

MEETING: DE.10: 11:12
DATE 01.03.12

South Somerset District Council

Draft Minutes of a meeting of the **District Executive** held on **Thursday 1st March 2012** in the Council Chamber, Council Offices, Brympton Way, Yeovil.

(9.30 a.m. – 12.00 p.m.)

Present:

Members: Tim Carroll (in the Chair)

Tony Fife
Henry Hobhouse
Michael Lewis
Patrick Palmer

Jo Roundell Greene
Sylvia Seal
Peter Seib
Angie Singleton

Also Present:

Tony Lock
David Norris

Gina Seaton
Colin Winder

Officers:

Mark Williams	Chief Executive
Rina Singh	Strategic Director (Place and Performance)
Vega Sturgess	Strategic Director (Operations and Customer Focus)
Ian Clarke	Assistant Director (Legal and Corporate Services)
Martin Woods	Assistant Director (Economy)
Steve Joel	Assistant Director (Health and Well-Being)
Laurence Willis	Assistant Director (Environment)
Helen Rutter	Assistant Director (Communities)
Amanda Card	Finance Manager
Katy Menday	Countryside Manager
Mike Holliday	HR Manager
Alison Cameron	Leisure Policy Co-ordinator
Pam Harvey	Civil Contingencies Manager
David Julian	Economic Development Manager
Emily McGuinness	Scrutiny Manager
Angela Cox	Democratic Services Manager

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

135. Minutes (Agenda Item 1)

The minutes of the meeting held on 2nd February 2012, copies of which had been circulated, were taken as read and, having been approved as a correct record, were signed by the Chairman.

136. Apologies for Absence (Agenda Item 2)

An apology for absence was received from Councillor Ric Pallister and Vega Sturgess, Strategic Director.

137. Declarations of Interest (Agenda Item 3)

Councillor Tim Carroll declared a personal and prejudicial interest in Agenda item 9, Wincanton Car Parks – Income Compensation Scheme, as a representative of two organisations who were regular users of the car parks. It was agreed that Councillor Jo Roundell Greene would Chair the meeting for this item.

138. Public Question Time (Agenda Item 4)

Mr Ross Aitken, Chairman of the Coker Rope and Sail Trust introduced the Treasurer of the Trust, Caroline Murray-Gorlay. He reported that a sales ledger for the Coker Sailcloth company dating from 1868 – 1874 had been found locally which was an exciting discovery. As well as the £180,000 grant from the Architectural Heritage Fund, they had also been awarded £50,000 from the Sainsburys supermarket group which would enable them to fully complete the restoration work. He thanked the Assistant Director (Legal and Corporate Services) for his assistance with the drafting of the lease for the premises and he advised that the Carpenters Fellowship would be returning in September 2012 to complete the woodworking.

The Chairman congratulated Mr Aitken for his success in attracting further funding for the project and for his continuing efforts in completing the project.

139. Chairman's Announcements (Agenda Item 5)

There were no announcements from the Chairman.

140. Proposed declaration of Ham Hill Country Park as a Local Nature Reserve (LNR) (Agenda Item 6)

The Portfolio Holder for Leisure and Culture advised that the designation as a Local Nature Reserve would allow the Council to access funding which would assist in the upkeep of the Country Park.

The Countryside Manager confirmed that the Local Nature Reserve status would assist with grant funding, however, it was also recognition of the biodiversity of the area and the work of the rangers and volunteers in managing the biodiversity. The status would not change the management of the Country Park or any access by the public.

In response to questions from Members, the Countryside Manager confirmed that:-

- The shaded areas of the map in the Agenda report were privately owned land or properties and would not be considered as part of the Local Nature Reserve.
- The designation would not alter any public access to the Country Park but it would afford more protection to local wildlife and biodiversity.
- The Country Park currently had a 5 year management plan together with a species list and a heritage list for the site which was updated annually.

At the conclusion of the debate, Members were pleased to confirm the recommendations of the report.

RESOLVED: That the District Executive agreed to:

1. designate those areas of Ham Hill Country Park in SSDC's ownership a Local Nature Reserve.
2. designate the remainder of Ham Hill Country Park, if after appropriate consultation and consent is forthcoming from other landowners, as a Local Nature Reserve.
3. Authorise the Assistant Director (Legal and Corporate Services) in conjunction with the Countryside Manager to proceed with the adoption.

Reason: To agree to declare and consult on the proposed designation of Local Nature Reserve status (LNR) for Ham Hill Country Park under the National Parks and Access to the Countryside Act 1949.

(Katy Menday, Countryside Manager – 01935 462522)
(katy.menday@southsomerset.gov.uk)

141. Statutory Pay Policy Statement for Senior Officers (Agenda Item 7)

The Chairman noted that the publication of a Statutory Pay Policy was a requirement of the Localism Act 2011.

In response to questions from Members, the HR Manager and the Chief Executive confirmed that:-

- the Redundancy and Severance Pay Policy would be placed more prominently on the Council's website.
- Further clarification would be made in the statement that SSDC only pay a proportion of the Chief Executive and the Head of Internal Audit's salaries.
- Further clarification would be given in the statement on the changes to the lease car scheme.

At the conclusion of the debate, Members were content to endorse the Pay Policy Statement for Chief Officers under Section 38 (1) of Localism Act 2011, as amended.

RESOLVED: That the District Executive recommend that Council approve the proposed Pay Policy Statement for Chief Officers for the year 2012/13. with clarification on the salaries of the Chief Executive Officer, Head of Internal Audit and the provision of Lease Cars.

Reason: To comply with the requirement for a Pay Policy Statement for Chief Officers under Section 38 (1) of Localism Act 2011.

(Mike Holliday, HR Manager – 01935 462161)
(mike.holliday@southsomerset.gov.uk)

142. Community Health and Leisure Facilities – Standards of Provision (Agenda Item 8)

The Portfolio Holder for Leisure and Culture introduced the report to Members. She advised that the documents showed a needs analysis of health and leisure facilities on a Ward by Ward basis which would be very useful to all Members.

The Leisure Policy Co-ordinator confirmed that the Standards of Provision were originally part of the Core Strategy documents, however, they had been taken out so that they could be amended and updated as necessary. She advised that the documents identified deficiencies of facilities within parishes and would form the justification to seek planning obligation funding from developments. All the assessments were currently being updated and would be on the SSDC website by the end of the month.

In response to questions from Members, the Leisure Policy Co-ordinator confirmed that:-

- She was currently working with the Area Development Managers on the best way to present the information to the public.
- The documents would be reviewed every 5 years, in line with the Infrastructure Delivery Plan.
- Some of the data had been taken from the Sport England website although comparisons with health and leisure facilities in other local authorities had not been made.

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

RESOLVED: That the District Executive adopts the standards set out in Tables 1, 2 and 3 (Appendix 2) to underpin the:

1. identification and resolution of specific needs and quantitative or qualitative deficits or surpluses of sports and recreational facilities across South Somerset;
2. justification and securing of planning obligations via Section 106 agreements.

Reason: To endorse the Community, Health and Leisure standards of provision of existing and future needs of communities, in order to ensure effective planning for open space, sport and recreation, in accordance with Planning Policy Guidance 17 (PPG17).

*(Alison Cameron, Leisure Policy Co-ordinator – 01935 462615)
(alison.cameron@southsomerset.gov.uk)*

143. Wincanton Car Parks – Income Compensation Scheme (Agenda Item 9)

(Councillor Tim Carroll, having earlier declared a personal and prejudicial interest, left the room during consideration of this item).

Councillor Jo Roundell Green in the Chair for this item of business.

The Assistant Director (Environment) said that following discussions with the Town Council on this issue, other historic issues regarding land ownership, management and

maintenance of the car parks had also been resolved which had been of additional benefit.

Councillor Colin Winder requested that recommendation one be amended to add the words 'subject to relevant Government legislation' however, Members felt this was unnecessary as all District Council work was conducted within Government legislation.

During discussion, it was noted that the income compensation scheme was open to all Town Councils and the compensation excluded the cost of maintenance of the car parks, which remained the responsibility of the District Council.

Councillor Mike Lewis said he would abstain from voting as a member of the Area East Committee, who would shortly be considering a service enhancement request to support the income compensation scheme in its first year.

- RESOLVED:** That the District Executive:
1. agreed to accept the offer from Wincanton Town Council of a three-year agreement to compensate SSDC for the loss of budgeted income in the car parks in Wincanton;
 2. noted the history of joint working between Wincanton Town Council and SSDC within the Memorial Hall Car Park and the agreed solution to resolve historic issues and move forward.

Reason: To approve a 3-year agreement between Wincanton Town Council and South Somerset District Council to compensate SSDC for the loss of budgeted income in the car parks in Wincanton.

(Voting: 8 in favour, 0 against, 1 abstention)

*(Vega Sturgess, Strategic Director (Operations and Customer Focus) – 01935 462200)
(vega.sturgess@southsomerset.gov.uk)*

144. Final Recommendation of the Community Governance Review of Stoke Trister with Bayford and Pen Selwood Parish Councils (Agenda Item 10)

The Portfolio Holder for Regulatory and Democratic Services advised that there had been no further comments from the public in the second consultation period and he asked that Members agree to recommend the report to Council.

Members were content to agree the recommendations of the report and approve that they be presented to Full Council for confirmation.

- RESOLVED:** That the District Executive recommends that Full Council:
1. note the final results of the consultation and agree to publish them;
 2. agree that the final recommendation be: "To accept the vote from the people of Stoke Trister with Bayford and Pen Selwood and to propose that the boundary between the two Parishes be altered to take the whole of Leigh Common into the Parish of Stoke Trister with Bayford";
 3. agree to draw up a Reorganisation Order to give effect to these

recommendations;

4. Agree to contact the statutory agencies to effect the requested alteration to the Parish boundary between Stoke Trister with Bayford and Pen Selwood Parishes.

Reason: To conclude the final public consultation (Community Governance Review) for the parishes of Stoke Trister with Bayford and Pen Selwood under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007.

(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)
(ian.clarke@southsomerset.gov.uk)

145. Final Recommendation of the Community Governance Review of South Cadbury Parish Council (Agenda Item 11)

The Portfolio Holder for Regulatory and Democratic Services advised that there had been no further comments from the public in the second consultation period and he asked that Members agree to recommend the report to Council.

Members were content to agree the recommendations of the report and approve that they be presented to Full Council for confirmation.

RESOLVED: That the District Executive recommends that Full Council:

1. note the final results of the consultation and agree to publish them;
2. agree that the final recommendation be: “To accept the majority vote from the people of South Cadbury and Sutton Montis and to agree to increase the number of Parish Councillors to seven and amend the name of the Parish Council to South Cadbury and Sutton Montis Parish Council”;
3. agree to draw up a Reorganisation Order to give effect to these recommendations;
4. Agree to contact the statutory agencies to effect the requested alteration to increase the number of Parish Councillors to seven and amend the name of the Parish Council to South Cadbury and Sutton Montis Parish Council.

Reason: To conclude the final public consultation (Community Governance Review) for the parishes of South Cadbury and Sutton Montis under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007.

(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)
(ian.clarke@southsomerset.gov.uk)

146. District Executive Forward Plan (Agenda Item 12)

The following additions to the Forward Plan were noted:

- County Boundary Review (April 2012)
- Resource Centre Accommodation (April 2012)
- Performance Management Review (May 2012)

RESOLVED: That the District Executive:

1. approved the updated Executive Forward Plan for publication as attached at Appendix A of the agenda report with the following additions:-
 - County Boundary Review (April 2012)
 - Resource Centre Accommodation (April 2012)
 - Performance Management Review (May 2012)
2. noted the contents of the Consultation Database as shown at Appendix B.

Reason: The Forward Plan is a statutory document.

(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)
(ian.clarke@southsomerset.gov.uk)

147. Date of Next Meeting (Agenda Item 13)

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 5th April 2012 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

(Ian Clarke, Assistant Director (Legal & Corporate Services) – 01935 462184)
(ian.clarke@southsomerset.gov.uk)

148. Exclusion of Press and Public

RESOLVED: That the following items be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

149. Olympic Torch Route (Agenda Item 14) (Confidential)

Members were content to confirm the amended recommendations of the report.

RESOLVED: That the District Executive agreed the amended recommendations of the report.

Reason: To assist the progress of the Olympic Torch through South Somerset.

*(Laurence Willis, Assistant Director (Environment) – 01935 462428)
(laurence.willis@southsomerset.gov.uk)*

150. The acquisition (by South Somerset District Council) of a site in Yeovil as part of a property exchange (Agenda Item 15) (Confidential)

The Economic Development Manager provided Members with a power point presentation of the site to be acquired and financial details of the proposed property exchange.

The Assistant Director (Health and Well-Being) confirmed that a report on the future accommodation of the Resource Centre would be presented to District Executive in April 2012.

During discussion, it was noted that planning permission would not be required to demolish the Box Factory building, however, a planning application for change of use of the site would have to be made through the Area South and Regulation Committees.

It was also suggested that the moving of the Resource Centre be delayed until later in the year, however, Members felt that the opportunity to acquire the Box Factory site should not be lost for the sake of a relatively small cost of the lease on alternative accommodation for the Resource service.

The Assistant Director (Legal & Corporate Services) cautioned all present that details of the exchange were confidential and should remain so until the deal was secured.

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

RESOLVED: That the District Executive agreed the recommendations of the report.

Reason: To agree that SSSDC acquire a site in Yeovil as part of a property exchange.

*(David Julian, Economic Development Manager – 01935 462279)
(david.julian@southsomerset.gov.uk)*

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Chairman

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Date