

## Mid Devon District Council

### Cabinet

**Tuesday, 14 November 2023 at 5.15 pm**  
**Phoenix Chambers, Phoenix House, Tiverton**

**Next meeting**  
**Tuesday, 12 December 2023 at 5.15 pm**

**Please Note:** This meeting will take place at Phoenix House and members of the Public and Press are able to attend via Teams. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

[To join the meeting online, click here](#)

Meeting ID: 334 336 305 984

Passcode: SXkZAI

## Membership

Cllr L Taylor	Leader of the Council
Cllr J Lock	
Cllr S Keable	
Cllr D Wulff	
Cllr S J Clist	
Cllr N Bradshaw	
Cllr J Wright	
Cllr J Buczkowski	

# AGENDA

*Members are reminded of the need to make declarations of interest prior to any discussion which may take place*

1. **Apologies**  
To receive any apologies for absence.
2. **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
3. **Declarations of Interest under the Code of Conduct**  
To record any interests on agenda matters.
4. **Minutes of the Previous Meeting** (*Pages 5 - 14*)  
To consider whether to approve the minutes as a correct record of the meeting held on 17 October 2023.
5. **Guidance regarding climate and sustainability statements** (*Pages 15 - 32*)  
To receive a report from the Climate and Sustainability Specialist and the Corporate Manager for Finance, Property and Climate Change.

The Environment PDG has **RECOMMENDED** to the Cabinet the adoption of the attached guidance for officers and Members regarding climate and sustainability statements. This guidance relates to business cases and committee reports. Guidance was developed in consultation with the Net Zero Advisory Group and Corporate Managers and should now be used and maintained to help shape decisions and delivery in line with policy and statutory obligations.

6. **2023/2024 Quarter 2 Budget Monitoring** (*Pages 33 - 60*)  
To receive a report from the Deputy Chief Executive (S151) presenting the forecast Outturn position for the General Fund, Housing Revenue Account and Capital Programme for the financial year 2023/24.
7. **Treasury Management Strategy Mid Year Review Report 2023/2024** (*Pages 61 - 70*)  
To receive a report from the Deputy Chief Executive informing the Cabinet of the treasury performance during the first six months of 2023/24, to agree the ongoing deposit strategy for the remainder of 2023/24 and a review of compliance with Treasury and Prudential Limits for 2023/24.
8. **Tax Base Calculation 2024/2025** (*Pages 71 - 76*)  
To receive a report from the Deputy Chief Executive (S151) detailing the statutory calculations necessary to determine the Tax Base for the Council Tax.

9. **Meeting Housing Needs Supplementary Planning Document (Adoption)** *(Pages 77 - 194)*

To receive a report from the Director of Place informing members of the outcomes of the public consultation on the Meeting Housing Needs Supplementary Planning Document, the amendments that have been made in response to comments received and to formally adopt the Meeting Housing Needs Supplementary Planning Document (SPD).

10. **Annual Infrastructure Funding Statement: The Infrastructure List** *(Pages 195 - 202)*

To receive a report from the Director of Place presenting an Infrastructure List which the Council maintains for the purposes of identifying those items of infrastructure that it intends to fund, either wholly or partly, through development (developer contributions, also known as Section 106 (S106) agreements). The Cabinet are asked to consider approving this.

11. **Access to Information - Exclusion of the Press and Public**

Discussion with regard to the next items, may require the Cabinet to pass the following resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Cabinet would need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

**Recommended** that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

12. **Options report for 5 car parking spaces in Halberton** *(Pages 203 - 208)*

To receive a report from the Deputy Chief Executive (S151) considering options relating to a number of car parking spaces in Halberton, currently being marketed by the Council's development company.

13. **Leisure Policy and Pricing Strategy** *(Pages 209 - 214)*

To receive a report from the Corporate Manager for Council Tax, Business Rate, Benefits, Corporate Recovery, Planning & Leisure.

The Community Policy Development Group has **RECOMMENDED** that the Cabinet approve the strategy to change fees and charges as proposed in this report.

14. **Schedule of Meetings** (Pages 215 - 216)  
To consider the Schedule of Meetings for 2024/2025 and make recommendation to Council.
15. **Notification of Key Decisions** (Pages 217 - 226)  
To note the contents of the Forward Plan.

**Stephen Walford**  
Chief Executive  
Monday, 6 November 2023

## Meeting Information

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Teams.

If you want to ask a question or speak, email your full name to [Committee@middevon.gov.uk](mailto:Committee@middevon.gov.uk) by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed. Notification in this way will ensure the meeting runs as smoothly as possible.

Residents, electors or business rate payers of the District may make a statement or shall be entitled to ask questions at a meeting which concerns the Council's powers / duties or which otherwise affects the District. If your question does not relate to an agenda item, the question must be submitted to the Democratic Services Manager two working days before the meeting to give time for a response to be prepared.

Please note that a reasonable amount of hardcopies at the meeting will be available, however this is a limited number. If you are attending the meeting and would like a hardcopy of the agenda we encourage that you notify Democratic Services in advance of the meeting to ensure that a hardcopy is available. Otherwise, copies of the agenda can be found on our website.

If you would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.