

*Please ask for:*

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**25 January 2021**

## **S U M M O N S**

**MEETING:** Policy and Organisation Board  
**DATE:** 2 February 2021  
**TIME:** 6.00 pm  
**PLACE:** Virtually  
**Democratic Services contact:** Lisa Young

PAUL GRANT  
BOROUGH SOLICITOR AND MONITORING OFFICER

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### **MEMBERS OF THE BOARD**

Councillor Mrs Huggins (Mayor) and Councillor Hook (Chairman)

Councillor Ms Ballard	Councillor Mrs Hook
Councillor Bateman	Councillor Hylands
Councillor Burgess	Councillor Jessop
Councillor Chegwyn	Councillor Murphy
Councillor Mrs Cully	Councillor Philpott
Councillor Foster-Reed	Councillor Mrs Prickett
Councillor Herridge	Councillor Raffaelli

**IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request.

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

**NOTE:**

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off or switched to silent for the duration of the meeting.
- iii. This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

**AGENDA**

RECOMMENDED  
MINUTE FORMAT

1. APOLOGIES FOR NON-ATTENDANCE

2. DECLARATIONS OF INTEREST

*All Members are required to declare, at this point in the meeting or as soon as possible thereafter, any disclosable pecuniary interest or personal interest in any item(s) being considered at this meeting.*

3. MINUTES OF THE MEETING OF THE BOARD HELD ON 25 NOVEMBER 2020

4. DEPUTATIONS - STANDING ORDER 3.4

*(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Friday 29 January 2021. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. PUBLIC QUESTIONS - STANDING ORDER 3.5

*(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Friday 29 January 2021)*

6. CORPORATE VOLUNTEER POLICY

The approval of a Volunteer Policy which provides a corporate framework of understanding, accountability and good practice for volunteers in Council Services.

7. URGENT DECISIONS FOR BUSINESS RATE RELIEF ,GRANTS AND COUNCIL TAX

Report to follow

8. ANY OTHER ITEMS

9. EXCLUSION OF THE PRESS AND PUBLIC

Item No.	Item	Paragraph no.3 of Part I of Schedule 12A of the Act
10.	Reduction /Remission of Business Rates on the Grounds of Hardship Application for Marina Fitness Ltd	Paragraph 3 The report contains financial data which is identified as sensitive material

10. HARDSHIP MARINA FITNESS

To consider an application for hardship relief from non-domestic rates under Section 49 of the Local Government Finance Act submitted by Marina Fitness Ltd, Unit H1 The Granary and Bakery (AKA The Slaughterhouse), Weevil Lane, Gosport PO12 1FX