the cleanliness of, the building. There had been instances of anti-social behaviour in the vicinity on polling days. The Parish Council and local members supported the proposed closure.

It was reported that other users of the hall also experienced difficulties in gaining access to the building. It was recognised that public transport between Calshot and Fawley Village was limited but the Parish Council intended to make a community bus available to assist with transporting residents to vote at Jubilee Hall. Residents could also vote by post.

The Committee was informed that any electors affected by changes to their polling stations would be notified in writing and would be invited to apply for a postal vote.

The Committee supported the recommendations of the Working Party.

**RECOMMENDED:**

- (a) ***That with effect from the 2015 Parliamentary and District & Parish elections, the Thorney Hill Community Centre polling station (BI Polling District – Bransgore & Burley District Ward) be discontinued; with electors being allocated to the Bransgore Village Hall;***
- (b) ***That with effect from the publication of the December 2014 register of electors:***
  - (i) ***the existing BI polling district (approximately 264 electors) be transferred to BH polling district;***
  - (ii) ***the properties on the south side of Betsy Lane, and all properties south of Betsy Lane in the area bounded by Betsy Lane, Ringwood Road and Burnt House Lane (approximately 184 voters) be transferred from BH to the current BJ polling district;***
  - (iii) ***the enlarged BJ polling district be renamed BI.***
- (c) ***That with effect from the 2015 Parliamentary and District & Parish elections, the Bisterne Village Hall polling station (RD Polling District, Ringwood South District Ward) be discontinued; with electors being allocated to the Trinity Centre, Christchurch Road, Ringwood;***
- (d) ***That with effect from the publication of the revised register of electors in December 2014:***
  - (i) ***The RD (175 voters) and RE (1,549 voters) polling districts be amalgamated as a single RD polling district with approximately 1,724 voters; and***
  - (ii) ***The existing RF (1,941 voters) and RG (1,155 voters) polling districts be renamed RE and RF respectively.***
- (e) ***That with effect from the 2014 European Parliamentary elections, the St George's Centre, Tristan Close, Calshot polling station (FA Polling District, Fawley, Blackfield & Langley District Ward) be discontinued; with electors being allocated to the Jubilee Hall, Fawley;***
- (f) ***That with effect from the publication of the revised register of electors in December 2014:***
  - (i) ***the FA and FB polling districts be amalgamated as a single FA polling district, with approximately 1,559 electors; and***

- (ii) *the FC, FD, FE, FF, FG and FI polling districts be renamed FB, FC, FD, FE, FF and FG respectively.*
- (g) *That no other changes to polling districts, polling places and polling stations be recommended or made as a consequence of the current review; and*
- (h) *That the schedule of polling districts, polling places and polling stations attached as Appendix 1 to these minutes, incorporating the above changes, be approved.*

**RESOLVED:**

- (i) That the continued use of the Calmore Village Hall polling station be kept under review; and
- (j) That officers discuss with New Milton Town Council, as owner of the premises, the condition of the access way to the polling station at Sea Scouts Hall, Becton Lane, New Milton, with a view to improving the surface.

Action: Rosemary Rutins

**34. INCREASE IN MEMBERS ON SWAY PARISH COUNCIL – COMMUNITY GOVERNANCE REVIEW (REPORT C).**

The Committee considered the response to its final proposals on the Community Governance Review (CGR) undertaken as a result of a request by Sway Parish Council to increase the number of members of the Parish Council from 8 to 11.

23 responses had been received, 21 supporting an increase to 12, and 2 supporting an increase to 11. In the light of these responses, the Committee favoured increasing the number of Parish Councillors to 12.

**RECOMMENDED:**

- (a) *That, as an increase in numbers on the Parish Council will –*
- *Reflect the identities and interests of the community in that area and*
  - *Be effective and convenient*
- final proposals and recommendations to increase the number of members on Sway Parish Council from 8 to 12 with effect from the quadrennial election of councillors in May 2015 be published, and that steps be taken to ensure that those who may have an interest are informed of them; and*
- (b) *That, following those steps, the Head of Legal and Democratic Services be authorised to make a Reorganisation Order to give effect to the changes set out above.*

Action: Rosemary Rutins

**35. FEES AND DELEGATED POWERS FOR THE LICENSING OF RELEVANT PROTECTED SITES AS INTRODUCED BY THE MOBILE HOMES ACT 2013 (REPORT D).**

The Committee considered changes to the licensing regime for residential caravan sites following the introduction of the Mobile Homes Act (MHA) 2013, including a fees policy and delegation arrangements.

**RESOLVED:**

- (a) That the proposed Relevant Protected Site Licensing Fees Policy contained in Appendix 1 and described in Section 3 of Report D to the Committee be approved;
- (b) That the proposed fees for 2014-2015 as set out in paragraph 4.2 of Report D to the Committee be approved; and
- (c) That the proposed delegation of powers as set out in Section 6, and the deletion of the entries identified in paragraph 6.2 of Report D to the Committee be approved.

Action: Stephen Stone

CHAIRMAN

Attachment: Appendix 1 – Minute No. 33

(GPLC070314)

	<b><i>Polling District</i></b>	<b><i>Register Title</i></b>	<b><i>Polling Station</i></b>	<b><i>Polling District situation of polling station</i></b>	<b><i>Designated Polling Place</i></b>
1	AC	Ashurst & Colbury	Colbury Memorial Hall (Colbury Room), Main Road, Colbury	AC	The whole of the polling district
2	BA	Beaulieu	Beaulieu Abbey Church Hall, The Rectory, Beaulieu	BA	The whole of the polling district
3	BC	Boldre 1	Boldre War Memorial Hall, Pilley Street, Pilley	BC	The whole of the polling district
4	BD	Boldre 2	Boldre War Memorial Hall, Pilley Street, Pilley	BC	BC & BD Polling Districts
5	BE	Bramshaw 1	Bramshaw Village Hall	BE	The whole of the polling district
6	BF	Bramshaw 2	Valletta Barn, Fritham	BF	The whole of the polling district
7	BG	Bransgore 1	The Reading Room, Junction of A35 and B3055, Hinton Admiral	BG	The whole of the polling district
8	BH (currently BH & BI)	Bransgore 2	Bransgore Village Hall, 116 Burley Road, Bransgore (**change of BI electors (Bransgore 3) from Thorney Hill Community Centre)	BH	The whole of the polling district
9	BI (currently BH & BJ)	Bransgore 3	Bransgore Village Hall, 116 Burley Road, Bransgore	BH	The whole of the polling district
10	BK	Brockenhurst 1	Brockenhurst Village Hall, Highwood Road, Brockenhurst	BL	BK and BL Polling Districts
11	BL	Brockenhurst 2	Brockenhurst Village Hall, Highwood Road, Brockenhurst	BL	The whole of the polling district
12	BM	Brockenhurst 3	St Johns Church Hall, St Johns Road, Bashley	NF	BM and NF Polling Districts
13	BR	Breamore	Hulse Hall, Salisbury Road, Breamore	BR	The whole of the polling district
14	BU	Burley	Burley Village Hall, Pound Lane, Burley	BU	The whole of the polling district
15	CN	Copythorne North	Copythorne Parish Hall, Pollards Moor Road, Copythorne	CN	The whole of the polling district
16	CS	Copythorne South	Copythorne Parish Hall, Pollards Moor Road, Copythorne	CN	CS and CN polling districts
17	DA	Damerham	Damerham Village Hall, West Park Lane, Damerham	DA	The whole of the polling district

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18	DL	Denny Lodge 1	Beaulieu Abbey Church Hall, The Rectory, Beaulieu	BA	DL & BA polling districts
19	DM	Denny Lodge 2	Beaulieu Abbey Church Hall, The Rectory, Beaulieu	BA	DM & BA polling districts
20	DN	Denny Lodge	Beaulieu Abbey Church Hall, The Rectory, Beaulieu	BA	DN & BA polling districts
21	EB	East Boldre	The Old School Room, School Fields, Main Road, East Boldre	EB	The whole of the polling district
22	EH	Ellingham, Harbridge & Ibsley	Ibsley Village Hall, Gorley Road, Mockbeggar	EH	The whole of the polling district
23	EX	Exbury & Lepe	Beaulieu Abbey Church Hall, The Rectory, Beaulieu	BA	EX & BA polling districts

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24	FA	Calshot	Jubilee Hall, The Square, Fawley (**change recommended from St George's Centre, Calshot)	Proposed FA	The whole of the polling district
25	FA (currently FB)	Fawley	Jubilee Hall, The Square, Fawley	Proposed FA	The whole of the polling district
26	FB (currently FC)	Blackfield & Langley 1	Blackfield Baptist Church Hall, Hampton Lane, Blackfield, Southampton	Proposed FD	FB & FD polling districts
27	FC (currently FD)	Blackfield & Langley 2	St Francis Church Hall, West Common, Langley, Southampton	Proposed FC	The whole of the polling district
28	FD (currently FE)	Holbury 1	Blackfield Baptist Church Hall, Hampton Lane, Blackfield, Southampton	Proposed FD	The whole of the polling district
29	FE (currently FF)	Holbury 2	The Good Shepherd Church Hall, Roewood Road	Proposed FE	The whole of the polling district
30	FF (currently FG)	Holbury 3	Waterside Sports & Social Club Ltd, Long Lane, Holbury	Proposed FF	The whole of the polling district
31	FG (currently FI)	Hardley	Waterside Sports & Social Club Ltd, Long Lane, Holbury	Proposed FG	FF and FG polling districts



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32	FO	Fordingbridge 1	Fordingbridge Town Hall, 63 High Street, Fordingbridge	FP	FO & FP polling districts
33	FP	Fordingbridge 2	Fordingbridge Town Hall, 63 High Street, Fordingbridge	FP	The whole of the polling district
34	GO	Godshill	Godshill Village Hall, Woodgreen Road, Godshill	GO	The whole of the polling district
35	HA	Hale	Hale Village Hall, Hatchett Green, Hale	HA	The whole of the polling district
36	HB	Hordle 1	Hordle Recreation Hall, Vaggs Lane, Hordle	HB	The whole of the polling district
37	HC	Hordle 2	Brockenhurst Young Farmers Club, Wootton Road, Tiptoe	HC	The whole of the polling district
38	HD	Hordle 3	Hordle Recreation Hall, Vaggs Lane, Hordle	HB	HB & HD polling districts
39	HE	Everton 1	St Mary`s Church Hall, Branwood Close, Everton	HE	The whole of the polling district
40	HF	Everton 2	St Mary`s Church Hall, Branwood Close, Everton	HE	HE & HF polling districts
41	HG	Dibden 1	Clayfields Sports Centre, Claypits Lane, Dibden	HH	HG & HH polling districts
42	HH	Dibden 2	Clayfields Sports Centre, Claypits Lane, Dibden	HH	The whole of the polling district
43	HI	Hythe East	Hythe & Dibden Community Centre, Brinton Lane	HI	The whole of the polling district
44	HJ	Furzedown	Fountain Court Hotel, Frost Lane, Hythe	HJ	The whole of the polling district
45	HK1	Langdown 1	Waterside Primary School, Ashford Crescent, Hythe	HK1	The whole of the polling district
46	HK2	Langdown 2	The Grove, St Johns Street, Hythe	HK2	The whole of the polling district
47	HL	Hythe West 1	Hythe & Dibden Community Centre, Brinton Lane	HI	HI & HL polling districts
48	HM	Hythe West 2	Hythe & Dibden Community Centre, Brinton Lane	HI	HI & HM polling districts
49	HN	Butts Ash 1	Wildground Junior School, Armitage Avenue, Dibden Purlieu	HN	The whole of the polling district
50	HO	Butts Ash 2	St Anne`s Neighbourhood Centre, Warrys Close, Hythe	HO	The whole of the polling district
51	HP	Dibden Purlieu	St Andrew`s Centre, Beaulieu Road, Dibden Purlieu	HP	The whole of the polling district
52	HY	Hyde	Hyde Memorial Hall, Main Hall, Blissford Hill, Frogham	HY	The whole of the polling district

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53	LA	Buckland 1	Lymington Town Hall, Council Chamber, Avenue Road	LE	LA & LE polling districts
54	LB	Buckland 2	Lymington Town Hall, Council Chamber, Avenue Road	LE	LB& LE polling districts
55	LC	Lymington Town 1	St Thomas Church Hall, St Thomas Street, Lymington	LC	The whole of the polling district
56	LD	Lymington Town 2	All Saints Church Hall, All Saints Road, Lymington	LD	The whole of the polling district
57	LE	Lymington Town 3	Lymington Town Hall, Council Chamber, Avenue Road	LE	The whole of the polling district
58	LF	Pennington 1	Pennington W I Hall, Lodge Road, Pennington	LF	The whole of the polling district
59	LG	Pennington 2	Lymington Health & Leisure Centre, North Street, Pennington	LG	The whole of the polling district
60	LH	Pennington 3	Lymington Health & Leisure Centre), North Street, Pennington	LG	LG & LH polling districts
61	LM	Lyndhurst 1	Lyndhurst Community Centre, Off High Street, Lyndhurst	LN	LM & LN polling districts
62	LN	Lyndhurst 2	Lyndhurst Community Centre, Off High Street, Lyndhurst	LN	The whole of the polling district
63	MA	Marchwood 1	Marchwood Village Hall, Village Centre, Marchwood	MB	MA & MB polling districts
64	MB	Marchwood 2	Marchwood Village Hall, Village Centre, Marchwood	MB	The whole of the polling district
65	MD	Milford 1	Milford Village Hall, 2 Park Road, Milford on Sea	MD	The whole of the polling district
66	ME	Milford 2	Milford Church Hall, Church Hill, Milford on Sea	ME	The whole of the polling district
67	MN	Minstead	Minstead Hall, Minstead	MN	The whole of the polling district
68	MR	Martin	Blandford Hall, Martin	MR	The whole of the polling district
69	NA	Netley Marsh 1	Calmore Village Hall, Pauletts Lane, Calmore	TH	NA & TH polling districts
70	NB	Netley Marsh 2	Netley Marsh Community Hall, Woodlands Road	NB	The whole of the polling district

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71	NC	Barton 1	Barton-on-Sea Methodist Church Hall, Cliffe Road, Barton-on-Sea	ND	NC & ND polling districts
72	ND	Barton 2	Barton-on-Sea Methodist Church Hall, Cliffe Road, Barton-on-Sea	ND	The whole of the polling district
73	NF	Bashley 1	St Johns Church Hall, St Johns Road, Bashley	NF	The whole of the polling district
74	NG	Bashley 2	New Milton District Guide H.Q., Lake Grove Road	NG	The whole of the polling district
75	NH	Fernhill 1	Nedderman Centre, Marryat Road, New Milton	NI	NH & NI polling districts
76	NI	Fernhill 2	Nedderman Centre, Marryat Road, New Milton	NI	The whole of the polling district
77	NJ	Fernhill 3	Fernmount Centre, Forest Pines, New Milton	NJ	The whole of the polling district
78	NK	Fernhill 4	Fernmount Centre, Forest Pines, New Milton	NJ	NJ & NK polling districts
79	NL	Becton 1	St Peters Church Hall, Ashley Common Road, Ashley	NL	The whole of the polling district
80	NM	Becton 2	Sea Scouts Hall, Becton Lane, New Milton	NM	The whole of the polling district
81	NO	Milton 1	New Milton Memorial Hall, Whitefield Road	NO	The whole of the polling district
82	NP	Milton 2	New Milton Memorial Hall, Whitefield Road	NO	NO & NP polling districts
83	NQ	Milton 3	Roman Catholic Church Hall, Cowper Avenue	NQ	The whole of the polling district
84	RA	Ringwood North 1	Community Centre, Poulner Junior School, North Poulner Road	RB	RA & RB polling districts
85	RB	Ringwood North 2	Community Centre, Poulner Junior School, North Poulner Road	RB	The whole of the polling district
86	RC	Ringwood North 3	St John The Baptist Church Hall, Linford Road, Poulner	RH	RC & RH polling districts
87	RD	Ringwood South 1	Trinity Centre, Christchurch Road, Ringwood (**change from Bisterne Village Hall)	RE	RD & RE polling districts
88	RD (Change from RE)	Ringwood South 1	Trinity Centre (Main Hall), Christchurch Road, Ringwood	RE	RD & RE polling districts
89	RE (change from RF)	Ringwood South 2	Trinity Centre (Main Hall), Christchurch Road, Ringwood	RE	The whole of the polling district
90	RF (change from RG)	Ringwood South 3	Scout Hall, 88 Eastfield Lane, Ringwood	RF	The whole of the polling district

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91	RG (change from RI)	Ringwood East 2	Crowe W I Hall, Crow Lane	RG	The whole of the polling district
92	RH	Ringwood East 1	St John The Baptist Church Hall, Linford Road, Poulner, Ringwood	RH	The whole of the polling district
93	RK	Rockbourne	Rockbourne Village Hall, Rockbourne	RK	The whole of the polling district
94	SA	Sandleheath	Sandleheath Methodist Church Hall, Alderholt Road	SA	The whole of the polling district
95	SO	Sopley	Sopley Village Hall, Priest Lane, Sopley	SO	The whole of the polling district
96	SW	Sway 1	Sway Youth Centre, Station Road, Sway	SX	SW & SX polling districts
97	SX	Sway 2	Sway Youth Centre, Station Road, Sway	SX	The whole of the polling district
98	TA	Totton Central 1	Lydlynch Infant School, Main Hall, Lydlynch Road, Totton	TA	The whole of the polling district
99	TB	Totton Central 2	West Totton Community Centre, Hazel Farm Road, Totton	TM	TB & TM polling districts
100	TC	Totton East 1	Testwood Baptist Church, Salisbury Road, Totton	TD	TC & TD polling districts
101	TD	Totton East 2	Testwood Baptist Church, Salisbury Road, Totton	TD	The whole of the polling district
102	TE	Totton East 3	Totton & Eling Community Centre, Civic Centre, Totton	TE	The whole of the polling district
103	TG	Totton North 1	Calmore Community Centre, Hunter Hall, Calmore Drive, Totton	TG	The whole of the polling district
104	TH	Totton North 2	Calmore Community Centre, Hunter Hall, Calmore Drive, Totton	TG	TH & TG polling districts
105	TI	Totton South 1	Totton Masonic Hall, Lexby Road, Eling, Totton, Southampton	TI	The whole of the polling district
106	TJ	Totton South 2	Hounslow Community Hall, Hounslow Avenue, Hounslow, Totton	TJ	The whole of the polling district
107	TK	Totton South 3	Hounslow Community Hall, Hounslow Avenue, Hounslow, Totton	TJ	TJ & TK polling districts

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108	TL	Totton West 1	Portacabin at Tottonians Rugby Football Club, Water Lane	TL	The whole of the polling district
109	TM	Totton West 2	West Totton Community Centre, Hazel Farm Road, Totton	TM	The whole of the polling district
110	WH	Whitsbury	Whitsbury Village Hall, Fordingbridge Road, Whitsbury	WH	The whole of the polling district
111	WO	Woodgreen	Woodgreen Village Hall, Hale Road, Woodgreen	WO	The whole of the polling district