



Meeting	Winchester Town Forum
Date and Time	Wednesday, 17th June, 2020 at 6.00 pm.
Venue	This meeting will be held virtually and a live audio stream can be listened to via www.winchester.gov.uk .

Note: Owing to the ongoing Covid-19 pandemic and government guidance, it will not be possible to hold this meeting in person. The Council has therefore made arrangements under the Coronavirus Act 2020, and subsequent Regulations permitting remote meetings, to hold the meeting virtually. If you are a member of the public and would like to listen to the audio stream of the meeting you may do so via www.winchester.gov.uk

AGENDA

- 1. Appointment of Chairperson and Vice Chairperson for the 2020/21 Municipal Year**
- 2. Apologies**
To record the names of apologies given.
- 3. 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.

- 4. Chairperson's Announcements**



5. **To note the date and times of future meetings of the Forum as set out:**
17 Sep 2020 6.00 pm
11 Nov 2020 6.00 pm
17 Mar 2021 6.00 pm
28 Jan 2021 6.00 pm

6. **Minutes** (Pages 5 - 8)
Minutes of the previous meeting held on 19th March 2020

7. **Public Participation**
To receive and note the questions asked and statements made from members of the public on issues relating to the responsibility of this Forum.

To reserve your place to speak, you are asked to register with Democratic Services by 5pm on the 12th June 2020. Please contact Democratic Services via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

8. **Update on High Street Recovery**
(Presentation slides to follow)

9. **St. Maurice's Covert - Verbal Update**
(Presentation slides to follow)

10. **Work Programme and Informal Group Formation 2020/21** (Pages 9 - 18)
Report Reference WTF289

Lisa Kirkman
Strategic Director: Resources and Monitoring Officer

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9 June 2020

Agenda Contact: Matthew Watson, Democratic Services Officer
Tel: 01962 848 317 Email: mwatson@winchester.gov.uk

**With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's [Website](#)*

MEMBERSHIP

Liberal Democrats

Becker
Gottlieb
Craske
Ferguson
Green
Hiscock
Hutchison
Learney
Murphy
Thompson
Tod
Weir

Conservatives

Mather
Scott

Quorum = 4 members

The two County Council Members representing the Winchester Town area are invited as observers.

PUBLIC PARTICIPATION

A public question and comment session is available at 6pm for a 15 minute period. There are a few limitations on the questions you can ask. These mainly relate to current applications (including grants), personal cases and confidential matters.

To reserve your place to speak, you are asked to register with Democratic Services three clear working days prior to the meeting –Please contact Democratic Services via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

VOTING

- apart from the Chairperson, every Member has one vote when a matter before the meeting requires a decision.
- in the event of an equality of votes, the Chairperson may exercise a casting vote and that vote may be exercised in any way seen fit.
- a Member may abstain from voting, or vote differently from how they may have indicated during the debate, without further explanation.

The way each Member voted will not be recorded in the minutes, unless a motion to have a Recorded Vote has been passed.

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council's Constitution for further information, which is available to view on the [Council's website](#).

Public Document Pack Agenda Item 6

WINCHESTER TOWN FORUM

Thursday, 19 March 2020

Attendance:

Councillors

Becker (Chairperson)

Craske
Hiscock
Hutchison
Learney

Mather
Thompson
Tod
Weir

Apologies for Absence:

Councillors Gottlieb, Ferguson, Green, Murphy and Scott

Audio recording of the meeting

A full audio recording of this meeting is available via this link: [Full audio recording](#)

1. **APOLOGIES**

Apologies for the meeting were noted as above.

2. **DISCLOSURES OF INTERESTS**

Councillors Hiscock and Tod each declared a non pecuniary interest in relation to items upon the agenda that may had related to their role as a County Councillor.

3. **CHAIRPERSON'S ANNOUNCEMENTS**

None.

4. **MINUTES**

RESOLVED:

That the minutes of the previous meeting held on the 19 January 2020 be approved and adopted.

5. **PUBLIC PARTICIPATION**

Mr Patrick Davies addressed the Forum in respect of report WTF287 – “Vision for Winchester – Update”. In summary, Mr Davies raised the following:

1. He felt that the section of the report regarding risk may need to be reviewed in light of Covid-19 and the cancellation of the 2020 local elections.
2. He asked that further information be included to show the detail of how the consultation exercise would reach the groups intended.
3. He asked that additional information regarding the Town Forum Informal Planning group be provided in the report
4. He believed that it was important that organisations such as the City of Winchester Trust were actively involved.

The Chairperson and the Strategic Director responded to points one, two and three. Councillor Learney responded to item four and advised Mr Davies that the City of Winchester Trust and many other local organisations would be engaged in the project.

6. **VISION FOR WINCHESTER - UPDATE**

(Report ref WTF287)

The Strategic Director introduced the report which provided an update on the appointment of consultants to assist in the production of a new ‘Vision for Winchester’ and he detailed the key stages of the work to be undertaken over the next few months. Also present for this item were consultants: Richard Eastham (Feria Urbanism), Timo Peach (Momo:zo) and Laura Mulhern (Støriie).

The Forum was provided with a presentation which highlighted a number of matters, including; the project brief, the anticipated timelines and the engagement strategy. Following this, Members were asked for their views and to provide further guidance to the project.

The Forum then asked questions and raised comments which were responded to by officers and the consultants accordingly.

Councillor Hutchison asked that the minutes of this meeting record that she did not agree with the contents of paragraph 11.4 of the report.

RESOLVED:

That the report be noted.

7. **PRESENTATION - RESULTS OF THE OPEN SPACE SURVEY**

The Natural Environment & Recreation Manager gave a presentation which provided a summary of the Parks & Open Spaces survey undertaken between December 2017 and November 2018. The key aims of the survey were to understand usage, identify opportunities for improvement and to raise the profile of the spaces.

The Forum asked questions and raised comments which were responded to by officers accordingly. Officers advised that further information was available on the council's website and that specific action plans would be developed.

8. **PARK PLAN FOR NORTH WALLS RECREATION GROUND**

(Report ref WTF283)

Councillor Learney as Cabinet Member for Housing and Asset Management introduced the item and provided an update regarding the wider context of the Leisure Centre project. The Natural Environment & Recreation Manager introduced the report which set out the need for a Park Plan for the North Walls Recreation Ground which would provide the opportunity to consider how this open space could meet the changing demands placed on it. It was proposed that the Park Plan would be developed through public engagement and discussion with park users and community groups. The report also provided an update on the management of the Artificial Turf Pitches (ATP) and tennis courts following the closure of River Park Leisure Centre and the refurbishment of the play area at this site.

The Forum asked questions and raised comments which were responded to by officers accordingly and Members agreed to discuss certain elements further.

RESOLVED:

1. That Winchester Town Forum approved the procurement and development of a Park Plan for the North Walls Recreation Ground.
2. That Winchester Town Forum approved the retention of responsibility for the Artificial Turf Pitches and the tennis courts following the closure of the River Park Leisure Centre.

9. **TOWN FORUM GRANT PROGRAMME UPDATE**

(Report ref WTF285)

Councillor Weir as Cabinet Member for Local Economy and the Service Lead – Community introduced the item. It was explained that the Town Forum for many years had provided funds to support the work of voluntary and community organisations in the Winchester Town area, recognising the valued range of services they delivered. The report provided an update on the following funding initiatives:

- Grant review 2018 – Strategic fund allocations – (previous paper CAB3079)
- Small grant allocations 2019/2020
- The launch of Crowdfund Winchester: Winchester Town Community Fund – (previous paper WTF276)

The Forum asked questions and raised comments which were responded to by officers accordingly.

RESOLVED:

1. Noted that the Town Forum's contributions to the Strategic fund allocations of £20,000 each for the Live Theatre Winchester Trust and Citizens Advice Winchester District continue for 2020/21.
2. Approved that the small grant programme continues to be operated in the new style of an interactive grant panel, involving the Town Forum Informal Grant Panel Members.
3. Noted the timescales for the launch of the Crowdfund Winchester: Winchester Town Community Fund.

10. **WORK PROGRAMME**

The Forum reviewed the work plan as detailed on pages 59 – 64 of the agenda pack.

RESOLVED:

That the 2019/20 work programme was noted.

The meeting commenced at 6.30 pm and concluded at 9.00 pm

Chairperson

REPORT TITLE: 2020/21 WORK PROGRAMME AND APPOINTMENTS

17 JUNE 2020

REPORT OF Richard Botham, Strategic Director: Services (Interim)

Contact Officer: Matthew Watson, Democratic Services Officer Tel No: 01962 848317 Email mwatson@winchester.co.uk

WARD(S): TOWN WARDS

PURPOSE

This report sets out an initial draft work programme for the new municipal year and asks the Forum to agree matters it wishes to consider in 2020/21.

The Forum is also asked to consider its appointments to the informal groups established during the previous municipal year. The previous membership of these groups is set out within the report.

RECOMMENDATIONS:

1. That the Forum considers the issues in paragraph 3 and the items listed in Appendix 1 and 2 of the report and agrees matters it wishes to consider during the 2020/21 municipal year and delegates to the Strategic Director: Services (Interim), in consultation with the Chairperson, authority to set the detailed work programme.
2. That the Forum considers whether it wishes to re-appoint the following informal groups:
 - a. Planning for the future in Winchester Town:
 - b. Winchester Town Forum (Governance) Informal Group
 - c. Winchester Town Forum (North Walls) Informal Group
 - d. Winchester Town Forum (High Street) Informal Group
 - e. Winchester Town Forum (Town Accounts Grants) Group
 - f. Winchester Town Forum (Account Informal) Group

1 COUNCIL PLAN OUTCOME

1.1 This paper seeks to ensure that:

- a) the Town Forum fulfils its terms of reference in a way that is well planned and executed, and
- b) the role of Councillors elected to lead and serve their communities is properly supported and developed.

Both of these objectives help to support the proper governance of the Council and its decision making structures.

2 FINANCIAL IMPLICATIONS

2.1 No immediate financial implications, other than usual costs associated with arranging and supporting meetings. If officers are involved in work of the Forum (other than general support) in the same way as they would be with Parishes; then their time will not be a specific charge to the Town Account. Work that solely relates to the Town may involve additional charges to the Town Account. The Forum will need to assess its work priorities so that they can be supported from within available resources.

3 SUPPORTING INFORMATION:

The 2020/21 Municipal Year

3.1 The Forum is now a well established part of the Council's democratic process playing a greater role in providing a 'Winchester voice' on issues that affect the Town area.

3.2 In considering which subjects the Forum should discuss in the coming year, Members should refer to:

- a) Winchester Town Forum's Terms of Reference ([as set out on the Council's website, on this link](#))
- b) Issues considered by the Forum in the previous year (Appendix 1 to this report)
- c) Latest Forward Plan ([as set out on the Council's website, on this link](#))

3.3 In selecting items for discussion, Members should be mindful of the officer resources required and whether there is other relevant and /or similar Council work being undertaken in the same area, to avoid duplication.

3.4 There are a number of issues that regularly form part of the Forums work programme and these have been incorporated into the 2020/21 draft programme in Appendix 2.

4. Informal Groups

4.1. During the previous Municipal Year, the Forum appointed the following informal groups and should consider whether it wishes to re-appoint these groups and nominate Members as necessary:

a. Planning for the future in Winchester Town:

Current Members: Hutchison, Gottlieb, Craske and Tod

Lead Officer: S Tilbury

b. Winchester Town Forum (Governance) Informal Group

Current Members: Becker, Craske, Hutchison and Tod.

Lead Officer: L Kirkman

c. Winchester Town Forum (North Walls) Informal Group

Current Members: Hiscock, Becker, Ferguson, Gottlieb and Learney.

Lead Officer: S Croker

d. Winchester Town Forum (High Street) Informal Group

Current Members: Mather, Gottlieb, Murphy, Tod and Hutchison.

Lead Officer: S Finch

e. Winchester Town Forum (Town Accounts Grants) Group

Current Members: Weir, Craske and Hiscock.

Lead Officer: M Fletcher

f. Winchester Town Forum (Account Informal) Group

Current Members: Learney, Murphy and Ferguson.

Lead Officer: D Kennedy

BACKGROUND DOCUMENTS

As described in section 3.2 of the report.

APPENDICES

Appendix 1: Issues previously considered by the Forum in 2019/20

Appendix 2: Draft Work Programme for 2020/21

Review of the 2019/20 Municipal Year

In considering which subjects the Forum might want to discuss in the coming year, Members may find the following review of the previous year useful:

12 JUNE 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Night Bus Update	Dan Massey	12 June 2019		Report	Actioned✓
Verbal update and presentation – North Walls Engagement	Susan Croker	12 June 2019		Presentation	Actioned✓
Weeke Community Centre CIL application	Susan Lord	12 June 2019		Report	Actioned✓
2019/20 Work Programme and Appointments	Matthew Watson	12 June 2019		Report	Actioned✓

11 SEPTEMBER 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Heritage Action Zone bid	Susan Robbins	11 Sept 2019		Presentation	Actioned✓
Grant Allocation Proposal	Susan Robbins	11 Sept 2019		Report WTF276	Actioned✓
Winchester Town Account Financial Planning 2020/21	Darren Kennedy	11 Sept 2019		Report WTF273	Actioned✓
St Maurice's Covert - Update	Simon Finch	11 Sept 2019		Report WTF274	Actioned✓

Local Plan Consultation & Engagement Process	Jenny Nell	11 Sept 2019		Report CAB3191	Actioned✓
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13 NOVEMBER 2019					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Medium Term Financial Position	Darren Kennedy	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting
Play Area Improvement – 5 Year Programme Update	Susan Croker	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting
Report back from Governance Group.	Lisa Kirkman	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting
CIL Update	Corrinne Phillips	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting
“Pavilions” Paper	Coral Rogers	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting
Magdalen Hill Cemetery Lodge and Garden	Marriam Baxendale	13 Nov 2019	23 Jan 2020	Report	Moved to Jan 2020 meeting

23 JANUARY 2020					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Budget for 2019/20 (to be recommended to Cabinet)	Darren Kennedy	23 Jan 2020		Report	Actioned✓
Play Area Improvement – 5 Year Programme Update	Susan Croker	23 Jan 2020		Report	Actioned✓

Governance Options	Lisa Kirkman	23 Jan 2020		Report	Actioned✓
CIL Update	Corrinne Phillips	23 Jan 2020		Report	Actioned✓
“Pavilions” Paper	Coral Rogers	23 Jan 2020		Report	Actioned✓
Magdalen Hill Cemetery Lodge and Garden	Marriam Baxendale	23 Jan 2020		Report	Actioned✓
Update from High Street Group.		23 Jan 2020	19 Mar 2020		Moved to March meeting

19 MARCH 2020

BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Grant Programme Report (WTF285)	Melissa Fletcher	19 Mar 2020	19 Mar 2020	Report	Actioned✓
Open Spaces Fees and Charges (WTF287)	Coral Rogers	19 Mar 2020	June 2020	Report	Moved to September 2020 meeting
Vision for North Walls Recreation Ground (WTF283)	Susan Lord	19 Mar 2020	19 Mar 2020	Report	Actioned✓
Presentation - Results of the open space survey	Susan Croker	19 Mar 2020	19 Mar 2020	Presentation	Actioned✓
The Transfer of Tennis Courts and Astro Turf Pitches from River Park leisure Centre to Winchester City Council Management.	N/a	19 Mar 2020	N/a	N/a	Removed and incorporated into Vision for North Walls paper

Draft Work Programme 2020/21 Municipal Year

17 JUNE 2020					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
St. Maurice's Covert	Simon Finch	17 June 2020		Oral Report	
High St Recovery	Susan Robins	17 June 2020		Oral Report	
2020/21 Work Programme and Appointments	Matthew Watson	17 June 2020		Report	

17 SEPTEMBER 2020					
BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Open Spaces Fees and Charges (WTF287)	Coral Rogers	17 Sept 2020		Report	
Magdalen Hill Cemetery Memorial Garden	Marriam Baxendale	17 Sept 2020		Report	
Winchester Town Account Financial Planning 2020/21	Darren Kennedy	17 Sept 2020		Report	

11 NOVEMBER 2020

BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Medium Term Financial Position	Darren Kennedy	11 Nov 2020		Report	
Play Area Improvement – 5 Year Programme Update	Susan Croker	11 Nov 2020		Report	

28 JANUARY 2021

BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Winchester Town Account Budget for 2020/21 (to be recommended to Cabinet)	Darren Kennedy	28 Jan 2021		Report	

17 MARCH 2021

BUSINESS	LEAD OFFICER	COMMITTEE DATE		REPORT/ ORAL REPORT	STATUS/ COMMENTS
		Original	Revised		
Grant Programme Report	Melissa Fletcher	19 Mar 2021		Report	

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