

# CABINET

Minutes of the meeting of the Cabinet held on Monday 08 July 2019 at the Council Offices, Holt Road, Cromer at 10.00 am

## Members Present:

Mrs S Bütikofer	Mr R Kershaw
Mr A Brown	Mr E Seward
Mrs A Fitch-Tillett	Mr N Lloyd
Ms V Gay	

## Also attending:

Mr T Adams	Mr N Housden
Mrs P Grove-Jones	Mr J Rest
Mr N Pearce	Mrs Georgie Perry-Warnes
Mrs J Stenton	Mr N Dixon
Mr H Blathwayt	

## Officers in Attendance:

The Heads of Paid Service, the Monitoring Officer, the Head of Finance and Asset Management, The Head of Economic and Community Development, and the Democratic Services and Governance Officer (Scrutiny)

**Press:** Not in attendance

## 14. APOLOGIES FOR ABSENCE

Apologies were received from Cllr K Ward, Cllr G Hayman, and Cllr G Mancini-Boyle.

## 15. MINUTES

The minutes of the meeting held on 03 June 2019 were approved as a correct record and signed by the Chairman following a minor amendment to the discussion of the Bacton to Walcott Sandscaping Scheme.

## 16. PUBLIC QUESTIONS

None.

## 17. ITEMS OF URGENT BUSINESS

None.

## 18. DECLARATIONS OF INTEREST

None.

## 19. MEMBERS QUESTIONS

None.

## 20. OVERVIEW & SCRUTINY COMMITTEE MATTERS

None.

## **21. RECOMMENDATIONS FROM WORKING PARTIES**

In the absence of the Planning Portfolio Holder, the recommendations from the Planning Policy and Built Heritage Working Party were introduced by Cllr V Gay.

The recommendations were proposed by Cllr V Gay and seconded by Cllr A Brown.

### **RESOLVED**

- 1. Adopt the four Glaven Port Appraisals for statutory planning purposes and for the Appraisal documents to become material considerations in the planning process.**
- 2. Agree the proposed boundary changes as recommended in the draft Appraisal documents and that they be published in accordance with the Planning (Listed Buildings & Conservation Areas) Act 1990.**
- 3. Agree the proposed Local Listings as identified within the draft Appraisal documents.**

#### **Reason for the decision:**

To approve the necessary changes to the Glaven Ports Conservation Area Appraisals & Management Plans 2019.

## **22. DEBT RECOVERY 2018/19**

Cllr E Seward, Portfolio Holder for Finance, introduced the Report and informed Members that he fully supported the additional recommendations outlined in the Report.

It was proposed by Cllr E Seward, seconded by Cllr R Kershaw.

### **RESOLVED**

- 1. Approve the Annual Report giving details of the Council's write-offs in accordance with the Council's Debt Write-Off Policy and Performance in relation to revenues collection.**
- 2. Approve the updated Debt Write-Off Policy.**
- 3. Approve the updated Benefit Overpayment Policy and the use of High Court Enforcement Agents if considered necessary.**

#### **Reason for the decision:**

To ensure that the necessary changes are made to implement the Council's updated Debt Recovery Policy.

## **23. ENFORCEMENT UPDATE**

Cllr N Lloyd, Portfolio Holder for Environment introduced the Report and noted the substantial time and effort officers had put into producing it.

### Questions and Discussion

Cllr P Grove-Jones said that she had kept herself up to date with the Sutton Mill property, and noted ongoing issues with waste disposal, then stated that renovation work was still yet to begin. She then referred to Beeches Farm site in Tunstead, and the eleven businesses that were set to be relocated as a result of enforcement action, and asked if there was any update available. The Corporate Director (NB) stated that Planning Enforcement and officers from the Economic Development Team had been working together with businesses to find suitable properties acceptable for use.

Cllr A Fitch-Tillett stated that she was very happy with the work of the Enforcement Board and was happy to second the Report.

It was proposed by Cllr N Lloyd and seconded by Cllr A Fitch-Tillett.

### **RESOLVED**

#### **Note the continued progress of the Combined Enforcement Board and the Combined Enforcement Team**

##### **Reason for the decision:**

To ensure that Cabinet are kept up to date on the progress of new and ongoing enforcement action being undertaken by the Council.

#### **24. MARKET TOWNS INITIATIVE – SECOND ROUND AWARD OF FUNDING**

Cllr R Kershaw, Portfolio Holder for Economic and Career Development introduced the Report, and informed Members that the Working Group had met on 3<sup>rd</sup> July to review the second round MTI applications. He added that subject to the funding recommendations being approved, there would be approximately £22k of funding remaining.

### Questions and Discussion

Cllr E Seward referred to recommendation 3, to give consideration as to the future use of any residual funds (either unallocated or unspent) and proposed that the towns should be contacted to offer the remaining funds to all towns for further bids, with attention drawn to the promotion of free parking initiatives.

Cllr P Grove-Jones stated that she understood concerns raised by the Working Group on some issues in Stalham, and asked whether the remaining £8800 unspent in Stalham could be ring-fenced for the town. Cllr S Bütikofer stated that the original funding arrangement had suggested that if further bids were not forthcoming, any remaining funds could be made available to the other towns. Cllr N Housden stated that there had been a suggestion at the meeting of the Working Group that any remaining funds be ring-fenced for the towns with an underspend.

Cllr S Bütikofer asked Cabinet Members for their thoughts on the remaining funds. Cllr E Seward replied that arguments could be made for both options, but added that even if the money was not ring-fenced, Stalham would still be eligible to apply, and their application could be given extra weighting due to the town's current underspend. He then stated that he would prefer to stick to the flexibility of his original proposal, and added that the towns could be given six to eight weeks to submit further bids. Cllr S Bütikofer stated that six weeks was a reasonable time frame for the towns to arrange

further bids. The Head of Economic and Community Development stated that some unspent funds may be returned if projects fail to be implemented, and suggested that these funds would require further consideration. Cllr S Bütikofer suggested that these considerations could be made by the MTI Working Group. Cllr A Fitch-Tillett stated that a six week application deadline would require applications being submitted in August, which could be a difficult time with many people on annual leave. The proposal was adjusted to allow for an eight week application period.

Cllr N Lloyd asked whether there was any plan for any unspent funds after the final round of funding, to which Cllr S Bütikofer replied that it was possible that remaining funds could be used to subsidise free parking in the towns.

The recommendations were proposed by Cllr E Seward and seconded by Cllr R Kershaw.

### **RESOLVED**

- 1. Approve the MTI Working Group's recommendations to award £103,747.36 of funding to applications outlined in the Report.**
- 2. Request that the Overview & Scrutiny Committee continue to monitor the outputs and outcomes of any/all applications that receive funding.**
- 3. Give Consideration as to the future use of any residual funds (either unallocated or unspent) – Applicants to be offered two month period as final chance to apply for remaining £22,089.67.**
- 4. Approve delegated authority be given to the Head of Economic and Community Development to agree suitable funding conditions in respect of the approved applications, issue grant decision letters accordingly, and make necessary funding adjustments in accordance with the Delegated Authority Policy.**

### **Reason for the decision**

To provide funding to successful MTI applicants and approve the necessary steps to continue to administer the fund.

### **25. EXCLUSION OF PRESS AND PUBLIC**

That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 3 of Part I of Schedule 12A (as amended) to the Act.

### **26. PRIVATE BUSINESS**

None

The meeting ended at 10.18 am.

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Chairman