



**New Forest**  
DISTRICT COUNCIL

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# Council Meeting Agenda

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**11 July 2022**





# SUMMONS

To All Members of the Council

You are hereby summoned to attend a meeting of the District Council to be held in the Council Chamber - Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA on Monday, 11 July 2022, at 6.30 pm



**Kate Ryan**  
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

This Agenda is also available on audio tape, in Braille, large print and digital format

Members of the public may watch this meeting live on the [Council's website](#).

Enquiries to: Matt Wisdom  
Email: [democratic@nfdc.gov.uk](mailto:democratic@nfdc.gov.uk)  
Tel: 023 8028 5072

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# AGENDA

## Apologies

1. **MINUTES** (Pages 5 - 10)

To confirm the minutes of the meeting held on 16 May 2022 as a correct record.

2. **DECLARATIONS OF INTERESTS**

To note any declarations of interests made by members in connection with an agenda item. The nature of the interests must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

3. **CHAIRMAN'S ANNOUNCEMENTS**

**4. LEADER'S ANNOUNCEMENTS**

**5. REPORTS OF THE CABINET (Pages 11 - 14)**

To consider the reports of the Cabinet dated:-

- 4 May 2022;
- 1 June 2022; and
- 6 July 2022 (to follow).

**6. QUESTIONS**

Under Standing Order 22.

**7. QUESTIONS TO PORTFOLIO HOLDERS UNDER STANDING ORDER 22A**

To ask questions of Portfolio Holders. Questions received will be tabled at the meeting. Members are reminded that questions must be submitted to the Chief Executive or to the Executive Head of Governance and Housing by not later than 12.00 noon, Friday 8 July 2022.

**8. MEMBERSHIP OF COMMITTEES AND PANELS**

To consider any changes to the membership of Committees or Panels that might be proposed by the political groups.

**9. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

# Agenda Item 1

16 MAY 2022

## NEW FOREST DISTRICT COUNCIL

Minutes of a meeting of the New Forest District Council held on Monday, 16 May 2022

\* Cllr Derek Tipp (Chairman)

\* Cllr Alan O'Sullivan (Vice-Chairman)

### Councillors:

- \* Alan Alvey
- \* Diane Andrews
- \* Ann Bellows
- \* Sue Bennison
- \* Geoffrey Blunden
- \* Hilary Brand
- \* Alex Brunsdon
- \* Fran Carpenter
- \* Louise Cerasoli
- \* Mark Clark
- \* Steve Clarke
- \* Jill Cleary
- \* Anne Corbridge
- \* Keith Craze
- \* Kate Crisell
- \* Sean Cullen
- \* Jack Davies
- \* Steve Davies
- Arthur Davis
- \* Sandra Delemare
- \* Philip Dowd
- \* Jan Duke
- \* Barry Dunning
- \* Jacqui England
- \* Richard Frampton
- \* Allan Glass
- \* Andrew Gossage
- \* Michael Harris
- \* David Harrison

### Councillors:

- \* David Hawkins
- \* Edward Heron
- \* Jeremy Heron
- \* Alison Hoare
- Maureen Holding
- \* Christine Hopkins
- \* Mahmoud Kangarani
- \* Joshua Kidd
- \* Emma Lane
- \* Martyn Levitt
- \* Alexis McEvoy
- \* Ian Murray
- \* Stephanie Osborne
- \* Neville Penman
- \* Caroline Rackham
- \* Alvin Reid
- \* Joe Reilly
- \* Barry Rickman
- Tony Ring
- \* Steve Rippon-Swaine
- David Russell
- \* Ann Sevier
- \* Michael Thierry
- \* Beverley Thorne
- \* Neil Tungate
- \* Alex Wade
- Malcolm Wade
- \* Christine Ward
- \* John Ward

\*Present

### Officers Attending:

Kate Ryan, Grainne O'Rourke, Sue Jennings, Donna Langfield, Karen Wardle and Matt Wisdom.

### Apologies

Apologies for absence were received from Cllrs Davis, Holding, Ring, Russell and M Wade.

**1 MINUTES**

**RESOLVED:**

That the minutes of the meeting held on 11 April 2022, be confirmed.

**2 DECLARATIONS OF INTERESTS**

There were no declarations of any disclosable pecuniary interests by Members.

**3 VOTE OF THANKS TO THE OUTGOING CHAIRMAN**

The Leader of the Council proposed that a vote of thanks be extended to the outgoing Chairman, Cllr Tipp, for the admirable way in which he had carried out the duties of Chairman during the past municipal year. Cllr Cleary seconded the motion.

Other Members of the Council spoke in support of the motion.

**RESOLVED:**

That the thanks of this Council be extended to Cllr Tipp for the admirable way in which he has carried out the duties of Chairman during the past municipal year.

**4 OUTGOING CHAIRMAN'S STATEMENT**

The Chairman thanked Members for their kind words, and reported on the charity work undertaken in the past year, in support of Oakhaven Hospice.

The Chairman expressed his thanks to Members, Officers and his consort for their support and assistance throughout the year and wished the Chairman-elect a successful year in office.

**5 ELECTION OF CHAIRMAN**

Cllr Tipp moved that Cllr O'Sullivan be elected Chairman of the Council for the ensuing year. Cllr Clarke seconded the motion.

**RESOLVED:**

That Cllr O'Sullivan be elected Chairman of the Council for the 2022/23 municipal year, until his successor is elected at the Annual Council meeting in May 2023.

Cllr O'Sullivan signed the declaration of acceptance of office, which was formally witnessed by the Monitoring Officer. He was then invested with the Chain and Badge of Office before taking the chair.

**6 ADDRESS BY THE CHAIRMAN OF THE COUNCIL**

The Chairman thanked Members of the Council for electing him and in doing so paid tribute to the outgoing Chairman, Cllr Tipp and his wife for their year in office.

He announced that his charities for the year would be The Fortune Centre of Riding Therapy, which offered young people with special needs the chance to learn new skills through horses and horse riding, and Supporting Children with Additional Need (SCARF). SCARF organises regular term time clubs as well as holiday activities for children with additional needs and their families.

## **7 APPOINTMENT OF VICE-CHAIRMAN**

Cllr O’Sullivan moved that Cllr Penman be appointed Vice-Chairman of the Council for the ensuing year. The motion was seconded by Cllr S Davies.

### **RESOLVED:**

That Cllr Penman be elected Vice-Chairman of the Council for the 2022/23 municipal year, until his successor is appointed at the Annual Council meeting in May 2023.

Cllr Penman signed the declaration of acceptance of office, which was formally witnessed by the Monitoring Officer. He was then invested with the Chain and Badge of Office.

Cllr Penman returned thanks for his appointment.

## **8 LEADER'S ANNOUNCEMENTS**

### **Devolution and a County Deal**

The Leader reported on a recent meeting of the Leaders of Hampshire County Council, Southampton City Council, Portsmouth City Council, Isle of Wight Council and Bournemouth, Christchurch and Poole Council. This meeting, with the Minister for Levelling Up, progressed constructive discussions on a pan Hampshire County Deal. These discussions continued.

A Pan Hampshire County Deal, as outlined in the Government’s Levelling Up White Paper, would seek to develop Combined County Authorities, to deliver a transfer of powers and funding to the County of Hampshire. The Leader reiterated that this was not about local government reorganisation or amending existing local authority functions and structures.

### **Council Tax Energy Rebate**

The Leader was pleased to report that the Council had currently paid in the region of £7.4m to nearly 50,000 properties as part of the Government Council Tax Energy Rebate initiative. This amounted to approximately 90% of those households eligible for payments.

## **9 NOTICE OF MOTION**

In accordance with Standing Order 21, Cllr J Davies moved the following motion:-

*“This Council notes:*

- *The alarming news that 4 out of 114 neighbourhoods across the New Forest are in the top 20% most deprived neighbourhoods for income deprivation in England according to the 2019 Index of Multiple Deprivation.*

*This Council further notes:*

- *The Cost of Living Crisis, which is expected to get worse, will push more local households into poverty.*
- *That the cost of living crisis has a disproportionate effect on people in the most deprived neighbourhoods.*
- *There are many different areas of deprivation included within the Index of Multiple Deprivation. These include: income deprivation; employment deprivation; education, skills, and training deprivation; health and disability deprivation; crime deprivation; income deprivation affecting children; income deprivation affecting older people; living environment deprivation; and housing deprivation.*
- *There are two neighbourhoods within the New Forest which are in the top 20% most deprived neighbourhoods for income deprivation affecting children. These two neighbourhoods are contained within Butts Ash and Dibden Purlieu ward and Pennington ward respectively.*

*This Council recommends:*

1. *A Task and Finish Group be set up to form a plan to tackle deprivation across the New Forest with a particular emphasis on the 4 most deprived neighbourhoods for income deprivation. This Task and Finish Group will report to the Community, Partnerships and Wellbeing Overview and Scrutiny Panel.*
2. *Overall Deprivation is included as a key priority within the Corporate Plan and include the responsibility for reducing overall deprivation within the priorities of the Portfolio Holder for Partnering and Wellbeing.”*

Cllr Osborne seconded the motion.

The Chairman confirmed that, under the provisions of Standing Order 41, the above motion, having been proposed and seconded, should stand referred to the Cabinet, or to the Cabinet or such Committees or Panels as the Council may determine. The Leader of the Council proposed that as the Council's ongoing work to support communities and the 'Levelling-Up' agenda fell within a number of portfolios, that the motion should be referred to the Cabinet. Cllr Cleary seconded the proposal.

**RESOLVED:**

That the motion be referred to the Cabinet meeting on 6 July 2022.

**10 ALLOCATION OF SEATS AND APPOINTMENTS TO COMMITTEES AND PANELS**

The Leader of the Council moved the adoption of the recommendations contained within the report, which asked the Council to make appointments to committees and



panels in accordance with the principles as set out in Section 15 of the Local Government and Housing Act 1989. Cllr Cleary seconded the motion.

The Council, having received both the wishes of the political groups and the preferences of the non-aligned Members, considered the option to allocate seats to the non-aligned Members as nearly as possible in proportion to the number of those members on the Council.

**RESOLVED:**

1. That the allocation of seats to committees and panels in accordance with the principles set out in the report, be agreed as at paragraph 4.6 of the report; and
2. That the Council gives effect to the wishes of the political groups in making appointments to these Committees and Panels, for the remainder of the four year period ending May 2023.

**11 MEETING DATES****RESOLVED:**

That the following schedule of Council meetings for the 2022/23 Municipal Year, all commencing at 6.30 pm, be agreed:-

- 11 July 2022
- 12 September 2022
- 10 October 2022
- 12 December 2022
- 27 February 2023 (Previously 20 February 2023)
- 17 April 2023
- 22 May 2023 (Annual Meeting)

CHAIRMAN

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## REPORT OF CABINET

(Meeting held on 4 May 2022)

### 1. SHAPING A VISION AND PLAN FOR THE FUTURE OF TOTTON (MINUTE NO 83)

The Cabinet considered the first step to shape the future of Totton, by endorsing the approach to the development of a vision for the town, the principle of producing a Regeneration Plan and the governance arrangements to deliver the ambitions outlined throughout the Cabinet report.

The way town centres are used has changed considerably in the past decade. With the increased popularity and dominance of online shopping, changing habits of customers, and the unprecedented impact of COVID-19, has meant that our town centres face significant challenges and need to adapt to these circumstances. Communities have different aspirations for their town centres and the role they need to play as the heart of a community.

Work now needs to progress on Shaping the Vision for Totton through a community led engagement exercise. This work will create a narrative about the evolution of Totton from the Place it now is to the Place it evolves to. This will seek to meet the aspirations of, and create opportunities for, existing and future communities. A consultant team will lead on carrying out the work, broken down into the following phases:-

- Research
- Engagement
- Translation
- Testing
- Reporting

A final report will then bring together the basis of the future regeneration plan, planned for adoption in early 2024.

There is budgetary provision as agreed in the Medium Term Financial Plan and Annual Budget 2022/2023. The initial consultancy work will be funded from this source, with a dedicated role to support the day-to-day work to move the project forward. This role will work closely with other teams across the Council and will work within a new team responsible for regeneration across the District.

The Cabinet would like to reiterate that the residents of Totton will drive the priorities and delivery of regeneration through extensive engagement.

### 2. ELECTORAL ARRANGEMENTS AND MAY 2023 ELECTIONS (MINUTE NO 84)

The Cabinet, having noted the preparation of the significant programme of work underway to deliver the changes arising from the Electoral Review, new elections legislation and the 2023 elections, is recommending to Council.

The changes arising from the Electoral Review of the New Forest District come into effect for the May 2023 elections and significant work is necessary to implement these changes and ensure the new Council can move forward from 2023 with appropriate governance arrangements.

The Elections Bill received Royal Assent in May 2022 and will introduce changes to the way in which elections are administered, most significantly the introduction of voter identification in Polling Stations. Some of these changes will require implementation ahead of elections held in May 2023.

To expediate the securing of additional resources, the Section 151 Officer, in agreement with both the Chief Executive (also the Returning Officer) and the Council's Monitoring Officer, has used his delegated authority (Section 1.3 Financial Regulations) to suspend Financial Regulations and approve this supplementary budget requirement. This being reported to Council, as required, by virtue of this report.

**RECOMMENDED:**

- 1. That the preparation of the significant programme of work underway to deliver the changes arising from the Electoral Review, the introduction of new election legislation and the 2023 Elections and supporting governance arrangements, be noted; and**
- 2. That the Section 151 Officer has exercised his authority to set aside financial regulations and establish a supplementary project budget, up to £177,000, to support urgent additional temporary resources necessary to deliver this extensive programme over the next two years.**

**3. FINANCIAL MONITORING – 2021/22 PROVISIONAL OUTTURN (MINUTE NO 85)**

The Cabinet noted the provisional outturn figures for the General Fund, Capital and Housing Revenue Account.

Financial monitoring is an important feature in the management of the Council's finances as it gives an opportunity to reflect on variations as against the latest set budget and reflect on the impact that these variations may have over the period covered by the Council's Medium Term Financial Plan.

The report shows the Council to be in a strong financial position as it moves forward into the post COVID era.

At the Cabinet meeting, it was confirmed that the Corporate Affairs and Local Economy O&S Panel would shortly consider a report which will include an update on the Hardship Fund. This will detail the allocation of funds in the previous financial year, provide clarity on remaining balances and how the Council might spend any remaining funds.

All councillors should continue to encourage residents that are struggling with the cost of living, including Council tax, to visit the Council's website where information and signposting to support is available, or to speak to the Council or Citizen's Advice New Forest, who can also provide support.

**4. COMMERCIAL PROPERTY OPPORTUNITY (MINUTE NO 86)**

The Cabinet, having considered the recommendations of the Property Investment Panel, approved the purchase of the commercial property as detailed in the Exempt Appendix to the Cabinet Report. This approval is subject to final due diligence and verification, to be authorised by the Section 151 Officer in consultation with the Portfolio Holder for Finance, Investment and Corporate Services.

This opportunity delivers on the ambitions of the Council's Commercial Investment Strategy, by securing benefits to local businesses and communities within the New Forest and to also generate revenues for the Council.

**COUNCILLOR E HERON  
CHAIRMAN**

## REPORT OF CABINET

(Meeting held on 1 June 2022)

### 1. **DIBDEN GOLF CLUB RENT REVIEW AND LEASE VARIATION (MINUTE NO 5)**

The Cabinet approved a three year contract variation to the Main Lease at Dibden Golf Centre, commencing 1 April 2022. The variation revises the rent to £100,000 per annum, introduces a break clause with 12 months notice, and implements a surplus share arrangement which provides the Council with the first £30,000 per annum of any surplus generated during the contact variation period. Thereafter, any further surplus generated will be split between parties on a 50/50 basis.

The impact of the Covid 19 pandemic to Mytime Active, like all organisations, was significant. To try to offset some impact of the Covid 19 pandemic on the business, the Council provided financial support through the form of rent waivers during the pandemic. The Council received funding from central government to cover some, not all, of this period of rent relief.

During 2021 the golf course performed well in terms of participation, but it is felt that a return to pre-pandemic levels of usage across the whole offer on the site is likely to be gradual. Whilst golf membership and casual green fee income has performed well, other ancillary services such as events, functions and food & beverage has understandably not yielded expected levels of revenue due to social restrictions and a lack of consumer confidence associated with the pandemic.

To support the common objective to put Dibden Golf Centre on a sustainable financial footing, the parties entered negotiations for the rent and certain maintenance obligations under the Main Lease for the next three financial years covering 2022/23 – 2024/25.

The outcome of the negotiations deliver fairness for both the Council and provider whilst also maximising Council revenue. The Member Working Group continues to monitor the performance of the contract.

### 2. **ADOPTION OF THE AIR QUALITY ASSESSMENTS IN NEW DEVELOPMENT – SUPPLEMENTARY PLANNING DOCUMENT (MINUTE NO 6)**

The Cabinet adopted the Air Quality Assessments in New Development, as a Supplementary Planning Document (SPD). The SPD sets out an approach in planning terms to dealing with Air Quality Assessment in new development, including:-

- The type of air quality assessment required to assess the impact of development on local air quality in terms of human health and ecological receptors.
- how to manage and where possible reduce or mitigate activities that unacceptably impact on air quality.

Poor air quality can have a significant impact on both the health of the public and the natural environment. It is important that the Council ensures that when granting planning permission for new development, it is satisfied that the development will have a neutral impact or through the delivery of infrastructure, will improve air quality.

At the Cabinet meeting, the data underpinning the SPD was discussed in detail. It should be noted that the SPD is one tool to tackle air quality issues within the confines of development management and the planning system. The Council's wider response and priorities for air quality reach beyond this remit and officers have committed to

provide an update at a future Environment and Sustainability Overview and Scrutiny Panel meeting.

**3. NEW FOREST NATIONAL PARK PARTNERSHIP PLAN 2022-2027 (MINUTE NO 7)**

The Cabinet endorsed the New Forest National Park Partnership Plan, a live programme of work to ensure a richer and greener protected landscape in the National Park area.

All National Parks are required by statute to have a management plan / partnership plan for their area, to help guide the work of those with responsibilities or an interest in the national park.

The plan sets out a refreshed Vision for the New Forest National Park's future in the context of the climate crisis and green recovery and in response to the experiences of the pandemic. It renews the collective commitments to deliver the purposes for which the National Park was designated. This has been articulated into five themes, which will be the focus for the next five years. These are:-

- Nature Recovery – helping habitats to be more resilient, restored, expanded and connected
- Net Zero with Nature – cut land-based carbon emissions through securing and restoring natural habitats and enabling carbon capture
- Thriving Forest – supporting a living, working and culturally rich heritage
- An inclusive National Park – helping people of all socio-economic backgrounds to understand and value the New Forest
- Team New Forest – communities, businesses and organisations working together to deliver the vision of the plan.

Given the statutory duty on the Council to have regard to National Park purposes in exercising its functions, as it is a main partner organisation and given its role in contributing to the delivery of a number of the identified actions in the Partnership Plan, the Cabinet consider that the Plan should be endorsed.

**4. OUTSIDE BODY APPOINTMENT – NEW FOREST ENTERPRISE CENTRE (MINUTE NO 8)**

The Cabinet appointed Cllr Harris, Portfolio Holder for Business, Tourism and High Streets to the New Forest Enterprise Centre, following the retirement of Honorary Alderman Colin Wise as a Director. This takes the Council's representation to the maximum allocation of three directors.

The Cabinet would like to recognise the work of Honorary Alderman Colin Wise and his many years of service to the New Forest Enterprise Centre.

**COUNCILLOR E HERON  
CHAIRMAN**