

South Somerset District Council

Minutes of a meeting of the **District Executive** held at the **Council Chamber, Brympton Way, YEOVIL, Somerset BA20 2HT** on **Thursday 3 November 2016**.

(9.30 am - 10.35 am)

Present:

Councillor Ric Pallister (Chairman)

Clare Aparicio Paul	Sylvia Seal
Carol Goodall	Peter Seib
Peter Gubbins	Angie Singleton
Jo Roundell Greene	Nick Weeks

Also Present:

Jason Baker	Tony Lock
Mike Beech	David Norris
Val Keitch	Sue Steele
Mike Lewis	

Officers

Alex Parmley	Chief Executive
Rina Singh	Deputy Chief Executive Officer
Ian Clarke	Assistant Director (Legal and Corporate Services)
Donna Parham	Assistant Director (Finance & Corporate Services)
Martin Woods	Assistant Director (Economy)
Paul Wheatley	Principal Policy Planner
Angela Cox	Democratic Services Manager
Emily McGuinness	Scrutiny Manager

Note: All decisions were approved without dissent unless shown otherwise.

80. Minutes of Previous Meeting (Agenda Item 1)

The minutes of the District Executive meeting held on 6th October 2016, copies of which had been circulated, were taken as read and, having been approved as a correct record, were signed by the Chairman.

81. Apologies for Absence (Agenda Item 2)

An apology for absence was received from Councillor Henry Hobhouse.

82. Declarations of Interest (Agenda Item 3)

There were no declarations of interest made.

83. Public Question Time (Agenda Item 4)

Mr Ross Aitken of the Coker Rope and Sail Trust thanked the committee for their initial support as he said they had now secured their final grant from the Heritage Lottery Fund to complete refurbishment of the Dawes Works. Without the initial support from SSDC to pay for scaffolding around the building, the project may never have been realised.

The Chairman and Portfolio Holder for Leisure and Culture both responded that local people had risen to the challenge of saving the historic building and congratulated Mr Aitken for his enthusiasm and energy in assisting the project to completion.

84. Chairman's Announcements (Agenda Item 5)

There were no announcements from the Chairman.

85. South Somerset Community Infrastructure Levy Report (November 2016) (Agenda Item 6)

The Portfolio Holder for Strategic Planning (Place Making) thanked the spatial policy officers for their work in bringing the CIL Charging Schedule forward, particularly as it was endorsed without changes by the Examiner. She proposed that to add clarity to the recommendations, the words “and agree the implementation date of the 3rd April 2017” be added to recommendation ii.

The Principal Spatial Planner also thanked his team of staff and the corporate effort of the legal, finance and economic development teams in producing the CIL Charging Schedule. The period between approval at Council on 17th November and implementation on 3rd April would be used to implement new IT systems and some staff training but also, to liaise with legal services for any existing planning permissions with outstanding S106 Agreements to be completed so they were not part of CIL. Also the Local Development Scheme Board needed to agree the options for the collection, management and expenditure of the sums received from the levy.

In response to questions, the Principal Spatial Planner advised:-

- He did not anticipate a ‘rush’ of planning applications to be submitted ahead of the implementation date of CIL.
- Self-builders would be exempt from CIL but would have to submit evidence demonstrating they were a self-build.
- Town & Parish Councils would receive 15% of CIL levy and this would rise to 25% where they had an adopted neighbourhood plan. They would be expected to use the CIL money to mitigate the impacts of development in their area.
- The proposed Urban Extensions were exempt from CIL but they would have specific S106 Agreements.

The Chairman of the Scrutiny Committee thanked the Planning Policy Team for their work in bringing the CIL scheme forward and sought assurance that the implementation date of 3rd April 2017 was achievable bearing in mind the potential impact of the Transformation programme. She thanked the Principal Spatial Planner for confirming that self-builders were still exempt from CIL.

The Portfolio Holder for Strategic Planning assured Members that there was capacity within the team to implement CIL by 3rd April 2017 and the risks of also implementing Transformation were manageable.

At the conclusion of the debate, Members were content to recommend the Community Infrastructure Levy Charging Schedule for approval by Council.

RESOLVED: That District Executive recommend that Council:

1. consider the Examiner's Report in the South Somerset District Council's Community Infrastructure Levy Charging Schedule (See Appendix A);
2. approve the final South Somerset Community Infrastructure Levy Charging Schedule (See Appendix B) as of the 17th November 2016 and agree the implementation date of the 3rd April 2017;
3. delegate responsibility to the Assistant Director for Economy in consultation with the Portfolio Holder for Strategic Planning to make any final minor text amendments which may be necessary to enable the Charging Schedule to be approved.

Reason: To consider the Examiner's Report and recommend to Full Council that it approve the proposed South Somerset Community Infrastructure Levy Charging Schedule.

86. 2016/17 Revenue Budget Monitoring Report for the period ending 30th September 2016 (Agenda Item 7)

The Portfolio Holder for Finance and Legal Services introduced the report and drew Members attention to the delay in the introduction of the automatic number plate recognition for car parking enforcement, due to contract negotiations with the supplier, the General Fund Balances and the current key risks identified in paragraph 12.

In response to questions from the Scrutiny Committee, the Assistant Director (Finance and Corporate Services) advised:-

- The vacant staff posts had originally been included in the Transformation programme, however, a new blueprint had been produced which removed them.
- SSDC would be withdrawing from the Somerset Business Rate pooling arrangement in the next year and she would provide Members with further information on this.
- EDM savings within the Housing service were being transferred to the Transformation programme.
- The Procurement service held the IT replacement budget and the proposed carry forward of the underspend to the Transformation project would ensure it was fully funded. Also, the currently used thin client devices were coming to the end of their useful life and would need replacing shortly.

The Chairman asked that a short explanatory note on the delay of the automatic number plate recognition (ANPR) scheme for car parking enforcement be circulated to all Members.

At the conclusion of the debate, Members were content to note the recommendations of the report.

RESOLVED: That District Executive:

1. noted the current 2016/17 financial position of the Council;
2. noted the reasons for variations to the previously approved Directorate Budgets as detailed in paragraphs 3.2;
3. noted the transfers made to and from reserves outlined in paragraph 11.1 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D;
4. noted the virements made under delegated authority as detailed in Appendix B.

Reason: To note the current financial position of the revenue budgets of the Council and to report the reasons for variations from approved budgets for the period 1st April to 30th September 2016.

87. 2016/17 Capital Budget Monitoring Report for the period ending 30th September 2016 (Agenda Item 8)

The Portfolio Holder for Finance and Legal Services introduced the report and drew Members attention to the housing schemes funding expected to spent during 2016/17 and the small balance on the Reckleford gyratory scheme.

The Chairman of the Scrutiny Committee asked whether the Mortgage Rescue Contingency Fund and the Bought not Built allocation were still required. They had also questioned why the MTIG reserve remained unspent.

The Chairman said that he would speak to officers and check whether the Mortgage Rescue Contingency Fund and the Bought not Built allocation were still required.

The Portfolio Holder for Spatial Planning advised that several community plans were being refreshed which should result in schemes coming forward which would be funded from the MTIG reserve.

At the conclusion of the debate, Members were content to confirm the schemes that were approved prior to 2012 should remain in the programme as a number of them were linked to S106 Agreements which required sign off and they agreed the recommendations of the report.

RESOLVED: That District Executive:

1. approved the revised capital programme spend as detailed in paragraph 6;
2. noted the slippage over £50,000 in the capital programme as detailed in paragraph 8;
3. approved the virements of £35,000 outline in paragraph 9;
4. approved the allocation of any additional funding to be used within the capital programme as detailed in paragraph 11;
5. noted the current position with regard to funds held by the Wessex Home Improvement Loans as detailed in paragraph 15;
6. noted the progress of individual capital schemes as detailed in Appendix A;
7. noted the balance of S106 deposits by developers held in a reserve as detailed in paragraph 13; and
8. noted the schemes that were approved prior to 2012, as detailed in Appendix B, and confirmed that they remain in the programme.

Reason: To note the current financial position of the capital programme of the Council and to report the reasons for variations from approved budgets for the period 1st July 2016 to 30th September 2016.

88. Final Recommendation of the Community Governance Review of Yeovilton Parish Council (Agenda Item 9)

The Portfolio Holder for Democratic Services advised that this was the final stage of the process to confirm the increase in the number of parish councillors on Yeovilton Parish Council.

The Chairman advised that he had again written to the DCLG to express the authority's concerns that the current consultation process was overly bureaucratic, for minor Parish Council changes.

There was no discussion and Members were content to recommend the report for confirmation at Full Council.

RESOLVED: That District Executive recommend that Council:

1. note the results of the consultation agree to publish them;
2. agree that the final recommendation be: "To accept the majority vote from the people of Yeovilton to agree to increase the number of Parish Councillors to seven".
3. agree to draw up a Reorganisation Order to give effect to this

recommendation.

4. agree to contact the statutory agencies to effect the requested alteration to increase the number of Parish Councillors to seven.

Reason: To report the outcome of the final public consultation (Community Governance Review) which has taken place in the parish of Yeovilton on the proposal to increase the number of Parish Councillors from five to seven (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

89. Draft Proposals of the Community Governance Review of Brympton Parish Council (Agenda Item 10)

The Portfolio Holder for Democratic Services introduced the report, which she said was part way through the Community Governance Review process.

There was no debate and Members were content to propose the recommendations for confirmation at Full Council.

RESOLVED: That District Executive recommend that Council:

1. note the results of the consultation;
2. note that the all of the valid responses received were in favour of the proposal by Brympton Parish Council and therefore the draft recommendation for further consultation to Council be: "To accept the majority vote from the people of Brympton and to agree to increase the number of Parish Councillors to twelve".
3. agree to publish the results of the consultation;
4. note that a further period of consultation on the results of the initial consultation responses will take place;
5. note that a further report will be brought to Council in order that a decision may be made in respect of the final recommendations of the Review.

Reason: To report the outcome of the initial public consultation (Community Governance Review) which has taken place in the parish of Brympton on the proposal to increase the number of Parish Councillors (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

90. District Executive Forward Plan (Agenda Item 11)

The following additions and amendments to the Forward Plan were noted:

- Management of Information Requests – moved to January 2017
- Update on the Medium Term Financial Strategy – December 2016 and January 2017
- Somerset Waste Partnership – Recycle More Project – Steve Read, CEO of the Waste Partnership to attend to answer Members questions – December 2016

Councillor Nick Weeks drew Members attention to the spread of ash die-back disease across the county. He asked if the Council could encourage communities to plant other species of trees to replace the dead ash trees.

The Portfolio Holder for Environment and Economic Development agreed to discuss this at her next Portfolio Holder meeting with officers.

RESOLVED: That the District Executive:-

1. approved the updated Executive Forward Plan for publication as attached at Appendix A, with the following amendments;
 - Management of Information Requests – moved to January 2017
 - Update on the Medium Term Financial Strategy – December 2016 and January 2017
2. noted the contents of the Consultation Database as shown at Appendix B.

Reason: The Forward Plan is a statutory document.

91. Date of Next Meeting (Agenda Item 12)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 1st December 2016 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

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Chairman

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Date