

## South Somerset District Council

**Minutes** of a meeting of the **District Executive** held at the **Council Chamber, Brympton Way, Yeovil, Somerset on Thursday 1 November 2018.**

(9.30 am - 10.15 am)

**Present:**

Councillor Val Keitch (Chairman)

Jason Baker	Sylvia Seal
Peter Gubbins	Peter Seib
Henry Hobhouse	Angie Singleton
Graham Middleton	Nick Weeks
Jo Roundell Greene	

**Also Present:**

Mike Lewis	Sue Steele
Tony Lock	

**Officers:**

Alex Parmley	Chief Executive
Netta Meadows	Director (Strategy & Support Services)
Paul Fitzgerald	Section 151 Officer
Angela Watson	Monitoring Officer
Caron Starkey	Strategic Lead for Transformation
Nicola Hix	Lead Specialist (Finance)
Zac Tredger	Specialist (Performance)
Angela Cox	Democratic Services Specialist

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

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**65. Minutes of Previous Meeting (Agenda Item 1)**

Councillor Nick Weeks raised two points regarding minute 61: Update on the Development Consent Order Application for the Dualling of the A303 Sparkford to Ilchester. It was agreed to defer the signing of the minutes to clarify the points raised.

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**66. Apologies for Absence (Agenda Item 2)**

There were no apologies for absence.

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**67. Declarations of Interest (Agenda Item 3)**

There were no declarations of interest made by members of the Committee.

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**68. Public Question Time (Agenda Item 4)**

There were no members of the public present at the meeting.

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**69. Chairman's Announcements (Agenda Item 5)**

There were no announcements from the Chairman.

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**70. Corporate Performance Report 2018-19: 2nd Quarter (Agenda Item 6)**

The Director - Strategy and Support Services introduced the report and noted that the format had changed in response to feedback from staff and Councillors. The report included an update on the Council Plan priority projects which would be reported bi-annually in the future. In response to the question raised at Scrutiny Committee relating to target setting, she confirmed they were now being standardised and compared to other Local Councils and would be ready in April 2019.

During discussion, it was noted that:-

- The Direction of Travel overview was not helpful as the amber rating suggested further work was required.
- The Council was failing to promote alternative Broadband options for rural businesses.
- The progression and support for key site developments should be included in the priority projects.

In response to a point raised at the Scrutiny Committee, the Portfolio Holder for Environment and Economic Development said there were issues with the reliability of refuse collection vehicles as the contract to purchase new vehicles had been delayed. She noted there may be further issues if there was a cold winter but the contractors were bringing in vehicles from other areas. She also agreed to investigate the progress of key site developments with the Economic Development team.

At the conclusion of the debate, Members were content to note the Corporate Performance Report 2018-19: 2<sup>nd</sup> Quarter.

**RESOLVED:** That the District Executive noted Corporate Performance Report 2018-19: 2<sup>nd</sup> Quarter.

**Reason:** To note the current position of the council's agreed key performance indicators covering the period from July to September 2018 (Q2).

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**71. Loan to Queen Camel Community Land Trust for the purchase of the Old School site, Queen Camel (Agenda Item 7)**

It was noted that this item had been deferred to a future meeting of the Executive.

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**72. 2018/19 Revenue Budget Monitoring Report for the Period Ending 30th September 2018 (Agenda Item 8)**

The Portfolio Holder for Finance and Legal Services introduced the report and advised that a small budget underspend was predicted for year end. He noted that the Council Tax relief scheme spending was high due to the introduction of Universal Credit and the Business Rate collection had increased. A report on Council Tax on empty homes would be presented shortly.

In response to questions from the Scrutiny Committee, the Portfolio Holder confirmed that car parking and excess charge income was less than the expected budget and the budgets would be adjusted accordingly.

The Portfolio Holder for the Building Control service said the market was very competitive and the service required new IT and some staff training in order to compete with private companies.

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

**RESOLVED:** That District Executive:-

- a. noted the current 2018/19 financial position of the Council;
- b. noted the reasons for variations to the previously approved Directorate Budgets as detailed in paragraph 9, Table 1;
- c. noted the virements made under delegated authority as detailed in Appendix B;
- d. noted the transfers made to and from reserves outlined in paragraph 27, Table 4 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D.

**Reason:** To note and confirm the mid-year projection of the forecast spending and income ("outturn") against the Council's approved Revenue Budget for the financial year, and to explain projected variations against budget.

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**73. 2018/19 Capital Budget Monitoring Report for the Period Ending 30th September 2018 (Agenda Item 9)**

The Portfolio Holder for Finance and Legal Services introduced the report and asked that the recommendations be agreed.

In response to questions raised at the Scrutiny Committee, it was noted that:-

- A report on the gas control system at Birchfield Park, Yeovil would be circulated to all Members shortly.

- The contingency funding for the Capital Programme and reserve schemes (Table 4) was detailed in the appendix to the report and this would be cross referenced in future reports.
- The Lyde Road Pedestrian and Cycleway scheme was led by Somerset County Council but there would still be an SSDC officer responsible for progressing the project and the Ward Members would be advised who the officer was.

Councillor Nick Weeks thanked officers for communicating to local communities the Section 106 funding available to them.

The Portfolio Holder also noted several small consequences of the Chancellor's Budget announcements on Local Authorities earlier that week. At the conclusion of the debate, Members were content to confirm the recommendations of the report.

**RESOLVED:** That District Executive:-

- a. noted the content of the report;
- b. approved the revised Capital Programme spend profile as detailed in paragraph 7, Table 1;
- c. approved the projects listed on Appendix B remain in the capital programme.

**Reason:** To note and confirm the mid-year projection in 2018/19 of the forecast spending ("outturn") against the Council's approved Capital Programme Budget.

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**74. Notification of an Urgent Executive Decision: Lease between SSDC and Somerset County Council (SCC) - in relation to the first floor of Brympton Way Offices, Yeovil (Agenda Item 10)**

The Chairman introduced the item and explained the urgent decision had been taken to vary the lease with Somerset County Council to protect both parties. There was no debate and the urgent decision taken was noted.

**RESOLVED:** That District Executive noted the urgent executive decision made by the Chief Executive in consultation with the Council Leader and Portfolio Holder for Property, Climate Change and Income Generation to vary the lease with Somerset County Council for the first floor of Brympton Way offices (by way of deed of variation) to include a mutual rolling break clause, being one exercisable by either party at any time from 1 April 2019 during the remainder of the lease term from April 2019. The notice period of 12 months to remain.

**Reason:** To note the urgent executive decision made by the Chief Executive in consultation with the Council Leader and Portfolio Holder for Property, Climate Change and Income Generation to vary the lease with Somerset County Council for the first floor of Brympton Way offices (by way of deed of variation).

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**75. District Executive Forward Plan (Agenda Item 11)**

During a short debate, it was agreed the a report on the impact of the Local Government Finance Settlement which was due to be announced on 6<sup>th</sup> December would be presented to District Executive in January 2019.

The Chief Executive also agreed to address any effects the Transformation Project was making on local communities in the next Transformation Report to the Executive in January 2019.

**RESOLVED:** That the District Executive:-

1. approved the updated Executive Forward Plan for publication as attached at Appendix A, with the following amendment;
  - East Coker Referendum – December 2018
  - Update on Local Government Finance Settlement – January 2019
2. noted the contents of the Consultation Database as shown at Appendix B.

**Reason:** The Forward Plan is a statutory document.

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**76. Date of Next Meeting (Agenda Item 12)**

Members noted that the next scheduled meeting of the District Executive would take place on **Thursday, 6<sup>th</sup> December 2018** 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

