

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **CABINET** held on 5 April 2018 at 2.15 pm

### **Present**

**Councillors** C J Eginton (Leader)  
P H D Hare-Scott, Mrs M E Squires and  
R L Stanley

### **Apologies**

**Councillor(s)** R J Chesterton and C R Slade

### **Also Present**

**Councillor(s)** F W Letch, F J Rosamond and T W Snow

### **Also Present**

**Officer(s):** Stephen Walford (Chief Executive), Jill May (Director of Corporate Affairs and Business Transformation), Jenny Clifford (Head of Planning, Economy and Regeneration), Joanne Nacey (Group Manager for Finance), Catherine Yandle (Group Manager for Performance, Governance and Data Security), Maria De Leiburne (Solicitor), Tina Maryan (Area Planning Officer), Tristan Peat (Forward Planning Team Leader), John Bodley-Scott (Economic Development Team Leader) and Sally Gabriel (Member Services Manager)

#### **141. MINUTE SILENCE - COUNCILLOR MISS CLARISSA SLADE**

The Chairman opened the meeting and asked that those in attendance observe a minute's silence in memory of Councillor Clarissa Slade.

Those present spent a minute in quiet contemplation.

#### **142. APOLOGIES**

Apologies were received from Cllrs: R J Chesterton and C R Slade.

#### **143. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT**

There were no interests to declare.

#### **144. PUBLIC QUESTION TIME**

There were no members of the public present.

#### **145. MINUTES OF THE PREVIOUS MEETING (00-02-36)**

The minutes of the previous meeting were approved as a correct record and signed by the Chairman.

146. **BEREAVEMENT SERVICES FEES AND CHARGES (00-03-32)**

The Chairman indicated that due to a change in Government guidance with regard to charges, he requested that the Environment Policy Development Group reconsider the report taking into consideration the updated guidance.

It was therefore:

**RESOLVED** that the report be referred back to the Environment Policy Development Group for further consideration.

(Proposed by the Chairman)

Note: \*Report previously circulated, copy attached to minutes

147. **MID DEVON DESTINATION MANAGEMENT (00-05-15)**

Arising from a report of the Chief Executive and Director of Growth, the Economy Policy Development Group had recommended that the Destination Management Strategy be recommended to Council for approval.

The Economic Development Team Leader outlined the contents of the report stating that the Destination Management Plan for Mid Devon was a strategic document for promoting tourism within the district and provided a framework for joint activity with key stakeholders and individual tourism businesses. The document had been subject to consultation and feedback from that consultation process had been incorporated into the document and that it also reflected the modifications to the Local Plan Review such as the proposed allocation at Junction 27 for a major tourism and leisure development. The Strategy would in time be accompanied by an action plan following work on the Economic Strategy which was being progressed by the Economy Policy Development Group

Consideration was given to:

- The lack of emphasis within the strategy on country sports and the amount of business this brought to the area
- The effectiveness of the strategy and how it would be measured
- The need for the action plan and metrics by which the effectiveness of the strategy would be judged to be placed before a future meeting of the Cabinet
- The timescale for the production of the action plan
- The need to include mention of the Roman Catholic Boniface Church, Crediton
- The need for more tourist accommodation in Crediton

Subject to the inclusion of additional material with regard to country sports and mention of the shrine at the Roman Catholic Boniface Church it was:

**RECOMMENDED** to Council that the Destination Management Plan be approved.

(Proposed by the Chairman)

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

**148. CORPORATE DEBT RECOVERY POLICY (00-19-13)**

Arising from a report of the Group Manager for Finance, the Audit Committee had recommended that the updated Debt Collection Policy and associated appendices be approved.

The Cabinet Member for Finance outlined the contents of the report stating that there was no change in the policy, it had been refreshed and made more transparent. The authority had a good record of debt recovery which had been demonstrated by the high level of Council Tax collection

Consideration was given to: a corporate approach to debt collection across all of the work streams rather than individual departments.

**RESOLVED** that the recommendations of the Audit Committee be approved.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr Mrs M E Squires).

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

**149. CULLOMPTON TOWN CENTRE MASTERPLAN (00-24-03)**

The Cabinet had before it a \*report of the Head of Planning, Economy and Regeneration requesting consideration of the commissioning of consultants to assist in the preparation of a Masterplan Supplementary Planning Document and Delivery Plan in respect of Cullompton Town Centre.

The Head of Planning, Economy and Regeneration outlined the contents of the report stating that Cullompton was the focus for significant housing growth in the emerging Local Plan Review. There was a need to progress a masterplanning exercise for Cullompton Town Centre in tandem with other projects and initiatives including the Garden Village, the townscape heritage initiative fund application, the Devon Metro project and other masterplanning in connection with the planned urban extension to the north west of Cullompton. She outlined the policies within the emerging Local Plan which highlighted strategic allocations within the town and the need to address traffic and congestion within the town, the impact of air quality on the town centre and the proposal for a railway station, all these issues would have a key role in the masterplanning exercise.

The Chairman read correspondence from Cllr Mrs N Woollatt which requested that Ward Members be added to the stakeholders to be engaged with, at paragraph 3.8 of the report and that the boundary of the suggested geographical area of the masterplan at Appendix 1 within the report be extended to the east of the boundary proposed so that the land between Tesco and the Showman's site/Longbridge Meadow Industrial Estate and the entire Cullompton Community Association (CCA) fields site including the football and cricket club areas up to the railway line be included.

Consideration was given to:

- Whether the masterplan should only address the economic drivers around the town centre and that the area around the CCA fields be included in the geographical scope of the masterplan.
- Whether including the CCA fields areas into the town masterplanning process would detract from issues to be addressed within the town centre.
- The concern of other local Members with regard to the congestion in the town, the need for a proper bus stop outside the Weary Traveller for the National Express Coaches which would link with the proposed railway station.
- The need for the proposed consultation events to include a specific meeting for the Town Council

**RESOLVED** that:

- (i) Local Ward Members be added to the Stakeholder list and therefore have a key role in the development of the masterplan.
- (ii) The boundary of the suggested geographical area of the masterplan outlined at Appendix 1 of the report be extended to the east of the boundary proposed so that the land between Tesco and the Showman's site/Longbridge Meadow Industrial Estate and the entire CCA fields site including the football and cricket club areas up to the railway line be included in the masterplanning area.
- (iii) Delegated authority be given to the Head of Planning, Economy and Regeneration in consultation with the Cabinet Member for Planning and Economic Regeneration to engage consultants to assist with the preparation of a Cullompton Town Centre Regeneration Masterplan and Delivery Plan.

(Proposed by the Chairman)

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

**150. MID DEVON DESIGN GUIDE - SUPPLEMENTARY PLANNING DOCUMENT (00-45-18)**

The Cabinet had before it a \*report of the Head of Planning, Economy and Regeneration requesting approval for the use of an external consultant to prepare a Design Guide Supplementary Planning Document for Mid Devon.

The Forward Planning Team Leader outlined the contents of the report stating that the proposal was to expand on existing and proposed planning policy through a new Supplementary Planning Document (SPD) to provide detailed guidance on urban, village and rural design issues in Mid Devon. It was intended that the SPD would raise design awareness and standards through the planning process; suitable external consultants would be required to prepare such a document. He outlined the processes (including stakeholder involvement and consultation) that would take place with regard to the creation of the SPD.

Consideration was given to:

- Concerns that the design of development on the Eastern Urban Extension in Tiverton was already underway and therefore would there be 2 styles of development across the district?
- The need to have regard to the Blackdown Hills Area of Outstanding Natural Beauty together with a further possible AONB proposal within the Exe Valley.
- The hope that the design guide would work alongside documents already in place.

**RESOLVED** that: the commissioning of a suitable external consultant to prepare the Mid Devon Design Guide Supplementary Planning Document be approved.

(Proposed by the Chairman)

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

#### 151. **PAY POLICY (00-52-59)**

The Cabinet had before a \* report of the Group Human Resources Manager which set out the legislative requirements of the Localism Act 2011 relating to senior pay, in particular the role of the Chief Executive, Directors and other senior officers.

The Chairman outlined the contents of the report explaining the pay multiple which was calculated by comparing all taxable earnings for the given year for the Chief Executive compared to mean earnings and the lowest paid in the organisation.

Consideration was given to the Gender Pay Gap statistics that had already been published.

**RECOMMENDED** to Council that the Pay Policy 2018 be adopted.

(Proposed by the Chairman)

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

#### 152. **CABINET MEMBER DECISIONS (00-56-09)**

The Cabinet **NOTED** the following \* decisions made by Cabinet Members:

##### **Cabinet Member for Community Well-Being (Cllr Colin Slade)**

##### **Leisure Pricing 2018**

- a) Increase the base line for all leisure pricing by 3%;
- b) That the reduction for concessionary membership be set at 1/3 of the full cost;
- c) That times of access be restricted for those with concessionary membership, as proposed in the report, with an uplift payment available should they wish to attend during peak periods.

Consideration was given to the timings of sessions crossing two time periods; the meeting was advised that this issue was being addressed.

### **Cabinet Member for Finance (Cllr Peter Hare-Scott)**

#### **Station Road car Park, Cullompton**

The Cullompton Farmers Market Committee Group have approached the Council with a request to close part to celebrate the 20th Anniversary of the starting up of the Cullompton Farmers' Market.

They have requested on Saturday 30th June from 6am until 2pm to close and erect stalls to the lower part of the car park so stalls can be erected, this would mean the upper car park would be still available for pay and display and permit holders to use but the reduced number of spaces would result in a reduced income.

### **Cabinet Member for Planning and Economic Regeneration**

#### **Building Control Fees**

Increase Building Control Fees by approximately 3%

To maintain cost recovery for Building Control activity. Building Control fees were last changed in 2015. The fee increase is now required to ensure that the service continues to be self-funding and breaks even.

Note: \* Decisions previously circulated copy attached to minutes.

#### **153. FINANCIAL MONITORING (00-58-41)**

The Cabinet Member for Finance updated the meeting on the financial monitoring to date; the budget gap for 2017/18 was expected to be approximately £150k. All mainstream departments had been within budget which should be commended.

#### **154. PERFORMANCE AND RISK (00-59-33)**

The Cabinet had before it and **NOTED** a \* report of the Director of Corporate Affairs and Business Transformation providing Members with an update on the performance against the Corporate Plan and local service targets.

The Group Manager for Performance, Governance and Data Security outlined the contents of the report highlighting the good performance of the waste service the work taking place to build homes at Birchen Lane and Palmerston Park, issues with access to some properties so that gas safety checks could take place and the outstanding performance of bringing empty homes back into use

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

#### **155. NOTIFICATION OF KEY DECISIONS (1-05-48)**

The Cabinet had before it, and **NOTED**, its rolling plan \* for April 2018 containing future key decisions.

Note: \*Plan previously circulated, copy attached to minutes.

156. **ACCESS TO INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC (1-06-39)**

Prior to considering the following items on the agenda, discussion took place as to whether it was necessary to pass the following resolution to exclude the press and public having reflected on Article 15 15.02(d) (a presumption in favour of openness) of the Constitution. The Cabinet decided that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

It was therefore:

**RESOLVED** that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item 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)

(Proposed by the Chairman)

157. **DISPOSAL OF THE LAND AND TOILET BLOCK AT STATION ROAD, CULLOMPTON**

The Cabinet had before it a \* report of the Director of Finance, Assets & Resources requesting approval for the asset disposal of the public convenience in Station Road, Cullompton.

The Cabinet Member for Housing outlined the contents of the report.

Returning to open session the Cabinet:

**RESOLVED** that the asset disposal of the land and buildings at the Public Conveniences, Station Road, Cullompton proceed as detailed in the report.

(Proposed by Cllr R L Stanley and seconded by Cllr P H D Hare-Scott)

Note: \*Report previously circulated.

(The meeting ended at 3.25 pm)

**CHAIRMAN**