

PORTFOLIO HOLDER DECISIONS

Please refer to Guidance Notes overleaf

Forward Plan Ref. No.	2016 263 November – Frome Christmas Tree 2016	21 November 2016
Name of Portfolio Holder	Cllr John Parham	
Name of Officer	Lucille Ainsworth	
Details of Decision	To prepare and enter into a Licence to Occupy between MDC and Frome Town Council to enable the erection by FTC of a Christmas Tree (November 2016 -January 2017) at land in MDC ownership at Market Place Frome.	
Details of consultation carried out:		
Tick		
<input checked="" type="checkbox"/>	Sara Skirton - Group Manager Corporate Services	Date 7.11.16
<input type="checkbox"/>	The Leader of the Council	Date
<input type="checkbox"/>	Any other Portfolio Holder whose area of responsibility is affected (please specify)	Date
<input type="checkbox"/>	Other (please specify)	Date
Reasons for Decision		
<p>The decision is made in response to a request from FTC to erect a Christmas tree on land in MDC ownership. A Licence agreement previously in place to enable the erection annually of a Christmas tree in this location is now expired.</p> <p>The request was received from FTC post the last meeting of the Corporate Asset Management Group and it is proposed that the tree is erected before the Group meets again in December.</p>		
Any alternative options considered and rejected	If a Licence to Occupy is not provided then FTC will not have appropriate authority to erect a Christmas tree at the site used regularly for this purpose.	
Financial and personnel implications	It is proposed to apply a Licence fee to cover MDC's reasonable legal and administrative charges.	
Any relevant personal Interest under the Code of Conduct	None	
Reports and Background papers relevant to the decision	None	
Date e-mailed to Members incl Scrutiny Board Chair	21.11.16	
Date of Publication of Notice	21.11.16	
Date Decision comes into force (*see below)	21.11.16	

***Please Note:** The decision detailed above will come into force, and may be implemented,

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5 clear working days after Publication unless subject to call-in by the Scrutiny Board.

Signature of Portfolio Holder

[Handwritten signature in blue ink]

Democratic Services

Please complete and return to Democratic Services