

## MENDIP DISTRICT COUNCIL

Minutes of the meeting of Cabinet held on Monday, 10 April 2017 in the Council Chamber, Council Offices, Shepton Mallet commencing at 6.30 pm.

### **COUNCILLORS PRESENT:**

Philip Ham	Portfolio Holder for Transformation
Tom Killen	Vice Chair of Cabinet and Deputy Leader of the Council
John Parham	Portfolio Holder for Finance, Governance, and Corporate Services
Harvey Siggs	Chair of Cabinet and Leader of the Council
Nigel Woolcombe-Adams	Portfolio Holder for Planning, Growth and Housing Services

### **ASSISTANT PORTFOLIO HOLDERS PRESENT:**

Councillors Simon Davies, Mike Pullin, Alan Townsend and Danny Unwin

### **OTHER COUNCILLORS PRESENT:**

Councillors Bryan Beha, Peter Bradshaw, Roy Mackenzie and Graham Noel,

### **OFFICERS PRESENT:**

Tracy Aarons	Deputy Chief Executive
Ian Bowen	Group Manager, Planning and Growth
Stuart Brown	Chief Executive
Paul Deal	Section 151 Financial Advisor
Claire Dicken	Committee Officer
Jo Milling	Planning Policy Officer
Tom Rutland	Equalities Manager
Sara Skirton	Group Manager, Corporate Services
Jai Vick	Group Manager, Housing Services

<b>Agenda Item</b>	<b>Subject</b>	<b>Actioned by</b>
<b>1</b>	<p><b>Chair's Announcements</b></p> <p>The Chair explained the procedures in the case of an emergency and asked that all mobile devices be switched to silent.</p>	
<b>2</b>	<p><b>Apologies for Absence</b></p> <p>Councillor Nigel Taylor, Portfolio Holder for Neighbourhood and Community Health Services</p>	
<b>3</b>	<p><b>Declarations of Interest</b></p> <p>Councillor Tom Killen declared a personal and prejudicial interest in item 16 Shape Housing Ltd, because he was a</p>	

	<p>director of the company. He said he would leave the room for the consideration of the item.</p> <p>Councillor Philip Ham also declared a personal and prejudicial interest in item 16 Shape Housing Ltd, because he was a director of the company. He would also leave the room for the consideration of the item.</p>	
<b>4</b>	<p><b>Public Participation</b></p> <p>a. <b>Items on the agenda – none</b></p> <p>b. <b>Items not on the agenda: - none</b></p>	
<b>5</b>	<p><b>Previous Minutes</b></p> <p>The minutes for the Cabinet meeting held on 13 March 2017 were agreed.</p>	<b>Claire Dicken</b>
<b>6</b>	<p><b>Economic Development</b></p> <p>The Deputy Leader of the Council gave a verbal update about economic development within the district.</p> <p>He said that Street Business Park was progressing quickly and retail units there were already being filled. The site should be completed in the summer.</p> <p>In Frome, one of the large employers was hoping to make further expansions.</p> <p>Talks were taking place with Boxworks, a Bristol based company. It was hoped that they may expand into the Mendip district with sites at Frome and Shepton Mallet in the first instance.</p> <p>Work was progressing on the Phoenix investment projects. Currently the Council was investigating suitable properties for investment opportunities.</p> <p><b>RESOLVED</b></p> <p>To note the update.</p>	<b>Jenny Pitcher</b>

7	<p><b>Equality Objectives 2016-18 - Update</b></p> <p>The Portfolio Holder for Finance, Governance and Corporate Services introduced a report which stated that the Council was required by statute to review and establish organisational equality objectives. Our current objectives would run from April 2016 to April 2018. This report outlined the progress made so far on these objectives.</p> <p>Cabinet was asked to:</p> <ul style="list-style-type: none"> <li>• note and endorse the current progress on the Equality Objectives.</li> <li>• note key findings from the engagement event with equality communities within Somerset.</li> <li>• identify any additional support and guidance they would require around equality and diversity.</li> </ul> <p>The Officer gave highlights from the report.</p> <p>During the discussion that followed Members felt strongly that plain English should be used in all of the Council's public information.</p> <p>In response to queries the Officer said that all staff were encouraged to think of equality issues as second nature by completing relevant training, the regular completion of equality impact assessments and being mindful of equality issues when completing the Council's business planning.</p> <p>Members noted that every report to Committee included a section about equalities.</p> <p>Members were concerned that those in the community that lacked computer skills should not be left behind by the way Council's services were delivered as well as other aspects of modern living.</p> <p><b>RESOLVED</b></p> <p>That the report be noted and the current progress on the Equality Objectives be endorsed.</p>	Tom Rutland
8	<p><b>Amendment to the Scheme of Delegation for Neighbourhood Planning</b></p> <p>The Portfolio Holder for Planning, Growth and Housing Services introduced a report which stated that the Council had a statutory duty to support Neighbourhood Plans pursuant to Section</p>	Ian Bowen

	<p>61G(5) of the Town and Country Planning Act 1990 as applied to Neighbourhood Plans by Section 38A of the Planning and Compulsory Purchase Act 2004) and the Neighbourhood Planning (General) Regulations 2012.</p> <p>Further to the recent imposition of deadlines to “make” the Plan it was proposed that the Scheme of Delegation be amended to allow Cabinet to execute this function.</p> <p>During the discussion that followed Members agreed that Neighbourhood Plans were not always straight forward and a number of them within the district had stalled. The Leader suggested that the Council give consideration as to how it could help to move some of the neighbourhood plans forward.</p> <p>There was a discussion about what advantages neighbourhood plans could lend to parishes.</p> <p><b>RESOLVED</b></p> <p>To recommend that Full Council approves the proposed amendment to the scheme of delegation to allow the Cabinet to “make” Neighbourhood Plans.</p> <p><b>REASON FOR RESOLUTION</b></p> <p>To ensure that the Authority’s duty to “make” neighbourhood plans within 8 weeks of a successful referendum could be fulfilled successfully.</p>	
<p><b>9</b></p>	<p><b>Rode Neighbourhood Plan – Advancement to Referendum</b></p> <p>The Portfolio Holder for Planning, Growth and Housing Services presented a report which stated that Rode Parish Council had prepared and submitted a Neighbourhood Plan for Rode (the Plan) and in line with the Neighbourhood Planning (General) Regulations 2012, the District Council had arranged an independent examination of the Plan and was now in receipt of the Examiner’s Report.</p> <p>The Report concluded that the Plan, as modified in line with the Examiner’s recommendations, should proceed to referendum.</p> <p><b>RESOLVED</b></p> <p>1) That the Rode Neighbourhood Plan, as modified by the Examiner, should proceed to referendum.</p> <p>2) That the Referendum Area correspond to the Designated Neighbourhood Plan Area for Rode.</p>	<p><b>Jo Milling</b></p>

	<p><b>REASONS FOR THE RECOMMENDATION</b></p> <p>To fulfil the authority's statutory duty in relation to supporting Neighbourhood Plans and ensure that the Plan meets the basic conditions and legal requirements of a Neighbourhood Plan.</p>	
10	<p><b>Wells Recreation Ground Trust – Engagement of a Project Development Manager for Stage 1</b></p> <p>The Portfolio Holder for Finance, Governance and Corporate Support introduced a report which updated Members on engaging a Project Development Manager (PDM) for the Wells Recreation Ground Trust (WRGT) and recommended endorsement of the successful candidate.</p> <p>The PDM would be engaged to deliver the Stage 1 tasks of the Project to improve the Bishop's Barn and Wells Recreation Ground. These tasks were the preparation and submission of an application to the Heritage Lottery Fund seeking development funding for the Bishop's Barn improvement project and also preparing a masterplan for the site. Both tasks required significant stakeholder engagement and wider public consultation.</p> <p>During the discussion that followed the Deputy Leader of the Council said it was important that decision making in connection to the Wells Recreation Ground be kept in proportion.</p> <p>Aside from the report the Portfolio Holder said he was pleased to announce that the play area would re-open at noon on 11 April 2017.</p> <p>In response to queries the Officer confirmed that CCTV had been moved to the new play area and that it was operational.</p> <p><b>RESOLVED</b></p> <p>To endorse the Wells Recreation Ground Trust's recommendation to engage the highest scoring candidate as Project Development Manager to carry out the Stage 1 tasks</p> <p><b>REASONS FOR THE RESOLUTION</b></p> <p>To ensure the progression of improvement plans for the Bishop's Barn and Wells Recreation Ground, as set out in the Christina Dixon Consulting Report 2016.</p>	Jane Sharp
11	<p><b>Portfolio Holder Decisions</b></p> <p>2017 271 – Adoption of Supplementary Planning Document</p>	

12	<p><b>Forward Plan</b></p> <p>The Council's Forward Plan was noted.</p>	
13	<p><b>Minutes for Information</b></p> <p>None</p>	
14	<p><b>Urgent Business</b></p> <p>None.</p>	
15	<p><b>Exclusion of The Press and Public</b></p> <p>Cabinet passed a resolution to exclude the press and public from the meeting during the next item on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description was likely to be disclosed:</p> <ul style="list-style-type: none"> <li>• Category 3 Information relating to the financial or business affairs of any particular person (including those of the Council)</li> </ul>	
16	<p><b>Shape Housing Ltd – Financial Implications</b></p> <p>Councillors Philip Ham and Tom Killen had each declared a personal and prejudicial interest in the item and left the room for the consideration of it.</p> <p>The Portfolio Holder for Finance, Governance and Corporate Services presented a report which was further to the Council's decision in July 2015 to establish Shape Housing Ltd.</p> <p>The Section 151 Officer gave a presentation that set out the financial benefits the Company would bring the Council, and make a request for seed funding, along with approval of the company's initial 5 year business plan.</p> <p>The Officer answered the queries which were raised during the discussion of the presentation including issues such as the Council's fall-back position and the quality of the proposed dwellings.</p> <p>The Officer agreed to research into the possibility of whether the Council may be able to loan mortgages to occupants of the new dwellings in the future.</p> <p>Cabinet agreed with the recommendation within the Business Case to appoint an Operations Manager as it would be important</p>	<p><b>Paul Deal and Jai Vick</b></p>

	<p>that an Officer with appropriate experience and expertise lead this business venture.</p> <p>The Portfolio Holder concluded by saying this project was key to the transformation of the Council and its sustainability.</p> <p>The Council was the sole shareholder of Shape Housing Limited, as a result the report made a list of recommendations that were accepted by Cabinet.</p> <p>Members wished to add that the Council should ideally be the preferred lender to the Shape Housing Company.</p> <p><b>RESOLVED</b></p> <p>Cabinet accepted the recommendations as set in the Officer's Report with the additional resolution that the Council ideally be the preferred lender to the Shape Housing Company.</p>	
--	--	--

The meeting closed at approximately 7.50 pm.