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**BRECKLAND COUNCIL**

**At a Meeting of the**

**CABINET**

**Held on Tuesday, 31 May 2011 at 9.30 am in  
Norfolk Room, The Committee Suite, Elizabeth House, Dereham**

**PRESENT**

Mr J.W. Nunn (Chairman)  
Mr A.C. Stasiak (Vice-  
Chairman)  
Mr S. Askew

Mr P.D. Claussen  
Mr M.A. Kiddle-Morris  
Mr W.H.C. Smith

**Also Present**

Mr S.G. Bambridge  
Mr J.P. Cowen  
Mr P.J. Duigan  
Mr D.R. Williams JP  
Mrs P.A. Spencer

Mrs S.M. Matthews  
Mrs D.K.R. Irving  
Councillor Claire Bowes  
Mr C S Clark  
Mr M A Wassell

**In Attendance**

Terry Huggins  
Julie Britton  
Mark Finch  
Dominic Chessum  
Sam Dawson

- Chief Executive
- Senior Committee Officer
- Assistant Director of Finance
- Joint Marketing & Communications Team  
Leader
- Arts Development Officer

**Action By**

**46/11 MINUTES (AGENDA ITEM 1)**

(a) New Publicity Code (Minute No. 32/11)

Referring to the lack of Broadband facilities that had been mentioned in the Minutes, the Executive Member for Corporate Development & Performance welcomed the Government's announcement that Norfolk had been awarded funding for the installation of Broadband in rural areas which had been instigated via the Broadband "Back the Bid" campaign. He felt that this would greatly assist the development of business opportunities in rural locations.

(b) Minutes

The Minutes of the meeting held on 5 April 2011 were confirmed as a correct record and signed by the Chairman.

**Action By**

**47/11 APOLOGIES (AGENDA ITEM 2)**

An apology for absence was received from Mrs L Turner.

**48/11 NON-MEMBERS WISHING TO ADDRESS THE MEETING (AGENDA ITEM 5)**

Cllr C Bowes, Mrs D Irving, Mrs S Matthews, Mrs P Spencer, Mr G Bambridge, Mr Clark, Mr P Cowen, Mr P Duigan, Mr M Wassell and Mr D Williams.

**49/11 SWAFFHAM PARKING REVIEW - CHANGES TO THE RECOMMENDATION (AGENDA ITEM 7)**

The Executive Member for the Economic and Commercial Portfolio explained the reasons for his request to remove recommendations 4 and 5 of the Cabinet Minutes (see Minute No. 36/11(b)). Due to recent legislative changes with regard to parking enforcement, it was agreed that the Overview & Scrutiny Commission be tasked to review these matters.

Options

N/A

Reasons

N/A

**RESOLVED** that:

- 1) the following recommendations be removed from Cabinet Minute No. 36/11(b):
  - (a) using a multi-agency approach, Breckland Council, Norfolk County Council and Norfolk Constabulary liaise over de-criminalisation of on-street parking in Swaffham, seeking a transfer of responsibility and action enabled through joined up thinking and use of resources;
  - (b) the Town Council's proposal to employ a traffic warden to undertake off-street parking enforcement with the five market towns be supported; and
- 2) due to recent legislative changes, civil parking arrangements be added to the Overview & Scrutiny Commission's Work Programme for further debate.

**50/11 MATCH FUNDING GRANT PANEL REPORT ROUND 1 - 2011/12 (AGENDA ITEM 8)**

Members were informed of the funding recommendations made at the Grant Panel meeting held on 23 March 2011.

**Rory  
Ringer,  
Teresa  
Smith**

**Action By**

The grants ranged from £500 to £3,000 and covered a wide array of schemes, three of which had been successful through Delegated Decision which included: £2,250 for Sporle Village Community Centre, £3,000 for Gressenhall children's play area and £2,000 for Scarning Primary School.

The Ward Member for Sporle, Councillor Williams, addressed the Cabinet and was pleased that the village of Sporle had received such a large sum of money for its Community Centre. The grant would greatly enhance the Centre and encourage more people to use it.

Councillor Irving, on behalf of Councillor Gould (both Ward Members for Scarning) and on behalf of the parishes of Scarning and Gressenhall, thanked Breckland Council for the grants received.

Councillor Spencer was also very grateful to the Council for these grants.

The Executive Member for the Corporate Development and Performance Portfolio referred to Emma Dowlan, a member of Attleborough Amateur Boxing Club, who had been awarded a grant of £500 towards the cost of travel and accommodation for an international tournament in Finland. He was in regular contact with the Boxing Club and had been informed of Emma's success and felt that it was very important for this authority to continue to help such individuals to maximise their potential. He was pleased that Breckland Council awarded these types of grants.

On a different matter, the Executive Member for the Corporate Development and Performance Portfolio asked whether the Council had any funding for the Queen's Diamond Jubilee next year as he had been approached by Little Ellingham Parish Council enquiring whether a grant would be available for such an event.

The Executive Support Member for the Corporate Development and Performance Portfolio pointed out that ideas were already being generated as to how communities could celebrate the Jubilee.

The Arts Development Officer advised that there were grants available for such events.

It was agreed that matters such as road closures should be resolved with Norfolk County Council Highways department sooner rather than later.

**Options**

See report.

**Reasons**

See report.

**RESOLVED** that the report be noted.

**Action By**

**51/11 LAND AT DEREHAM ROAD, WHINBURGH (AGENDA ITEM 9)**

The Executive Member for the Economic & Commercial Portfolio presented the report which concerned a request to approve the transfer of all rights and interest in the land at Dereham Road, Whinburgh.

The Executive Member for the Corporate Development and Performance Portfolio was in strong support of such transfers and highlighted the fact that two villages in his Ward had already benefited; one village had already transformed the parcel of land into a picnic area.

**Options**

- 1) To transfer all rights and interest in the land adjacent at Dereham Road, Whinburgh (as shown on the plan attached to the report) to Whinburgh and Westfield Parish Council at nil consideration subject to the imposition of a restrictive covenant "not to use this land for any other purpose other than amenity purposes".
- 2) To refuse to transfer all rights and interest in the land at Dereham Road, Whinburgh.

**Reasons**

To relieve Breckland Council of future liabilities.

**RESOLVED** that the transfer of all rights and interest in the land at Dereham Road, Whinburgh (as shown edged in red on the plan attached to the agenda) to Whinburgh and Westfield Parish Council be approved at nil consideration subject to the imposition of a restrictive covenant "not to use the this land for any other purpose other than amenity purposes only".

**Zoe Footer**

**52/11 CAPITAL PROGRAMME 2010/11 (AGENDA ITEM 10)**

The Assistant Director of Finance presented the report which set out the out-turn position for the financial year 2010/11 that had just been completed, and the Capital Programme for the forthcoming year 2011/12.

The meanings of the three tables contained within the report were explained, and Appendix A of the report was highlighted which set out the schemes and the actual spend against the budget.

In response to a concern, Members were informed that all Capital Programme requests would have been through the Capital Working Group for approval. The Assistant Director of Finance explained that some projects were still work in progress and drew attention to the last column at Appendix A where a narrative detailing why a request to carry over funding was being made.

The Executive Member for Economic and Commercial Portfolio explained that his Portfolio had increased its capital spend by £3.5m which had brought in a revenue of over 10% to the Council. The ambition this year was to increase the revenue whilst still looking for further investment

**Action By**

opportunities.

It was noted that the original estimate for capital receipts had been £250,000; however, some sales from 2009/10 had been delayed and the actual capital receipts in 2010/11 were £1,324,037 received from sales of land and property.

Councillor Williams felt that the Council should be looking at the infrastructure within small and medium villages and not just towns. The Executive Member for the Economic and Commercial Portfolio pointed out that making our villages more sustainable was something that was being looked at through the Council's Asset Management Plan.

In response to a concern, it was agreed that the Assistant Director of Finance would email the capital spend reserve figures to the Cabinet Members for information.

It was agreed that the Council's liquid assets should be safeguarded.

**Options**

Members may wish to suggest alternative arrangements for amendments and associated financing of the 2010/11 Capital Programme.

**Reasons**

The recommendation would ensure the Capital Programme for 2011/12 was amended along with the necessary funding.

**RECOMMEND** to Council that the final budget, outturn position and funding for 2010/11 and the budget and funding for the revised 2011/12 Capital Programme as detailed in Appendix A and B of the report be approved.

**Margaret  
Bailey,  
Mark  
Finch**

**53/11 BUSINESS IMPROVEMENT SUB-COMMITTEE: 12 APRIL 2011**  
**(AGENDA ITEM 11)**

1) **Minutes 35/11 (a)**

The Business Improvement Sub-Committee had been looking into the installation of an emergency generator at Elizabeth House; however, discussions had not gone smoothly and Cabinet was asked for its support on the matter.

The Overview & Scrutiny Commission Chairman said that he would be happy to take it to Scrutiny as the matter had been going on far too long and an outcome was well overdue.

2) **Members' ICT Options (Minute No. 40/11)**

The Executive Member for the Corporate Development and Performance Portfolio said that he had been asked to trial one of the new computers. The new equipment was now ready to be rolled out and installed; however, he felt that it should be a mandatory

**Action By**

requirement for all Members, existing and new to have training as the remote assistance would be ineffective if Members were not au fait with the equipment.

Councillor Williams disagreed and thought it rather late in the day for ICT training to become mandatory.

3) Finance (Minute No. 42/11)

**RESOLVED** that the carry over of unspent funding of £548,837 included in the Capital Out-turn report be approved (see Cabinet Minute No.52/11 above).

4) Adoption

**RESOLVED** that the Minutes of the Business Improvement Sub-Committee meeting held on 12 April 2011 be adopted.

**Margaret  
Bailey,  
Mark  
Finch**

**54/11 NEXT MEETING (AGENDA ITEM 12)**

The arrangements for the next meeting on 26<sup>th</sup> July 2011 were noted.

The meeting closed at 10.10 am

CHAIRMAN