

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 15 June 2017 at 2.15 pm

Present

Councillors C J Eginton (Leader)
R J Chesterton, P H D Hare-Scott,
C R Slade and R L Stanley

Apologies

Councillor(s) K Busch and Mrs M E Squires

Also Present

Councillor(s) R J Dolley, R F Radford and F J Rosamond

Also Present

Officer(s): Stephen Walford (Chief Executive), Andrew Jarrett (Director of Finance, Assets and Resources), Andrew Pritchard (Director of Operations), Jill May (Director of Corporate Affairs and Business Transformation), Kathryn Tebbey (Legal Services Manager and Monitoring Officer), Stuart Noyce (Waste and Transport Manager), Adrian Welsh (Group Manager Growth, Economy and Delivery), Alan Ottey (Tiverton Town Centre and Market Manager) and Sally Gabriel (Member Services Manager)

9. APOLOGIES

Apologies were received from Cllrs K I Busch and Mrs M E Squires.

10. PUBLIC QUESTION TIME

There were no members of the public present.

11. MINUTES OF THE PREVIOUS MEETING (00-01-01)

The minutes of the previous meeting held on 11 May 2017 were approved as a true record and signed by the Chairman.

12. LITTER AND DOG BIN POLICY (00-01-46)

Arising from a report of the Waste and Transport Manager, the Environment Policy Development Group had recommended that the Cabinet recommend to the Council that the Litter and Dog Bin Policy be approved subject to:

- a) Section 2 being amended to state that after the type of bin to be installed and a plan of the location for the bin and its nearest alternative have been established and agreed, a risk assessment determining any hazards that the placement of the bin may cause to members of the public or staff be undertaken and a survey of litter/dog mess over a three month period be undertaken by District Officers.

- b) That bins within fenced off children's play areas not be part of the 'any bin will do' scheme.

The Waste and Transport Manager outlined the contents of the report stating that this policy was the last outstanding item from the Street Cleansing Review. The Policy Development Group had discussed it separately with a view to creating a structure for further requests for dog bins and the installation of joint bins.

Consideration was given to:

- The staggered replacement process or whether it would be cost effective to change the bins across the district in one go.
- With regard to the installation of split litter bins, it was felt that high use areas were not just the town centres and areas such as Lea Road in Tiverton and some of the village centres should be considered.
- Litter bins either inside or outside the multi storey car park.
- The placement of litter bins along Rotary Walk beside the River Exe.
- Litter issues at the skatepark in Tiverton

RECOMMENDED to Council that the Litter and Dog Bin Policy be approved subject to:

a) Section 2 being amended to state that after the type of bin to be installed and a plan of the location for the bin and its nearest alternative have been established and agreed, a risk assessment determining any hazards that the placement of the bin may cause to members of the public or staff be undertaken and a survey of litter/dog mess over a three month period be undertaken by District Officers.

b) That bins within fenced off children's play areas not be part of the 'any bin will do' scheme.

c) Paragraph 6 of the Policy be amended to read "Much of the waste collected in litter bins could be recycled. The Council will where practicable in high use locations such as town centres implement the installation of split litter bins (one side recyclables, the other for non-recyclables). The recycling of this will both benefit the environment but also reduce disposal costs and thus generate an income from both recycling credits and sale of material"

(Proposed by the Leader and seconded by Cllr C R Slade).

Note: - *Report previously circulated, copy attached to minutes.

13. **HOUSING ENABLING - SUPPLEMENTARY PLANNING DOCUMENT (S106 - HOUSING NEED ALLOCATION - EXCEPTION SITES) (00-13-03)**

Arising from a report of the Director of Operations, the Homes Policy Development Group had recommended that the new local need / qualification criteria in annexe 1 to the Meeting Housing Needs Supplementary Planning Document be approved.

The Cabinet Member for Housing outlined the contents of the report stating that the Meeting Housing Need Supplementary Planning Document (Annexe 1) required updating due to change in legislation. The report to the Housing PDG did not seek to change the Meeting Housing Needs Supplementary Planning Document itself but

rather only change Annex 1, the local need / qualification criteria. The document also considered the armed forces provision with regard to social housing.

RESOLVED that the recommendation of the Policy Development Group be approved.

(Proposed by Cllr R L Stanley and seconded by Cllr R J Chesterton)

Note: - *Report previously circulated, copy attached to minutes.

14. **FARMER'S MARKET FEASIBILITY STUDY (00-15-13)**

Arising from a report of the Chief Executive and Director of Growth, the Economy Policy Development Group had recommended that trade on the normal retail market be encouraged to encompass all goods and produce found on a Farmers' Market and promote it as part of the offer of Tiverton Pannier Market. (Option 4)

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that the PDG had considered a feasibility study on the establishment of a Farmers Market in Tiverton, they had reflected on the opportunities for Tiverton and various options available.

The Market Manager informed the meeting that there was some concern with regard to the number of traders and the footfall within the market area. He had various ideas for promotional events but considered it necessary to find out what the people of Tiverton and its visitors wanted from the venue.

Consideration was given to:

- The options available within the feasibility study
- The need for local produce from local traders to form part of the established market days
- Musical attractions and livestock
- Specific markets in various parts of the country that were thriving

RESOLVED that the recommendations of the Policy Development Group be approved.

(Proposed by Cllr R J Chesterton and seconded by Cllr C R Slade)

Notes:

- (i) Cllr R L Stanley declared a personal interest as a cousin traded on a market in East Anglia;
- (ii) *Report previously copy attached to minutes.

15. **PLANNING FEES (00-38-51)**

The Cabinet had before it a * report of the Head of Planning Economy and Regeneration seeking formal approval to accept an offer from Government to increase planning fees by 20% from July 2017, or as soon as legislation permits. This

offer was only on the basis that the Council committed to invest the additional income entirely on planning functions.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that fees associated with the submission and processing of planning and other related applications were set nationally by the Government under fee regulations, to date it had not been within the ability of Councils to set such fees locally in order to better reflect the actual cost of determining the applications.

Consideration was given to the need for any additional income to be reinvested within the planning service.

RESOLVED that the Government's offer to increase planning fees by 20% from July 2017 or as soon as legislation permits be approved, with a commitment that this additional fee income is invested in its entirety in the planning service.

(Proposed by Cllr R J Chesterton and seconded by Cllr P H D Hare-Scott)

Note: * Report previously copy attached to minutes.

16. **REVENUE AND CAPITAL OUTTURN 2016/17 (00-41-09)**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources presenting the revenue and capital outturn figures for the 2016/17 financial year.

The Cabinet Member for Finance outlined the contents of the report stating that an underspend of £30K was a very encouraging outcome as was the £380K surplus in the Housing Revenue Account. He highlighted the exceptional collection rates for Council Tax and Housing Benefit and the investments within the town centre which had added to income.

Consideration was given to the General Fund Revenue Account summary and the variances on proposed budgets.

RESOLVED that:

- (i) The General Fund outturn achieved in 2016/17 which shows an overall underspend of £30k be **NOTED**.
- (ii) The net transfers to earmarked reserves of £1,664k detailed in the General Fund service budget variance reports shown in Appendix 1 & 2 and summarised in Appendix 4 be **APPROVED**.
- (iii) The positive position achieved on the Housing Revenue Account which showed an annual saving of £380k be **NOTED** and the "earmarking" of the extra £380k shown in paragraph 3.3 be **APPROVED**, as well as specific items totalling £2,446k and the utilisation of items totalling £109k identified in Appendix 4.
- (iv) the carry forward of £9,184k from the 2016/17 capital programme (see paragraph 5.2) be **APPROVED** as all of the schemes will be delivered in 2016/17 or later years.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr C R Slade)

Note: - *Report previously circulated, copy attached to minutes.

17. **ANNUAL TREASURY REPORT (00-48-17)**

The Cabinet had before it and **NOTED** a * report of the Director of Finance, Assets and Resources informing Members of the Council's treasury management performance in 2016/17.

The Cabinet Member for Finance outlined the contents of the report stating that the report provided details of the outturn position for treasury activities and highlighted compliance with the Council's policies previously approved by Members. Interest rates remained low and therefore the income from property investments was helpful especially in the current climate with regard to Brexit and the recent election.

Consideration was given to further investment opportunities that were secure.

Notes: -

- (i) Cllr C J Eginton declared a personal interest as he received a pension from the Lloyds Banking Group;
- (ii) *Report previously circulated, copy attached to minutes.

18. **REVENUES AND BENEFITS PERFORMANCE REPORT (00-52-09)**

The Cabinet had before it and **NOTED** a * report of the Director of Finance, Assets and Resources reporting on Council Tax, Non Domestic Rates and Housing Benefit performance for 2016/17.

The Cabinet Member for Finance outlined the contents of the report highlighting the work of the Revenues and Housing Benefits Teams and the uncertainty of how the full roll-out of Universal would impact on the organisation. Collection rates were up on previous years and the figures reflected a very strong team performance

Members requested that their thanks to the Revenues Manager, the Housing Benefits Manager and their teams be recorded.

Note: - *Report previously circulated, copy attached to minutes.

19. **NOTIFICATION OF KEY DECISIONS (00-53-40)**

The Cabinet had before it, and **NOTED**, its rolling plan * for June/July 2017 containing future key decisions.

Note: * Plan previously circulated; copy attached to the signed Minutes

(The meeting ended at 3.10 pm)

CHAIRMAN