

## **MID DEVON DISTRICT COUNCIL**

**MINUTES** of a **MEETING** of the **CABINET** held on 17 December 2015 at 2.15 pm

### **Present**

#### **Councillors**

C J Eginton (Leader)  
R J Chesterton, N V Davey, P H D Hare-  
Scott, C R Slade, Mrs M E Squires and  
R L Stanley

### **Apologies**

#### **Councillor(s)**

### **Also Present**

#### **Councillor(s)**

Mrs E M Andrews, R Evans, R F Radford, Mrs J Roach,  
F J Rosamond, Miss C E L Slade and Mrs N Woollatt

### **Also Present**

#### **Officer(s):**

Kevin Finan (Chief Executive), Andrew Jarrett (Head of Finance), Amy Tregellas (Head of Communities and Governance and Monitoring Officer), Jenny Clifford (Head of Planning and Regeneration), Nick Sanderson (Head of Housing and Property Services) and Sally Gabriel (Member Services Manager)

## **94. APOLOGIES**

There were no apologies.

## **95. PUBLIC QUESTION TIME**

Mrs Morris. (Town Clerk, Cullompton Town Council) referring to item 4 on the agenda (Play Areas) requested that the Cabinet defer its decision regarding the 2 play areas in Cullompton under managed decline so that the Town Council had time to consider the issue properly. The Town Council had offered S106 monies to update the equipment and would like an extension of time.

Mrs Holloway again referring to item 4 on the agenda stated that we all know that it is sensible to close some of the play areas. Tufty Park and Headweir Road parks are so popular, the consultation responses showed an interest in both of these parks with 92 and 106 responses on each. You have showed the cost of decommissioning at annex 2 of the report and a column showing decommissioning costs coming from reserves and a column showing potential savings, is that figure the actual amount of maintaining the play area or just decommissioning costs? There are no costs for the maintenance of each play area. Can we have costs for each play area, without these figures how can decisions be made. I understand that every penny counts, but the evidence is overwhelming. There are petitions with 270 signatures on each, what weight have you given to the public response, the play areas are used so well and would it make more sense to keep them open especially if you will get contributions from S106 money and Town Council funds. These are valued amenities.

Sarah Bailey again referring to item 4 on the agenda stated that the petitions had 531 signatures on them and she echoed Mrs Holloway's view.

David Magretts referring to Item 8 on the agenda (Grants) stated that the Community Well-Being PDG had recommended to reduce the grant to the CAB. There was increased demand for the service across Mid Devon, this was discussed in a meeting with the Leader and the CAB's new Chief Executive, we are wondering why our grant is being cut. We note the closure of the Crediton Housing Team, we are more than happy to be able to fill that gap, but it will be more difficult if funding is cut.

Mr Vanderwolfe (Clerk to Tiverton Town Council) referring to item 4 on the agenda (Play Areas) asked whether the Cabinet would consider the following play areas to be retained with contributions from the Town Council:

- Trickey Close to be retained - this area is well used and people would come forward to assist with the work.
- Hawthorn Road to be retained
- Priory Road is not really worth retaining
- Colesmead requires more time for consideration.

Mr Lucas referring to Item 8 on the agenda (Grants) stated that the Community Well-Being PDG had always devolved grants across the district and it may now go on other areas. The Grand Western Canal involved people from across Mid Devon and the county as a whole. 2 years ago there was a planning application for a cattle shed in Sampford Peverell, the owner of the Minnows Caravan Site undertook a survey of the guests to the park, regarding where they spend their time, the majority of them spent time in Devon. Please bear this in mind for all the people in Devon and its visitors, it really is a jewel in the crown.

Mr Hutcheon referring to Item 20 (Corporate Plan) stated that there were 4 key areas in the plan, will you deliver your aspirations to increase the economy and how will you deliver on the growth of the economy?

What are you going to do to encourage people to come to Mid Devon? I will have to move out of Devon to find a job.

Does the Cabinet agree that the Eden Project proposition will assist the Council in delivering its Corporate Plan objectives?

With regard to my petition, I have not heard anything since I presented it to Council, what have you done in terms of actions.

Mrs Dennis referring to Mr Hutcheon's remark stated that she left Devon and went to London to get a job, that's what people do, you go to where the jobs are, you don't need to ruin greenfield sites.

Cllr John Jordan (Tiverton Town Council) referring to Item 4 (play areas) stated that he had surveyed 3 play areas in the Lowman Ward, the parks are being used. Priory Road is being used as a football pitch and he saw no problem with that. With regard to Hawthorn Road, local people are using this area, there are 10 children there every day. Trickey Close is a very nice park, residents would help with its upkeep.

The Cabinet Member for the Environment read a letter received from Reverend Janet Sutton-Webb who had been unable to attend the meeting requesting the Cabinet to reconsider the managed decline of Tufty Park and Headweir Road park, she felt that they were two well equipped parks; she highlighted the petitions that had been established and the play protest that had taken place at Tufty park earlier in the week.

Cllr Mrs N Woollatt presented the Chairman with a petition with 272 signatures on behalf of the petitioner Mr Tom Gozna, requesting that Tufty Park and Headweir Road be kept open.

The Chairman stated that answers to questions raised would be answered when the items were discussed.

#### 96. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 19 November 2015 were approved as a true record and signed by the Chairman.

#### 97. **PLAY AREAS IN MID DEVON (00-23-52)**

Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group had recommended that:

- a) The recommendations within Annex 2 of the report be approved;
- b) The contributions from Town and Parish Councils towards the running and maintenance costs be noted;
- c) The Head of Housing and Property Services, in consultation with the Cabinet Member for the Environment, be given delegated authority to negotiate acceptable terms for the transfer of selected play area in Willand to the Parish Council by the end of December 2015.

The Cabinet Member for the Environment outlined the contents of the report and the recommendations of the Policy Development Group and stated that meetings had taken place with Cullompton Town Council regarding those parks that were marked for managed decline and he understood the concerns of the residents of Cullompton which he would address.

With regard to the questions posed in Public Question Time: he stated that he intended to put forward a recommendation in line with the discussions that had taken place with Willand Parish Council. With regard to costs associated with decommissioning, the Town Council had been sent a set of figures and the Head of Housing and Property Services was able to provide the meeting with maintenance costs for both parks under discussion and emphasised that each park in the district had a budget of £240 per annum for maintenance which included maintenance of trees.

Consideration was given to:

- Negotiations that had taken place with Willand Parish Council.

- The hope that the residents of the Cullompton would be satisfied with a recommendation that further discussions take place with the Town Council with regard to the two parks in question.
- Further discussions to take place with Tiverton Town Council regarding its request for the parks mentioned earlier in the meeting.
- Capital and revenue costs for play areas
- Concerns raised by Bow Parish Council and possible discussions that could take place.
- Possible funding streams that could be assessed by the Town and Parish Councils.
- The need to consolidate larger assets and remove the smaller parks
- The use of Section 106 monies to purchase new equipment but not to be used for maintenance.

**RESOLVED** that the recommendations of the Policy Development Group be approved with the inclusion of the wording “Parish Field (Gables Lea) in (c) and the addition of:

(d) The Head of Housing and Property Services in consultation with the Cabinet Member for the Environment be given delegated authority to negotiate acceptable terms for the transfer of Tufty Park and Headweir Road plays areas in Cullompton to the Town Council by 31 January 2016.

(e) Any sites identified for managed decline or closure could be leased to the Parish/Town Councils by negotiation.

(Proposed by Cllr N V Davey and seconded by Cllr C R Slade)

Notes:

- (i) Cllr N V Davey declared a personal interest as a Member of Tiverton Town Council;
- (ii) Cllrs Mrs E M Andrews and Mrs N Woollatt spoke as Ward Members for Cullompton;
- (iii) \* Report previously circulated copy attached to minutes.

**98. PLANNING GUIDANCE FOR WASTE STORAGE (1-02-18)**

Arising from a \*report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group had recommended that the design guidance be agreed and that officers develop the guidance as a supplementary planning document.

The Cabinet Member for Planning and Economic Regeneration stated that the intention of the document was to provide guidance to developers on how adequate storage facilities could be incorporated into the design of new residential development schemes. The intention was for a supplementary planning document to be created to require that adequate storage be put in place within new developments.

Consideration was given to the wording within paragraph 4 (page 33) of the document and Members requested that the words “may” be replaced with “must” and “should” be replaced with “must”.

**RESOLVED** that subject to the words “may” to be replaced with “must” and “should” to be replaced with “must” in paragraph 4 on page 33, the recommendation of the Policy Development Group be approved.

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

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

#### 99. **GROUNDS MAINTENANCE AND GRASS CUTTING (1-09-31)**

Arising from a report of the Head of Housing and Property Services, the Managing the Environment Policy Development Group had recommended that this authority:

- a) Continues to provide grass verge cutting on Devon County Council highway land in Town and Parishes that have contributed funding based on the 2015/16 budget as detailed in 3.3 and Option 1.
- b) Negotiates with those Town and Parishes Councils who have resolved on Option 1 for a reduction of one cut per annum or to contribute towards one additional cut per annum with reference to 3.4 and 5.5.
- c) Withdraws from the Devon County Council grass verge cutting agreement, where the Town and Parish Councils have resolved to accept funding directly from Devon County Council as detailed in 3.3 /Option 2.
- d) Withdraws from our grass verge cutting agreement with Devon County Council where Town and Parish Councils have resolved to accept Option 3 due to the financial shortfall forecast in Annex A.
- e) Reviews the ongoing service provision of grass verge cutting in response to the reduction of funding as detailed at 5.6 by March 2016.

The Cabinet Member for the Environment outlined the contents of the report stating that this authority maintained its parks and public open spaces and also cut grass on the highways for Devon County Council for which a remittance is received. Devon County Council had reduced its funding and therefore options had been offered to the Town and Parish Councils

Consideration was given to consultation that had taken place with Town and Parish Councils and the need for the parishes to advise whether they wanted a service by the end of January.

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

(Proposed by Cllr N V Davey and seconded by Cllr R L Stanley)

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

## 100. **CAR PARKING CHARGING PROPOSALS (1-19-53)**

Arising from a \*report of the Head of Finance, the Managing the Environment Policy Development Group had recommended that the pricing proposals within the report be approved, along with the recommendations in section 3.2 of the report.

The Cabinet Member for the Environment stated that a working group had been looking at issues to do with car parking since the beginning of the year, there had been agreement that some free car parking be made available and that the charging structure be simplified. The recommendations of the working group had been agreed by the Policy Development Group.

Consideration was given to the charging scheme for the long stay car parks of the Multi-Storey Car Park in Tiverton, Station Road, Cullompton and St Saviours Way, Crediton, it was suggested that these charges be increased to £2 for 24 hours or part of.

Concern was raised by those in attendance with regard to:

- Any increase in the cost of long stay parking
- The benefits of £1 for 5 hours parking
- Amenity car parks and the continued requests that parishes be asked to contribute to the costs
- Season tickets and the need for a criteria to be set for any discounts

Further consideration was also given to Parish precepts and the fact that they were not subject to the same strict capping criteria.

**RESOLVED** that:

- a) Subject to: the parking charges in the Multi-Storey Car Park in Tiverton, and the car parks in Station Road, Cullompton and St Saviours Way, Crediton being raised to £2 for 24 hours or part of; the recommendations of the Policy Development Group be approved.
- b) These recommendations will form the basis of the new off street Parking Places Order (Road Traffic Act 1984) which will be advertised and consulted upon and therefore delegated authority be given to the Head of Finance in consultation with the Cabinet Member for the Environment to act on feedback from this consultation process and agree any necessary amendments required before finalising the 2016/17 car park charges to be incorporated into the final order.

(Proposed by Cllr R L Stanley and seconded by Cllr N V Davey)

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

## 101. **GRANTS (1-51-53)**

Arising from a \*report of the Head of Communities and Governance, the Community Well-Being Policy Development Group had recommended that:

- a) The grant for the Grand Western Canal be removed from the grants budget and be paid from the New Homes Bonus;
- b) The revised grants for 2016/17 be approved;
- c) The authority put in place procedures to ensure that monitoring of activity and finances of those in receipt of grants takes place in the future; and
- d) The Community Well Being Policy Development Group Grants Working Group be involved in any initial discussions regarding the setting of proposed cuts to future grants.

The Cabinet Member for Community Well-Being outlined the process that had taken place with regard to the recommendation for the allocation of grants and the recommendation that the 2016 contribution towards the Grand Western Canal of £45,000 be funded from the New Homes Bonus and that a meeting take place between this authority and Devon County Council with regard to the level of future funding.

Consideration was given to the funding for the Citizens Advice Bureau (CAB) and the lack of feedback received by the Council Departments with regard to issues raised by residents with the CAB. Information was provided as to the breakdown of the grants paid by North Devon, West Devon, Torridge and Devon County Council to the CAB. The introduction of Service Level Agreements with grant recipients was also suggested

**RESOLVED** that subject to a further reduction of £5K to the Citizens Advice Bureau grant, the recommendations of the Policy Development Group be approved.

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

Notes:

- i) Cllr C R Slade declared a personal interest as a Member of the Grand Western Canal Joint Advisory Committee;
- ii) \*Report previously circulated copy attached to minutes.

**102. HOUSING REVENUE ACCOUNT BUDGET 2016/17 (2-16-35)**

Arising from a \*report of the Head of Finance, the Decent and Affordable Homes Policy Development Group had recommended that the budget proposals within the report be approved.

The Cabinet Member for Finance stated that the deficit within the General Fund had been reduced; however the detail of the Formula Grant had just been received and therefore further calculations now had to take place to provide revised information

**RESOLVED** that the recommendation of the Policy Development Group be **NOTED**.

(Proposed by the Chairman)

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

### 103. MEETING MANAGEMENT (2-19-46)

The Chairman indicated that he intended to take item 20 (Corporate Plan) as the next item of business to be followed by item 17 on the agenda (Anaerobic Digesters).

### 104. CORPORATE PLAN (2-20-14)

The Cabinet had before it a \*report of the Head of Communities and Governance setting out the strategic direction and aspirations of the Council for the next four years.

The Chairman outlined the contents of the report highlighting the four main priorities that had been recommended following detailed work with all Members over the last few months.

The Cabinet Member for Planning and Economic Regeneration answered the questions posed in public question time. With regard to:

- Delivering growth of local tourism: the February Cabinet would receive information regarding the Economic Development Strategy and the Tourism Strategy.
- Young people in the area: the Economic Development Strategy would provide further information. Exeter and East Devon had developed an Enterprise zone which may benefit young people in Devon.
- Delivery of the Westwood/Eden Project at Junction 27: the project had not been included in the Local Plan, it was unusual that the scheme had been put forward as part of the Local Plan process, successful projects usually came through as a planning application giving clear proposals.
- Petition to Full Council: the subject of the petition was the Local Plan and could only be considered as part of the Local Plan consultation process.

Consideration was given to:

- The detail of the priorities contained within the proposed Corporate Plan
- A suggestion was made that the priorities needed to be clear and affordable
- Whether the locality budget trial was required
- Further Member input following the consultation period.

**RESOLVED** that the contents of the draft Corporate Plan be approved for consultation.

(Proposed by the Chairman)

#### Notes:

- i) Cllr Mrs M E Squires declared a personal interest as she received a local budget as a Devon County Councillor;
- ii) \*Report previously circulated, copy attached to minutes.



#### 105. **ANAEROBIC DIGESTERS (2-35-18)**

Arising from a report of the Head of Planning and Regeneration, the Scrutiny Committee had recommended that:

- a) A request be made to the Environment Agency for the opportunity for MDDC to feed into the environmental permitting regime and that a copy of the approved permit be given to this authority.
- b) Where enforcement issues were raised with an AD plant, that related to more than one agency, coordination take place between relevant agencies and that MDDC take a lead role in that coordination.
- c) a review of the scope of planning conditions to control AD plants be undertaken in order to develop best practice for future applications.

The Head of Planning and Regeneration informed the meeting that the issue of anaerobic digesters in Mid Devon had been driven by the concerns of a local community and consideration had taken place by the Scrutiny Committee as to how their concerns may be addressed by multi-agencies working together. The Planning Service was currently seeking to clarify the scope of enforcement control in relation to AD scheme parameters and conditions as a result of issues raised by complainants and objectors.

Discussion took place regarding the need for multi-agencies to work together to share information.

**RESOLVED** that the recommendation of the Scrutiny Committee be approved.

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

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

#### 106. **LEASEHOLD MANAGEMENT (INCLUDING SERVICE CHARGE POLICY) (2-47-38)**

Arising from a report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended the revised Leasehold Management Policy be approved.

The Cabinet Member for Housing outlined the contents of the report stating that the review of the policy reflected the changes in good practice and current legislation

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

(Proposed by Cllr R L Stanley and seconded by Cllr C R Slade)

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

#### 107. **SUPPLY AND DEMAND POLICY (2-49-14)**

Arising from a report of the Head of Housing and Property Services; the Decent and Affordable Homes Policy Development Group had recommended that the new Housing Options Supply and Demand Policy be approved to Council.

The Cabinet Member for Housing outlined the contents of the report stating that the new policy referred to the Council's statutory obligations that it would owe to a homeless applicant.

**RECOMMENDED** that the new Housing Options Supply and Demand Policy be approved.

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

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

#### 108. **VOID POLICY (2-50-42)**

Arising from a report of the Head of Housing and Property Services; the Decent and Affordable Homes Policy Development Group had recommended that the new Void Management Policy be approved by Council subject to Appendix B showing a 50% reduction in the costs relating to the paint packs and decoration grant.

The Cabinet Member for Housing outlined the contents of the report stating the policy had been produced to ensure that the local authority had effective procedures in place to manage its empty stock quickly and efficiently and focussed on the requirement to reduce the length of time a property was empty. The Housing Tenants Together Group had been consulted and its recommendations had been included in the policy

**RECOMMENDED** that the new Void Management Policy be approved subject to Appendix B showing a 50% reduction in the costs relating to the paint packs and decoration grant.

(Proposed by Cllr R L Stanley and seconded by Cllr Mrs M E Squires)

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

#### 109. **ALLOCATIONS POLICY (BAND E - DEVON HOME CHOICE) (2-54-12)**

Arising from a \*report of the Allocations Policy Working Group, the Decent and Affordable Homes Policy Development Group had recommended that:  
Band E be retained only on the following assumptions:

1. All applicants to be reviewed annually on Devon Home Choice, this will also include contacting applicants to remind them that they may not have logged onto the Devon Home Choice system or have never placed a bid on the system. This will take out some of the "dead wood" on the system and remove those who have moved and not notified Devon Home Choice of their changes.

Applicants will be given 21 days in which to respond. Should they not reply then the application will be suspended.

2. Contact applicants who have not logged onto the system to ascertain the reasons behind this.
3. Applicants who have refused 3 properties will be investigated as to the reasons for the refusal, to determine if they should remain in their current band or suspended.
4. Mid Devon goes out for consultation on its Housing Allocation Policy proposing that the policy be rewritten to include the following points:
  - Applicants will be removed from the Devon Home Choice waiting list if they do not bid for properties over a 12 month period\*. (\*subject to review of available & suitable properties)
  - Applicants will be removed from the waiting list if they refuse 3 *suitable* offers of accommodation subject to availability or properties within their required location or adjacent parish.
  - Whilst carrying out a consultation, the working group may wish to include other elements to the review.
  - That there be a review in June 2016.

(These changes can be implemented ready for the 1<sup>st</sup> April 2016. This would allow for the consultation period of 6 weeks (as recommended by DCLG), a new allocation policy to be written and sent to the PDG for agreement).

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

(Proposed by Cllr R L Stanley and seconded by Cllr C R Slade)

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

#### 110. **ABOLITION OF THE CASH INCENTIVE SCHEME (2-57-26)**

Arising from a \*report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the cash incentive scheme whereby downsizing tenants are given payments for giving up larger homes be discontinued.

The Cabinet Member for Housing informed the meeting that the Council had been offering incentives to tenants to encourage them to downsize for some time and outlined the payments that had taken place. However Government policy had now changed and it was suggested that it was no longer necessary for the Council to offer a financial inducement to tenants.

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

(Proposed by Cllr R L Stanley and seconded by Cllr Mrs M E Squires)

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

#### 111. **IMPROVEMENTS TO COUNCIL PROPERTIES POLICY**

Arising from a \*report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended that the revised Improvements to Council Properties Policy be approved.

The Cabinet Member for Housing outlined the contents of the report stating that some tenants were carrying out alterations to council property without permission, the policy sought to set out procedures to be followed should tenants wish to make alterations to their properties.

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

(Proposed by Cllr R L Stanley and seconded by Cllr N V Davey)

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

#### 112. **SEVERE WEATHER EMERGENCY PROTOCOL AND EXTENDED WINTER PROVISION PROTOCOL (3-00-05)**

Arising from a report of the Head of Housing and Property Services, the Decent and Affordable Homes Policy Development Group had recommended: that the new Housing Options Severe Weather Emergency Protocol (SWEP) and Extended Winter Provision Protocol be approved by Council.

The Cabinet Member for Housing outlined the contents of the report stating that local authorities should have adequate provision to prevent rough sleeping at any time of the year, however the winter presented a greater risk to the health of rough sleepers and therefore a protocol had been put in place to assist those in need in severe weather.

**RECOMMENDED** that the new Housing Options Severe Weather Emergency Protocol (SWEP) and Extended Winter Provision Protocol be approved.

(Proposed by Cllr R L Stanley and seconded by Cllr N V Davey)

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

#### 113. **COUNCIL TAX REDUCTION SCHEME (3-01-45)**

The Cabinet had before it a \*report of the Benefits Manager and the Revenues Manager setting out the Council Tax Reduction Scheme for 2016/17 for recommendation to Council.

The Cabinet Member for Finance outlined the contents of the report stating that the Council Tax Reduction Scheme was a local scheme for working age customers.

Section 13A of the local Government Finance Act 1992 required the Council to approve a scheme by 31 January each year. No changes were being proposed to the existing scheme.

**RECOMMENDED** that

1. The Council Tax Reduction Scheme for working age customers is approved for 2016/17.
2. The Council's revised Council Tax Reduction, Section 13A policy, enclosed in Appendix 1 is approved for 2016/17. ( Within the Policy, the Council's Section 151 Officer has delegated authority to take into account any further changes in law, government guidance or policy)
3. Mid Devon's Penalty policy (Appendix1) is noted and adopted.
4. The criteria contained in the Council Tax Reduction (CTR) scheme for the forthcoming year 2016/17 will remain the same as the previous financial year 2015/16. Future DWP uprating of applicable amounts for CTR claimants and DCLG Non-dependant deduction requirement regulations will be amended in line with the Council's scheme once the regulations are in place.

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

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

**114. TAX BASE CALCULATION (3-02-41)**

The Cabinet had before it a \*report of the Revenues Manager detailing the statutory calculations necessary to determine the Tax Base for the Council Tax.

The Cabinet Member for Finance outlined the contents of the report stating that this was a statutory function and a legal requirement, the Council would set its budget using Council Tax information as at 30 November each year in accordance with the Local Authorities (Calculation of Council Tax Base (England) Regulations 2012.

**RECOMMENDED** that: the calculation of the Council's Tax Base for 2016/17 be approved in accordance with The Local Authorities (Calculation of Tax Base) (England) Regulations 2012 at **27,507.03** as outlined in Appendix 1.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr N V Davey)

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

**115. FINANCIAL MONITORING (3-03-42)**

The Cabinet had before it and **NOTED** a \*report of the Head of Finance presenting financial monitoring information for the income and expenditure of the 2015/16 financial year.

The Cabinet Member for Finance outlined the contents of the report highlighting the projected deficit of £289k and outlining the most significant service movements within the last month, that of redundancy costs and reduced prices for recycling. There had been some slippage in the Capital Programme and it was requested that the programme be split between the General Fund and the Housing Revenue Account.

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

#### 116. **NOTIFICATION OF KEY DECISIONS (3-08-00)**

The Cabinet had before it, and **NOTED**, its rolling plan for January 2016 containing future key decisions.

Members were informed of the following movements:

- The addition of a Part II report entitled Strategic Land Holdings for January 14 2016
- Landscape Implications of Solar PV Energy Proposals SPG to be moved to 28 January 2016
- Annual Monitoring Report to be moved to 11 February.

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

(The meeting ended at 5.31 pm)

**CHAIRMAN**