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**BRECKLAND COUNCIL**

**At a Meeting of the**

**CABINET**

**Held on Monday, 13 January 2020 at 9.30 am in  
Norfolk & Dereham Rooms, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

Mr S. H. Chapman-Allen  
(Chairman)  
Mr P.D. Claussen (Vice-  
Chairman)  
Mr S.G. Bambridge  
Mr J.P. Cowen

Mr P.J. Hewett  
Mr M. S. Robinson  
Mr I. Sherwood  
Mrs A. M. Webb

**Also Present**

Mrs V. Dale

Mr P. Morton

**In Attendance**

Anna Graves  
Maxine O'Mahony

Rob Walker  
Ross Bangs

Alison Chubbock

Adrian Mills  
Teresa Smith

- Chief Executive
- Executive Director of Strategy & Governance  
(Monitoring Officer)
- Executive Director Place
- Corporate Innovation, Change & Performance  
Manager (shared)
- Chief Accountant (Deputy Section 151 Officer)  
(BDC)
- Strategic Manager (Billing & Benefits) ARP
- Democratic Services Team Leader

**Action By**

**1/20 MINUTES**

The minutes of the meeting held on 6 December 2019 were confirmed as a correct record and signed by the Chairman.

**2/20 APOLOGIES**

None.

**3/20 URGENT BUSINESS**

None.

**4/20 DECLARATION OF INTERESTS**

None.

**5/20 NON-MEMBERS WISHING TO ADDRESS THE MEETING**

Councillors Dale and Morton.

Action By

**6/20 CHAIRMAN'S ANNOUNCEMENTS (IF ANY)**

None.

**7/20 BRECKLAND COMMUNITY FUNDING APPLICATIONS (STANDING ITEM)**

Nothing to report.

**8/20 CHARGES FOR PRE-APPLICATION PLANNING ENQUIRIES**

The Executive Member for Planning presented the report which sought Members approval to introduce a paid pre-application planning service with effect from 1 April 2020.

The Director for Planning and Building Control added that the introduction of the service would follow national best practice and would be in line with recommendations from Planning Advisory Service.

Reasons for Recommendations

To enable the pre-application service to be introduced.

Options

That the introduction of a paid pre-application planning service be phased in from 1<sup>st</sup> April 2020.

**RESOLVED** that the introduction of a paid pre-application planning service and the inclusion of the fees within the Council's Fees and Charges Schedule for commencement from 1 April 2020 be approved.

**9/20 EASEMENT VALUATION AT STANFIELD HOUSE, SWAFFHAM**

The Executive Member for Contracts and Assets asked Members consideration for granting an easement relating to Council owned land at Lynn Road, Swaffham.

He informed Members that Officers were still in negotiation with the applicant to ensure that best value could be achieved and therefore recommended an alteration to Recommendation 2 listed in the report to read:

Due to the potential for inconvenience to be caused to the residents and visitors for the alternative route of the easement specifically those accessing Highfield Avenue during highway works, Cabinet concludes that the applicant's preferred route cable has significant merit. On this basis Cabinet accepts the applicant's offer subject to officers seeking to improve the terms, where possible.

Reasons for Recommendations

Granting the easement supports the application for the provision of new dwellings. The applicant's preferred route has merits to avoid unnecessary inconvenience to local residents.

Options

1. Agree to grant an easement at a fee of £12,000.
2. Refuse to grant an easement at the reduced fee of £12,000 and maintain the requirement for a fee of £24,000.

**Action By**

**RESOLVED** that:

1. Subject to the usual advertising requirements, an easement be granted in over the Council's land at Lynn Road, Swaffham in favour of the applicant.
2. Due to the potential for inconvenience to be caused to the residents and visitors for the alternative route of the easement specifically those accessing Highfield Avenue during highway works, Cabinet conclude that the applicant's preferred route cable had significant merit. On that basis Cabinet accept the applicant's offer subject to Officers seeking to improve the terms, where possible.
3. That authority to finalise the terms and conditions of the easement and to complete the same be delegated to Executive Director Commercialisation in consultation with the Executive Member for Contracts and Assets.

**10/20 QUARTER 2 2019-20 PERFORMANCE OVERVIEW REPORT**

The Deputy Leader informed Members that the report had been discussed at the meeting of Overview and Scrutiny and as a result of issues raised regarding the Contact Centre targets, meetings had been arranged between the Portfolio Holders to gain a deeper understanding.

The Corporate Improvement & Performance Manager informed Members that the report continually reviewed what had happened, however the team were looking at ways the information could have the ability to influence and change performance going forward.

The Executive Member for Finance and Growth was keen to see the facts on Economic and Growth within the performance report that that through encouraging enterprise within the District underpinned the key strategies that the Council were striving to achieve.

Members noted the content of the report.

**11/20 REVIEW OF THE LOCAL COUNCIL TAX REDUCTION SCHEME (LCTRS) FOR 2020-21**

The Executive Member for Finance and Growth explained that by retaining the Local Council Tax reduction scheme and introducing a tolerance rule would ensure that residents were not being disadvantaged.

The Strategic Manager (Billing & Benefits) for ARP added that the initiative would continue to support customers. He added that the initiative was being implemented across all Anglia Revenue Partnerships as well as Norwich City Council.

**Reasons for Recommendations**

As required, the Council has completed its annual review of the LCTRS scheme it operates and has identified improvements that will both help claimants and the Council reduce the amount of administration and improve clarity within the current scheme.

**Action By**

Options

- 1) That the Council retain the 8.5% benefit scheme (i.e. the maximum benefit to working age claimants is 91.5%) and that the Council introduces a tolerance rule to the treatment of Universal Credit income in the Local Council Tax Reduction Scheme.
- 2) Do not make the proposed changes to the LCTRS scheme.

**RESOLVED to RECOMMEND to full Council:**

- 1) to retain the 8.5% benefit scheme (i.e. the maximum benefit to working age claimants is 91.5%) and
- 2) to introduce a tolerance rule to the treatment of Universal Credit income in the Local Council Tax Reduction Scheme.

**12/20 ANGLIA REVENUES AND BENEFITS PARTNERSHIP**

**RESOLVED to RECOMMEND to FULL COUNCIL that:**

- 1) The revised Anglia Revenues Partnership Agreement be approved;
- 2) Subject to the approval from each Partner Authority, the revised agreement be signed and sealed by each partner authority.

The minutes of the Anglia Revenues and Benefits Partnership meeting held on 17 December 2019 were noted.

**13/20 NEXT MEETING**

The arrangements for the next meeting on Monday 3 February at 10.00am in Dereham Meeting Point, 4 St Withburga Lane, Dereham were noted.

There would be an opportunity for members of the public to ask questions of Cabinet members from 9.30am to 10.00am.

The meeting closed at 10.00 am

CHAIRMAN