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**BRECKLAND COUNCIL**

**At a Meeting of the**

**CABINET**

**Held on Tuesday, 7 February 2017 at 9.30 am in  
Norfolk & Dereham Rooms, The Conference Suite, Elizabeth House, Dereham**

**PRESENT**

Mr J.W. Nunn (Chairman)	Mr P. M. M. Dimoglou
Mr S H Chapman-Allen (Vice-Chairman)	Mrs A M Webb
Mr J.P. Cowen	

**Also Present**

Councillor M. Chapman-Allen	Mrs S.M. Matthews
Mr D M Crawford	Mr J Newton
Mrs J. Hollis	

**In Attendance**

Teresa Smith	- Democratic Services Team Leader
Maxine O'Mahony	- Executive Director of Strategy & Governance
Rob Walker	- Executive Director Place
Christine Marshall	- Executive Director Commercialisation (S151 Officer)
Ralph Burton	- Strategic Property Manager (BDC)
Alison Chubbock	- Chief Accountant (Deputy Section 151 Officer) (BDC)

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**15/17 MINUTES**

The minutes of the meeting held on 3 January were confirmed as a correct record and signed by the Chairman.

**16/17 APOLOGIES**

Apologies were received from Councillors Bambridge, Claussen and Robinson.

**17/17 URGENT BUSINESS**

None.

**18/17 BRECKLAND BRIDGE LTD BUSINESS PLAN**

The Executive Member Growth and Commercialisation presented the report to Members. He explained that the submission of the updated business Plan had in part highlighted the need to consider the future direction, scope and focus of the partnership.

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Following discussion it was agreed that Members approved the Business Plan for 2017-2022.

The Strategic Property Manager explained that previous work undertaken by Breckland Bridge had shown how the Council's assets within Thetford could be utilised to revitalise the town moving forward. Further work would be required to investigate this in more detail which was apt of the recommendation to prepare the Thetford Town Asset Plan.

Members were prepared to engage in the discussion to create the Thetford Town Asset Plan, but asked to see evidence of the work required before releasing the budget

Options

**Option 1**

1. To approve the updated Breckland Bridge Ltd Business Plan for 2017-2022 as set out in appendices A to D.
2. To agree the Bridge recommendation to initiate a project to create a Thetford Town Asset Plan and in doing so:
  - a) Provide up to £130,000 (spread over three years).
  - b) Delegate the release of the funds to the S.151 Officer subject to receiving satisfactory information on the project plan, delivery plan and expected outputs.
3. To agree in principle the Bridge recommendation to deliver a programme of minor development schemes in a 50/50 arrangement by:
  - a) Providing £82,500 as an initial equity share in the required subsidiary for the first three sites and £10,000 for legal and tax advice.
  - b) Agreeing the first three sites as Rougholme Close (Gressenhall), Glebe Road (Thetford) and Tottington Road (Thompson).
  - c) Subject to:  
Legal advice confirming such an arrangement can be undertaken and if so delegate the release of the funds to the S.151 Officer subject to satisfactory receipt of the necessary tax advice and satisfactory returns from the first three sites.

**Option 2**

- a) Cabinet does not recommend to Council to approve the updated Breckland Bridge Ltd initial Business Plan for 2017-2022 as set out in appendices A to D.
- b) Clause 26 of the Shareholders Agreement sets out the implications if the Council does not approve the updated Business Plan.
- c) Cabinet does not recommend to Council the initiation of a project to create a Thetford Town Plan.
- d) Cabinet does not recommend to Council the recommendation to deliver a programme of minor development schemes.

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**Reasons**

Overall performance of activity is good. The Riverside project is now complete having started in 2015 and reaching completion in October 2015. Breckland Bridge Ltd successfully delivered this scheme on time and as per the authorised budget. The second project, Mileham is nearing construction completion and house sales are progressing well. The third project in Attleborough has been delayed due to the relocation of the adjacent school that use the Council's land for recreation – but is still planned to be delivered within the first five year period of the partnership. All project activity is due to complete by 2019 and therefore within the first 5 year period of the partnership as planned.

Subject to the risks identified which continue to be monitored the overall return to the Council is still positive in terms of regeneration and financial outturn.

The intention of the partnership is to extend it beyond the initial Business Plan period and the updated Business Plan presented for approval is building the platform for that extension by continuing to prepare sites (where approved) for a development pipeline. Therefore there is still potential for more delivery and growth in the future. This opportunity is not reflected in the updated Business Plan because outputs are limited to the three projects currently.

Members agreed an amendment to recommendation 2 to reflect their discussion to read:

- a) allocate the £130,000;
- b) delegate the release of the funds to the S.151 Officer in consultation with the Leader subject to receiving satisfactory information on the project plan, delivery plan and expected outputs.

In addition, Members agreed to defer recommendation 3 as further discussion had been planned to discuss the future direction of Breckland Bridge.

Councillor Crawford asked for the recommendation to be amended to reflect Glebe Close, not Glebe Road.

**RECOMMEND** to Council:

1. to approve the updated Breckland Bridge Ltd Business Plan for 2017-2022 as set out in appendices A to D;
2. to agree the Bridge recommendation to initiate a project to create a Thetford Town Asset Plan and in doing so:
  - a) allocate up to £130,000 (spread over three years);
  - b) delegate the release of the funds to the S.151 Officer in consultation with the Leader subject to receiving satisfactory information on the project plan, delivery plan and expected outputs.
3. to defer the Bridge recommendation to deliver a programme of minor development schemes in a 50/50 arrangement by:
  - a) providing £82,500 as an initial equity share in the required subsidiary for the first three sites and £10,000 for legal and tax

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- advice;
- b) agreeing the first three sites as Rougholme Close (Gressenhall), Glebe Close (Thetford) and Tottington Road (Thompson);
  - c) subject to legal advice confirming such an arrangement can be undertaken and if so delegate the release of the funds to the S.151 Officer subject to satisfactory receipt of the necessary tax advice and satisfactory returns from the first three sites.

**19/17 DECLARATION OF INTERESTS**

None.

**20/17 NON-MEMBERS WISHING TO ADDRESS THE MEETING**

Councillors Crawford, M Chapman-Allen, Hollis, Newton and Matthews.

**21/17 CHAIRMAN'S ANNOUNCEMENTS (IF ANY)**

None.

**22/17 BRECKLAND COMMUNITY FUNDING APPLICATIONS**

(a) Match Funding - Mattishall Parish Council

The Executive Director Place presented the report.

Councillor Webb asked who would be responsible for maintaining the equipment. It was confirmed that it would be included in the conditions that it would be the responsibility of the applicant to maintain the equipment.

Options

1. To fully fund the application set out in the report
2. To part fund the application as set out in the report
3. To do nothing

Reasons

The grant application meets the criteria of the scheme.

It was **RESOLVED** that the Executive Member Place approves £20,000 (or 26.5% of the project costs, whichever is the lower amount) to Mattishall Parish Council towards the cost of a new play area at the Old School site.

**23/17 ARTS COUNCIL FUNDING - THE SILVER SOCIAL PROJECT**

The Executive Director Place presented the report informing Members that the Council was successful in the application for funding.

Options

1. To agree to receive and spend £185,773 grant funding from Arts Council England in accordance with their terms and conditions.
2. To not agree to receive the funding.

Reasons

Breckland has over 39,000 residents over the age of 60 and 17,000 over the age of 70 and living on their own. The Corporate Plan recognises this and

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has an objective to 'work with partners on supporting older people to remain active, participative and live independently within the community. This project will deliver against this corporate objective.

**RECOMMEND TO COUNCIL** that agreement is given to receive and spend grant funding of £185,773 from Arts Council England for deliver of The Silver Social project in accordance with the Terms and Conditions of the funder.

**24/17 BUDGET SETTING, MEDIUM TERM PLAN & CAPITAL STRATEGY**

The Executive Member Finance presented the report.

Councillor M Chapman-Allen asked if Officers could explain the discretionary business rate relief for local newspapers. It was explained that this was a government initiative to provide discretionary rate relief to local newspapers allowing one allowance per company or property up to £1500. The Central government would reimburse the local authorities for providing this discretionary rate relief at 100%, and the relief would be limited for a 2-year period only.

Councillor Cowen queried where some of the changes to discretionary charges had come from. Councillor Dimoglou explained that as the new Executive Director Commercialisation was now in place, a full review would of fees and charges would be undertaken in the coming year. It was confirmed that the fees and charges levels were proposed by the service areas

Councillor S Chapman-Allen felt concerned that the garden waste scheme would be increased again for the fourth year and should the Council Tax rise this would be a significant increase for residents. The Executive Director Place understood the context and added that the Councils' income had improved by using the Book and Pay system, and that the fee suggested did not put the council out of kilter alongside other local authorities.

Options

That recommendations 1 to 8 are approved,  
That amendments are made before recommendations 1 to 8 are approved.

Reasons

To comply with budgetary and policy framework

The Chairman asked that amendments were made to Recommendation 3 to reflect that the Discretionary Rate Relief for newspapers be approved for the 2-year period only. In addition, Recommendation 8 should also be in conjunction with the Leader and Deputy Leader.

**RECOMMEND to Council** that:

- 1) the Breckland revenue estimates and parish special expenses for 2017-18 and outline position through to 2020-21 (as set out in appendix B and E) are approved.
- 2) the capital estimates and associated funding for 2017-18 and outline position through to 2020-21 (as set out in appendix H) are approved.
- 3) the discretionary business rates relief for local newspapers as detailed in appendix I is approved for a two year period only.
- 4) the fees and charges shown at appendix D and D2, for adoption on 1

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- April 2017 are approved.
- 5) the Council Tax in the medium term plan be set at either:
    - a) £5.00 increase per year (£78.98 for a Band D property in 2017-18) or,
    - b) 2% increase per year (75.45 for a Band D property in 2017-18, and increase of £1.47), or
    - c) a value between 2% and £5, or a combination of a and b above
  - 6) the financial medium term plan at appendix A is approved
  - 7) the capital strategy at appendix G is approved
  - 8) £100,000 is allocated in the Organisational Development Reserve to fund feasibility studies for growth and investment projects which will generate a return to the Council. That release of funding for individual feasibility studies be delegated to the S151 Officer in conjunction with the Strategic Growth Group and Finance Board and the Leader or Deputy Leader.

**25/17 QUARTER 3 FINANCIAL PERFORMANCE REPORT**

The Executive Member Finance presented the report.

Councillor Cowen added that the report reflected that the Council was doing the right things in the right way and everyone should be commended for this. Going forward both Officers and Members should work closely together to put the Council in a good position going forward.

It was **RESOLVED** that:

- 1) the report and appendix was noted
- 2) **RECOMMEND** to **FULL COUNCIL** that the full year end under spend is contributed to the Organisational Development Reserve to fund timing delays in the Moving Forward Programme 2017-18.

**26/17 ANGLIA REVENUES AND BENEFITS PARTNERSHIP**

Members noted the minutes of the Anglia Revenues and Benefits Joint Committee meeting held on 10 January 2017.

**27/17 NEXT MEETING**

The arrangements for the next meeting held on 21 March 2017 at 9.30am in the Norfolk Room, Elizabeth House, Dereham, were noted.

**28/17 EXCLUSION PRESS AND PUBLIC**

**RESOLVED** that under Section 100 (A) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 Schedule 12A to the Act.

**29/17 BRECKLAND BRIDGE BUSINESS PLAN - APPENDICIES**

Appendices were noted. This item also referred at 17/17.

**Action By**

The meeting closed at 11.00 am

CHAIRMAN