

# Council



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10 November 2020

A meeting of the **Council** of North Norfolk District Council will be held in the remotely via Zoom on **Wednesday, 18 November 2020 at 6.00 pm.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Members of the public who wish to ask a question or speak on an agenda item are requested to arrive at least 15 minutes before the start of the meeting. It will not always be possible to accommodate requests after that time. This is to allow time for the Committee Chair to rearrange the order of items on the agenda for the convenience of members of the public. Further information on the procedure for public speaking can be obtained from Democratic Services, Tel:01263 516010, Email:Emma.Denny@north-norfolk.gov.uk.

Anyone attending this meeting may take photographs, film or audio-record the proceedings and report on the meeting. Anyone wishing to do so should inform the Chairman. If you are a member of the public and you wish to speak on an item on the agenda, please be aware that you may be filmed or photographed.

**Emma Denny**  
**Democratic Services Manager**

**To:** Mr T Adams, Mr D Baker, Ms P Bevan Jones, Mr D Birch, Mr H Blathwayt, Mr A Brown, Dr P Bütikofer, Mrs S Bütikofer, Mr C Cushing, Mr N Dixon, Mr P Fisher, Mrs A Fitch-Tillett, Mr T FitzPatrick, Mr V FitzPatrick, Mrs W Fredericks, Ms V Gay, Mrs P Grove-Jones, Mr G Hayman, Mr C Heinink, Mr P Heinrich, Mr N Housden, Mr R Kershaw, Mr N Lloyd, Mr G Mancini-Boyle, Mrs M Millership, Mr N Pearce, Mr S Penfold, Mrs G Perry-Warnes, Mr J Punchard, Mr J Rest, Mr E Seward, Miss L Shires, Mrs E Spagnola, Mrs J Stenton, Dr C Stockton, Mr J Toye, Mr A Varley, Ms K Ward, Ms L Withington and Mr A Yiasimi

Members of the Management Team, appropriate Officers, Press and Public



**If you have any special requirements in order  
to attend this meeting, please let us know in advance**

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

**Chief Executive:** Steve Blatch

**Tel** 01263 513811 **Fax** 01263 515042 **Minicom** 01263 516005

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## A G E N D A

### 1. CHAIRMAN'S COMMUNICATIONS

To receive the Chairman's communications, if any.

### 2. LEADER'S ANNOUNCEMENTS

To receive the Leader's announcements, if any.

### 3. AWARD FOR BACTON TO WALCOTT SANDSCAPING SCHEME

The Portfolio Holder for Coast, Cllr Fitch-Tillett, will speak about the Council winning the award for the British Construction Industries Climate Resilience Project of the Year 2020.

### 4. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest.

### 5. APOLOGIES FOR ABSENCE

To receive apologies for absence, if any.

### 6. MINUTES

1 - 14

To confirm the minutes of the meeting of the Council held on 23<sup>rd</sup> September 2020.

### 7. ITEMS OF URGENT BUSINESS

To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B (4)(b) of the Local Government Act 1972.

### 8. PUBLIC QUESTIONS/STATEMENTS

To consider any questions or statements received from members of the public.

### 9. REVIEW OF POLITICAL BALANCE AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

15 - 20

Summary:

Following a change to the membership of the political groups at North Norfolk District Council, the Council is required to review the allocation of seats on committees, sub committees and working parties to reflect the political balance of the Council, in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made

thereunder.

Conclusions: Following a change in the political balance it is necessary to review the allocation of seats on committees, sub-committees, working parties and panels.

- Recommendations:**
- 1. That Council approves the revised political balance calculation as per section 2.4 of this report**
  - 2. That Council approves the allocation of seats to political groups as shown at Appendix A**
  - 3. That delegation is given to the Group Leaders to make any appointments to committees, sub-committees, working parties and panels (in line with the political balance).**

Contact Officer(s), telephone number and email:  
Emma Denny, Democratic Services Manager, 01263 516010,  
[emma.denny@north-norfolk.gov.uk](mailto:emma.denny@north-norfolk.gov.uk);

## 10. PORTFOLIO REPORTS

21 - 62

To receive reports from Cabinet Members on their portfolios.

*Members are reminded that they may ask questions of the Cabinet Member on their reports and portfolio areas but should note that it is not a debate.*

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1. Cllr S Butikofer – Executive Support
2. Cllr A Fitch-Tillett – Coastal
3. Cllr V Gay – Culture & Wellbeing
4. Cllr G Hayman – Housing & Benefits
5. Cllr R Kershaw – Sustainable Growth
6. Cllr N Lloyd – Environmental Services, Climate Change and Environment
7. Cllr E Seward – Finance & Assets
8. Cllr L Shires – Organisational Resources
9. Cllr J Toye – Planning & Enforcement

## 11. RECOMMENDATIONS FROM CABINET 02 NOVEMBER

63 - 132

Budget Monitoring 2020/21 Period 6

**RESOLVED:**

- 1) To recommend to Full Council the release of £247,083 capital receipts to increase the coastal adaption fund; reinvesting proceeds previously received from the sale of land.

Treasury Half Year Update 2020/21

**RESOLVED:**

1. That the Council be asked to RESOLVE that The Treasury Management Half Yearly Report 2020/21 is approved.
2. That the Council be asked to APPROVE changes to the Counterparty Limits

DETERMINATION OF COUNCIL TAX DISCOUNTS 2021/22

**RESOLVED:**

Recommendations: Members recommend that Full Council shall resolve that under section 11A of the Local Government Finance Act 1992, and in accordance with the provisions of the Local Government Finance Act 2012 and other enabling powers one of the following applies:

*Recommendation 1*

- (a) The discounts for the year 2021/22 and beyond are set at the levels indicated in the table at paragraph 2.1.
- (b) The premium for long term empty properties (those that have been empty for a consecutive period longer than 24 months) is continued at 100% of the Council Tax charge for that dwelling
- (c) The premium for long term empty properties (those that have been empty for a consecutive period longer than 60 months) is continued at 200% of the Council Tax charge for that dwelling
- (d) The premium for long term empty properties (those that have been empty for a consecutive period longer than 120 months) is set at 300% of the Council Tax charge for

that dwelling

- (e) To continue to award a local discount of 100% for eligible cases of care leavers under section 13A of the Local Government Finance Act 1992 (as amended).
- (f) That an exception to the levy charges may be made by the Section 151 Officer in conjunction with the Portfolio holder for Finance, on advice of the Revenues Manager in the circumstances laid out in section 3.6 of this report.

#### *Recommendation 2*

- (a) those dwellings that are specifically identified under regulation 6 of the Council Tax (Prescribed Classes of Dwellings)(England) Regulations 2003 will retain the 50% discount and;
- (b) those dwellings described or geographically defined at Appendix A which in the reasonable opinion of the Head of Finance and Asset Management are judged not to be structurally capable of occupation all year round and were built before the restrictions of seasonal usage were introduced by the Town and Country Planning Act 1947, will be entitled to a 35% discount.

Reasons for  
Recommendations:

In accordance with the relevant legislation these determinations shall be published in at least one newspaper circulating in North Norfolk before the end of the period of 21 days beginning with the date of the determinations.

To set appropriate council tax discounts which will apply in 2021/22 in accordance with the legal requirements and to raise additional council tax revenue.

**Overview & Scrutiny Committee recommendations – 11 November 2020:**

*Please note that this meeting took place after the agenda for Full Council was published. The Chairman of the committee will give a verbal update at the meeting.*

**12. RECOMMENDATIONS FROM THE OVERVIEW & SCRUTINY COMMITTEE 11 NOVEMBER 2020**

To consider any recommendations from the Overview & Scrutiny Committee meeting held on 11<sup>th</sup> November.

*Please note this meeting took place after the agenda for Full Council was published. The Chairman of the committee will give a verbal update at the meeting.*

**13. POLLING STATION REVIEW - CONSULTATION RESPONSES** 133 - 140

Summary: This report is to highlight the responses received as part of the consultation into the current interim review.

Recommendations: **That Full Council supports the changes highlighted within the review and that they are implemented at future elections held.**

Cabinet Member(s)	Ward(s) affected
Cllr. Sarah Butikofer	Various

Contact Officer, telephone number and email:  
Rob Henry; x6327; robert.henry@north-norfolk.gov.uk

**14. QUESTIONS RECEIVED FROM MEMBERS**

None Received.

**15. OPPOSITION BUSINESS**

None Received.

**16. NOTICE(S) OF MOTION** 141 - 148

The following Notices of Motion have been received:

**1. Free School Meals Provision**

Proposed by Cllr G Hayman, seconded by Cllr C Heinink

**2. Second Homes and Furnished Holiday lets**

Proposed by Cllr G Hayman, seconded by Cllr C Heinink

**3. Tackling Harassment and Abuse in Public Life both for Members and Officers.**

Proposed by Cllr S Butikofer, seconded by Cllr J Rest.

**17. EXCLUSION OF PRESS AND PUBLIC**

To pass the following resolution – if necessary:

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item(s) of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph(s) \_ of Part 1 of Schedule 12A (as amended) to the Act.”

**18. PRIVATE BUSINESS**