

South Hams Council



Title:	Agenda																														
Date:	Thursday, 29th March, 2018																														
Time:	2.00 pm																														
Venue:	Council Chamber - Follaton House																														
Full Members:	<p style="text-align: center;">Chairman Cllr Cuthbert</p> <p style="text-align: center;">Vice Chairman Cllr Hicks</p> <p><i>Members:</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Cllr Baldry</td> <td style="width: 33%;">Cllr Hopwood</td> </tr> <tr> <td>Cllr Bastone</td> <td>Cllr Huntley</td> </tr> <tr> <td>Cllr Birch</td> <td>Cllr May</td> </tr> <tr> <td>Cllr Blackler</td> <td>Cllr Pearce</td> </tr> <tr> <td>Cllr Bramble</td> <td>Cllr Pennington</td> </tr> <tr> <td>Cllr Brazil</td> <td>Cllr Pringle</td> </tr> <tr> <td>Cllr Brown</td> <td>Cllr Rowe</td> </tr> <tr> <td>Cllr Cane</td> <td>Cllr Saltern</td> </tr> <tr> <td>Cllr Foss</td> <td>Cllr Smerdon</td> </tr> <tr> <td>Cllr Gilbert</td> <td>Cllr Steer</td> </tr> <tr> <td>Cllr Green</td> <td>Cllr Tucker</td> </tr> <tr> <td>Cllr Hawkins</td> <td>Cllr Vint</td> </tr> <tr> <td>Cllr Hitchins</td> <td>Cllr Wingate</td> </tr> <tr> <td>Cllr Hodgson</td> <td>Cllr Wright</td> </tr> <tr> <td>Cllr Holway</td> <td></td> </tr> </table>	Cllr Baldry	Cllr Hopwood	Cllr Bastone	Cllr Huntley	Cllr Birch	Cllr May	Cllr Blackler	Cllr Pearce	Cllr Bramble	Cllr Pennington	Cllr Brazil	Cllr Pringle	Cllr Brown	Cllr Rowe	Cllr Cane	Cllr Saltern	Cllr Foss	Cllr Smerdon	Cllr Gilbert	Cllr Steer	Cllr Green	Cllr Tucker	Cllr Hawkins	Cllr Vint	Cllr Hitchins	Cllr Wingate	Cllr Hodgson	Cllr Wright	Cllr Holway	
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Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.																														
Committee administrator:	Member.Services@swdevon.gov.uk																														

1. Urgent Business

the Chairman to announce if any item not on the agenda should be considered on the basis that he considers it as a matter of urgency (any such item to be dealt with under 'Business Brought forward by the Chairman');

2. Exempt Information

to consider whether the consideration of any item of business would be likely to disclose exempt information and if so the category of such exempt information;

3. Declarations of Interest

Members are invited to declare any personal; or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting;

4. Waste Review

Report to follow

5. Treasury Management Strategy

Report to follow

6. Totnes Leisure Centre: Investment Arrangements

1 - 4

7. Calendar of Meetings 2018/19

5 - 10

8. Exclusion of Public and Press - to consider the following resolution to exclude the public and press:-

"That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following items of business in order to avoid the likely disclosure to them of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act";

9. Property Acquisition

11 - 16

10. Re-admittance of Public and Press

11. Reports of Bodies

to receive and as may be necessary approve the minutes and recommendations of the under-mentioned Bodies

* Indicates minutes containing recommendations to Council.

(a) Development Management Committee - 7 February 2018	17 - 24
(b) Overview & Scrutiny Panel - 8 February 2018	25 - 32
(c) Council Tax Setting Panel - 23 February 2018	33 - 36
(d) Executive * - 15 March 2018	37 - 42

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Report to: **Council**
Date: **29 March 2018**
Title: **Totnes Leisure Centre: Investment Arrangements**
Portfolio Area: **Customer First**

Wards Affected: **Totnes**

Relevant Scrutiny Committee: Overview and Scrutiny Panel

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken:
Immediately

Author: **Chris Brook** Role: **CoP Lead - Assets**

Contact: **Chris.brook@swdevon.gov.uk**

Recommendations:

That a loan facility to Fusion of up to £1.5 million (to be funded by prudential borrowing) be approved, subject to a business case to be approved by the COP Lead for Assets and the Section 151 Officer, in consultation with the Monitoring Officer, the Leader of Council and the lead Executive Member, to be paid back over the lease period (~12yrs).

1 Executive summary

- 1.1 It is proposed to amend a decision taken at full Council 28/7/2016 (33/16), relating to an approved loan facility for investment in Totnes Leisure Centre, as a result of the operating contract that is now in place.
- 1.2 The loan facility currently approved is to Tadpool, however, Tadpool have entered into a contract with Fusion to operate the centre on its behalf. Fusion are now responsible for the investment strategy, business case, delivery of works and operation thereof. As such, the loan facility should be to Fusion, rather than Tadpool.

- 1.3 This report seeks to amend the decision to reflect this and as it relates to borrowing, requires full Council approval.

2 Background

- 2.1 Totnes Leisure Centre is built on land owned by SHDC. Part of the centre including the pool is leased to Tadpool with ~12yrs left on the lease. The remaining part of the building is owned by SHDC and is leased to Fusion for the same term.
- 2.2 Tadpool, Fusion and SHDC wish to see investment in the centre and there is subsequently a requirement to fund capital improvement works through a loan.
- 2.3 SHDC have previously agreed to do so up to £1.5m, subject to approval of a business case, over the remaining term of the lease.
- 2.4 This decision was taken in 2016 prior to the operating agreements between the three parties being resolved and as such needs amending to reflect the current position.
- 2.5 The arrangements between the Council and Fusion for its other leisure centres have similar investment arrangements so as to support Health and Wellbeing in the District.

3 Outcomes/outputs

- 3.1 This decision would allow Fusion to move forward with a strategic investment in the facility to drive participation, increase visitor numbers and improve quality of experience.
- 3.2 Fusion and Tadpool are both committed to future investment and wish to proceed as soon as possible (subject to delegated business case approval).

4 Options available and consideration of risk

- 4.1 The risk of lending the money to Fusion instead of Tadpool is broadly similar, if one assumes that Tadpool would only pass the money and responsibility for delivery onto Fusion.

5 Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		Any loan would be subject to a legal agreement taking the substantially same form as that which is used in the Leisure Contract between SHDC and Fusion.
Financial		The loan would be funded from prudential borrowing and repayments agreed in line with interest rates at the time of the loan being agreed.
Risk		Mitigated through the business case appraisal.
Comprehensive Impact Assessment Implications		

Equality and Diversity	N	Any capital investment should improve accessibility and therefore beneficial from this perspective.
Safeguarding	N	None
Community Safety, Crime and Disorder	N	
Health, Safety and Wellbeing	Y	Improved though better facilities
Other implications		none

Supporting Information

Appendices:

None

Background Papers:

Health and Wellbeing Procurement Outcome – Full Council July 2016
(33/16)

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Report to: **Council**

Date: **29 March 2018**

Title: **Calendar of Meetings 2018/19**

Portfolio Area: **Strategy and Commissioning – Cllr Tucker**

Wards Affected: **All**

Relevant Scrutiny Committee: **Overview and Scrutiny Panel**

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: **Immediately**

Author: **Kathryn Trant** Specialist - Democratic Services

Contact: **Email: kathryn.trant@swdevon.gov.uk**

RECOMMENDATION

That Council be RECOMMENDED that the calendar of meetings for 2018-19 as presented at Appendix A be approved.

1. Executive summary

1.1 Each year, the Council is required to approve a calendar of meetings for the forthcoming year.

2. Background

2.1 The Constitution sets out requirements relating to the number and frequency of meetings of Council Bodies. In setting the calendar of meetings each year, the Council can ensure that these requirements are met. It also enables forward planning and avoids meeting clashes.

3. Outcomes/outputs

3.1 Set out at Appendix A is the draft calendar of meetings for 2018-19.

3.2 In drawing up the calendar of meetings, a number of parameters are set which include:

- Constitutional requirements which, for some bodies, sets the number and frequency of meetings to be held annually
- The wishes of Members that Thursdays are seen as Member days and therefore as many meetings as possible are arranged to take place on this day;

- The wishes of Members to avoid clashes with meetings of other organisations and events where possible;
- The wishes of Members to avoid meetings during school holidays where possible;
- Financial timescales and requirements and
- Attempting to ensure that Overview and Scrutiny Panel meetings are held two weeks prior to Executive meetings
- The recent decision that the month of August should be avoided for Member meetings. Such is the constraints of the Calendar, that Members will note that the draft Calendar does propose that a Development Management Committee meeting is held on 1 August 2018 and an Overview and Scrutiny Panel meeting is held on 2 August 2019;
- The significant impact of the District Council elections in May 2019.

3.3 It should be noted that the calendar only lists those meetings which can or need to be programmed (for constitutional, financial or other reasons). Meetings of other Council bodies such as task and finish groups arising from the work of the Overview and Scrutiny Panel can be programmed on an ad-hoc basis.

4. Options available and consideration of risk

4.1 By approving the calendar of meetings each year, the Council will avoid potential Member meeting clashes and ensure that the Constitutional requirements are provided for, and Members wishes, where possible, are taken into account.

5. Proposed Way Forward

5.1 Approval of the calendar of meetings will prevent meeting clashes and ensure that Constitutional requirements are met.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	Statutory Powers – Local Government Act 1972
Financial	N	There are no direct financial implications
Risk	N	These are addressed in the body of the report
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	Not applicable
Safeguarding	N	Not applicable
Community Safety, Crime and Disorder	N	Not applicable
Health, Safety and Wellbeing	N	Not applicable

Supporting Information

Appendix A: Calendar of meetings 2018-19

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SOUTH HAMS CALENDAR OF MEETINGS 2018/19

Committee	May 18	June 18	July 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	June 19	July 19	Aug 19	Sept 19
SH Council All at 2pm	17		26 (special)		27			6		21			16				26
SH Council Tax Panel 2.00pm										22							
SH Executive All at 10am		14	19		13	18	22			7	14	11		6	18		12
<i>Exec Briefing</i> All at 3.30pm	10		5	30		4	8		24	28			23		4	29	
SH O&S All at 10am	3 *	28		2	6	4	1 *		24	14 *	28			13	11		5
SH Audit Committee All at 10am		21	26			11			31		21			20	18 (2pm)		
SH Licensing Committee							1										
Seacombe Harbour All at 2.30pm			16		17		19			25		1			15		9
<i>SH Planning Briefing</i>	25	25	23	28	24	29		3	7	4	4	1	13	10	8	5	2
SH Site Inspections		4	2/30		3	1	5	10	14	11	11	8	20	17	15	12	9
DM Committee Times vary		6	4	1	5	3	7	12	16	13	13	10	22	19	17	14	11

Notes:

SH Informal Council dates are the morning of SH Council

SH Executive Briefing dates are internal dates and will not be published on the website (Executive Members and SLT)

*dates for O&S are programmed for between 4 and 6 weeks after quarter end to allow presentation of PIs (up until May 19)

Planning Committee for SH at 4 weekly intervals except June 17 to avoid half term/September to avoid August/Nov & Dec 5 wks each/May 19 election

August 18 only Briefing meetings except DM on 1/8: Aug 19 only Briefing meetings except DM on 14/8

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**MINUTES OF THE MEETING OF THE DEVELOPMENT MANAGEMENT
COMMITTEE HELD AT FOLLATON HOUSE, TOTNES, ON WEDNESDAY,
7 FEBRUARY 2018**

Members in attendance * Denotes attendance Ø Denotes apologies			
*	Cllr I Bramble	*	Cllr J M Hodgson
*	Cllr J Brazil	*	Cllr T R Holway
*	Cllr D Brown	*	Cllr J A Pearce
*	Cllr P K Cuthbert	*	Cllr R Rowe
*	Cllr R J Foss (Vice Chairman)	*	Cllr R C Steer (Chairman)
*	Cllr P W Hitchins	*	Cllr R J Vint

Other Members also in attendance:

Cllrs Smerdon, Tucker and Wright

Officers in attendance and participating:

Item No:	Application No:	Officers:
All agenda items		COP Lead Development Management, Planning Specialists, Deputy Monitoring Officer and Specialist – Democratic Services

DM.42/17 MINUTES

The minutes of the meeting of the Committee held on 10 January 2018 were confirmed as a correct record and signed by the Chairman.

DM.43/17 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered and the following were made:

Cllr D Brown declared a personal interest in the following planning applications that were sited within the South Devon AONB by virtue of being a Member of the South Devon AONB Partnership Committee and remained in the meeting and took part in the debate and vote thereon:

- **3787/17/HHO:** Demolition of existing house to rebuild new dwelling – Skerries, South Milton

DM.44/17 PUBLIC PARTICIPATION

The Chairman announced that a list of members of the public and town and parish council representatives, who had registered their wish to speak at the meeting, had been circulated.

DM.45/17 PLANNING APPLICATIONS

The Committee considered the details of the planning applications prepared by the Planning Case Officers as presented in the agenda papers, and considered also the comments of Town and Parish Councils together with other representations received, which were listed within the presented agenda reports, and **RESOLVED** that:

3230/17/FUL Skerries, South Milton

Parish: South Milton

Demolition of existing house to rebuild new dwelling

Case Officer Update: South Milton has an emerging Neighbourhood Plan; this is a material consideration and as such must be given weight

Speakers included: Supporter – Mr Nick Stafford: Parish Council representative – Cllr Paul Davies; local Ward Members – Cllrs Pearce and Wright

Recommendation: Conditional Approval

During discussion, one Member was concerned that a full ecology report had not been submitted, particularly in light of issues raised regarding birds and bats and the position of the property on their flightpaths. A number of Members raised concerns over the design of the proposal and stated that it was in the wrong place as it did not fit with the more traditional style of neighbouring properties. Members also supported the parish council view that the proposal should be set down in a similar way to a house further along the road that was currently under construction. Other Members praised the contemporary design and drew comparisons with a nearby property that was similar in design, although even in praising the design, some Members were concerned at the impact of the proposal on the SSSI.

Committee Decision: Refusal

Reasons:

1. The development, by reason of its massing and design, including the level of glazing, represents an incongruous and inharmonious addition to the street scene which fails to conserve the character and scenic beauty of the AONB and undeveloped coast nor conform adequately to local distinctiveness. The proposal is therefore in conflict with policies DP1 and DP2 of the South Hams Development Policies DPD, policies CS7 and CS9 of the South Hams Core Strategy DPD, policies DEV1 and DEV2 of the emerging Joint Local Plan, policy Environment & Coastal Management 1: Landscape Policy and policy H4 of the emerging South Milton Neighbourhood Plan, and the relevant paragraphs of the National Planning Policy Framework

2. It has not been demonstrated to the satisfaction of the Local Planning Authority that the proposed development would not cause material harm to the local bird population that utilise the South Milton Ley SSSI. The scheme is therefore in conflict with policy DP5 of the South Hams Development Policies DPD, policy CS10 of the South Hams Core Strategy DPD and the relevant paragraphs of the National Planning Policy Framework.

2267/17/VAR Farleigh Meadows, Diptford, Totnes

Parish: Diptford

Variation of condition 3 of planning consent 17/1854/11/F to allow stables to be used for an equine business

Case Officer Update: None

Speakers included: Objector – Mr John Foster: Supporter – Mr Barry James: Parish Council representative – Cllr Sue Franklin: local Ward Members – Cllrs Smerdon and Steer

Recommendation: Conditional Approval

Members were advised of the previous application on this site, and that in view of the support from the agricultural consultant, the only issue for consideration was highways impact. The Highways Authority had not objected to this application. The speakers raised a number of points that were not material planning considerations and these were not taken into account by the Committee. Members did however question the effectiveness of the proposal put forward by the applicant to monitor vehicle traffic to the site. Some Members wanted to support rural business, and in line with there being no objection from the Highways Authority, it was **PROPOSED, SECONDED** and on being to the vote declared **LOST** that the application be approved.

Committee Decision: Refusal

Reasons:

1. The roads giving access to the site are by reason of their inadequate width, poor horizontal alignment and junction are unsuitable to accommodate the increase in traffic likely to be generated by the business use and the development would, therefore be contrary to paragraph 32 of the National Planning Policy Framework
2. The proposed development would be likely to result in an increase in the volume of traffic entering and leaving the County Road through an access which does not provide adequate visibility from and of emerging vehicles, contrary to paragraph 32 of the National Planning Policy Framework.
3. It has not been demonstrated that there is adequate land available for the number of horses to be kept on the land proposed to support this business,

contrary to Policy DP18 of the South Hams Local Development Framework Development Policies, 2010.

4. The Section 106 Unilateral Undertaking submitted in support of this application would not deliver the level of traffic control as proposed by the applicant, in particular it makes no provision for the use of CCTV cameras to record vehicle registration numbers that visit the site. In the absence of a suitable Section 106 Obligation the means of traffic control proposed by the applicant could not be enforced, to the detriment of highway safety.

2012/17/FUL Farleigh Meadows, Diptford, Totnes

Parish: Diptford

Use of land for siting a timber chalet as accommodation for a key worker in support of an equine breeding business for an initial period of 3 years (Resubmission of withdrawn application 0355/17/FUL)

Case Officer Update: In view of the previous application being refused, the officer recommendation for this application was that the application should be refused.

Speakers included: Objector – Mr John Foster: Supporter – Mr Barry James: Parish Council representative – Cllr Sue Franklin: local Ward Members – Cllrs Smerdon and Steer

Recommendation: Refusal

Committee Decision: Refusal

Reasons:

The development would represent unsustainable development due to the remote location of the site from the services and facilities of a settlement. As such it would be contrary to Policies CS1 and DP15 of the South Hams Local Development Framework, Policy TTV31 of the Plymouth and South West Devon Joint Local Plan and the objectives of the National Planning Policy Framework.

4325/17/PAT Highways land adjacent car park, Huxhams Cross to Shinnars Bridge, Dartington

Parish: Dartington

Application for prior notification of proposed development by telecommunications code systems operators for a 10 metre replica telegraph pole and 2 no. equipment cabinets

Case Officer Update: Three further letters of objection received not raising any new issues but one of the letters

was from Dartington Primary School. One further letter of support received.

Speakers included: Objector – Mr Chris Edwards: local Ward Member – Cllr Hodgson

During discussion, some Members raised concerns over the siting of the pole in proximity to three schools. Whilst the applicant had included 21 alternative sites considered within their submission, the local Ward Member asked that the application be refused in its current proposed location and that the local parish council would be keen to negotiate with the applicant to locate a more suitable site. It was **PROPOSED, SECONDED** and on being put to the vote declared **LOST** that the application be refused. Other Members accepted that the location was acceptable, and in view of the applicant having had a previous application refused on grounds of height, felt that measures had been taken to address previous concerns and make this application acceptable.

Recommendation: Prior Approval Not Required

Committee Decision: Prior Approval Not Required

3342/17/TPO The Gothic House, 4 Bank Lane, Totnes

Parish: Woodleigh

Proposed works: T1 – Silver Birch - FELL

Case Officer Update: None

Speakers included: local Ward Members – Cllr Green (statement read), and Cllr Vint

Members discussed this application in great detail and views were mixed. Whilst some Members wanted to retain the tree, others could see the benefit of felling the tree to better show off the Gothic House and appreciated that it would be replaced with a garden design more in keeping with the original plans for the property. It was initially **PROPOSED, SECONDED** and on being put to the vote declared **LOST** by Chairman's casting vote that permission to fell the tree be refused.

Recommendation: Conditional Approval

Committee Decision: Conditional Approval

Members noted the list of appeals as outlined in the presented agenda report. The COP Lead Development Management presented further detail on specific cases. Members asked that the officer who had presented the case for the Council in respect of the appeal for Bay View Café, Bigbury on Sea, should be congratulated on his hard work and the successful outcome of the appeal.

(Meeting commenced at 2.00 pm and concluded at 5.45 pm)

Chairman

Voting Analysis for Planning Applications – DM Committee 7 February 2018

Application No:	Site Address	Vote	Councillors who Voted Yes	Councillors who Voted No	Councillors who Voted Abstain	Absent
3230/17/FUL	Skerries, South Milton	Refusal	Cllrs Holway, Brown, Rowe, Vint, Hitchins, Pearce, Hodgson, Bramble (8)	Cllr Steer (1)	Cllrs Cuthbert, Brazil, Foss (3)	(0)
2267/17/VAR	Farleigh Meadows, Diptford, Totnes	Conditional Approval	Cllrs Cuthbert, Bramble, Foss (3)	Cllrs Rowe, Holway, Brown, Pearce, Vint, Hitchins, Hodgson, Steer (8)	Cllr Brazil (1)	(0)
2267/17/VAR	Farleigh Meadows, Diptford, Totnes	Refusal	Cllrs Rowe, Holway, Brown, Pearce, Vint, Hitchins, Hodgson, Steer (8)	Cllrs Cuthbert, Bramble, Foss (3)	Cllr Brazil (1)	(0)
2267/17/FUL	Farleigh Meadows, Diptford, Totnes	Refusal	Cllrs Holway, Brown, Rowe, Vint, Hitchins, Pearce, Hodgson, Bramble, Steer, Foss (10)	(0)	Cllrs Brazil, Cuthbert (2)	(0)
4325/17/PAT	Highways land adjacent car park, Huxhams Cross to Shinnars Bridge, Dartington	Refusal of Prior Approval	Cllrs Hodgson, Brazil, Vint (3)	Cllrs Steer, Foss, Holway, Pearce, Hitchins, Bramble, Cuthbert, Rowe (8)	Cllr Brown (1)	(0)
4325/17/PAT	Highways land adjacent car park, Huxhams Cross to Shinnars Bridge, Dartington	Prior Approval Not Needed	Cllrs Steer, Foss, Holway, Pearce, Hitchins, Bramble, Cuthbert, Rowe (8)	Cllrs Hodgson, Brazil, Vint (3)	Cllr Brown (1)	(0)
3342/17/TPO	Gothic House, 4 Bank Lane, Totnes	Refusal	Cllrs Bramble, Vint, Brazil, Hodgson (4)	Cllrs Steer, Holway, Pearce, Brown (4) Refusal lost on Chairman's casting vote	Cllrs Foss, Cuthbert, Hitchins, Rowe (4)	(0)
3342/17/TPO	Gothic House, 4 Bank Lane, Totnes	Approval	Cllrs Steer, Holway, Pearce, Brown (4) Application approved on Chairman's casting vote	Cllrs Bramble, Vint, Brazil, Hodgson (4)	Cllrs Foss, Cuthbert, Hitchins, Rowe (4)	(0)

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**MINUTES OF THE MEETING OF THE
OVERVIEW & SCRUTINY PANEL
HELD AT FOLLATON HOUSE, TOTNES ON
THURSDAY, 8 FEBRUARY 2018**

Panel Members in attendance:			
* Denotes attendance		∅ Denotes apology for absence	
*	Cllr K J Baldry	∅	Cllr E D Huntley
*	Cllr J P Birch	*	Cllr D W May
*	Cllr J I G Blackler	*	Cllr J T Pennington
*	Cllr B F Cane	*	Cllr K Pringle
*	Cllr J P Green	*	Cllr M F Saltern (Chairman)
*	Cllr J D Hawkins	*	Cllr P C Smerdon (Vice Chairman)
∅	Cllr M J Hicks		

Other Members also in attendance:
Cllrs H D Bastone, I Bramble, J Brazil, P K Cuthbert, T R Holway, N A Hopwood and K R H Wingate

Item No	Minute Ref No below refers	Officers in attendance and participating
All		Head of Paid Service; and Senior Specialist – Democratic Services
3	O&S.88/17	Section 151 Officer
8	O&S.91/17	Case Management Manager
9	O&S.92/17	Community Of Practice Lead – Housing, Revenues and Benefits and Senior Specialist (Benefits)
10	O&S.93/17	Executive Director – Service Delivery and Commercial Development
11(b)	O&S.94/17(b)	Senior Specialist – Business Continuity

O&S.86/17 MINUTES

The minutes of the meeting of the Overview and Scrutiny Panel held on 18 January 2018 were confirmed as a correct record and signed by the Chairman.

O&S.87/17 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered during the course of the meeting and these were recorded as follows:-

Cllr B F Cane declared a Disclosable Pecuniary Interest in Item 8: 'Section 106 Agreements Schedule' (Minute O&S.91/17 below refers) by virtue of having previously been the owner of Venn Farm, Brixton and he left the meeting room during consideration of this agenda item.

O&S.88/17 URGENT BUSINESS

The Chairman of the Panel informed that he had agreed for one item of urgent business to be raised at this meeting that related to a recent article that had been published by the BBC that had incorrectly claimed that the Council had overspent its budget by over 20% in 2016/17.

At this point, the Section 151 Officer was invited to provide a statement. In so doing, she advised that:

- the article had wrongly referred to expenditure before any deductions for Government grant income were taken into account. As a result, the figures quoted in the article were not a true reflection of the bottom line position of the Council, with the 2016/17 audited accounts in fact illustrating a £45,000 (0.5%) overspend against Budget;
- discussions had been held with the author of the article, who in turn was going to speak to their Editor to look at some form of correction and retraction; and
- contact was also being made with the other Councils, many of whom had also been wrongly referred to in the article.

O&S.89/17 **PUBLIC FORUM**

In accordance with the Public Forum Procedure Rules, there were no issues received for consideration.

O&S.90/17 **EXECUTIVE FORWARD PLAN**

The Panel was presented with the most recently published Executive Forward Plan. In the ensuing discussion, reference was made to the Waste Procurement agenda item. In light of the tight project timescales, the Panel was informed that this item would be presented direct to the Special Council meeting on 29 March 2018. Whilst accepting that it was unfortunate that this matter would be effectively bypassing the Executive / Overview and Scrutiny process, it was recognised that an Informal Council briefing session had been arranged for 22 February 2018. In addition, all Members were welcome to attend meetings of the Working Group. Finally, the Panel asked that consideration be given by the Working Group to the merits of arranging a further Member Briefing session before the Special Council meeting.

O&S.91/17 **SECTION 106 AGREEMENTS UPDATE**

Consideration was given to a report that provided an update on the progress made in monitoring and administering Section 106 Agreements by the new Section 106 Officer.

In discussion, reference was made to:

- (a) the recommendation to abolish the Community Reinvestment Fund. In the event of the Council approving the abolishment of the Fund at its Budget setting meeting, a Member sought clarity around the alternative process whereby local town and parish councils could apply for Section 106 monies. In response, officers confirmed that this would be set out in detail in the next update report presented to the Panel;
- (b) the role and input of Community Groups. A number of Members were of the view that local town and parish councils needed to broker good working relationships with their local Community Groups and, in effect, take on the role of conduit link between these Groups and the District Council. The Panel also recognised that there was a risk whereby expectations could be unduly raised and, as a result, there was a need for careful management in this regard. In conclusion, the Panel requested that reference also be made to this discussion point in its next update report;
- (c) the importance of early engagement with local Ward Members being critical;
- (d) expansion of the information contained within the full Schedule. The Panel also made a formal request for the full Schedule to be presented to it in six months' time with Devon County Council Section 106 Agreements and any other obligations that had emerged in relation to a Development also being included;

In conclusion, Members recognised that good progress had been made on this piece of work. However, the Panel had raised additional issues that required further consideration by officers before being re-presented to it in six months' time.

It was then:

RESOLVED

1. That the progress made by the new S106 Officer in monitoring and administering Section 106 Agreements be noted;
2. That early engagement with local Members and local town and parish councils is critical in order to establish (any) early needs and considerations for S106 monies. Furthermore, the Panel also suggests that Community Groups engage with their local town and parish councils as part of this early engagement; and
3. That a full Schedule be presented to the Panel in six months' time that included Devon County Council Section 106 Agreements and any other obligations that have emerged in relation to a Development.

A report was presented that outlined the impact to date of Universal Credits, future key dates and changes that had been agreed to the system in November 2017.

In discussion, the following points were raised:-

- (a) Whilst supportive of the recommendation for a further update report, some Members were of the view that the proposal for this to be in November 2018 was too late. As a way forward, it was agreed that the Chairman would liaise with the Community Of Practice Lead – Housing, Revenues and Benefits to determine an appropriate timescale for this update report. In terms of the content of this report, Members requested that it include reference to the impact on temporary accommodation and information on supported housing;
- (b) With regard to the limited funding highlighted in the presented agenda report to assist applicants with online support and budgeting advice, a Member questioned how much monies had been set aside. In response, officers advised that £7,000 (£4,500 towards budgeting support and £2,500 to assist with online support) had been awarded by the Department of Work and Pensions (DWP). The Panel recognised that these monies would not go far and the consequent challenges that this would present;
- (c) Members highlighted the effectiveness of the DWP presentation that they had received on 11 January 2018. In addition, Members also made reference to the commitment that had been given by those DWP representatives in attendance to undertake a training session for Members that demonstrated how residents could sign up to Universal Credit. In terms of the timing of this session, it was felt that it would be beneficial to arrange this event nearer to the anticipated roll out date (September 2018).

It was then:

RESOLVED

That the Panel acknowledges the impact to date of Universal Credits and requests receipt of a further update report for consideration at a future meeting.

O&S.93/17 QUARTER 3 PERFORMANCE INDICATORS

The Panel considered the Quarter 2 performance report for 2017/18. In conclusion, the report highlighted that the measures for this Quarter had maintained their good level of performance.

In discussion, reference was made to:-

- (a) planning enforcement workload. In addition to repeating previously raised concerns relating to the capacity and resilience of the planning enforcement service area, a Member also highlighted a specific example that indicated that the published case register did not include all matters and was therefore inaccurate.

In reply, the Head of Paid Service appreciated Member concerns but was satisfied that the resource allocation for the Planning Enforcement service was appropriate for the workload. With regard to the accuracy of the register, the Member was encouraged to pursue this matter with the Planning Enforcement Specialist outside of this meeting.

Furthermore, other Members shared their positive recent experiences of the service and promoted the value of the drop-in sessions with local Ward Members.

In accordance with the findings of the Development Management Service Peer Review, the Panel requested that, as part of the future quarterly performance measures report, it be in receipt of the latest set of indicators that had been presented to the Development Management Committee.

As part of any future review into performance indicators, a Member also asked that consideration be given to measuring and reporting the average case workload per planning officer;

- (b) recycling sack requests. A Member noted the number of recycling related calls and website processes during this quarter. These statistics were felt to support his view that the Council should have put messages out in the public arena to advise that, due to factors outside the control of the Council, the authority had run out of recycling sacks;
- (c) the average number of missed bins. Whilst acknowledging the unavoidable staff absences over the recent festive period, some Members recognised that communication with Members had been much improved since the establishment of the new management team. Moreover, the Panel wished to expressed its gratitude to the efforts of the Council's Operations Team, who worked tirelessly to deliver such a good frontline service;
- (d) Member access to performance measures on their iPads. By way of an update, the Vice-Chairman informed that IT was still trying to resolve a technical security issue to ensure that Members had immediate access to performance measures on their iPads;
- (e) the average time taken for processing Disabled Facilities Grants (DFGs). The Panel congratulated lead officers for their performance regarding the average time taken for processing DFGs;
- (f) sickness statistics. Members considered the sickness statistics indicator to be positive. In reply, officers informed that, whilst the winter had seen a flu epidemic, the Council had offered a free

vaccination to its staff and elected Members. When considering these performance measures, it was suggested that this initiative had been both successful and well received.

It was then:

RESOLVED

1. That Members note the performance levels against target communicated in the Balanced Scorecard and the performance figures supplied in the Background and the Exception report; and
2. That, as part of future quarterly performance reports, the latest set of indicators (as presented to the Development Management Committee) be included.

O&S.94/17 TASK AND FINISH GROUP UPDATES

(a) Performance Measures

By way of an update, the Panel recognised that the current review of the Corporate Strategy (and the subsequent knock-on effect to the Corporate Priorities) was likely to have a big impact on the Council's Performance Measures. Whilst recognising that the decision had been made to re-commence with the joint review at the Panel meeting on 18 January 2018 (Minute O&S.83/17(a) refers), it was therefore deemed appropriate to hold this piece of work in abeyance pending the outcome of the Corporate Strategy review.

In terms of timescales, it was confirmed that the intention at this time was for the draft Strategy to be presented for approval to the Annual Council meeting on 17 May 2018.

(b) Drug and Alcohol Abuse

Following the request at the last Panel meeting (Minute O&S.85/17 refers), the draft Terms of Reference for the Drug and Alcohol Abuse Task and Finish Group were presented for consideration.

In discussion, the following points were raised:-

- Since the agenda had been published, further consideration had been given to the role of Totnes Town Council during this review. Instead of inviting one Town Councillor to be a part of the Group, the majority of Members felt it would be preferable to gain the collective view of the Town Council as a corporate body rather than the views of one individual;
- To provide more flexibility to the Group, some Members were of the view that by the proposal to only engage and meet with 'concerned parents and young adults' was too restrictive. Whilst the Terms of

Reference had been drafted to ensure that the Review was realistic and not overly ambitious, the majority of Members felt that they should be revised to include reference to engaging and meeting with '*informed parties*';

- A Member highlighted that Sergeant Perrin had attended the meeting of Totnes Town Council on 5 February 2018 and had made some very interesting points that were relevant to this Review. As a result, the Member encouraged the Task and Finish Group to listen to the recording of the presentation that was available on the Town Council website;
- The Group recognised the need for a Communications Strategy to support this Review and it was hoped that, at a convenient point, a press release would be issued;
- It was noted that the Group appreciated that representatives of the South Devon and Dartmoor Community Safety Partnership would play an integral role in this Review.

It was then:

RESOLVED

That the draft Terms of Reference be approved, subject to inclusion of the amendments as outlined in the detailed minutes above.

O&S.95/17 ACTIONS ARISING / DECISIONS LOG

The contents of the latest version of the Log was presented for consideration.

In so doing, the following points were raised:-

- (a) In noting the time delay on the progress update on the pre-application service review, the Panel requested that this matter be scheduled on to its next meeting agenda (22 March 2018);
- (b) It was confirmed that the action regarding Sovereign / Spectrum Housing arrangements had now been completed;
- (c) With regard to the Member Training and Awareness session on the General Data Protection Regulations, it was confirmed that officers were in the process of fixing a suitable date.

O&S.96/17 ANNUAL WORK PROGRAMME 2017/18

In consideration of its Annual Work Programme, the following comments, additions and amendments were made:-

- (a) With regard to the update on heating at Follaton House, it was noted that this matter had now been resolved. The Panel therefore agreed to remove this item from its Work Programme;
- (b) It was agreed that the Devon Building Control Partnership update should be scheduled for consideration by the Panel at its June 2018 meeting;
- (c) With regard to the proposal to install electric car charging points in the Council's public car parks, it was confirmed that officers were in contact with a company who had looked at a similar proposal for East Devon District Council at no cost to the authority;
- (d) In light of the Panel having a new lead officer, it was noted that the Scrutiny Proposal Form would be amended to ensure that this officer was added to the list of consultees during the delegation process.

(Meeting started at 10.00am and concluded at 12.10pm)

Chairman

MINUTES OF THE MEETING OF THE COUNCIL TAX SETTING PANEL HELD AT FOLLATON HOUSE, TOTNES ON FRIDAY, 23 FEBRUARY 2018

MEMBERS

∅ Cllr P K Cuthbert - Chairman

* Cllr K J Baldry

* Cllr R J Tucker

* Cllr M F Saltern

* Denotes attendance

∅ Denotes apology for absence

Officers in attendance:

All Agenda Items: Finance COP Lead; Specialist (Accountant); and Senior Specialist
- Democratic Services

CTSP.1/17 **APPOINTMENT OF CHAIRMAN**

In light of the Chairman having sent her apologies to this meeting, nominations were invited to serve as Chairman for the duration of this meeting.

It was then:

RESOLVED

That Cllr M F Saltern be appointed Chairman for the duration of this meeting.

CTSP.2/17 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting but none was made.

CTSP.3/17 **DECLARATION OF THE COUNCIL TAX BASE AND INDIVIDUAL TAX BASES FOR TOWNS AND PARISHES: 2018/2019**

Consideration was given to a report that calculated and set out the Council Tax for 2018/19, having taken into account the precepts as notified from Devon County Council, Devon and Cornwall Police and Crime Commissioner, Devon and Somerset Fire and Rescue Authority, and the Town and Parish Councils.

Members considered the detail of the report and, in so doing, made particular reference to:-

- (a) an acknowledgment that the average percentage precept increase being applied by Town and Parish Councils appeared to be comparatively lower for 2018/19;
- (b) the £2,000 increase in contributions to the Ivybridge Ring and Ride. Some Members wished to thank the Leader and Deputy Leader for recommending this budgetary increase in recognition of the Ring and Ride taking on additional services.

It was then:

RESOLVED

1. That it be noted that, in December 2017, the Senior Leadership Team, under delegated authority from full Council, approved the Council Tax Base for the year 2018/19:
 - (a) for the whole Council area as 37,851.93 in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base)(England) Regulations 2012; and
 - (b) for dwellings in those parts of its area to which a Parish Precept relates in accordance with regulation 6 of the Local Authorities (Calculation of Council Tax Base)(England) Regulations 2012 (as outlined at Appendix A of the presented agenda report);
2. That the Council Tax requirement for South Hams District Council's own purposes for 2018/19 (excluding Parish precepts) is calculated at £6,072,207 (as outlined at Appendix B of the presented agenda report);
3. That the following amounts are calculated by the Council for the year 2017/18 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 and the Localism Act 2011 (as outlined at Appendix B of the presented agenda report):
 - (a) £45,007,710 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish/Town Councils (**Gross expenditure including parish precepts**).
 - (b) £36,738,921 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act (**Total income including formula grant and council tax surplus**).
 - (c) £8,268,789 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with

Section 31A (4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 31B of the Act) **(Council tax requirement including parish precepts).**

- (d) 218.45 being the amount at 3(c) above (Item R), all divided by the council tax base (1(a) above) in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year **(Average band D council tax for South Hams District Council and parishes).**
- (e) £2,196,582 being the aggregate amount of all special items (Parish Precepts), referred to in Section 34(1) of the Act (as outlined at Appendix C of the presented agenda report);
- (f) £160.42 being the amount at 3(d) above less the result given by dividing the amount at 3(e) by the Council tax base (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates **(Band D council tax for South Hams District Council only).**

4. That it be noted the County Council, the Police and Crime Commissioner and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings as shown below:

Precepting authority	Valuation Bands							
	A £	B £	C £	D £	E £	F £	G £	H £
Devon County Council's tax requirements	887.46	1,035.37	1,183.28	1,331.19	1,627.01	1,922.83	2,218.65	2,662.38
Police & Crime Commissioner's tax requirements	125.52	146.44	167.36	188.28	230.12	271.96	313.80	376.56
Devon & Somerset Fire & Rescue Authority's tax requirements	56.01	65.34	74.68	84.01	102.68	121.35	140.02	168.02

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts of Council Tax for the year 2018/19 for each of the categories of dwellings shown at **Appendix D** of the presented agenda report (**total of all valuation band council taxes for South Hams District Council including parishes, county, police and crime commissioner and fire authority**).
6. That the Council concluded that the basic amount of Council Tax for South Hams District Council for 2018/19 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992 (see calculation at **Appendix B** of the presented agenda report).

(Meeting commenced at 2.00 pm and concluded at 2.10 pm).

Chairman

**MINUTES OF A MEETING OF
THE EXECUTIVE
HELD AT FOLLATON HOUSE ON THURSDAY 15 MARCH 2018**

Members in attendance:			
* Denotes attendance			
∅ Denotes apologies for absence			
*	Cllr H D Bastone	*	Cllr R J Tucker (Chairman)
*	Cllr R D Gilbert	*	Cllr S A E Wright (Vice Chairman)
*	Cllr N A Hopwood	*	Cllr K R H Wingate

Also in attendance and participating		
Item 6	E.72/17	Cllrs Baldry, Birch, Green and Pennington
Item 7	E.73/17	Cllrs Baldry, Brazil, Brown, Green, Holway and Pennington
Item 8	E.74/17	Cllrs Green, Hodgson and Pennington
Item 10	E.76/17	Cllr Brazil
Also in attendance and not participating		
Cllrs Bramble, Cuthbert, Hicks, Saltern and Steer		

Officers in attendance and participating		
All items		Head of Paid Service and Senior Specialist – Democratic Services
Item 6	E.72/17	Section 151 Officer
Item 7	E.73/17	Group Manager Commercial Services and Senior Specialist (Waste Strategy and Commissioning)
Item 8	E.74/17	Specialist (Place Making)
Item 10	E.76/17	Group Manager Business Development

E.69/17 MINUTES

The minutes of the Executive meeting held on 1 February 2018 were confirmed as a true and correct record and signed off by the Chairman.

E.70/17 DECLARATIONS OF INTEREST

Members and officers were invited to declare any interests in the items of business to be considered during the course of this meeting and the following were made:

Cllr R J Tucker declared a personal interest in Item 7: ‘Waste Policies Review’ (Minute E.73/17 below refers) by virtue of a family member using the Clinical Waste Collection service. Whilst he remained in the meeting during consideration of this agenda item, he vacated the Chair, did not take part in the debate and abstained from the vote on this matter.

E.71/17 PUBLIC QUESTION TIME

It was noted that no public questions had been received for consideration at this meeting.

E.72/17 2018/19 TREASURY MANAGEMENT STRATEGY

Members were presented with a report that sought approval of the proposed Treasury Management and Investment Strategies, together with their associated prudential indicators.

In discussion, reference was made to:-

- (a) the proposal to invest in the CCLA (Churches, Charities and Local Authorities) fund. Whilst acknowledging that there were some risks associated with investing in CCLAs, there was widespread support expressed for this proposal. In the event of an alternative proposal to invest in local projects (e.g. social housing) coming forward, assurances were given that monies could still be withdrawn at relatively short notice from the CCLA fund;
- (b) the decision-making route for the Strategy. Prior to its consideration by full Council, it was confirmed that the draft Strategy would be presented to the Audit Committee at its meeting on 22 March 2018. In reply to a series of questions, a Member of the Audit Committee was encouraged to provide these to officers outside of this meeting to enable for full and detailed responses to be given during the Audit Committee meeting;
- (c) the authorised limit for External Debt. Officers advised that the authorised limit for External Debt for 2018/19 was £14 million.

It was then:

RECOMMENDED

That Council be **RECOMMENDED** to approve:

1. the prudential indicators and limits for 2018/19 to 2020/21 (as outlined within Appendix A of the presented agenda report);
2. the Minimum Revenue Position (MRP) statement contained within Appendix A of the presented agenda report (NB. This sets out the Council's Policy on MRP);
3. the Treasury Management Strategy 2018/19 and the treasury prudential indicators 2018/19 to 2020/21 (as outlined within Appendix B of the presented agenda report);
4. the Investment Strategy 2018/19 (as outlined at Appendix C of the presented agenda report) and the detailed criteria included in Appendix D of the presented agenda report and

the counter party list (as detailed at Appendix E of the presented agenda report); and

5. the proposal to invest £500,000 into CCLA Local Authority Property Fund (LAPF) and £1 million into the CCLA Diversified Income Fund (as per Appendix H of the presented agenda report).

E.73/17 **WASTE POLICIES REVIEW**

Members were presented with a report that proposed revisions to the following policies:

- Assisted Collection;
- Bulky Waste Collection;
- Clinical Waste Collection;
- Collections from Private Roads; and
- Collection from Private Roads Review.

In discussion, reference was made to:-

- (a) some minor typographical amendments. The lead Executive Member for Commercial Services introduced the report and highlighted some minor cross referencing amendments that were required;
- (b) the Clinical Waste Collection. Despite receiving assurances that the use of yellow clinical waste sacks was an accepted industry standard, some non-Executive Members nonetheless had health and safety concerns over this practice;
- (c) the Assisted Collection policy. Instead of the bureaucracy associated with proposing a review every two years, a Member suggested that records could be kept up to date through closer working with the Elections team, who were responsible for maintaining the Electoral Register. In reply, Members of the Waste Working Group committed to investigating the merits of this idea at their next meeting;
- (d) collections from Private Roads Review. For clarity, it was proposed that the 2018/19 Review would see the process for Unadopted Roads be the same as that adhered to for Private Roads collections. Whilst the Review was to look at each road on an individual basis, it was also recognised that a number of roads on new development sites had still to be formally adopted by Devon County Council;
- (e) bulky waste collection prices. In reply to a question, it was confirmed that the proposed charge of £18 per item had been benchmarked against other local authorities. Whilst it would not always result in costs being fully recovered by the Council, an £18 charge was felt to be appropriate for this service.

It was then:

RESOLVED

- 1) That the policy updates (as detailed in Appendix 1 of the presented agenda report) be approved, subject to inclusion of the minor typographical amendments highlighted by the lead Executive Member; and
- 2) That such minor changes considered necessary to the highlighted terms be delegated to the Commissioning Manager (Waste), in consultation with the lead Executive Member for Commercial Services and the Chairman of the Waste Working Group.

E.74/17

SOUTH HAMS SPECIAL AREA OF CONSERVATION – JOINT SUPPLEMENTARY PLANNING DOCUMENT

Members were presented with a report that sought approval of the publication of the South Hams Special Area of Conservation draft Joint Supplementary Planning Document (SPD) for public consultation.

During discussion, the following points were raised:-

- (i) Some Members highlighted the success of the Ecology Training Session that had taken place on 8 March 2018;
- (ii) All Members were encouraged to partake in the consultation exercise on this draft SPD. Furthermore, a number of Members expressed the view that this was a valuable piece of work;
- (iii) A Member highlighted that, in the consultation statement, there was reference made to a 'series of advisory notes that were being developed to sit alongside this SPD'. The Member emphasised the importance of these being available to be read in conjunction with the draft SPD. In response, officers gave an assurance that these would be circulated to interested Members;
- (iv) Some Members had specific queries which they were asked to send to the lead Executive Member for a response outside of this meeting;
- (v) Assurances were given that the local ward Members and parish clerks for those relevant areas listed in the presented agenda report would be contacted at the start of the consultation exercise;
- (vi) In reply to a request, it was agreed that officers would provide interested Members with the proposed changes since the 2010 document had been adopted.

It was then:

RESOLVED

That approval be given to the publication of the South Hams Special Area of Conservation draft Joint Supplementary Planning Document for joint public consultation.

E.75/17 EXCLUSION OF PUBLIC AND PRESS

RESOLVED

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business as the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Act is involved.

E.76/17 COUNCIL CHARITY LAND

Consideration was given to an exempt report that sought to recommend that the Council delegate the responsibility for the administration of the land on the terms as outlined in the presented agenda report.

Following a brief discussion, it was then:

RESOLVED

1. That Council be **RECOMMENDED** that the governance structure (as proposed in Section 2 of the presented agenda report) be approved; and
2. That, so as to comply with Charity Commission regulations, approval be given to the end of the lease with the organisation referred to in the presented agenda report.

(NOTE: In accordance with Executive Procedure Rule 1.9.4, Cllr Wright abstained from the vote on this item by virtue of being a local ward Member).

(NOTE: THESE DECISIONS, WITH THE EXCEPTION OF E.72/17 AND E.76/17 PART 1, WHICH ARE RECOMMENDATIONS TO THE SPECIAL COUNCIL MEETING TO BE HELD ON 29 MARCH 2018, WILL BECOME EFFECTIVE FROM 5.00PM ON MONDAY, 26 MARCH 2018 UNLESS CALLED IN, IN ACCORDANCE WITH SCRUTINY PROCEDURE RULE 18).

(Meeting commenced at 10.00 am and concluded at 10.50 am)

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