



## BARTON FARM FORUM

Wednesday 14 December 2016

at 6.30pm

The Walton Suite, Guildhall, Winchester

### A G E N D A

1. **Apologies**

To record the names of apologies given and deputy members who are attending the meeting in place of appointed Members (where appropriate)

2. **Disclosures of Interests**

To receive any disclosure of interests from Members and Officers in matters to be discussed.

*Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.*

If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.

3. **Chairman's Announcements**

4. **Minutes** of the previous meeting of the Forum held 13 July 2016 (attached)

5. **Public Participation** – to receive and note questions asked and statements made from members of the public on general matters of interest and/or matters relating to the work of the Forum (see note overleaf).

6. Barton Farm – Implementation and Update - to include Barton Farm Archaeology Update from Historic Environment and an Update from HCC Children's Services BFF14

7. To note the future programme of meetings of the Barton Farm Forum for 2016/17:

- Wednesday 1 March 2017

H.N Bone  
Head of Legal and Democratic Services

6 December 2016

Agenda Contact: Claire Buchanan Telephone: 01962 848 438 [cbuchanan@winchester.gov.uk](mailto:cbuchanan@winchester.gov.uk)

## **Reports of the Forum**

Agenda, reports and minutes relating to the Barton Farm Forum are available to download from Winchester City Council's website at [www.winchester.gov.uk](http://www.winchester.gov.uk)

## **Membership**

### **Winchester City Council Councillors:**

Conservatives: Councillors Byrnes (Chairman), Berry (Vice-Chairman), Ashton, Burns, Horrill, Miller and Tait

Liberal Democrats: Councillors Elks, Hutchison, Learney, Prince and Scott (deputy: Weir)

**Hampshire County Councillors:** Mather and Tod (deputies Porter and Stallard)

### **Headbourne Worthy Parish Council:**

Cllr C Duncan (deputy TBC)

### **Littleton and Harestock Parish Council:**

Cllr H Saunders (deputy: Cllr D Fountain)

## **Barton Farm Forum**

### **Terms of Reference**

The development of 2000 homes at Barton Farm, north Winchester, will be a major strategic project with significant implications for the Winchester District as a whole over a ten year period. It is vital that Barton Farm is successfully integrated into the existing Winchester community and this will require that issues of infrastructure provision, community development and political representation are carefully managed. A large quantity of technical work is required to meet the conditions of the planning consent granted in October 2012.

It is important that elected members, on behalf of existing residents and residents of Barton Farm, have an opportunity to monitor and comment on issues of interest and concern as they arise.

The purpose of the Barton Farm Development Forum is to assist in the establishment of a successful new community by providing an opportunity for the public discussion of issues and the provision of purposeful guidance.

The Forum does not substitute the formal role of the Planning Committee in considering planning applications relating to Barton Farm.

To achieve its objectives the Forum will meet in public and will act as an informal advisory body to discuss and engage with the public on the following issues, and advise the relevant authorities accordingly:-

1. Receive reports and make comment as required on matters relating to the form and character of the development at Barton Farm which are still to be resolved, particularly as they impact on existing neighbourhoods
2. Receive reports and comment as required on the provision and management of infrastructure for the new community and consider any issues raised by infrastructure delivery
3. Consider issues of community development and representation and make comment if appropriate
4. Monitor the progress of construction and the impact that it has. Raise any issues of concern to be considered by the appropriate organisation or the developer

There may be occasions where there is a need to meet in private, due to matters of confidentiality and commercial sensitivity.

(continued)

## **Membership**

The Barton Farm Development Forum consists of the following voting members:

- 8 members of Winchester City Council,
- 2 members of Hampshire County Council,
- 1 member of Headbourne Worthy Parish Council,
- 1 member of Littleton and Harestock Parish Council.

## **Quorum**

The Forum will be quorate if five voting representatives are present.

## **Method of Working and Voting Rights**

All representatives are expected to seek to reach conclusions by general consensus. Where any voting representative on the Forum requires a formal vote to be taken, this shall be on a show of hands by those voting representatives present and voting (the membership as set out above).

## **Administration**

Winchester City Council's Democratic Services Team shall be responsible for administering the Forum, calling meetings, and recording proceedings.

## **Public Participation Procedure**

### **General**

1. There will be a period of 10 minutes maximum at the beginning of each Forum meeting when the Chairman will invite the public, including local interest groups, to raise any general matters of interest and/or matters relating to the work of the Forum. Detailed matters related to agenda items will not be accepted at this point, as there will be an opportunity for these comments to be heard later in the meeting. As is the usual practice for general public participation, however, officers and Members may not be able to immediately respond at the meeting to points raised by the public where these relate to non-agenda items.

### **Consideration of Individual Agenda Items**

2. After an officer has introduced an agenda item, the Chairman will invite public participation on matters relating to that agenda item. At this point, a period of up to ten minutes (subject to extension at the Chairman's discretion) will be allowed for public comments. During this period, members of the public, including local interest groups, will be able to object, support or ask questions directly relating to the agenda item and contents of the officer report.

3. An individual speaker will be limited to a maximum of three minutes per agenda item. Where a number of members of the public wish to speak, they will be encouraged to agree the allocation of the maximum ten minute period for public participation. The Democratic Services Officer will assist in this process before the start of the meeting. The Chairman will retain a general discretion to manage the public speaking process, and may limit individual speakers to less than three minutes, or take other steps necessary in order to maximise public participation in an appropriate way. The extension of the total 10 minutes limit allowed for the public to discuss an agenda item will be at the discretion of the Chairman.

4. There will be no further opportunity for the public to comment on an agenda item once the period of public participation has ended, even if the prescribed period has not been reached. The subsequent discussion, consideration and decision on the matter will then be passed to Forum Members.

5. Members and Officers will not provide an immediate response to public comments raised from the floor. All comments and queries will be noted and the Chairman will invite Officers and/or Members to respond to specific points during the round table debate and discussion amongst Forum members that follows.

6. Members of the public should wherever possible contact the Democratic Services Officer before the start of the meeting (preferably by telephone or email prior to the day of the meeting), so that as many people who wish to speak can be accommodated during the public participation sessions.

### **Forum Debate and Vote**

7. The Chairman will subsequently invite questions and open the discussion and debate to all Members of the Forum and will invite officers and/or Members to respond to any public comments raised from the floor. Where appropriate, a vote will be taken to reach a formal recommendation on the agenda item.