



BARTON FARM FORUM

Wednesday 8 November 2017

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. **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).

4. **Minutes** of the previous meeting of the Forum held 12 July 2017 (attached)

5. Barton Farm / Kings Barton Implementation Update BFF17

6. To note the future programme of meetings of the Barton Farm Forum for 2017/18, scheduled to take place at 6.30pm in the Walton Suite, Guildhall, Winchester –

- Thursday 11 January 2018
- Thursday 22 March 2018

J HOLMES
Strategic Director: Resources

31 October 2017

Agenda Contact: Claire Buchanan Telephone: 01962 848 438 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

Membership

Winchester City Council Councillors:

Conservatives: Councillors Berry (Chairman), Ashton, Burns, Horrill and Tait

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

Hampshire County Councillors:

Cllr M Tod (deputy: Cllr J Porter) and Cllr J Warwick (deputy: Cllr P 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

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).

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.